



Sagar Institute of Science and Technology Gandhi Nagar Bhopal, 462036

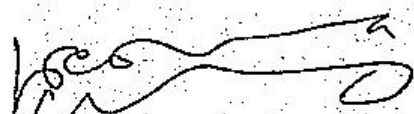
Approved by AICTE, New Delhi & Govt. of M.P. Affiliated to RGPV & BU,
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ACTION TAKEN REPORT ON MINUTES OF THE BOARD OF GOVERNORS (GOVERNING BODY) MEETING HELD ON 25th MAY, 2020

RECOMMENDATION	ACTION TAKEN
Online Teaching-Learning	<p>Online lectures of all courses for all years including trainings were conducted in last two semesters. All students participated in online classes, submitted assignments in online mode and wrote mid-semester and end semester exams online. Students gave their presentations of major and minor projects through Google Meet. Virtual practicals were performed for students by concerned faculty members. To maintain the Online Class attendance of the students in the last semester, the following steps were taken: -</p> <ul style="list-style-type: none">• Online messages were sent to the parents regularly apprising the attendance of their ward.• HOD personally counselled irregular and non-serious students on calls.• Mentors continuously made follow-up calls to improve attendance.• To reduce the detention rate of students the institute has made efforts to conduct online extracurricular activities.
Faculty Requirement	<p>Recruitment process of 2020-21 is completed. New additions in the department would definitely contribute to add value in the system.</p>
Appraise students results and other development activities	<p>All suggestions given for the development of students have been incorporated. Extra classes for lateral entry students and remedial classes</p>

	for weak students were held in online mode.
Placement details	Placement drives were conducted online. Placement team help students to face interviews online.
Training Activities	AMCAT and COCUBES training for all semesters were organized successfully.
Budget	Member secretary presented the expense sheet of the approved budget of AY 2020-21.
Progress of TEQIP Activities	STTPs were conducted by the Civil, Mechanical, Electrical department under TEQIP III RGPV. Proposals for Teacher's Training Program by Mechanical and Civil Departments, are sent to RGPV.
NAAC Accreditation	Institute is awarded NAAC accreditation.
Infrastructure development	Construction of New Sewage Treatment plant and Damp Proofing has been completed.
Faculty and Staff development	Many Faculty members attended webinars in online mode. Few senior faculty members delivered expert lectures and were the resource persons for Training programs conducted by other institutes.


Dr. Keshavendra Choudhary (Member Secretary, BOG)

Principal, SISTec

Copy To:

1. P.A to Chairman (for kind information)
2. P.A to Managing Director (for kind information)
3. Group Director (for kind information)
4. Principal
5. Vice Principal/IQAC Coordinator
6. Administrative Officer
7. Sr. Manager, Admin & H.R.
8. All members