

# Action taken report

## 2019-20



***“Feedback is the breakfast of champions.”***

***– Ken Blanchard***

AN IQAC INITIATIVE

## **ACTION TAKEN REPORT - 2019-20**

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# Students Feedback

### OVERALL ANALYSIS

The feedback analysis provides valuable insights into the students' perceptions, allowing the institution to identify areas of strength and areas for improvement, thus guiding targeted actions for enhancing the overall student experience. The analysis of factors influencing academic performance and institutional ambience reveals a hierarchical order in which the institution places a high emphasis on innovative teaching methods, which can positively impact students' engagement and understanding. Effective communication is crucial for successful teaching. The overall ranking indicates that the teachers in the institution are proficient in conveying concepts, which is essential for students' comprehension. A syllabus that ignites interest in the subject matter can contribute significantly to students' motivation and enthusiasm for learning. This suggests that the institution focuses on creating engaging and interesting course content.

A well-aligned syllabus with the program's requirements ensures that students receive relevant and applicable knowledge. This ranking suggests that there is a good match between the syllabus and the program's objectives. Having adequate reference materials is essential for a comprehensive learning experience. This ranking suggests that there may be room for improvement in providing additional resources to support the course content. A need-based syllabus is designed to meet the specific requirements of the students and industry. This ranking may indicate that there is room for improvement in aligning the syllabus with the current needs of the students and the job market. Striking a balance between theory and application is crucial for preparing students for real-world scenarios. The overall ranking suggests that the institution could focus on optimizing the balance between theoretical knowledge and practical application.

The overall analysis indicates that the institution places importance on preparing students for both further education and the job market. However, there is room for improvement to achieve a higher rank in this aspect. Simplifying complex concepts is important for ensuring that students can grasp challenging material. This ranking suggests that there may be opportunities for improvement in making complex topics more accessible to students. In summary, while the institution appears to excel in certain areas like creative curriculum delivery and effective idea communication, there are areas, such as a need-based syllabus and emphasis on higher education and employability, where there is potential for improvement based on the rankings provided. It's important to note that these rankings provide a snapshot and specific areas for enhancement rather than a comprehensive evaluation of the institution's overall performance.

## **ACTION RECOMMENDED**

The college formally communicates and provides information to the university regarding updating the syllabus based on the need. Strengthen communication skills among teachers. Improve the availability of reference materials. Invest in expanding library resources and online databases. Encourage faculty to compile and share supplementary materials relevant to their courses. Improve the accessibility of complex topics. Offer additional support through tutorial sessions, peer-assisted learning programs, or online resources. Encourage faculty to use varied teaching methods to cater to different learning styles..

## **ACTION TAKEN**

- The college formally communicated and provided information to the university regarding updating the syllabus.
- Conducted communication skills workshops and training sessions for faculty.
- Provided resources such as books, articles, or online courses on effective communication.
- Facilitated peer mentoring or coaching for teachers to share best practices.
- Conducted a thorough assessment of the current library resources and identified gaps
- Allocated budget for the purchase of additional books, journals, and other reference materials.
- Ensured that the library has a user-friendly online catalogue for easy access.
- Encouraged Faculty to Compile and Share Supplementary Materials.
- Schedule regular tutorial sessions for challenging subjects or concepts.
- Establish a peer-assisted learning program where students can tutor each other.
- Created an online platform with resources, discussion forums, and interactive tools for additional support.

## ACTION TAKEN REPORT 2019-20

# TEACHER FEEDBACK

### OVERALL FEEDBACK

According to the feedback provided by the teachers, it is clear that the mean score ranked first on the statement, "Aims and objectives of the syllabi are well defined and clear" as score 4.26, followed by the statement "Course content has corresponding reference materials" as score 4.16, statements "Curriculum has prospects for higher education/employability" and "The curriculum gives scope for internship/training/research" as score 4.07, then the statement "The syllabus is suitable for the programme" as score 4.02, the statement "The syllabus generates interest in the subject area" as score 3.98, the statement "Syllabus is need-based" as score 3.96, the statement "Sufficient number of prescribed books and reference materials are available in the library" as score 3.89 and the statement "The syllabus has a good balance between theory and application" as score 3.82.

The teacher's feedback indicates that the majority responded that the aim and objectives of the syllabi are well-defined and clear.

### Action Recommended

- Implement formative assessments to monitor progress and ensure that the syllabus remains aligned with learners' needs.
- Utilize educational technology and digital resources that align with the learners' requirements.
- Integrate real-world examples and case studies relevant to the learners' needs.
- Conduct regular evaluations of the library collection to identify gaps, outdated materials and areas in need of expansion.
- Offer professional development opportunities for teachers to enhance their understanding of practical applications and teaching methods.

Ensure that the assessments reflect the balance between theory and application and provide feedback on both aspects

### Action taken

- Implemented formative Assessments
- Utilized educational technology and digital resources.
- Collected feedback from teachers to understand their resource needs and preferences for books and reference materials.

Subscribed to academic journals, both in print and electronic formats to provide access to the latest research

## **ACTION TAKEN REPORT 2019-20**

# **ALUMNI FEEDBACK**

### **OVERALL FEEDBACK**

The mean score comparison of alumni feedback reveals that “The curriculum has been helpful to you with your present status/ employment/ higher education” which is the most important feedback. It has been followed by statements “The syllabus generates interest in the subject area”, “The curriculum ensures the overall development of students” and “The syllabus has a good balance between theory & application”.

The result indicates that the main feedback of Alumni is that they are satisfied with the curriculum, which helped to develop the status.

### **Action Recommended**

- Invite industry professionals or experts to share their practical experiences, providing insights that complement theoretical discussions.
- Encourage active learning strategies, such as discussions, problem solving and critical thinking exercises to promote the application theory.
- Encourage participation in extracurricular activities , clubs and students organization that promote personal growth and well rounded development.
- Design group projects.
- Teach practical life skills such as financial literacy, time management and decision making to prepare students for success beyond the classroom

### **Action Taken**

- Conducted interactive sessions with industry professionals.
- Organized peer teaching and presentations, group work, classroom discussions etc.
- Organized extracurricular activities.
- Provided classes on practical life skills

## **ACTION TAKEN REPORT 2019-20**

# **EMPLOYER FEEDBACK**

### **OVERALL FEEDBACK**

The mean score of Employer's feedback explains that "The syllabus is suitable for their employability" with a mean score of 4.27, which is followed by "The curriculum makes the student competent" with a mean score of 4.18, "The syllabus is need based and as per current trends in the market" as mean score 4.09, "The curriculum has prospects for employment" as mean score 4.00, "Awareness of the recent developments in the field is provided" as mean score 3.82 and "The syllabus has a good balance between theory and application" with mean score 3.73. The Employer's feedback indicates that the majority responded that the syllabus was suitable for their employment.

### **Action Recommended**

- When relevant, plan field trips to Business organizations or Research institutions to provide first hand exposure to practical applications.
- Assign projects or assignments that mirror real world scenarios requiring students to apply theory to solve practical problems.
- Analyze current employment trends, industry demands and job market requirements to identify the skills and knowledge needed by graduates.
- Assign projects and assignments that simulate real work scenarios and encourage student to apply their learning to practical challenges.
- Stay updated
- Invite guest speakers who are expert in the field to share their insights, experiences and knowledge about recent developments.

### **Action Taken**

- Conducted field visit
- Assigned projects and assignments
- Connected with alumni and recent graduates to gain insight in to their job search experiences, including the challenges and opportunities they encountered.
- Encourage students to explore online resources such as reputable news, websites, blogs and podcasts to stay informed about current developments.