

ACTION TAKEN REPORT
IQAC, JONAI GIRLS COLLEGE' JONAI
Report prepared on 03/11/2022

Resolution Taken Date	Resolution	Action Taken Report
12.03.2016	Enrichment of the central college library with more numbers of books.	The library advisory board initiated to purchase more number of books.
12.03.2016	The teaching & non teaching staff prepared themselves with proper documentation and record keeping initiating the NAAC invitation.	All departments are under taking their preparations.
28.10.2017	Each sub-committee/cell needs to maintain their records about their regular activities.	All committee has been maintaining their records & evidences.
08.01.2018	Maintenance of teachers dairy & submitted it to academic head.	Teachers have maintained & submitted it to academic head.
09.09.2019	Digitization of the college central library by digital operating software SOUL 2.0	The library advisory committee approved the proposal to purchase the SOUL 2.0 software and the library has been operating on it.
09.09.2019	Subscription of "INFLIB-Net" facility & subscription of Journals.	The library has been now N-LIST (INFLB-Net) enabled
06.07.2021	Registration with ICT academy.	Registered with the ICT academy & organized two numbers of workshops as par the deed agreement.
04.12.2021	Re-constitution of IQAC executive committee & co-ordinator.	Mr. Utpal Roy has been appointed as the new co-ordinator of IQAC, JGC.
04.12.2021	Re-constitution of executive committee members	All HoDs of JGC along with Mr. Naresh Kumbang were selected as IQAC executive committee members.
04.12.2021	To prepare & collect required documents for applying IIOA.	IQAC had designed specific data collection format for academic departments, office, & library staff.
18.12.2021	To take & deliver the responsibilities by each and every respective JGC staff to complete the preliminary preparation.	Under Process.
30.01.2022	To complete the all preparation by the departments, office, library & sub-committees/ cells as early as possible by 20 th of April, 2022	Based on that IQAC, JGC had submitted the IIOA on 25 th of April. 2022
26.02.2022	Resolved to discuss about drafting of SSR	Self Study Report (SSR) has been Discussed with all college staff.
30.04.2022	Resolve to conduct External Academic Audit,	Conducted External Academic & Administrative Audit (AAA) on -07-05-2022 invited DR. Chatayana Borah NAAC peer team member cum principal Tinsukia Commerce College & IQAC co-ordinator Tinsukia commerce college.