


University of Mumbai
Internal Quality Assurance Cell (IQAC)
Action Taken Report 2013-2014

1. Official email id was created for all Heads of the Departments and got activated
2. Three level reports were initiated for proper documentation of research publications
3. A format was given to all heads of the departments for preparing the documents
4. The development of web application for online entry of AQAR was initiated
5. A letter was sent to all administrative sections of University for the submission of information for AQAR
6. A letter was sent to authorities on implementation of best practices which was already submitted to the NAAC office.
7. Information for preparation of AQAR was collected from establishment section of the University
8. Official email ID for IQAC was created
9. Letters recommending the following were sent to authorities of the University
 - a. Adjunct faculties as per the best practices submitted by University to NAAC
 - b. Recruitment of faculties as per the sanctioned posts
 - c. Promotion of faculties under CAS
 - d. Construction of hostels for students
 - e. Residential facilities for teachers
 - f. Accommodation for adjunct faculties
 - g. To construct common fresh rooms for visitors, students and parents
10. Students of IT department started developing the software for online application of AQAR submission
11. A demonstration to all HoDs in a meeting on the following matters was held
 - a. Demonstration of the online AQAR system
 - b. Reporting those departments who have not yet submitted
 - c. Describing about Level 1, 2 and 3 of the AQAR report
 - d. Proper data of national, state and international papers or seminars data
12. A link was given in the University website for online entry of AQAR and the communication was sent to all HoDs with the following details
 - a. Link availability in the website
 - b. User ID and password
 - c. Maintenance of three levels of documentation
 - d. Contact details of the facilitators
 - e. NAAC recommendations
 - f. Last date of submission as 22nd April, 2014
13. Technical problems encountered by many departments in filling AQAR were resolved by the interactions with the committee members
14. A meeting was held with the Pro Vice Chancellor and Director, BCUD to collect data from various sections of University
15. The final word file of the AQAR for the year 2012-2013 was submitted to the NAAC office through email.
16. Request was made to Director, BCUD for facilitating the benchmarks and SWOT analysis by employing external agencies
17. Information pertaining to infrastructure and development were obtained from Engineering section and DSW

10th June, 2014


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