

**DEVASWOM BOARD COLLEGE THALAYOLAPARAMBU,  
KOTTAYAM  
INTERNAL QUALITY ASSURANCE CELL  
ACTION TAKEN REPORT (2018-19)**

1. Induction programme for first year UG students was conducted.
2. College News letter INSIGNIA was released
3. Different administrative committees were reconstituted
4. The data collected about the attendance software's were handed over to college council
5. As per the request of IQAC, PTA purchased chairs and a mike set.
6. Different departments were instructed to start bridge courses.
7. Conducted academic and administrative audit
8. A class on file keeping and audit was conducted for both teaching and non-teaching staff on 27/10/2018
9. Administrative and Academic audit was held on 19/12/2018
10. IQAC organised a class on revised NAAC guidelines on December 20<sup>th</sup> 2018
11. Womens Cell started driving, stitching and embroidery class. Physical education department started yoga class
12. Submitted AQAR of 2017-18 to NAAC
13. Conducted a seminar on IPR and Gender equality
14. Submitted request to Travancore Devaswom Board for the release of fund for various renovation works.
15. SSS on teaching –learning and college and students feedback on teachers were collected and consolidated by the feedback committee

Sd/-

Principal