



**ACTION TAKEN REPORT**  
**ON THE SURVEY 2023-24**

AREAS IDENTIFIED FOR IMMEDIATE INTERVENTION BASED ON THE SSS REPORT	ACTION TAKEN
Use of ICT/ Technology	<ul style="list-style-type: none"><li>• Following the NEP guidelines 40% of Learning and Teaching to be in Blended Mode. Use of Platforms such as Moodle, ZOOM, Google class are encouraged in the college.</li><li>• Classes are conducted in smart classes with well-equipped ICT tools.</li><li>• Some departments have projector facilities used during classes.</li><li>• Training on ICT tools and Smart Boards was conducted for the faculty and staff.</li></ul>
Indoor Sports Facilities/ Infrastructure	<ul style="list-style-type: none"><li>• Department of Physical Education organised a tour to our Indoor Stadium and other sports facilities available in the college.</li><li>• Ensured easier accessibility to Gym equipments and other sports equipments.</li><li>• The gym equipment was repaired and upgraded.</li></ul>
Mentor- Mentee	<ul style="list-style-type: none"><li>• Mentor-mentee system has been streamlined department wise to ensure effective student teacher interaction.</li><li>• Periodic Mentor –Mentee meeting to be conducted and the proceedings to be maintained in a file.</li><li>• Mentee’s profile and progress to be maintain by the Mentor. Any action taken in case of issues raised by the mentee to be recorded in the file.</li></ul>
Access of Wifi/ Internet connectivity	<ul style="list-style-type: none"><li>• All departments were issued computers and Wifi service provided in the Staff room.</li><li>• All the computers used for academic purpose especially in Department of Computer Science are equipped with internet connection. Students of BCA have access to these computers.</li><li>• Computers in the Library research room are also equipped with internet connection which students can access at any point time.</li><li>• In the year 2023, internet ban by Government resulted limited access of internet to students and staff.</li></ul>

*Per*  
24/04/2025  
Principal  
South East Manipur College  
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Extra-curricular Activities	<ul style="list-style-type: none"> <li>• Each department is mandate to organize an event listed in the institutional calendar where faculty and students are involved to enhance, encourage and strengthen student's participation.</li> <li>• Fresher's meet and cultural meet and Sports week were conducted.</li> <li>• Inter- college quiz and other competitions were conducted.</li> <li>• Co curricular and sports events, and recreational events were integrated with the academic calendar.</li> </ul>
Infrastructure/ Lab infrastructure	<ul style="list-style-type: none"> <li>• Feedback from the survey were shared with all departments will Lab facilities.</li> <li>• Faculty, Laboratory assistants and other staffs were reinforced for the maintenance of Laboratory.</li> <li>• Students were given complete information of the Lab facilities and equipments as a part of the departmental induction program.</li> </ul>
Research facility	<ul style="list-style-type: none"> <li>• Research and Extension Committee was reorganized</li> <li>• Meeting was conducted with the committee to organise seminars on publication and workshop on research methodology.</li> <li>• Journals and magazine section was upgraed in the Library</li> </ul>
Rewards, recognition for staffs	<ul style="list-style-type: none"> <li>• Staff and faculty performance was reviewed on departmental level and by IQAC.</li> <li>• IQAC to introduce award and recognition based on the IQAC visit performance of all the departments.</li> </ul>
Issues related to mark sheet and university related documents.	<ul style="list-style-type: none"> <li>• Administration block was upgraded with proper notification. Notice boards were updated regularly.</li> <li>• Students were guided through proper channel in regards to university related issues.</li> </ul>
Career guidance	<ul style="list-style-type: none"> <li>• Alumni committee, Parent-Teachers Committee organized a career guidance program.</li> <li>• College organized on career opportunities program in Japan in collaborated with the Ministry of Skill Development and NSDC</li> </ul>
Limited classrooms	<ul style="list-style-type: none"> <li>• Authorities have been reiterated to complete the pending construction work in the college campus.</li> <li>• Principal office has been in the process of expediting the issues of limited classrooms.</li> <li>• Department of Anthropology and BFT has been sanctioned an extension and construction of class is in progress.</li> </ul>

  
 24/04/2024  
 Principal  
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