



ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

Approved by AICTE, New Delhi & Govt. of M.P. Affiliated to Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal
Oriental Campus, Raisen Road, Bhopal-462021 (MP) INDIA

IQAC MEETING ACTION TAKEN REPORT


Date: 01/10/2020

ACTION TAKEN REPORT

Following action were taken based on the discussion held in IQAC meeting on 16/09/2020 at conference hall, ground floor OCT.

Point No.	Description about Point	Action taken	Remarks
9	For the successful conduction of Exam the following moodle coordinators were nominated from the each and every department: Mr. Swaroop Bakre ME Mr. Kaushal Sen EX Mr. umesh Joshi, CSE Mr. Joy, IT Mr Sandeep Garg, EC Mr. Parag Gupta, CE	Order was issued from Director office	
10	It has been decided to conduct the training session of moodle for the faculty members so that they can start using it.	Conducted by Dr. Amita Mahor, Director IQAC	
11	It is also decided to submit the proposal for the purchase of cloud storage for the moodle, Dr amita Mahor has assigned this task	The quotation were called and after comparision the analysis was handed over to Mr. Ghei for further process and it has been purchased	Purchase order copy and its implementation is attached in annexure.
12	Dr. Amita Mahor has assigned the task of preparation of students, invigilators and general Guidelines for the	Prepared and circulated by Dr Amita Mahor, Director IQAC	Annexure attached

	conduction of mid sem examination on moodle		
13	In order to improve the quality of question papers the concept of moderators teams was introduced and it has been decided that the guidelines of the same will be prepared by Dr. Amita Mahor.	Prepared and circulated by Dr Amita Mahor, Director IQAC	Annexure attached
14	Dr. Amita Mahor has discussed the few points regarding the preparation of IQAC calendar for the session July-Dec. 2020. And the same will be circulated by her with in five days	Calendar was prepared and circulated	Annexure attached


 Dr. Amita Mahor 01/10/21
 Director IQAC
 IQAC COORDINATOR
 Oriental College of Technology
 BHOPAL

Copt to:

1. Chairman OGI for kind Information
2. CEO, OGI for kind information
3. Director for kind information
4. All members IQAC
5. HODs
6. Department IQAC Coordinators