

**JAYARAJ ANNAPACKIAM COLLEGE FOR WOMEN (AUTONOMOUS)**

**PERIYAKULAM**

**INTERNAL QUALITY ASSURANCE CELL**

**Action Plan - 2023- 2024**

1. To work towards heightened level of clarity and focus in institutional functioning towards quality enhancement.
2. To conduct Planning Committee meeting for the Departments on 3<sup>rd</sup> August, 2023.
3. To conduct Action Plan meeting for the Co-ordinators of the Clubs and Cells on 5<sup>th</sup> August, 2023.
4. To organize more than four Faculty/ Professional Development Programmes
  - In the months of June, September, November, 2023, and January, 2024.
5. To organize orientation programme for staff with experience of 5 years and below in the month of August, 2023.
6. To arrange a Training Programme for administrative staff in the month of February, 2024.
7. To conduct a programme for Outgoing Students on the importance of feedback, satisfaction survey and alumnae involvement/ contribution in the month of October, 2023.
8. To organize Workshop on Examination Reforms in the month of August, 2023.
9. To prepare AQAR for the year 2022 -2023 and to submit it in the month of May, 2023.
10. To publish 4 issues of JACNEWS Letter
11. To submit data for NIRF ranking
12. To apply for the status of Paramarsh mentoring college
13. To collect Feedback from the stakeholders and to analyze the data

14. To conduct Internal Academic Audit

15. To organize an Academic and Administrative Audit

16. To conduct Evaluation Committee meeting in the month of April, 2024.