



DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE

(Autonomous)

College with Potential for Excellence, Linguistic Minority Institution

Affiliated to University of Madras

Arumbakkam

ACTION TAKEN REPORT

2020-2021

The action taken report by the Internal Quality Assurance cell (IQAC) as suggested by the IQAC Coordinator, Co-coordinator and other administrators (Principal, COE) suggestions were implemented and appropriate action were taken as recommended in the meetings held on September 28th 2020, November 10th 2020, January 8th 2021 and June 10th 2021.

Plan of Action	Achievements/ Outcomes
AQAR Submission	AQAR has been submitted by all the departments with necessary supporting documents
Instructions about SSR	Data Compilation, Verification process has been explained clearly by IQAC Coordinator to all the department IQAC coordinators
Faculty Profile	It has been designed and circulated by IQAC
Data Validations	It was done systematically by the NAAC Criterion Heads
Feedback mechanism	It was implemented successfully in all phases
Preparation of ERP Policy Document	ERP Policy related Document was prepared and verified by IQAC Coordinator
Green Audit & Environment Audit	Completed by GREEN PRO BUILDMART and the outcome is highly commendable
Administrative Audit	Mr. Srinivasan Gopalan is the convenor of Administrative Audit, it was conducted in the month of June 2021
Academic Audit	Completed by all the departments between the month of March and April 2021



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Staff Appraisal	API Score card was designed and circulated amongst the faculty
Faculty Induction Programme	Completed in the month of February for all the newly recruited aided faculty
Workshop on OBE Attainment	Completed in an exemplary manner both online as well offline mode
Student Induction Program	Student Induction Program committee was formed under the headship of Dr. T. Augustine Arul Prasad (IQAC Co-coordinator)
Submission of SSR for NAAC Cycle 3	Submission of SSR is in progress
IIQA	IIQA Queries with regard to Institution name was clarified by the institution promptly
Faculty Development Programme	FDP committee was formed under the headship of Dr. S. V. Nandhini and the work is in progress
Research Advisory Committee	Research Advisory Committee was formed under the headship of Dr. R. Kumaran & Google forms was circulated amongst the faculty in order to claim seed money for publications
Academic calendar	It has been prepared by the Academic calendar committee, in addition to that department were also asked to prepare calendar of events for their department
Website development	Institution website was restructured as per NAAC requirements


COORDINATOR - IQAC

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Dwaraka Doss Goverdhan Doss Vaishnav College
Arumbakkam, Chennai - 600 106.


CHAIRMAN

PRINCIPAL
Dwaraka Doss Goverdhan Doss
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