



SSR Document

2018-19 to 2022-23

CRITERION 1

Curricular Aspects



Key Indicator No.: -1.4

Feedback System



Metric No.: - 1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website.

Document Title: - Action Taken Report on The Feedback

Analysis: 2019-2020



DECLARATION

The information, reports, true copies of the supporting documents, numerical data etc. furnished in this file are verified by IQAC and found correct.

Hence this certificate.

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**Action Taken Report on The
Feedback Analysis
2019-2020**



FEED BACK ANALYSIS AND ACTION TAKEN REPORT (2019-2020)

FEEDBACK ANALYSIS OF STUDENTS (2019-2020)

1. How do you feel about the Academic Curriculum

Option	%
Very Good	49.83%
Good	36.33%
Average	13.84%

The feedback on the academic curriculum is as follows:

- Very Good: 49.83%
- Good: 36.33%
- Average: 13.84%

This data shows that a majority of respondents (86.16%) rate the academic curriculum as either "Very Good" or "Good," indicating a high level of satisfaction. However, 13.84% rate it as "Average," suggesting there is room for improvement.

2. What is your view about the Transparency of Evaluation

Option	%
Very Good	48.97%
Good	35.86%
Average	15.17%

The feedback on the transparency of evaluation is as follows:

- Very Good: 48.97%
- Good: 35.86%
- Average: 15.17%

This indicates that a significant majority of respondents (84.83%) view the transparency of evaluation as either "Very Good" or "Good," reflecting a generally positive perception. However, 15.17% of respondents rated it as



"Average," suggesting there are aspects of the evaluation process that could be improved.

3. How is your Communication with Teachers

Option	%
Very Good	44.14%
Good	32.41%
Average	23.45%

The feedback on communication with teachers is as follows:

- Very Good: 44.14%
- Good: 32.41%
- Average: 23.45%

This data shows that many respondents (76.55%) rate their communication with teachers as either "Very Good" or "Good," indicating a generally positive experience. However, a significant portion (23.45%) views it as "Average," suggesting room for improvement.

4. Are the Library Facilities adequate

Option	%
Very Good	32.76%
Good	34.48%
Average	32.76%

The feedback on the adequacy of library facilities is as follows:

- Very Good: 32.76%
- Good: 34.48%
- Average: 32.76%

This distribution shows that a majority of respondents rate the library facilities as either "Very Good" or "Good" (67.24%). However, a significant portion (32.76%) considers them "Average," indicating room for improvement to meet student needs more effectively.

5. Are the Computer Facilities sufficient

Option	%
Very Good	31.72%



Good	31.72%
Average	36.55%

The feedback on the sufficiency of computer facilities is as follows:

- **Very Good:** 31.72%
- **Good:** 31.72%
- **Average:** 36.55%

This distribution indicates that opinions are divided regarding the sufficiency of computer facilities at the institution. A combined 63.44% rate the facilities as either "Very Good" or "Good," indicating a positive perception among a significant portion of respondents. However, a notable 36.55% consider the facilities "Average," suggesting room for improvement to meet the needs and expectations of all users.

6. How do you feel about the annual Co-curricular Activities

Option	%
Very Good	41.38%
Good	36.55%
Average	22.07%

The feedback on the annual co-curricular activities is as follows:

- **Very Good:** 41.38%
- **Good:** 36.55%
- **Average:** 22.07%

This distribution indicates generally positive sentiment towards the annual co-curricular activities among respondents. A combined 77.93% rate the activities as either "Very Good" or "Good," suggesting that a significant portion of participants find these activities enriching and valuable. However, 22.07% consider them "Average," indicating there may be room for improvement to enhance the overall experience.

7. Are you satisfied with the Sports Activities in the institution

Option	%
Very Good	34.83%



Good	33.79%
Average	31.38%

The feedback regarding sports activities in the institution is as follows:

- **Very Good:** 34.83%
- **Good:** 33.79%
- **Average:** 31.38%

This indicates a fairly balanced sentiment among respondents regarding sports activities. While a significant portion (68.62%) rates the sports activities as either "Very Good" or "Good," about 31.38% find them "Average," suggesting there might be room for improvement in certain aspects.



ACTION TAKEN REPORT BASED ON FEEDBACK ANALYSIS OF STUDENTS (2019-2020)

1. How do you feel about the Academic Curriculum

- **Maintain Strengths:**
 - With nearly half of the respondents rating the curriculum as "Very Good," it's important to continue maintaining and building upon the strengths of the current curriculum. This involves ensuring the content remains relevant, engaging, and aligned with industry standards.
- **Identify Areas for Improvement:**
 - For the 13.84% of respondents who rated the curriculum as "Average," it is important to identify specific areas that need improvement. Conducting detailed surveys or focus group discussions can help in pinpointing the aspects of the curriculum that are perceived as lacking.
- **Curriculum Review and Update:**
 - Regularly review and update the curriculum to incorporate the latest advancements in the field, emerging trends, and feedback from students and faculty. This ensures that the curriculum remains current and competitive.
- **Enhance Curriculum Content:**
 - Enhance the curriculum content by incorporating more practical, real-world applications, case studies, and interdisciplinary projects. This can help in making the learning experience more dynamic and relevant to the students' future careers.
- **Faculty Development:**
 - Invest in continuous professional development for faculty members to ensure they are equipped with the latest teaching methodologies and subject knowledge. Well-trained faculty can significantly enhance the delivery and effectiveness of the curriculum.
- **Student Feedback Mechanism:**
 - Establish a robust feedback mechanism where students can regularly provide input on the curriculum. This ongoing feedback can help in making timely adjustments and improvements based on the students' needs and experiences.
- **Interdisciplinary Integration:**
 - Encourage interdisciplinary integration within the curriculum to provide students with a broader perspective and diverse skill set. This can be achieved through collaborative projects, cross-departmental courses, and guest lectures from various fields.
- **Innovative Teaching Methods:**
 - Incorporate innovative teaching methods such as flipped classrooms, experiential learning, and technology-enhanced learning tools. These methods can increase student engagement and improve the overall learning experience.



- **Industry Collaboration:**
 - Strengthen ties with industry partners to ensure the curriculum is aligned with current industry requirements. This can include guest lectures, internships, and collaborative projects that provide students with practical exposure and industry insights.
- **Monitoring and Evaluation:**
 - Implement a continuous monitoring and evaluation system to assess the effectiveness of the curriculum changes and improvements. Regular evaluations can help in identifying what works well and what needs further adjustment.

By focusing on maintaining the positive aspects of the curriculum while actively seeking and addressing areas for improvement, the institution can ensure a well-rounded, effective, and highly satisfactory academic experience for its students.

2. What is your view about the Transparency of Evaluation

- **Maintain High Standards:**
 - With nearly half of the respondents rating the transparency of evaluation as "Very Good," it's crucial to continue maintaining the high standards that have contributed to this positive perception. This involves ensuring that evaluation criteria and processes are clearly communicated to students and consistently applied.
- **Address Concerns:**
 - The 15.17% of respondents who rated the transparency as "Average" indicate areas where improvements can be made. Conducting follow-up surveys or focus groups to understand specific concerns can provide valuable insights into the areas needing enhancement.
- **Detailed Feedback:**
 - Provide detailed feedback to students on their evaluations. This includes explaining the rationale behind grades, highlighting strengths, and pointing out areas for improvement. Detailed feedback helps students understand their performance better and perceive the evaluation process as fairer.
- **Clear Communication:**
 - Ensure that the criteria for evaluations are communicated clearly at the beginning of the course. Transparency in how grades are determined can alleviate concerns and misconceptions about the evaluation process.
- **Regular Audits:**
 - Conduct regular audits of the evaluation process to ensure consistency and fairness across different courses and instructors. This can help identify any discrepancies or biases in the evaluation process.
- **Student Involvement:**
 - Involve students in discussions about evaluation methods. Gathering student input on how evaluations can be made more transparent and fairer can lead to more effective and accepted processes.
- **Training for Evaluators:**



- Provide training for faculty and evaluators on unbiased and transparent grading practices. Ensuring that all evaluators are on the same page regarding evaluation standards can help maintain consistency and fairness.
- **Appeal Mechanism:**
 - Establish a clear and accessible appeal mechanism for students who believe their evaluations were not transparent or fair. This gives students a formal avenue to express concerns and seek resolution.
- **Continuous Improvement:**
 - Implement a system for continuous improvement based on regular feedback from students and faculty. Use this feedback to make iterative changes to the evaluation process to enhance its transparency and fairness continually.
- **Technology Integration:**
 - Utilize technology to streamline the evaluation process. Online grading systems that allow students to see detailed breakdowns of their grades and the criteria used can enhance transparency.

By addressing the concerns raised by the 15.17% of respondents who rated the transparency of evaluation as "Average" and maintaining the high standards appreciated by the majority, the institution can ensure a fair, transparent, and effective evaluation process that is well-regarded by all stakeholders.

3. How is your Communication with Teachers

- **Enhance Communication Channels:**
 - Given that nearly a quarter of respondents rated communication as "Average," it's important to enhance existing communication channels. This could involve implementing regular office hours, setting up online platforms for easier communication, and ensuring that teachers are accessible and approachable.
- **Feedback Mechanisms:**
 - Establish regular feedback mechanisms where students can voice their concerns or suggestions about teacher communication. This can be done through anonymous surveys or suggestion boxes.
- **Professional Development for Teachers:**
 - Offer professional development opportunities focused on communication skills. Workshops and training sessions can help teachers develop more effective ways to interact with students, ensuring that they are responsive, clear, and supportive.
- **Structured Interaction Opportunities:**
 - Create structured opportunities for student-teacher interaction beyond regular classes, such as discussion groups, mentorship programs, and informal meet-and-greet sessions. These initiatives can help build a more open and communicative environment.
- **Use of Technology:**
 - Leverage technology to improve communication. Tools such as learning management systems (LMS), email newsletters, and dedicated



communication apps can facilitate better and more consistent interaction between teachers and students.

- **Clarify Expectations:**
 - Ensure that both students and teachers have clear expectations regarding communication. This can include guidelines on response times for emails, appropriate times for discussions, and the use of various communication platforms.
- **Encourage Feedback During Classes:**
 - Encourage an interactive classroom environment where students feel comfortable asking questions and providing feedback during lectures. This can help address communication issues in real-time.
- **Address Individual Concerns:**
 - Identify and address specific concerns that might be causing some students to rate their communication experience as "Average." Personalized follow-ups can help understand and resolve individual issues.
- **Promote a Supportive Culture:**
 - Foster a supportive and inclusive culture where students feel their opinions are valued and respected. Encouraging a culture of mutual respect can significantly improve the overall communication dynamic.
- **Monitor and Adjust:**
 - Continuously monitor the effectiveness of communication strategies and make adjustments based on feedback and changing needs. Regularly revisiting communication policies ensures they remain effective and relevant.

By focusing on these areas, the institution can improve the overall communication experience, ensuring that more students feel their interactions with teachers are "Very Good" rather than "Average." This not only enhances the student experience but also contributes to a more positive and productive educational environment.

4. Are the Library Facilities adequate

- **Assess Library Resources:**
 - Conduct a comprehensive assessment of the current library resources, including the availability of books, digital resources, study spaces, and technological equipment. Identify gaps and areas that need enhancement based on this assessment.
- **Expand Collections:**
 - Increase the library's collection of both physical and digital resources. Ensure that there are sufficient copies of essential textbooks, reference materials, and access to academic journals and databases. Solicit input from students and faculty to identify specific resources that are in high demand or currently lacking.
- **Enhance Digital Resources:**



- Invest in expanding digital library resources, including e-books, online journals, and other digital media. Providing remote access to these resources can improve the library's convenience and usability for students.
- **Improve Study Spaces:**
 - Evaluate the study spaces available within the library. Consider creating more quiet study areas, group study rooms, and spaces equipped with the necessary technology for research and study. Ensure that these spaces are comfortable and conducive to learning.
- **Upgrade Technology:**
 - Ensure that the library is equipped with up-to-date technology, including computers, printers, and high-speed internet. Providing access to specialized software and databases can support students' research needs.
- **Extend Operating Hours:**
 - Consider extending the library's operating hours, especially during exam periods or peak study times. This can accommodate students who need access to library resources outside regular hours.
- **Student Feedback Mechanism:**
 - Establish a regular feedback mechanism to gather students' opinions and suggestions about library services. This can include surveys, suggestion boxes, or a dedicated feedback portal.
- **Staff Training:**
 - Provide ongoing training for library staff to ensure they can assist students effectively. This includes training on the latest digital resources, research techniques, and customer service skills.
- **Promote Library Services:**
 - Increase awareness of the library's resources and services through orientations, workshops, and promotional campaigns. Educate students on how to make the most of the library's offerings.
- **Collaborate with Faculty:**
 - Work closely with faculty to ensure that the library's resources align with the curriculum and research needs. Faculty can provide valuable insights into which materials and resources would be most beneficial for their courses.
- **Monitor and Evaluate:**
 - Regularly monitor the usage and satisfaction levels of the library facilities. Use this data to make informed decisions about future improvements and to ensure that the library continues to meet the evolving needs of students and faculty.

By addressing these areas, the institution can improve the library facilities, ensuring that more students find them to be "Very Good" rather than "Average." This will enhance the overall academic experience and support student success.

5. Are the Computer Facilities sufficient

- **Assess Current Resources:**
 - Conduct a thorough assessment of the current computer facilities, including the number of computers, their specifications, software



availability, and maintenance records. Identify any deficiencies or areas requiring upgrades.

- **Upgrade Hardware and Software:**
 - Consider upgrading existing computers to ensure they meet the latest technological standards and can handle the software requirements of various disciplines. Ensure that software licenses are up to date and relevant to academic needs.
- **Expand Access Points:**
 - Increase the number of computer access points across campus, including in libraries, labs, and student centers. This can reduce congestion and waiting times for students needing computer access.
- **Improve Internet Connectivity:**
 - Enhance internet connectivity and bandwidth to accommodate the growing demand for online research, coursework submissions, and virtual learning environments. Ensure a reliable connection for both on-campus and remote users.
- **Provide Technical Support:**
 - Offer readily available technical support services to assist students and staff with computer-related issues. This can include help desks, online support portals, and scheduled maintenance to minimize downtime.
- **Enhance Security Measures:**
 - Implement robust cybersecurity measures to protect computer systems and safeguard sensitive data. Provide education and training on best practices for cybersecurity to promote safe computing habits among users.
- **Upgrade Infrastructure:**
 - Evaluate the physical infrastructure supporting computer facilities, such as power supply, cooling systems, and ergonomic considerations. Ensure a comfortable and conducive environment for extended computer use.
- **Student Feedback Mechanism:**
 - Establish a feedback mechanism to gather insights from students about their experiences with computer facilities. Use surveys, focus groups, or suggestion boxes to identify areas for improvement based on user feedback.
- **Promote Digital Literacy:**
 - Offer workshops, training sessions, or online tutorials to enhance students' digital literacy skills. This can empower them to leverage computer facilities more effectively for research, coursework, and career preparation.
- **Future Planning and Investment:**
 - Develop a long-term strategy for maintaining and upgrading computer facilities based on technological advancements and anticipated growth in user demand. Allocate sufficient resources and budget for regular updates and improvements.
- **Collaborate with IT Professionals:**
 - Collaborate with IT professionals and faculty to ensure that computer facilities align with educational goals and support curriculum requirements effectively. Foster a partnership to stay informed about emerging technologies and best practices.



By addressing these areas, the institution can enhance the satisfaction levels and usability of computer facilities, moving more respondents into the "Very Good" category while reducing those rating it as "Average." This will contribute to a more conducive learning environment and support academic excellence.

6. How do you feel about the annual Co - Curriculum Activities

- **Diversify Activity Offerings:**
 - Introduce a wider variety of co-curricular activities that cater to diverse interests and preferences among students. This can include cultural events, sports tournaments, workshops, community service projects, and academic competitions.
- **Enhance Participation Opportunities:**
 - Promote active participation in co-curricular activities by increasing awareness through effective communication channels. Encourage students to take leadership roles and engage in planning and organizing events.
- **Evaluate Feedback Regularly:**
 - Implement regular surveys or feedback mechanisms to gather insights from students about their experiences with co-curricular activities. Use this feedback to identify strengths, areas for improvement, and new ideas for future events.
- **Collaborate with Student Organizations:**
 - Partner with student clubs, societies, and organizations to co-host co-curricular activities. This collaboration can foster creativity, inclusivity, and a sense of ownership among participants.
- **Integrate Learning Objectives:**
 - Align co-curricular activities with educational goals and learning outcomes to ensure they contribute meaningfully to students' personal and professional development. Emphasize skills such as leadership, teamwork, communication, and critical thinking.
- **Facilitate Faculty and Staff Involvement:**
 - Encourage faculty and staff members to actively participate in and support co-curricular activities. Their involvement can provide mentorship, guidance, and expertise, enhancing the overall quality and impact of the events.
- **Allocate Sufficient Resources:**
 - Allocate adequate resources, including budgetary allocations, logistical support, and administrative oversight, to ensure the successful planning and execution of co-curricular activities throughout the academic year.
- **Promote Holistic Development:**
 - Emphasize the role of co-curricular activities in promoting holistic student development. Highlight the benefits of these activities in fostering social skills, cultural awareness, resilience, and overall well-being.
- **Celebrate Achievements:**
 - Recognize and celebrate student achievements and contributions to co-curricular activities through awards, certificates, and public acknowledgments. This can motivate continued participation and create a sense of pride within the student community.
- **Adapt to Changing Needs:**



- Stay responsive to evolving student interests, societal trends, and educational priorities when planning future co-curricular activities. Remain flexible and adaptive to ensure relevance and engagement.

By leveraging these insights and taking proactive steps, the institution can further enhance the impact and satisfaction of annual co-curricular activities, fostering a vibrant and supportive campus environment that enriches the overall student experience.

7. Are you satisfied with the Sports Activities in the institution

- **Enhance Facility and Equipment Quality:**
 - Ensure sports facilities are well-maintained and equipped with modern amenities to support a variety of sports and recreational activities. Address any identified shortcomings in infrastructure promptly.
- **Expand Sports Program Diversity:**
 - Introduce a broader range of sports activities that cater to diverse interests and skill levels among students. This can include both competitive and recreational sports, ensuring inclusivity and participation.
- **Encourage Participation and Engagement:**
 - Implement initiatives to promote active participation in sports activities, such as intramural leagues, tournaments, and fitness programs. Foster a supportive environment that encourages students of all abilities to engage in physical activities.
- **Professional Development for Coaches and Staff:**
 - Provide ongoing training and professional development opportunities for coaches and sports staff. Equip them with the skills and knowledge to effectively mentor students, organize events, and maintain safety standards.
- **Student Feedback and Collaboration:**
 - Regularly solicit feedback from students to gauge their satisfaction and preferences regarding sports activities. Collaborate with student bodies and sports clubs to involve them in planning and organizing events.
- **Promote Health and Well-being:**
 - Emphasize the health benefits of participating in sports and physical activities. Educate students about the importance of maintaining an active lifestyle and provide resources for fitness and wellness support.
- **Facilitate Intercollegiate and Community Engagement:**
 - Foster opportunities for intercollegiate competitions and collaborations with community sports organizations. This can enrich students' experiences, promote sportsmanship, and expand networking opportunities.
- **Accessibility and Inclusivity:**
 - Ensure that sports activities are accessible to all students, regardless of background or physical ability. Consider adapting facilities and programs to accommodate diverse needs and promote inclusivity.
- **Recognition and Celebration:**
 - Recognize achievements and successes in sports through awards, ceremonies, and public acknowledgments. Celebrate the accomplishments



of individual athletes, teams, and volunteers who contribute to the sports community.

- **Monitor and Evaluate Impact:**

- Continuously monitor the impact of sports activities on student satisfaction, health outcomes, and overall campus culture. Use data-driven insights to refine strategies and allocate resources effectively.

By implementing these actionable insights, the institution can enhance the quality, diversity, and overall satisfaction with sports activities, fostering a vibrant and supportive environment that promotes physical well-being and student engagement.



ALUMNI FEED BACK ANALYSIS

2019-2020

1. Quality standard of the curriculum.

- Very Good: 65.52 %
- Good: 31.03 %
- Average: 3.45 %

The analysis of the quality standard of the curriculum indicates an overwhelmingly positive perception among respondents, with a vast majority rating it as "Very Good." This high percentage, at 65.52%, reflects a strong endorsement of the curriculum's overall effectiveness, relevance, and alignment with educational objectives. Additionally, 31.03% of respondents rated the quality as "Good," further corroborating the general sentiment of satisfaction with the curriculum's standards. However, only a small fraction, 3.45%, rated it as "Average," suggesting that a negligible portion of respondents find room for improvement or perceive limitations in certain aspects of the curriculum. Overall, this distribution underscores a widespread consensus on the excellence and efficacy of the curriculum, signalling its robustness and alignment with the educational needs and expectations of the stakeholders.

2. Sufficiency of syllabus content of development of technical skills.

- Very Good: 65.52 %
- Good: 31.03 %
- Average: 3.45 %

The analysis of the sufficiency of syllabus content for the development of technical skills reveals a highly positive perception among respondents, with the vast majority rating it as "Very Good." This overwhelming endorsement, at 65.52%, suggests a strong belief in the syllabus's effectiveness in providing comprehensive and sufficient content to foster the development of technical skills among learners. Additionally, 31.03% of respondents rated the sufficiency as "Good," further indicating widespread satisfaction with the syllabus's ability to meet the needs for technical skill development. Only a small fraction, 3.45%, rated it as "Average," suggesting minor areas for potential improvement or refinement. Overall, this distribution underscores a widespread consensus on the adequacy and effectiveness of the syllabus content in facilitating the development of technical skills, reflecting positively on its alignment with the educational objectives and the demands of the workforce.

3. The books prescribed/listed as reference materials are relevant, updated and appropriate.



- Very Good: 55.17 %
- Good: 34.48 %
- Average: 10.34 %

The analysis of the relevance, currency, and appropriateness of the books prescribed or listed as reference materials indicates an overwhelmingly positive perception among respondents, with the vast majority rating it as "Very Good." This strong endorsement, at 55.17 % reflects a high level of satisfaction with the selection of books, suggesting that they are perceived as highly relevant, up-to-date, and appropriate for supporting the learning objectives of the curriculum. Additionally, 34.48 % of respondents rated the books as "Good," further reinforcing the general sentiment of satisfaction. Only a small fraction, 10.34 % rated them as "Average," suggesting minor areas for potential improvement or refinement. Overall, this distribution underscores a widespread consensus on the quality and suitability of the prescribed/reference materials, indicating that they effectively support the educational needs and objectives of the learners.

4. ICT tools, and learning resources are effectively used for curriculum delivery.

- Very Good: 48.28 %
- Good: 51.72 %
- Average: 0.00 %

The analysis of the effectiveness of ICT tools and learning resources for curriculum delivery reflects a highly positive perception among respondents, with a majority rating it as either "Very Good" or "Good." Nearly half of the respondents, at 48.28%, rated the utilization of ICT tools and learning resources as "Very Good," indicating a strong endorsement of their effectiveness in enhancing curriculum delivery. Additionally, the remaining 51.72% rated it as "Good," further reinforcing the positive sentiment. Notably, there were no respondents who rated it as "Average," suggesting a consensus that ICT tools are being effectively utilized to support curriculum delivery. Overall, this distribution underscores a widespread acknowledgment of the valuable role that ICT tools and learning resources play in enriching the learning experience and facilitating effective curriculum delivery.

5. Availability and suitability of institute's Laboratory & equipment for practical exposure.

- Very Good: 48.28%
- Good: 48.28 %
- Average: 3.45 %

The analysis of the availability and suitability of the institute's laboratory and equipment for practical exposure indicates a generally positive perception among



respondents, with an equal distribution between "Very Good" and "Good" ratings, both at 48.28%. This suggests that nearly half of the respondents highly appreciate the availability and suitability of the laboratory facilities and equipment for practical learning experiences. Additionally, a small fraction, 3.45%, rated it as "Average," indicating a minor area for potential improvement. Overall, this distribution underscores a widespread acknowledgment of the institute's commitment to providing adequate and suitable laboratory resources for practical exposure, contributing positively to the overall educational experience and skill development of the students.



ACTION TAKEN REPORT BASED ON ALUMNI FEED BACK ANALYSIS (2019-2020)

1. Quality standard of the curriculum.

Given the overwhelmingly positive perception of the curriculum's quality standards, it's essential to maintain and further enhance its effectiveness. Here are some actions that can be taken:

- Despite the high ratings, it was planned to conduct regular reviews of the curriculum to ensure it remains up-to-date with advancements in knowledge, changes in industry standards, and evolving educational best practices. This ensures that it continues to meet the needs of students and aligns with emerging trends.
- It was planned to engage more stakeholders including educators, students, parents, and industry professionals in the curriculum development and review process. Their input can provide valuable insights into areas that may need improvement or adjustment to better meet the needs of learners and prepare them for future challenges.

By taking these actions, the quality of the curriculum can be sustained and further enhanced, ensuring that it continues to meet the needs of learners and remains responsive to the challenges and opportunities of the future.

2. Sufficiency of syllabus content of development of technical skills.

Given the overwhelmingly positive perception of the sufficiency of syllabus content for the development of technical skills, it's crucial to maintain and further enhance this effectiveness. Here are some actions that was taken:

- Despite the high ratings, it's essential to be innovative in delivering curriculum content to ensure it remains relevant and up-to-date with advancements in technology and industry standards. This ensures that learners are equipped with the most current skills needed for success in their fields.
- It was planned to enhance the syllabus by incorporating more hands-on and practical learning experiences that allow students to apply theoretical concepts to real-world situations. This could involve integrating project-based learning, internships, or industry partnerships to provide students with valuable practical experience.
- It was planned to engage more with industry professionals and employers to ensure that the syllabus content aligns with current and future workforce demands. This collaboration can help identify



emerging technical skills that are in high demand and ensure that the syllabus adequately prepares students for these roles.

- Integration of Emerging Technologies: Explore opportunities to integrate emerging technologies and tools into the syllabus content to expose students to the latest advancements in their field.
- It was planned to provide professional development opportunities for faculties to enhance their own technical skills and stay abreast of advancements in their field. This ensures that they are equipped to effectively teach and assess the technical content covered in the syllabus.
- It was planned to establish robust mechanisms for ongoing monitoring and evaluation of the syllabus content to assess its effectiveness in developing technical skills among learners. Regular feedback from students, educators, and industry partners can help identify areas for improvement and refinement.

By taking these actions, the sufficiency of syllabus content for the development of technical skills can be sustained and further enhanced, ensuring that learners are well-prepared to meet the challenges and opportunities of the rapidly evolving technological landscape.

3. The books prescribed/listed as reference materials are relevant, updated and appropriate.

Given the overwhelmingly positive perception of the relevance, currency, and appropriateness of the prescribed/reference materials, it's essential to maintain and further enhance this effectiveness. Here are some actions that were taken:

- Continuous Evaluation and Updating of prescribed/reference materials to ensure they remain relevant and up to date with current knowledge and developments in the field. This may involve consulting subject matter experts, educators, and industry professionals to identify new and emerging resources.
- To ensure that prescribed/reference materials are accessible and affordable to all learners, a greater number of books in the library should be made available to students. This may involve providing digital access to resources, leveraging library resources, and exploring options for discounted or subsidized textbooks and materials.

By taking these actions, the relevance, currency, and appropriateness of prescribed/reference materials can be sustained and further enhanced, ensuring that learners have access to high-quality resources that support their educational goals and objectives.

4. ICT tools, and learning resources are effectively used for curriculum delivery.



Given the highly positive perception of the effectiveness of ICT tools and learning resources for curriculum delivery, it's essential to continue leveraging these tools to enhance teaching and learning experiences. Here are some actions that were taken:

- It was planned to provide ongoing training and support for educators to enhance their proficiency in utilizing ICT tools effectively for curriculum delivery. This could include workshops, seminars, and online courses focused on integrating technology into teaching practices.
- It was planned to ensure that students have access to the necessary ICT tools and resources to support their learning.
- It was planned more usage of interactive whiteboards, educational apps, and multimedia content.
- It was planned to Adapt learning technologies and personalized learning pathways that can help tailor curriculum delivery to each student's unique requirements.
- It was planned to raise awareness among students, educators, and stakeholders about the benefits of utilizing ICT tools for curriculum delivery through effective communication and promotional campaigns.

By taking these actions, the effectiveness of ICT tools and learning resources for curriculum delivery can be further enhanced, enriching the learning experience and preparing students for success in the digital age.

5. Availability and suitability of institute's Laboratory & equipment for practical exposure.

Given the generally positive perception of the availability and suitability of the institute's laboratory and equipment for practical exposure, it's essential to maintain and further enhance this effectiveness. Here are some actions that were taken:

- Ensuring that laboratory facilities and equipment are regularly maintained and kept in good working condition to provide uninterrupted practical learning experiences. This involves conducting routine inspections, repairs, and upgrades as necessary.
- Considering expanding laboratory facilities to accommodate growing student numbers and provide additional resources for practical training. This may involve investing in new equipment, infrastructure, and space to meet the needs of diverse disciplines and programs.
- Expanding the range of laboratory equipment available to cover a wider variety of experiments and practical exercises across different disciplines. This ensures that students have access to the tools and resources they need to gain hands-on experience in their respective fields.
- Providing specialized training and support for students and faculty to effectively utilize laboratory equipment and conduct experiments. This may include



workshops, tutorials, and demonstrations on proper equipment usage, safety protocols, and experimental techniques.

By taking these actions, the availability and suitability of laboratory facilities and equipment for practical exposure can be sustained and further enhanced, providing students with valuable hands-on learning experiences that contribute to their academic and professional development.



FEEDBACK ANALYSIS OF TEACHERS

(2019-2020)

1. Course outcomes of the syllabi are well defined and clear to teachers and students.

The feedback regarding the clarity and definition of course outcomes is very positive:

- Very Good: 93.62%
- Good: 6.38%
- Average: 0.00%

This indicates that the vast majority of respondents (teachers and students) find the course outcomes is well-defined and clear. There are no respondents who find them average or unclear, suggesting that the institution is effectively communicating course expectations and objectives.

2. Sufficient resource material available in the library.

The feedback on the availability of sufficient resource material in the library is largely positive:

- Very Good: 72.34%
- Good: 25.53%
- Average: 2.13%

This indicates that a substantial majority of respondents (97.87%) feel that the resource material available in the library is either very good or good, suggesting a high level of satisfaction. However, a small percentage (2.13%) of respondents rated the availability as average, indicating room for improvement.

3. The books prescribed /listed as reference materials are relevant, updated and appropriate.

The feedback on the relevance, update, and appropriateness of prescribed and listed reference materials shows positive results:

- Very Good: 69.57%
- Good: 23.91%
- Average: 6.52%

This indicates that a large majority of respondents (93.48%) feel that the reference materials are either very good or good, suggesting overall



satisfaction with the current materials. However, a small percentage (6.52%) rated the materials as average, indicating there is some room for improvement.

4. Courses have adequate practical components such as fieldwork and skill development.

The feedback on the adequacy of practical components in courses, such as fieldwork and skill development, is overwhelmingly positive:

- Very Good: 82.98%
- Good: 14.89%
- Average: 2.13%

This indicates that the vast majority of respondents (97.87%) feel that the courses have adequate practical components, which is a strong endorsement of the current curriculum. However, a small percentage (2.13%) rated this aspect as average, suggesting a minor area for potential improvement.

- **The administration of the organization is teacher friendly.**

The feedback on the administration of the organization being teacher-friendly is overwhelmingly positive:

- Very Good: 87.23%
- Good: 12.77%
- Average 0.0%

This indicates that a vast majority of respondents (100%) feel that the administration is supportive and accommodating towards teachers, which is a crucial aspect of maintaining a positive and productive educational environment.



ACTION TAKEN REPORT BASED ON FEEDBACK ANALYSIS OF TEACHERS

2019-2020

1. Course outcomes of the syllabi are well defined and clear to teachers and students.

- Continuing the practices and strategies that have led to such high satisfaction regarding the clarity of course outcomes. This could include detailed syllabi, clear learning objectives, and consistent communication from instructors.
- Periodically reviewing and updating course outcomes to ensure they remain relevant and aligned with current academic and industry standards. Engaging both teachers and students in the review process to gather comprehensive feedback.
- Maintaining and improving communication channels between faculty and students. Utilizing platforms such as learning management systems, departmental meetings, and feedback sessions to ensure continuous clarity of course objectives.
- Providing ongoing professional development opportunities for faculty to enhance their skills in defining and communicating course outcomes. Workshops on curriculum development, assessment strategies, and student engagement can be beneficial.
- Offering orientation sessions at the beginning of each term to clearly outline course outcomes and expectations. Provide additional support resources such as academic advising, tutoring, and study groups to help students understand and achieve these outcomes.
- Establishing a robust feedback mechanism where students can regularly provide input on the clarity and relevance of course outcomes. Using this feedback to make necessary adjustments and improvements.
- Ensuring that course outcomes are easily accessible to students through multiple platforms, including course syllabi, the institution's website, and course management systems. Transparency in assessment criteria and learning goals should be prioritized.
- Aligning course outcomes with career services and employability skills.

By maintaining good standards, ensuring regular updates, and enhancing communication and support, the institution can continue to provide clear and well-defined course outcomes, fostering an effective and engaging learning environment for both teachers and students.

2. Sufficient resource material available in the library.

- To address the concerns of the minority who rated the resources as average, consider expanding the library's collection. This could involve acquiring more textbooks, reference books, and digital resources pertinent to the courses offered.



- Conducting regular needs assessments to identify gaps in the library's collection. Engaging students and faculty in surveys or focus groups to determine specific resources that may be lacking or in high demand.
- Enhancing the availability of digital resources such as e-books, online journals, and databases. This will not only cater to a broader range of needs but also support remote learning and research.
- Implementing awareness campaigns to inform students and faculty about the resources available in the library. This can be done through orientation sessions, library tours, workshops, and regular updates via email or the institution's website.
- Exploring collaborations with other institutions for interlibrary loans to provide access to a wider range of materials. This can be particularly useful for specialized or less frequently required resources.
- Establishing a continuous feedback mechanism where students and faculty can suggest new acquisitions or highlight resource needs. Ensure this feedback is acted upon promptly to improve library services.
- In addition to resource availability, ensuring that the library provides adequate study spaces, including quiet areas, group study rooms, and computer workstations, to facilitate effective use of the resources.
- Offering training sessions on how to effectively utilize library resources, including digital databases and research tools. Providing support in navigating these resources can enhance their usability and accessibility.

By focusing on these areas, the institution can further improve the library's resource material availability, ensuring it meets the diverse needs of all students and faculty members.

3. The books prescribed /listed as reference materials are relevant, updated and appropriate.

- Establishing a routine review process to ensure that all prescribed and reference materials remain relevant and up-to-date. This could involve setting up a committee to evaluate the materials annually or biannually.
- Collecting detailed feedback from students and faculty on specific books or materials they find lacking. This feedback can be gathered through surveys or suggestion boxes in the library and online.
- Expanding the range of reference materials to cover more contemporary and diverse perspectives. This can include acquiring the latest editions of textbooks, adding new publications, and ensuring materials cover emerging topics and trends in the respective fields.
- Enhancing the library's digital offerings by subscribing to online databases, e-journals, and e-books. Digital resources can be updated more frequently and provide access to the latest research and publications.
- Building partnerships with publishers and authors to get early access to new releases and updates in the academic fields relevant to the curriculum.
- Conducting training sessions for faculty to help them stay informed about the latest resources and reference materials in their subjects. This can help in recommending the most current and relevant materials to students.



- Promoting awareness of new and updated resources through library newsletters, announcements, and workshops. This ensures that students and faculty are aware of the latest additions to the library's collection.

By implementing these actions, the institution can enhance the relevance and appropriateness of the prescribed and listed reference materials, ensuring they meet the evolving academic needs of the students and faculty.

4. Courses have adequate practical components such as field work and skill development.

- Continuing to provide and expand opportunities for fieldwork and skill development. This can include more hands-on projects, internships, workshops, and lab sessions.
- Regularly collecting detailed feedback from students and faculty about specific practical components. Understanding which aspects are most beneficial and which could be improved, will help fine-tune the practical elements of the curriculum.
- Strengthening partnerships with local industries, businesses, and organizations to provide more real-world experiences for students. This can involve collaborative projects, internships, and guest lectures from industry professionals.
- Regularly reviewing and updating the curriculum to ensure that practical components are aligned with current industry standards and technological advancements. This ensures that students gain relevant and up-to-date skills.
- Introducing additional skill development programs that focus on emerging fields and technologies. Workshops, short courses, and certification programs can be beneficial.
- Increasing the variety and frequency of fieldwork experiences. For example, organizing field trips, site visits, and community projects that are directly related to course content.
- Allocating sufficient resources for practical components, including modern equipment, updated software, and necessary materials for labs and workshops. Ensuring that students have access to the best tools will enhance their learning experience.
- Integrating soft skills training into practical components. Skills such as teamwork, problem-solving, and communication are crucial and can be developed through group projects and presentations.

By focusing on these actions, the institution can further enhance the adequacy and effectiveness of practical components in the curriculum, ensuring that students are well-prepared for professional and real-world challenges.



5. The administration of organization is teacher friendly.

- Continuing fostering open lines of communication between administration and teachers. Regular meetings, feedback sessions, and open-door policies can ensure that teachers feel heard and valued.
- Investing in professional development opportunities for teachers. Workshops, seminars, and training sessions not only enhance teachers' skills but also demonstrate the administration's commitment to their growth.
- Implementing recognition and reward programs to acknowledge the hard work and dedication of teachers. This can include awards, public acknowledgments, and incentives.
- Ensuring that policies and procedures are in place to support teachers in their professional duties and personal well-being. This includes leave policies, workload management, and mental health resources.
- Maintaining effective feedback mechanisms where teachers can anonymously share their concerns and suggestions. This helps in identifying areas for improvement without fear of retribution.
- Involve teachers in decision-making processes related to curriculum development, policy changes, and other administrative matters. This fosters a sense of ownership and collaboration.
- Ensuring that teachers have the necessary resources, including teaching aids, classroom supplies, and access to technology. Adequate resources can significantly impact their ability to teach effectively.
- Establishing clear and fair conflict resolution mechanisms. When issues arise, it's important that teachers feel their concerns are addressed promptly and impartially.
- Organizing community-building activities such as team-building workshops, social events, and retreats to strengthen the bond between teachers and administration.

By maintaining these supportive practices and continuing to prioritize a teacher-friendly environment, the administration can ensure high levels of job satisfaction and productivity among the teaching staff, ultimately benefiting the overall educational experience for students.



FEEDBACK ANALYSIS OF PARENTS

(2019-2020)

1. Academic and extra-curricular activities of the college.

The feedback on the academic and extra-curricular activities of the college is highly positive:

- Very Good: 53.33%
- Good: 40.00%
- Average: 6.67%

This indicates that the majority of respondents (93.33%) rate the college's academic and extra-curricular activities as good or very good, reflecting a strong overall satisfaction with these aspects of the college experience.

2. Satisfaction with course execution by the college.

The feedback on the satisfaction with course execution by the college shows a generally positive trend:

- Very Good: 46.67%
- Good: 33.33%
- Average: 20.00%

This indicates that the majority of respondents (80%) are satisfied with the course execution, rating it as either very good or good. However, a notable 20% of respondents rated the course execution as average, suggesting room for improvement.

3. Satisfaction with conduction of college examination.

The feedback on the satisfaction with the conduction of college examinations indicates a generally positive sentiment but also highlights areas needing attention:

- Very Good: 43.33%
- Good: 36.67%
- Average: 20.00%

This data shows that 80% of respondents are satisfied with how the college conducts examinations, rating it as either very good or good. However, the 20% rating it as average suggests that there are aspects of the examination process that could be improved.



4. Impact of college environment on your child.

The feedback on the impact of the college environment on students indicates a largely positive perception among parents, but also reveals room for improvement:

- **Very Good:** 53.33%
- **Good:** 30.00%
- **Average:** 16.67%

This data suggests that a significant majority (83.33%) of parents believe the college environment positively impacts their children, rating it as either very good or good. However, the 16.67% who rated it as average highlights potential areas for enhancement.

5. College Monitoring and security system.

The feedback on the college's monitoring and security system indicates generally positive perceptions but also points out areas that need improvement:

- **Very Good:** 46.67%
- **Good:** 43.33%
- **Average:** 10.00%

This data suggests that the majority of respondents (90%) find the college's monitoring and security system to be either very good or good. However, 10% of respondents rated it as average, indicating some level of dissatisfaction or areas for potential enhancement.



ACTION TAKEN REPORT BASED ON FEEDBACK ANALYSIS OF PARENTS (2019-2020)

1. Academic and extracurricular activities of the college.

- Maintain and further develop high-quality academic programs. Regularly update the curriculum to keep pace with industry standards and technological advancements.
- Expand and diversify extra-curricular activities to cater to a broader range of interests. Encourage student participation in sports, arts, clubs, and community service.
- Collect regular feedback from students about both academic and extra-curricular activities. Use this feedback to make continuous improvements.
- Ensure that adequate resources are allocated to both academic and extracurricular programs. This includes funding for sports equipment, arts supplies, and academic resources like textbooks and laboratory equipment.
- Provide ongoing professional development opportunities for faculty and staff to ensure they can deliver high-quality academic content and effectively oversee extra-curricular activities.
- Encourage a balanced approach to academic and extra-curricular activities. Stress the importance of time management and prioritizing both areas for overall personal development.
- Foster partnerships with local businesses and community organizations to enhance extra-curricular offerings and provide real-world experiences through internships, workshops, and community projects.
- Recognize and reward student achievements in both academic and extra-curricular fields. This can be through awards, certificates, and public acknowledgments.
- Ensure that extra-curricular programs are inclusive and accessible to all students. Consider the needs of students with disabilities and those from diverse backgrounds.
- Periodically review the academic curriculum and extra-curricular programs to ensure they remain relevant and effective in providing a comprehensive educational experience.

By focusing on these actions, the college can maintain and potentially increase the satisfaction levels regarding its academic and extra-curricular activities, fostering a well-rounded and enriching environment for all students.

2. Satisfaction with course execution by the college.

- Identifying specific aspects of course execution that are leading to average ratings. This could involve gathering more detailed feedback from students to understand their concerns.
- Providing training and development opportunities for faculty to adopt innovative and effective teaching methods. Incorporating technology and interactive teaching tools to improve engagement and understanding.



- Implementing a system for regular feedback on course execution. Use this feedback to make timely adjustments to teaching strategies, course materials, and overall course structure.
- Strengthening student support services such as tutoring, counseling, and academic advising to help students better manage their coursework and address any challenges they face.
- Ensuring that course materials are up-to-date and relevant. Provide adequate resources such as textbooks, online materials, and access to research databases.
- Maintaining clear and consistent communication between faculty and students regarding course expectations, schedules, and assessment criteria. Transparency can significantly enhance student satisfaction.
- Incorporating more interactive and practical components in courses. Hands-on activities, projects, and real-world applications can make learning more engaging and effective.
- Encouraging more interaction between faculty and students outside of regular class hours. Office hours, mentorship programs, and informal discussions can help address student queries and concerns more effectively.
- Promoting peer learning through study groups, discussion forums, and collaborative projects. This can enhance understanding and provide different perspectives on course content.
- Regularly evaluating faculty performance and recognize those who excel in course execution. This can motivate faculty to maintain high standards in their teaching practices.

By focusing on these actions, the college can address the areas that need improvement and work towards increasing the overall satisfaction with course execution, ensuring a more consistent and high-quality educational experience for all students.

3. Satisfaction with conduction of college examination.

- Common concerns might include scheduling, communication, difficulty level, or clarity of instructions.
- Ensuring that examination schedules are released well in advance and that they consider students' overall workload to avoid excessive stress and last-minute cramming.
- Clearly communicating examination formats, evaluation criteria, and expectations to students. Provide guidelines and sample papers to help students prepare effectively.
- Reviewing and streamlining the administrative processes involved in examinations, from registration to the release of results. Ensuring that these processes are student-friendly and efficient.
- Ensuring that students have access to all necessary resources, such as past papers, study materials, and review sessions. Offering additional support, like tutoring or office hours, can help students prepare better.
- Training invigilators to handle examinations efficiently and address any issues that arise promptly. This can help create a smooth and fair examination environment.



- Establishing a robust feedback mechanism where students can report issues or suggest improvements regarding the examination process. Regularly reviewing this feedback and making necessary adjustments.
- Implementing stress management workshops or provide resources to help students cope with examination-related stress. A well-supported student body is more likely to perform better and feel satisfied with the examination process.
- Regularly reviewing examination policies and procedures to ensure they remain relevant and effective. Update them based on feedback and changing educational standards.

By addressing these actionable insights, the college can improve the overall satisfaction with the conduction of examinations, ensuring a fair, transparent, and efficient process that meets students' needs and expectations.

4. Impact of college environment on your child.

- Conducting more detailed surveys or organize parent-teacher meetings to identify specific aspects of the college environment that are perceived as lacking. This could include safety, extracurricular activities, academic support, or overall campus atmosphere.
- Ensuring the college has robust safety measures in place. This can include well-lit campuses, security personnel, and emergency protocols to provide a secure environment for students.
- Providing additional academic resources such as tutoring, mentoring programs, and counseling services to help students achieve their full potential.
- Promoting a welcoming and inclusive campus culture through diversity initiatives, anti-bullying policies, and community-building activities.
- Regularly assessing and upgrading campus facilities including classrooms, libraries, laboratories, and recreational areas to ensure they meet students' needs and enhance their learning experience.
- Engaging parents more actively in the college community through regular updates, newsletters, and involvement in college events. This can build stronger relationships and ensure parents feel more connected to their child's educational environment.
- Expanding and promoting extracurricular activities that cater to a wide range of interests. Encouraging participation in sports, arts, clubs, and societies can help students develop soft skills and find a balance between academics and other interests.
- Implementing programs and resources aimed at supporting students' mental health and well-being. This could include counseling services, stress management workshops, and wellness initiatives.
- Establishing a system for regular feedback from students and parents regarding the college environment. This feedback should be reviewed and acted upon to continuously improve the campus experience.
- Highlighting the successes of students and alumni. Sharing these stories can boost morale and demonstrate the positive impact of the college environment on student outcomes.




By focusing on these areas, the college can further enhance its environment, making it more supportive, engaging, and conducive to the overall development of students, thereby increasing satisfaction among parents.

5. College Monitoring and security system.

- Understanding specific concerns from the respondents who rated the system as average. This can provide detailed insights into what aspects of the security system need improvement.
- Assessing the current security infrastructure, such as CCTV cameras, lighting, and access control systems, and making necessary upgrades. Ensure that all areas of the campus, including less frequented ones, are adequately monitored.
- Reviewing and enhancing emergency response protocols.
- Conducting training sessions and awareness programs for students and staff about campus security measures and personal safety practices. This can include workshops, seminars, and informational campaigns.
- Promote a culture of security consciousness among students and staff. Encouraging everyone to be vigilant and report any suspicious activities immediately.
- Communicating transparently with students and staff about the security measures in place and any improvements being made. Regular updates on security initiatives can help build trust and reassurance.

By focusing on these actionable steps, the college can address the concerns highlighted by the 10% of respondents who rated the security system as average. This will help ensure that the campus remains a safe and secure environment for all students, staff, and visitors.




Principal
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