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Action taken report based on Feedback received from the stakeholders i.e. Students and Teachers

Session 2018-2019

The Feedback Analysis Committee of the institution designs and collects feedback from its stakeholders to monitor and evaluate its performance quality on curriculum and curriculum related issues. The feedback forms were collected from Students and Teachers. On the basis of suggestions received from stakeholders, plans for the next academic session.

Sr. No.	Suggestions obtained through feedback form (2017-2018)	Implementation (2018-2019)
Students Feedback		
1	More curricular activities should be arranged.	Departmental and outreach activities were increased and the students were motivated to participate.
2	Access to clean and hygienic washrooms.	Sanitation workers have been briefed about it.
3	Remedial classes for slow learners should be arranged.	Teachers were instructed to take remedial classes.
4	Use teaching aids (Blackboard, smart board/PPT)	Teachers were asked to use innovative methods to develop interest in the
5	Some students suggested for the maintenance discipline in the college campus.	For the proper discipline in the college campus , mentees were instructed to give assigned Proctorial duty in the different areas of college campus
Teachers feedback		
1	Sufficient books and reference material should be available for the topics mentioned in the curriculum in the college library.	This suggestion was discussed with library in charge and appropriate action was taken.
2	There must be more almirahs and drawers in the staff room.	This matter was discussed in the meeting and repair of old drawers was done.
3	Access to clean and hygienic washrooms and staff room.	Sanitation workers have been briefed about it.
4	More assignments and presentations to be encouraged to improve the cognitive and communication skills of the students	Students were motivated to do more assignments and project files as part of their curriculum
5	Organise training sessions on new teaching methods and upcoming subject areas and to improve skills of staff to optimise ICT enabled teaching.	These suggestions were duly considered and discussed.



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