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ACTION TAKEN REPORT (July 2024-Dec 2024)

Date	Agenda/ Discussion Points	Action Taken
25th July 2024	**Guidelines for AQAR 2023-24**	• Metric-wise SOPs were circulated to departments. • Departments are instructed to attach signed reports with geo-tagged photos. • The finance department initiated the preparation of audited statements.
25th July 2024	**Data Requirements for several criteria**	• Drive link shared with all departments. • NAAC Coordinators and Section Incharges were given clear timelines and formats. • Follow-up meetings scheduled for data compliance verification. • Compilation is in progress; the IQAC team is monitoring submission status. Reminders issued to lagging departments.
20th Dec 2024	**NAAC/ AQAR Preparation**	• New data is added in various criteria of AQAR like Extension Activities, Entrepreneur FDPs and Workshops, Awards. • AQAR is successfully submitted on 31st Dec 2024.

Dr. Yaduvir Singh
IQAC Coordinator

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ACTION TAKEN REPORT (Jan 2025-June 2025)

Date	Agenda/ Discussion Points	Action Taken
29th April 2025	Reforms in NAAC Processes, Data Formats as per NAAC	• The updated NAAC reforms (June 2024) have been circulated to all departments. Awareness sessions were conducted to explain Binary and Maturity-based accreditation formats. NAAC documentation templates were updated accordingly.
29th April 2025	Changes as per new NBA e-SAR (2024) (UG and PG)	• The new NBA e-SAR formats (Cycle-1 and Cycle-2) for UG and PG programs were shared with all departments. Awareness sessions on new PO/PSO formats and the Knowledge & Attribute Profile mapping were conducted.
29th April 2025	Review the Academic Audit Process	• A committee was constituted as per the meeting: Dr. Ritu Gupta (Lead), Dr. Manish Bhardwaj, Dr. Ashu Mittal, and Dr. Sandeep Chhabra. The committee submitted a detailed review report by 7th May 2025. Recommendations for alignment of IQAC and audit formats were incorporated.
29th April 2025	Accreditation of PG Programs (M. Tech and M. Pharm)	• A preliminary review of eligibility and documentation requirements for PG accreditation has been completed. Departments have been instructed to start preparation for NBA documentation of PG programs.
29th April 2025	Demonstration of OBE Module on Cyber Vidya ERP	• The OBE module was demonstrated to all departmental OBE Coordinators. Roles were assigned, and coordinators were trained. Departments have started entering course-level data into the ERP after Director Academics Office approval.

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