



ACTION TAKEN REPORTS ON FEEDBACK



Feedback Analysis and Action taken

Report on Teachers Feedback 2022-23

The feedback on the academic performance and ambience of the institution has been collected on behalf of IQAC of the college from the faculties. Thirty seven faculties responded to the questionnaire sent to them through Google form.

The diagram attached shows the percentage of the responses to each question. The committee has analyzed the responses and suggested new ventures to be adopted in the forthcoming academic year.

Analysis of the Report based on each question and proposed actions to be taken in the year 2023-24.

1. How do you feel about the courses that are offered in the college? Is that helpful for the students to find a job after the courses?

The majority of the faculties (75%) responded to this question in a positive manner admitting that the courses and programmes taught here in the college are helpful to the students to find jobs soon after their studies. However, as per the NEP 2020, the committee found that more effort should be initiated from the part of the college to fill the gap between industry and academics.

The committee suggested training the students with reputable firms that impart training and internship during their three years of studies.

Action Taken: A MoU has been signed with TALROP, a firm on the mission to create jobs by establishing startups in the campus.

2. Do you feel NJC is up to date to the current Industrial Needs?

The faculty members feel that the institution adheres to the industrial need in general. More than 70% of the respondents agreed with the questions. The committee suggested implementing the following for the new academic year.

- a. Adapt new industry friendly add on courses along with the degree programme.

- b. Implement more training programmes in association with Placement Cell.

Action Taken: A MoU is signed with CILT for conducting LOGISTICS courses for degree students. Committee entrusted the placement cell to implement training on job skills.

3. Did the institution provide FDPs and other programs at the right time to strengthen the teachers' skills and Knowledge level?

The faculty members (73%) agreed that the FDPs conducted in the institution helped them to strengthen their skills and knowledge level in teaching. Even so, the committee suggested that each department may hold knowledge sharing sessions on the programme of study at the beginning of each semester.

Action Taken: The IQAC prepared a proposal to implement academic knowledge sessions in the forthcoming academic year.

4. Are you satisfied with the work environment of NJC?

88% of the respondents expressed utmost satisfaction with the work environment of the college. The committee suggested having informal gatherings of the faculty to strengthen interpersonal relationships among the faculties.

Action Taken: The Principal entrusted staff secretary to convene informal meetings and gatherings on a monthly basis from 2023-24 academic year onwards.

5. Do you feel the institution takes active interest in promoting internship, Industrial Visits, Seminars and expert talks?

Majority of the respondents are of the opinion that the college provides internships to the students. Committee Suggested strengthening the internships and industrial visits to all departments even if the syllabus does not recommend it.

Action Taken: The English Department has visited Press Media as part of the industry visit. Each department conducted seminars and expert talks in the academic year.

6. Do you feel the teaching and Mentoring process in the institution facilitates the students cognitive, social and emotional growth?

94% of the respondents opined that the institution facilitates the students' cognitive, social and emotional growth. Analysing the activities of the academic year, the committee suggested to follow the same with new venues for training the students.

Action Taken: Proposal submitted to the college council to conduct personality training programme and group building for each class outside of the college.

7. Do you feel the institution helps the students to identify their strengths and encourage them by providing the right level of challenges to overcome their weakness?

86% of the respondents agree with the question and is in a good view that the students are given training to overcome their emotional weakness. Apart from the training, the committee suggested conducting workshops for life skill development.

Action Taken: Decided to conduct periodic group therapies and counseling sessions to the students to amplify their strengths and minimalise their emotional weakness.

8. How do you rate the facilities like Canteen and Food stall ?

61% of the respondents are highly satisfied with the facilities provided at the canteen. The committee suggested the management to provide quality food with a fair price.

Action Taken: As per the suggestions of the committee, the management handed over the canteen to a new group with agreement signed insisting on quality of food.

9. Do you feel the Library and other facilities are suitable for self-learning for the students?

91% of the respondents are in high opinion that the library facilities are good for self-learning. In order to improve the usage of the library, the committee suggested having a special hour for each class once in a week as the library hour from the forthcoming academic year.

Action Taken: Entrusted the college council to include the library hour once in a week for each class.

10. Do you feel the ambiance of the institution is good?

100% of the respondents are of the opinion that the ambiance of the institution is good. In order to make use of the ambiance of the institution, the committee suggested management to construct study huts for group study and tutoring.

Action Taken: Proposal submitted to the council to construct study huts in the premises of college.

11. How do you comply with the regulations of the college?

86% of the respondents said that the faculty responds to the regulation of the college with a positive attitude. The committee suggested creating awareness among the staff to adhere to the regulations of the college for better ambience of the workplace.

Action Taken: Decided to conduct yearly workshops and orientation to the faculty about the norms and modes of institution.

12. How do you rate your department in terms of academic and professional relationships?

Above 90% of the respondents expressed high appreciation of the academic and professional relationship among the faculty members at the department. Further to strengthen the relationship with each other, the committee suggested to conduct departmental training programmes and periodical outings.

Action Taken: A proposal submitted to the council for departmental training and workshops to improve academic and professional training.

The feedback analysis committee analyzed the feedback report on the basis of its merits and suggested areas to improve to make them better. The report is submitted to the IQAC and Principal.

Feedback Analysis and Action taken

Report on Students Feedback 2022-23

Introduction

The IQAC has collected feedback on the academic performance and ambience of the institution of the year 2022-23. The collected feedback is studied by an appointed committee and the committee prepared an analysis report with the suggestions for action to be taken in the light of the feedback.

The committee report is as given below:

Participants

The participants of the feedback are the entire student community of the college. Total number of the responses received is 266 from the following departments.

PG Department of Commerce: 46.2% (123); PG Dept. of English: 16.9% (46), Dept. of Management Studies: 21.4% (57), Dept. of Computer studies: 7.5% (20), Dept. Economics: 7.9% (21). Out of these responses 86.5% of the students are undergraduate and 13.5% are postgraduate students.

Response Analysis

Out of the eleven questions given in the questionnaire, six are particular to the academic matters of the college whereas the remaining five questions are directly about the ambience of the institution that could facilitate the integral formation of the students.

1. How well do the teachers prepare for the classes?

Majority of the respondents are of the opinion that the teachers prepare well for taking class (58.6%+ 24.8%=83.4%). From the remaining responses, the committee could learn that there may have occurred at some point of time and to some extent where teachers handled the class unprepared. The following suggested orienting teachers to use more ICT class rooms for an effective discourse within the classroom.

Action taken: It was decided to advise teachers to use ICT tools for at least 40% of the course, excluding lecture courses.

2. Fairness of the internal evaluation process by the teachers?

As per the responses it is learned that the teachers are reasonable in providing internal marks to the students. More than 80% of the students are satisfied with the process of internal evaluation by the institution. The committee recommends following the policies of internal evaluation as of now.

3. Does the institution take an active interest in promoting Internship, Industrial Visits, Seminars and Expert Talks?

The committee found that there is a mixed response on this question from the part of the students. Yet the majority are of the opinion that the college promotes internships, industrial visits, seminars and expert talks. However, the committee suggested improving the number of these activities at the department level by using the association and clubs adjacent to the department.

Action Taken: It was decided to introduce industrial visits to all departments during an academic year, despite the fact that they are not part of the curriculum. It was decided to create internships for students throughout their summer holiday. In the coming academic year, it has been decided to hold departmental conferences and seminars on relevant issues.

4. Does Teaching and Mentoring process in the institution facilitate your cognitive, social and emotional growth?

According to the responses to this question, the committee discovered that around 69% of the students agree that the institution's teaching and mentoring process helps the students' cognitive, social, and emotional growth. After reviewing the remaining replies, the committee recommends enhancing the college's mentoring and teaching system by using appropriate methods and means.

Action Taken: It is decided to strengthen the activities of *Sadgamaya* in the forthcoming academic year. It is also decided to involve more students in the social outreach programmes by the college and cells so that they may extend their learning to real life situations.

5. Do teachers inform you about your expected competencies, course outcome and programme outcomes?

The responses of this question shows that more than 70% of the students agree that information on the competencies, course outcome and programme outcomes are given regularly at the

beginning of each semester. The committee suggests continuing the orientation to the courses given at the beginning of each semester by the department.

Action Taken: Decided to continue more effectively the orientation programme at the beginning of each semester.

6. Is the overall quality of teaching and learning process in your institute good?

About 76% of the students are content and agree that the teaching and learning process in the college is good. The overall quality has to be maintained through well disciplined and interactive classes to bring better learning experiences.

Action Taken: Decided to orient students to use the library and journals for acquisition of extra information about the syllabus.

7. Do you feel the ambience of the classroom is good?

Over 73% of the respondents opine that the classroom ambience is good for a better learning experience. The committee observes that periodical repair and maintenance of the class room is done in course of time. However, the cleanliness in the classrooms should be maintained. Therefore, the committee suggests orienting students to not scribe anything on the desks, wall and should not litter away anything in the classrooms.

Action taken: It is decided to orient students on the class room maintenance and appoint two people to oversee the classroom cleanliness.

8. Whether the Physical environment of the college is good for education?

More than 75% of the respondents agree that the physical environment is conducive for education. A well spaced lush green campus with a good number of trees and seats are available in the campus. The students make use of these physical ambiances in a good manner.

Action Taken: It is decided to plant trees on behalf of each department for improving the greenery of the campus.

9. Whether the library facilities are suited for self- learning for the students?

More than 73% of the respondents agreed that the library facilities are suited for self learning. However, the committee observed that students should be encouraged to borrow books for self learning.

Action Taken: It is decided to implement book or journal article review by each student as part of co-curricular activity from 2023- 24 academic year onwards.

10. How do you respond to the programme of study in this academic year?

Majority of the respondents indicated that there is a positive approach to the programme of study in this academic year. The committee also found that the odd semester result of each department shows that the response is correct.

Action Taken: It is decided to group students according to academic performance and guide them in their respective programme of study to improve their learning.

11. Is the overall ambience of the college good?

Most of the respondents agree that the college has a good ambience for study and other activities.

Conclusion

The committee has analyzed the responses of the students over the eleven questions and prepared this report to be submitted to the IQAC of the college for further actions. This analysis has been done on the merits of the responses and without bias.

Feedback Analysis and Action Taken Report on Alumni Feedback 2022-23

Introduction

The IQAC has gathered input regarding the academic performance and atmosphere of the college for the academic year 2022–2023. An appointed committee reviewed the feedback collected and created an analysis report outlining recommendations for the next steps based on the input. The committee report is as given below:

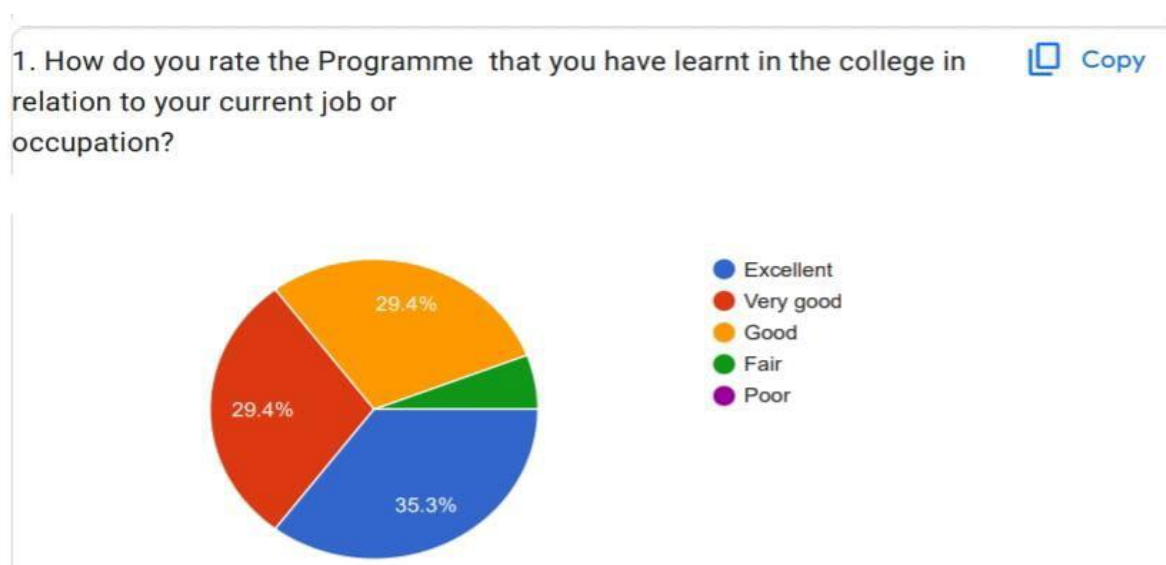
Participants

The feedback comprises the following:

PG Department of Commerce: 11.8%; PG Dept. of English: 23.5%, Dept. of Management Studies: 47.1%, Dept. of Computer Studies: 17.6%, Dept. Economics: 0%.

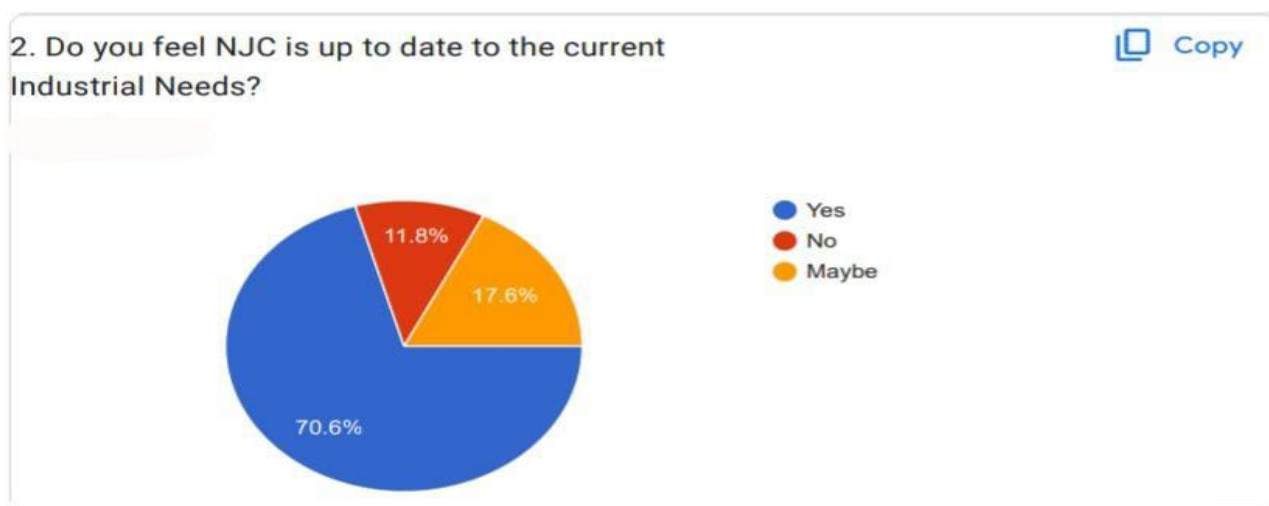
Response Analysis

Seven of the nine questions in the questionnaire are specific to the college's academic program, while the other two ask directly about the atmosphere of the establishment and how it might support students' holistic development.



As per the responses, it is studied that the teachers are reasonable in providing internal marks to the students. 35.3% of the respondents are satisfied with the process of internal evaluation by the institute.

Action Taken: It was decided to introduce industrial visits to all departments during an academic year, despite the fact that they are not part of the curriculum. It was decided to create internships for students throughout their summer holiday. It has been decided to hold departmental conferences and seminars on relevant issues in the coming academic year.

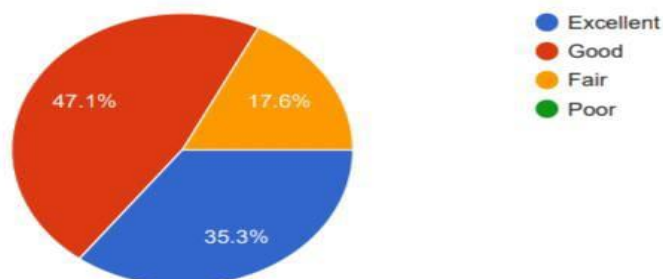


70.6% of the respondents are of the opinion that the college is up to date to the current Industrial Needs. The remaining 11.8% of alumni responded that NJC is not up to date with the current Industrial Needs.

Action Taken: It is decided to include more practical sessions to equip the students for their careers and introduce training programmes to improve the employability skills of students.

3. Do you feel the teachers illustrated the concepts of the subjects through live examples and applications?

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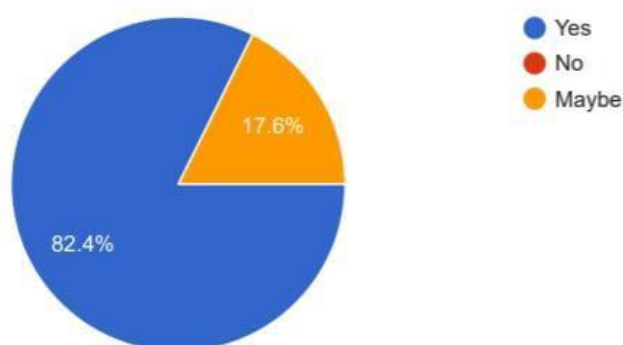


The responses of this question shows that 35.3% of the students say that teachers illustrated the concepts of the subject through live examples in an excellent way. Out of the remaining respondents, 47.1 % responded good and 17.6 % said fair.

Action Taken: Teachers are advised to illustrate the concepts of the subject through live examples.

4. Do you feel overall quality of teaching and learning process in the institution was good?

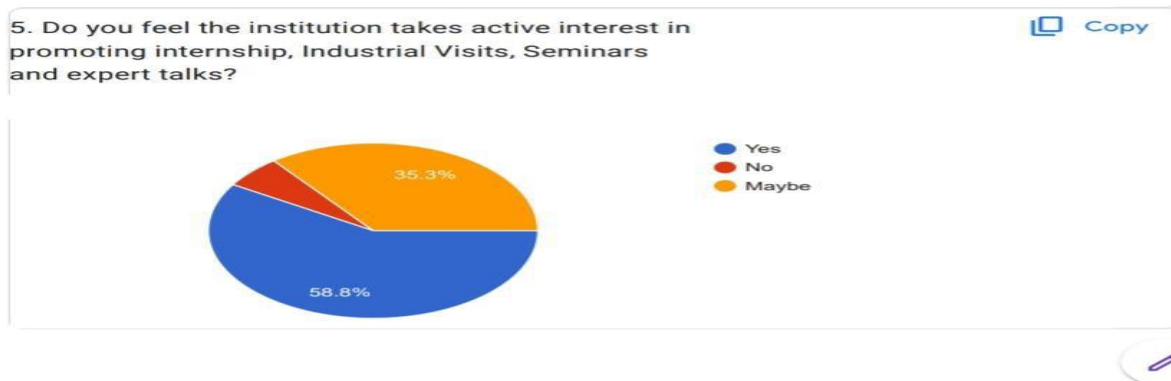
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Out of the total respondents 82.4 % of the respondents said that the quality of teaching and learning process in the institution was good.

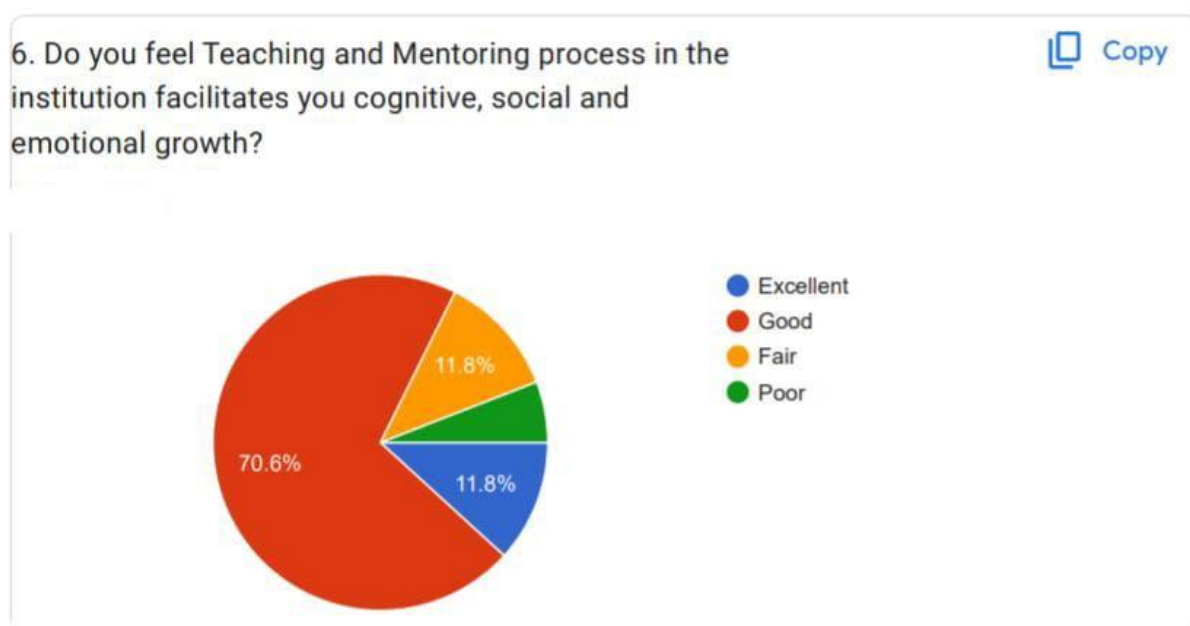
Action taken: Decided to include more practical sessions to equip the students for their careers and make English the medium of communication so as to make students proficient in English.

Arrange more training and faculty development programmes to teachers for improving their skills.



58.8% of the respondents opine that the institution takes active interest in promoting Internships, Industrial Visits, Seminars and expert talks.

Action Taken: Include internship programs for UG students.



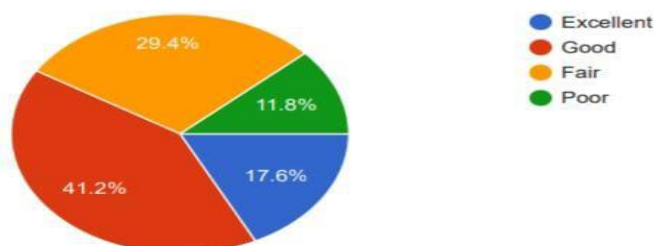
70.6% of the respondents agreed that the Teaching and Mentoring process of the institution facilitates cognitive, social and emotional growth in an excellent way.

Action Taken:

Introduce training programs to improve the skills of students and strengthen the relationship between mentor and mentee through the “ SADGAMAYA” program and provide counseling facilities to students who need it.

7. Does the institution helps you to identify your strength and encourage you by provided right level of challenges to overcome your weakness?

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Out of the total respondents around, 90% positively responded to this question. Out of this 17.6% opine excellent, 41.2 % good and 29.4% fair.

Action Taken:

More care should be given to academically weak students through remedial coaching.

8. Do you feel the Library and other facilities are suitable for self-learning for the students?

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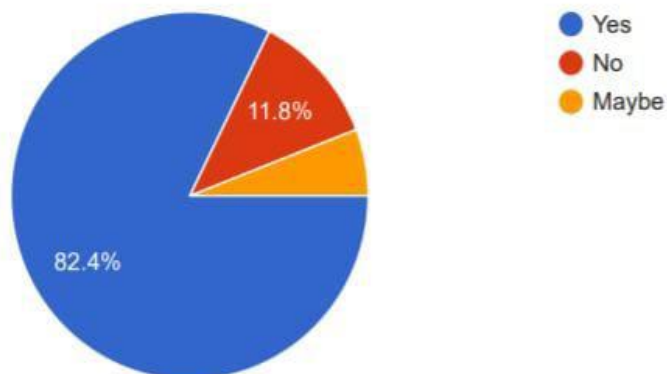


100% of the respondents agreed that the library facilities are suited for self-learning. However, the committee observed that students should be encouraged to borrow books for self-learning.

Action taken: It is decided to purchase a bulk quantity of books for the library.

9. Do you feel the ambiance of the institution is good?

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Conclusion

The committee has analyzed the responses of the students over the Nine questions and prepared this report to be submitted to the IQAC of the college for further actions. This analysis has been done on the merits of the responses and without bias.

FEEDBACK ANALYSIS AND ACTION TAKEN

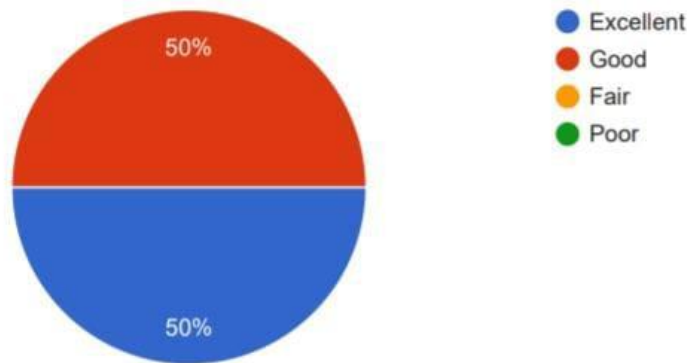
REPORT ON EMPLOYER FEEDBACK 2022-23

Introduction

Employer feedback on the curriculum was collected, organized, and evaluated. The results were then presented, along with recommendations and ideas, to the Department Staff Council, Academic Council, and Management Council for appropriate action. The responses are given below:

How do you feel about the students of NJC
do they meet your expectations?

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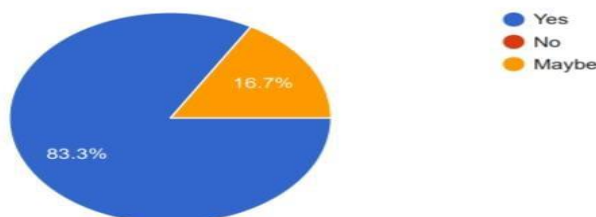


As per the responses, 50 % of employees met the expectations of the employer in an excellent way and remaining was good.

Action Taken: It was decided to provide more exposure programs for students and also to include more practical sessions on the curriculum.

2 Do you feel NJC is up to date to the current
industrial needs?

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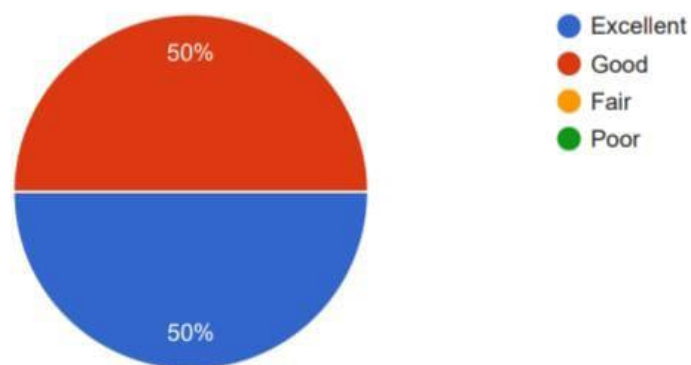


83.3% of the respondents are of the opinion that the college is up to date to the current Industrial Needs. The remaining 16.7% responded that NJC is not up to date with the current Industrial Needs.

Action Taken: It is decided to include more practical sessions to equip the students for their careers and introduce training programs to improve the employability skills of students.

3. How do you rate the students when they are placed on the job?

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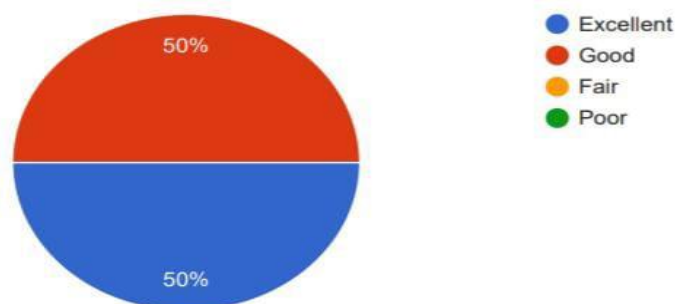
The responses show that 50 % of the students are excellent when they are placed on the job while others are good on the job.

Action Taken: To offer more career guidance sessions to students for their career enrichment.

4. How do you rate the students attending the interview, does they attend the interview in a professional way?

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6 responses

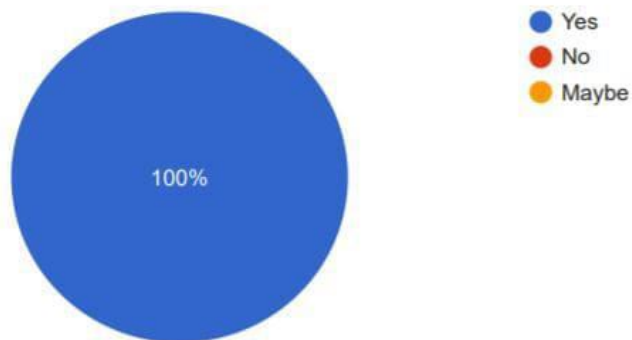


Out of the total respondents 50% of the respondents felt excellent regarding students attending the interviews in a professional manner and the remaining (50%) felt good.

Action taken: Decided to provide soft skill training programs regarding interview and English should be the medium of communication in the classroom.

5. Does the student's academic and non-academic performance in the institution are good enough to understand the capability of the students?

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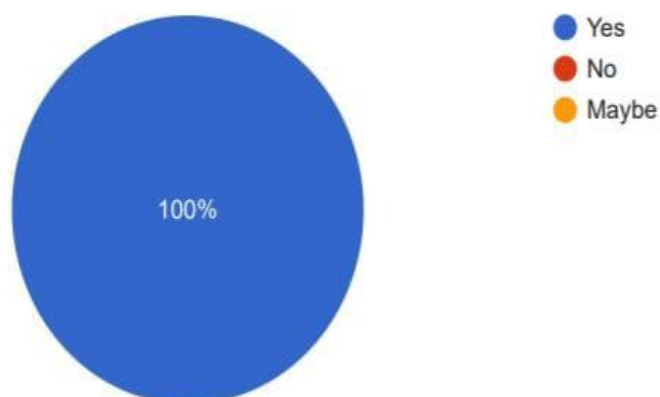
100% of the respondents opine that students' academic and non-academic performance in the institution is good enough to understand the capability of the students.

Action Taken: Provide more seminars and workshops.

6. Do you feel the institution is good for students' career progress?

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0 responses.



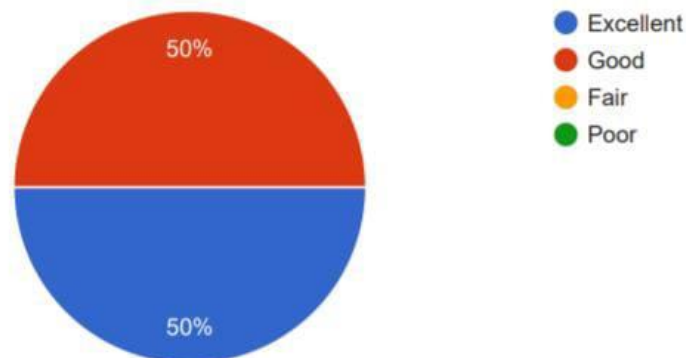
100% of the respondents agreed that the institution is good for students' career progress.

And also decided to facilitate more campus recruitment and strengthen the placement cell.

Action Taken: Introduce training and more practical sessions to equip the students for their career.

7. How do you rate the experience with NJC on that day?

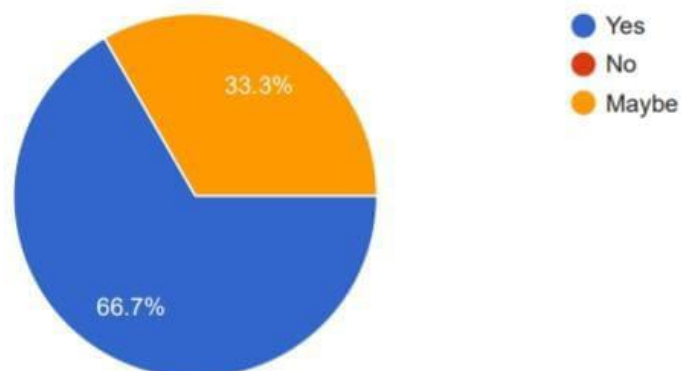
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Out of the total respondents, 50% felt excellent and the remaining 50% felt good experience with NJC on that day.

8. Do you feel the students have enough practical knowledge?

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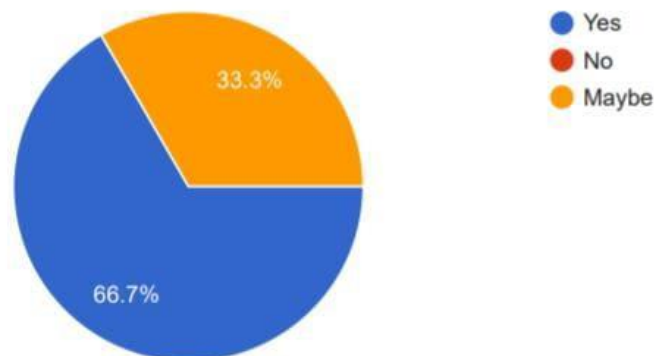


8. Do you feel the Library and other facilities are suitable for self-learning for the students?

66.7% of the respondents feel that students have enough practical knowledge.

9. Do you feel the institution maintains a relationship with your company for a long time?

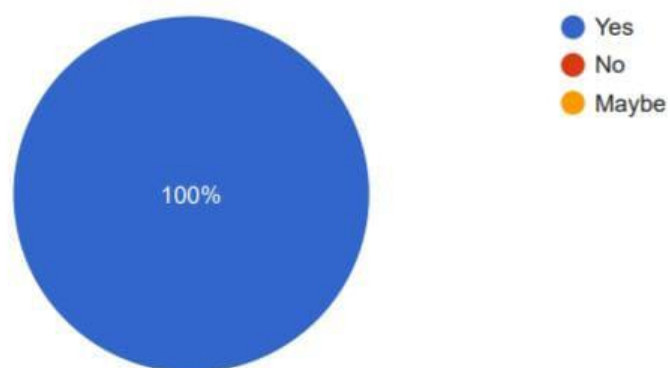
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66.7% of the respondents feel that the institution maintains a relationship with the company for a long time.

10. Do you feel the ambiance of the institution is good?

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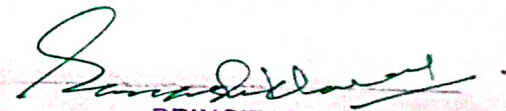
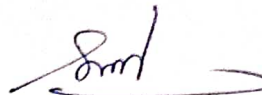
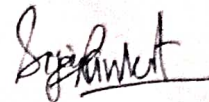
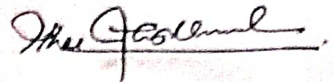
100% of the respondents feel the ambiance of the institution is good.

Conclusion

The committee has analyzed the responses of the ten questions and prepared this report to be submitted to the IQAC of the college for further actions. This analysis has been done on the merits of the responses and without bias.

Committee Members:

1. Mr. Shijo Jose (Convener- HoD of Dept. of Management Studies)
2. Fr. Sijoy Paul (Asst. Professor, Dept. of English)
3. Mr. Mathew M J (HoD, Dept. of Commerce)
4. Mrs. Aney M Suphalamma (HoD Dept. of Computer Studies)



PRINCIPAL
NAVAJYOTHI COLLEGE
P. Bag No.5, CHERUPUZHA P.O.
KANNUR DT., 670511