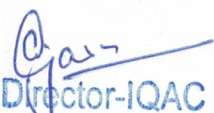


ANNEXURE-1
Action Taken Report (ATR)

Below is the status of actions taken on the agenda points discussed in the 3rd IQAC Meeting held on 8th October, 2024.

Agenda Point	Action Proposed	Action Taken / Status
Plan for the coming months	All academic and administrative activities were planned for upcoming months including LMS reports, FDPs, placements, audits.	Planned activities were approved and implemented successfully.
Standardization of Exam Question Papers	COE was directed to coordinate with IQAC to prepare a standardized format for question papers.	Guidelines and standardized formats were prepared and notified.
Monthly data review and analysis	Review and analysis of task completion status and achievement of targets for the ongoing semester based on submitted data.	Semester-wise data was reviewed by IQAC office and compiled for analysis.


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