



ACTION TAKEN REPORT OF SECOND IQAC MEETING (2025-26)

On the Resolutions of the Previous Meeting

1. Digital Transformation and Smart Campus Initiatives

Resolution:

To strengthen digital infrastructure, promote e-content development, establish an institutional e-repository, and enhance cybersecurity and feedback systems.

Action Taken:

1. A briefing session was conducted with the Academic Monitors regarding the requirements of digital transformation. The Academic Monitors subsequently informed the Heads of Departments (HODs), who further communicated the action points to their respective faculty members.
2. Faculty members have initiated the following activities:
 - o Development and uploading of subject-wise e-content, including lecture notes, presentations, summaries, and glossary lists.
 - o Recording of short concept-based videos and practical demonstrations for contribution to the institutional e-repository.
 - o Digitization of laboratory manuals, field reports, dissertations, and project work. This has been initiated as an ongoing institutional process.
3. Under the Smart Campus framework, the Office, Library, and Examination Committee have streamlined the documentation of the entire student life cycle in digital format to ensure systematic record maintenance.

Office Digitization: All official records are maintained through an established e-governance system to ensure accuracy, accessibility, and transparency. E-governance in the college is being systematically implemented to enhance transparency, efficiency, accountability, and effective institutional management.

Administration: Use of an ERP for maintaining student records, staff details, and official documentation. Digital communication through official email IDs. Policy documents uploaded on the college website. Biometric attendance system for teaching and non-teaching staff.

Finance and Accounts: Computerized accounting system for fee collection, salary processing, and financial record maintenance. Online fee payment facility for students. Digital maintenance of budgets, audits, and financial statements. PF, income tax, and other statutory compliance handled through online government portals (RUSA, NAAC etc).



Examination and Evaluation: Online examination form submission and internal assessment record maintenance. Digital generation of roll numbers and award lists. Uploading of attendance and internal assessment marks on the university portal as well as college official portal. Result processing and dissemination through online platforms.

Library Services: Inputs regarding remote library access were obtained from the Librarian. The following digital facilities are operational:

- Library partial automation using Integrated Library Management Software (ILMS).
- Online Public Access Catalogue (OPAC) for book search.
- Access to e-resources such as N-LIST and ePG Pathshala.
- Barcode-based issue and return system.
- Remote access through institutional login credentials, including VPN where applicable.

Academic Planning and IQAC

- Preparation and sharing of academic calendars in digital format.
 - Online feedback system for students, alumni, and faculty.
 - Digital documentation and data management for NAAC and other accreditation processes.
 - Virtual meetings conducted through online platforms.
4. Procurement of plagiarism detection software has been identified as a priority requirement and is under consideration.
 5. The process of creating an Institutional E-Repository is underway. Departments are compiling soft copies of projects, theses, and research papers submitted in their respective departments. HODs will submit the consolidated digital repository to the Library at the end of each academic session.
 6. A proposal on cybersecurity measures was prepared by Ms. Neha Walia and Dr. Shweta Thakur in consultation with the Cybersecurity Cell, Himachal Pradesh University to ensure adherence to prescribed security protocols and best practices. Coordination has also been undertaken with the third-party website service provider to finalize necessary safeguards.
 7. The Department of Computer Science will conduct faculty sensitization programmes on cybersecurity awareness during April–May 2026, focusing on safe digital practices and data protection.
 8. The development of simple and user-friendly feedback dashboards for class-level and departmental activities has been discussed with the website service provider. The feature will be implemented from the academic session 2026–27.

Status: Ongoing



2. Implementation of Holistic Multidisciplinary Learning Framework

Resolution:

To promote multidisciplinary STEM-based collaborative learning projects.

Action Taken:

Academic Monitors have finalized and selected multidisciplinary STEM themes for joint projects. Faculty members will prepare a structured roadmap outlining objectives, methodology, and expected outcomes. The implementation of these projects will commence from the academic session 2026–27.

Status: Planning Completed; Implementation Scheduled

3. Strengthening Quality Culture through Capacity Building

Resolution:

To enhance institutional governance and faculty awareness through structured capacity-building initiatives.

Action Taken:

A Faculty Development Programme (FDP) on Service Rules has been scheduled from March 16–21, 2026.

Status: Completed

The Hackathon and Ideation Cell, under the aegis of IQAC, successfully organized a Tech Fest that witnessed the participation of around 25 students, who showcased their brilliant and innovative ideas.

Status: Completed

Workshops on ethical research practices, and plagiarism prevention is scheduled from April 17–19, 2026.

Status: In Progress

4. Community Outreach and Extension Enhancement

Resolution:

To design structured, outcome-based community engagement activities and formalize collaborations through MoUs.



Action Taken:

1. A comprehensive plan for skill-based and community-oriented activities has been prepared by the Institutional Social Responsibility Convener in coordination with the Adopted Schools Convener. The activities will commence from July 2026.
2. A draft Memorandum of Understanding (MoU) has been prepared and forwarded to Mr. C.P. Verma, Secretary to the Governor, for review and oversight. The MoU emphasizes outcome-based activities, with a specific focus on structured outcome screening sessions.

Status: Plan Finalized; Implementation from July 2026 / MoU signed

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