

ACTION TAKEN REPORT 2018-19

Plan of Action	Outcome
To enhance teaching	FDP for Faculty Members - 2 organised by the college and 91 FDPs were attended by staff members. Ph.D – 5 Faculty Members registered and 1 Faculty cleared NET
To conduct FDP on Revised NAAC Norms	Executed – Resource Person Dr. Sethuraman, Professor of Chemistry, Gandhigram Institute
Criteria-wise dividing the entire staff members for SSR purpose	Mind Map designed and Criteria Heads and members were disseminated with required information
<ul style="list-style-type: none"> • Library Automation • To increase Library Books for Book Bank by the Staff, Students along with the Management 	<ul style="list-style-type: none"> • Initiated the library Automation process • Students and staff members were encouraged to donate books on their Birthdays, Wedding day etc.,
To collect Online Feedback from students	Collected online feedback from students
To improve evaluation process	Scrutiny of Examination valuated papers. Executed for CA-1, CA2 and Model Exam
To provide more opportunity for the staff members to participate in FDP, Workshops etc	50 Staff members were benefitted
To simplify the work process of the faculty members	LOG book with Student Attendance, Mark Register, and Lesson Plan was given to make the process simple.
To provide part-time jobs for the students	Provided part-time jobs as per plan.
To organise NET,SET coaching classes	Organised for Commerce and Management stream. One faculty member cleared NET.
To bring in more transparency in administration and paper less work process	<ul style="list-style-type: none"> • Official Whatsapp group created for faculty members. • All official mail were forwarded to the faculty member's respective department mail id and to their personal mail id depending on the communication received. • Paper less office is in vogue.