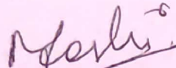


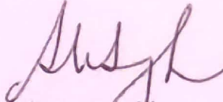
Acharya Narendra Deva University of Agriculture and Technology  
Kumarganj, Ayodhya

6<sup>th</sup> meeting of Internal Quality Assurance Cell, conducted on 18 August, 2021

S.No.	Decision in meeting	Action Taken
1.	All the colleges will prepare its time frame of all its student related activities and send it to the undersigned (Deans of all colleges)	The schedule of various activities undertaken by the students was prepared and conveyed to the Deans of respective college.
2.	The Directorate of Research will prepare the crop calendar and will also submit the action taken report to the undersigned (Director Research).	The crop calendar and action taken report was prepared by the Directorate of Research and submitted to the Director Research.
3.	Directorate of Extension will also prepare calendar of all its activities viz FLD's, trainings and workshops and will also submit the action taken report to the undersigned (Director Extension)	The extension and outreach activity calendar were prepared by the Directorate of Extension and an action taken report was also submitted to the Director Extension.
4.	Each college will constitute its Research Advisory committee and the papers will be sent through this committee for screening and thereafter publication (Deans of all colleges).	The college wise research advisory committee was established to check the quality of research papers before sending it to screening and publication.
5.	Hostels will strictly adhere to the timings of the hostel and each hostel administration will focus on healthy balanced food and compulsorily provide breakfast, lunch and dinner to the students preferring use of seasonal vegetables/university produce (Dean Student Welfare).	The hostel wardens strictly advised the residents about hostel timings. Also, provision of a balanced diet was ensured with proper hygiene.
6.	Games will be made compulsory for all the students and attendance for all students will be done at the ground itself. The academic time table will be prepared accordingly (Officer In charge Games/ Deans all colleges).	Games were made compulsory for all the students and an attendance register on ground was maintained on regular basis. Also, an academic time table was prepared dedicating time for games and sports.
7.	Time frame should be made for the swift movement of official files and bills so that timely completion of task can be ensured.	For the official files and bills, a strict time frame was made to guarantee the smooth task completion without any delay.
8.	It will be mandatory to obtain feedback after training at KVK's/colleges and percent implementation/adoption of technology or knowledge should be studied (Deans/Directors).	The filling of feedback form was made compulsory after training at KVK's/colleges to obtain the percentage of beneficiary/ non beneficiary of the knowledge/ technology shared.
9.	Skill development programs should be started for all including students (Entrepreneurial programs, hands on trainings. Language classes etc.), faculty (refresher courses/trainings/workshops) and employees (Basics of computers, English	Skill development programme for students, faculty trainings/workshops and computer/English language training for supporting staff were conducted on regular basis to motivate and boost their confidence.

	language etc.). The supporting staff should be trained for the basics of computer and English language (Deans all colleges).	
10.	The college will enter into MOU's and communicate to the undersigned (Deans of all colleges).	The action already initiated.
11.	NCC program should be started on priority basis and all necessary correspondence should be made (Officer In-charge Games/Dean Veterinary College).	All the formalities and paper work were under process
12.	Biodiversity committee will be constituted at university level.	Committee constituted.

  
 (Namita Joshi)  
 Coordinator

  
 (S.V. Singh)  
 Member secretary