**Action taken report**

After receiving the feedback report, a consultative meeting was called to deliberate upon the issues that came up during the analysis of the feedback report. A copy of the office order regarding the meeting has been attached with this report.

Further details of the action taken are described below:

1. **Training and placement:**
   All the stakeholders agreed to regularly hold meetings with the training and placement cell to organize campus placements.

2. **Canteen:**
   Mooting of the idea of a canteen took place in the meeting and the university authorities will soon be contacted to understand the know-how of setting up of canteens and subsequent actions will take place.

3. **Classrooms:**
   The honorable Vice Chancellor will be requested for more funds to be disbursed for constructing more classrooms.

4. **Other facilities:**
   Separate committees have been formed at the departmental level and they will hold regular meetings to ponder over the existing condition of the facilities provided in the department. A complaint cum suggestion box has been put in the premises to improve the facilities as well.