



An Institution of
the Society for the Higher Education
of Women in India

Office of the Principal

Sophia College (Autonomous)

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Action taken report for the IQAC meeting held on 20th October 2022

Agenda proposed	Action taken
To plan Research sub-centres for Arts	In progress
'Clean campus initiative' program will begin in the next semester which will be in collaboration with College Union Committee (CUC), Nature club, NSS and SSRI. 150 students will be part of this program. Students will get extra credits.	Preliminary discussions have been completed. It will be implemented in the next academic year
Workshops on Income tax will be conducted and kept open to all the classes	This will be done in the next academic year
To renew the Grievance committee email id. To update the mechanism of reporting internal complaints and grievances	New committees are in place – Internal complaints Grievance redressal, Sexual harassment redressal committee, anti-ragging, Sophia caste-based discrimination complaints committee. New email ids have been created for these committees.
To save paper, to save electricity and minimize its use, and to save water	Some suggestions given in the meeting were to take printouts on both sides of the paper, to explore the possibility of using the unused pages of the answer booklets which have been cancelled out by the examiner, to display placards “put off lights and fans” in order to save electricity, to purchase LED lights. Some of these suggestions are likely to be implemented in the next year
To install dispensers and incinerator for the disposal of sanitary napkins	It is in progress. It will be done in the next academic year
To organize the IQAC Annual conference (2022-2023) on NEP in January 2023	Yes. Annual conference on NEP was held but not in January 2023. RUSA supported Annual IQAC Conference on Navigating the National Education Policy: Curriculum, Courses and Credits was held on 4 th

	February 2023. 71 teachers participated in the conference. Professor Ravindra Kulkarni, Dr Sholapurkar and Dr Vijay Joshi were the resource people.
An investment awareness session will be organized for the teaching and the non-teaching staff	Not yet done. It will be done in the next academic year.
Mentoring system to be implemented	The work has begun, preliminary work has been completed and it will be implemented soon.
To complete the CAS proceedings. Mrs. Boskey to submit the list of all lecturers who have applied to the CAS committee coordinator, Dr. Sangeeta Dubey	Yes. This is in progress. Four applicants have applied. All the files have been scrutinized. All the details have been submitted to the University. CAS scrutiny is likely to be held in the second week of June 2023
To connect with alumni and revive Sophia College Ex-students Association (SCESA)	In progress, planning and discussions are going on
To form a parent-teacher association as per the NAAC requirement.	Not yet formed. Work will begin very soon
To formulate a Research Advisory and Research Review committees of the college	Research Advisory and Research Review committees are in place
To conduct mock drills for staff and students to train everyone in first aid	It could not be organized as a separate session, neither was it organized for staff members but this was one of the sessions (session II) of the training program on disaster management organized by NSS on 20 th February 2023
To conduct green audit	Green audit was held on 10 th December 2022
To track the library visits by staff and students	Discussions are going on

Dr. T.C. Roy

IQAC Coordinator

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