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## NIST Autonomous IQAC Action Taken Report

AY 2019-20  
Quarter-1

Task items assigned in IQAC meeting AY 2018-19 Q4

SI No	Task item	Ownership	Compliance Activity	Due Date / Status
1	Program closure B.Tech in Instrumentation Engineering	Principal	The program is closed by the institute. Necessary documentation was done. AICTE and Affiliating University intimated. Letter issued by Principal's office.	Completed
2	Updating data on NIST Website	Head, NTCS	NTCS team changed the website to have more brilliance and vibrance. Prof. Bhabani Patnaik was appointed as NTCS chief and tasked for future works related to website.	Completed
3	Formulation of rules for participation of faculty in Refresher programs	Principal	participation as mandatory for faculty promotion under Career Advancement Scheme. Institute will bear all expenses. Circular issued from Principal's office.	Completed
4	Course progress monitoring at teacher level	Course Coordinator	<b>Course file checklist was designed</b> A detailed checklist was designed and circulated among all the faculty members. All the Heads of the department were asked to verify twice a year.	Ongoing
5	Applying for project grants to funding agencies	Principal> HoDs	Circular issued from Principal to Heads of Departments to apply to various funding agencies for better funding opportunities.	Completed
6	Accreditation preparedness	Principal> HoDs	Circular issued  Every department is asked to form a subcommittee to deal with different criteria of NAAC & NBA Accreditations. The members of such sub-committee will work under head of the department and will provide information to IQAC directly while maintaining a file at their department level.	

  
Chairperson, IQAC