



# महाबोधि महाविद्यालय, नालन्दा

MAHABODHI MAHAVIDYALAYA, NALANDA

At + P.O.- Nalanda, Dist.- Nalanda (BIHAR)- 803111

पाटलिपुत्र विश्वविद्यालय, पटना एवं बिहार सरकार से स्थायी सम्बन्धन प्राप्त

यू.जी.सी. से 2(1) तथा 12(B) खंड से नियंत्रित (Registration in 2(f) & 12(B) Section of UGC)

College Code : 415

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## Internal Quality Assurance Cell (IQAC) Action Taken Report (ATR)

Meeting No.: 16

Date of Meeting: 23rd December 2023

Date of ATR Submission: 19th January 2024

Agenda Item	Resolution Taken	Action Taken
1. Confirmation of Last Meeting	Previous meeting minutes were confirmed.	The minutes of Meeting No. 15 were documented and filed as per IQAC procedure.
2. ATR Preparation	ATR of Meeting No. 15 to be discussed and submitted. ATR to remain a regular agenda item.	ATR for Meeting No. 15 was prepared and approved during this meeting. Practice continued for subsequent meetings.
3. Academic and Administrative Audit (AAA) Team Visit	AAA team visited on 12/12/2023 and made oral observations. Awaiting official report.	All relevant departments were informed of the audit feedback. Documentation is being consolidated. Meeting with full faculty to be scheduled upon report receipt.
4. Question Bank Preparation	All faculty members to submit probable questions within one week.	Teachers have started submitting question banks in soft/hard copy. Compilation and formatting are underway for departmental archives.
5. Add-on Courses	Tally and GST certificate courses introduced.	Enrollment process initiated; course content finalized. Classes to begin in upcoming session.
6. Value Education Implementation	NEP-2020-based value-added content introduced.	Value-based papers taught in Semester-I; feedback collected from students on relevance and content.
7. ICT & Computer Literacy	Teachers to actively use ICT; promote computer literacy among students.	Smart boards and projectors utilized in classroom teaching; Computer Literacy Programme continued under designated coordinator.

8. Language Lab	Lab to remain functional and updated.	Routine checks conducted; software upgrade discussed for next academic session.
9. Entrepreneurship Education	Subject introduced in Semester-I.	Entrepreneurship concepts integrated into curriculum; activities planned for practical exposure.
10. Sports Facilities	Equipment purchased; efforts to appoint sports officer ongoing.	Basic sports gear acquired; follow-up on government fund request from Hon'ble MP (Koderma) in progress.
11. College Website & ERP	Regular update and maintenance.	Website content reviewed and updated. ERP system in functional state for administrative tasks.
12. NAAC First Cycle Preparation (IIQA, SSR, SSS)	Continue work on documentation and report submission.	IIQA and SSR documentation tasks distributed to respective departments. SSS data collection in process.
13. Contractual Computer Operator Appointment	To be hired for technical documentation.	Candidate shortlisted; appointment process initiated through college administration.
14. Student Email Collection for SSS	All departments to collect student emails.	Departments have begun collection; Google Forms and manual records being maintained.
15. Student Guidance on Digital Resources	Teachers to assist students with N-LIST, SWAYAM, Voter ID registration.	Orientation sessions conducted; support desks provided for SWAYAM and N-LIST access in library.
16. Purchase Committee Recommendations	Forward to Governing Body for approval.	Committee report prepared and submitted to G.B. office for inclusion in next meeting agenda.
17. Freeship for Distant Students	Spread awareness among students living 20+ KM away.	Notices issued and class announcements made. Students guided to apply for freeship with necessary documents.

Prepared by:



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Approved by:



**Dr. Arvind Kumar**  
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