



# St Joseph College of Communication

Media Village, Changanassery  
Affiliated to Mahatma Gandhi University, Kottayam, Kerala

Vision: Transforming Media for a Wholesome World

Founded in 2004

IQAC ATR 02/07/2022

## Action Taken Report For the meeting Held On 07 January 2022.

S. No	Agenda	Decision Made	Action Taken
1.	Introduction of Teachers' Diary:	The college has decided to introduce a Teachers' Diary, a daily record-keeping system for faculty members.	The college has introduced a Teachers' Diary, which helps faculty members in tracking attendance of students, teacher's workload and to keep track of curriculum delivery.
2.	Implementation of Centralized Exams:	The college has decided to implement a centralized exam system for midterm and model exam	To ensure fairness and transparency in the examination process, the college has centralized question paper delivery, invigilation, and announcement of results.
3.	FDP (Faculty Development Program):	Decided to Conduct FDP (Faculty Development Program)	The college conducts professional development for faculty members to enhance their teaching skills, subject knowledge, and overall performance.
4.	Renovation of Computer Lab & Purchase of Computers.	Suggested Renovation of Computer Lab & Purchase of Computers with i9 Processors:	Computer lab facilities were improved by providing students with better learning resources by purchasing computers with advanced i9 processors.



*Handwritten signature of Dr. Joseph Parackal*

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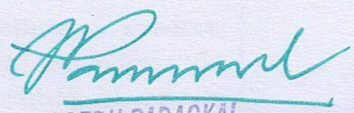
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5.	Lack of accommodation facilities for female students in the Campus.	Suggested the Need for a Ladies Hostel in the Campus:	Land adjacent to the college building has been purchased to construct a ladies' hostel.
6.	Mentoring for non-teaching staff.	It was decided to conduct mentoring sessions for non-teaching staff	The college conducted mentoring sessions for non-teaching staff to enhance their skills, to address work-related issues, and foster a supportive work environment.
7.	Mentoring Sessions for Students	Mentoring Sessions for Students due to the Rise in Problems due to Post Covid Issues	The college has started enriching its mentoring sessions, by providing emotional support, guidance, and resources for students, to help cope with the post-COVID situation.



  
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# SJCC

VALUES IN VISUALS