



INTERNAL QUALITY ASSURANCE CELL

KRISTU JYOTI COLLEGE OF MANAGEMENT AND TECHNOLOGY

Affiliated to M.G University, Kottayam

NAAC Accredited A Grade with CGPA of 3.17

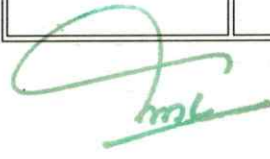
Recognised by UGC 2(f) & Approved by AICTE, New Delhi

An ISO 9001-2015 Certified Educational Institution


IQAC/ATR/19/2025

ACTION TAKEN REPORT FOR THE MEETING HELD ON 19TH SEPTEMBER 2025

Agenda	Decision Made	Action Taken
AQAR Submission	AQAR to be submitted in December	IQAC has formally communicated the timeline to all departments and shared detailed guidelines for data compilation. Departments have been instructed to maintain proper documentation and submit verified data within deadlines. Regular follow-ups are being conducted to ensure timely progress.
NIRF, KIRF, India Today Ranking	Preparation activities initiated	IQAC has circulated data templates and ranking parameters to all departments. Departments have started systematic data collection, validation, and documentation. A review mechanism has been initiated to periodically monitor progress and ensure accuracy of submitted data.
Internal Audit	Audit scheduled for November; documents from June–October to be verified	IQAC has prepared a structured audit plan and shared it with all departments, clubs, and cells. Guidelines for documentation and verification have been issued. Departments have been instructed to organize records from June to October systematically. Pre-audit reviews will be conducted to ensure readiness before the final audit.
Faculty Development Programme (FDP)	FDPs to be organized for faculty skill enhancement	IQAC has initiated the planning process for FDPs by identifying key focus areas such as pedagogical innovation, ICT tools, and research methodology. Departments have been requested to submit their training requirements.


 Rev. Dr. Joshy George
 Principal




 Dr. Anu Antony
 IQAC Coordinator