INTERNAL QUALITY ASSURANCE CELL

Sullamussalam Arabic College, Areekode

ACTION TAKEN REPORT 2019-20

S.NO	DATE OF MEETING	DECISIONS	ACTION TAKEN
1.	06-06-2019	All concerned departments, clubs and forums were directed to submit the one-year action plan	All concerned departments, clubs and forums submittedone-year action plan
2.	06-06-2019	In the meeting IQAC suggested conducting more courses for students and the responsibilities were assigned to different teachers.	Six certificate courses conducted by different departments.
3.	06-06-2019	The meeting agreed to move forward with the proposal of applying for new courses in the campus.	Applied for two new courses.
4.	06-06-2019	The meeting suggested to conduct a session for the newly appointed faculties on Code of conduct of the college	Conducted a session for new faculties on code of conduct of the college.
5.	06-06-2019	All departments were advocated to extend the academic activities for the betterment of students.	All departments extended their activities for the betterment of students
6.	01-08-2019	IQAC suggested making Criteria wise leaders to coordinate the works of NAAC. Duties were assigned to the respective teachers in framing and implementing the criteria	All coordinators worked in the criteria for NAAC accreditation.

		The meeting discussed the progress of NAAC works in detail and suggested its submission in 2020.	Going to submit SSR in 2020.
7.	01-08-2019		
8.	01-08-2019	As a preparation for the coming monsoon, IQAC instructed the NSS and SOA units to arrange a rescue team and to equip them with essential skills needed. Students need to take up the task for development perspective in the affected areas.	SoA and NSS volunteers actively worked in disaster management in the flood affected areas.
9.	01-08-2019	The meeting suggested to start a center for Research and Publication for the flexible delivery of contents.	Decided to start a center for Research and Publication
10.	04-09-2019	Meeting focused on the up gradation of PG department of Arabic to the Research Department and the IQAC suggested the principal to take necessary actions	PG department of Arabic upgraded as research department of Arabic
11.	04-09-2019	The meeting entrusted the librarian to subscribe N-List for the digital library.	Subscribed N-List for the digital library
12.	01-10-2019	Academic achievements of the students in university examinations and other platforms were observed	Students were appreciated by IQAC for their curricular achievements.
13.	01-10-2019	IQAC suggested conducting National and International Seminar in various departments.	English, Economics and Islamic Finance departments conducted National seminars.
14.	06-01-2020	IQAC suggested the coordinators of NSS, SoA and SIP to extend their service to Pain and Palliative day activities	Students actively participated in the Palliative day activities.

15.	06-01-2020	All Criteria leaders updated the status of NAAC documents and the meeting directed them to complete the criteria within 31-05-20.	After analyzing the criteria, IQAC decided to submit the SSR in 2020
16.	20-03-2020	The idea of maximizing online learning was initiated by the teachers.	All teachers became fully engaged in the Online teaching and learning system.
17.	20-03-2020	IQAC directed all teachers to complete their portions and conduct classes through online mode..	All faculties are completed their portions through online mode.
18.	20-03-2020	All departments, clubs and forums were informed to submit ATR and annual reports to IQAC.	All departments, clubs and forums submitted ATR and annual reports to IQAC.