Action Taken Report on Recommendations of IQAC Meeting dated December 20, 2019

1. **Recommendation 1**: Identify a resource person who can present to the committee members sometime in January 2020 (preferably by January 15, 2020) the processes involved in the functioning of the IQAC and the submission of the Annual Quality Assurance Report (AQAR) to NAAC.
   Action Taken:
   Dr. Ajit Thete has been appointed as a NAAC advisor by IGIDR with effect from 29.01.2020.

2. **Recommendation 2:** Two sub-groups from the committee to identify all initiatives taken at IGIDR till date that are in consonance with IQAC and AQAR requirements and also the gaps if any that exist in this regard.
   Action Taken:
   - A sub-group from the IQAC committee comprising Dr. A. Ganesh Kumar, Dr. Manisha Jain and Dr. Jayati Sarkar was constituted and the sub-committee examined item-wise the gaps in information required to fill up the Annual Quality Assurance Report (AQAR) in compliance with NAAC requirements.
   - A sub-group was constituted for the administration comprising of Mr. Jai Mohan Pandit, Dr. S.M. Pujar, Mr.Lingaraj Panda, Mr.Samir Parab, Ms.Ranjana Jha, Mr.Amit Gaikwad and Ms.Fabina D'mello. They examined and submitted the information required to fill up the Annual Quality Assurance Report (AQAR) in compliance with NAAC requirements.
   - Three back to back meetings with NAAC consultant Dr. Ajit Thete have been conducted as part of an initial exercise to understand the AQAR requirements for IGIDR and the steps that can be considered by the IQAC committee going forward. [*Reports attached with email*]

3. **Recommendation 3:** Explore the possibility of publishing IGIDR quarterly newsletter involving students and with the oversight of a couple of faculty members.
   Action Taken: Yet to be examined.

4. **Recommendation 4:** Explore the modalities of forming an Alumni Association.
   Action Taken:
   Registering Alumni Association under the relevant Act is in process and will be completed in due course of time. Most reputed institutes use their cloud services for managing alumni. The alumni portal Almashines is being suggested for IGIDR. Progress in this regard has been slow owing to the continuing lockdown.

5. **Recommendation 5:** Explore conducting Webinars from IGIDR.
   Action Taken:
   Webinar series have started and Microsoft Teams are being used as the platform for the same. Upcoming webinars will be live events and recording will be available to view later on.

6. **Recommendation 6:** To constitute a committee, possibly as part of the Student Welfare and Grievance Committee, that would deal with issues pertaining to the reserved category of students.
   Action Taken: Committee yet to be appointed.

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