

1.4.1 : Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management

| S.No. | Stakeholder | Area of Feedback | Feedback | Action Taken by IQAC | Reference Minutes of the Meeting |
|-------|--------------------|------------------|---|---|----------------------------------|
| 1 | Non-Teaching Staff | Library | More than 40% of the Non-Teaching Staff found the Library in good condition | With the announcement to resume the college in offline format from the 17th of February, 2022, immediate directions were issued to the Administrative Department and Infrastructure committee to do a thorough check on the condition of the premises, including the condition of the classrooms, staffroom, laboratories, library, canteen washrooms etc. Focus was laid on ensuring the maintenance of social norms of distancing and regular sanitisation of the campus as well. | February 12, 2022 |
| 2 | Teaching Staff | Library | Around 80% of the Teaching Staff found the Library in good condition | With the announcement to resume the college in offline format from the 17th of February, 2022, immediate directions were issued to the Administrative Department and Infrastructure committee to do a thorough check on the condition of the premises, including the condition of the classrooms, staffroom, laboratories, library, canteen washrooms etc. Focus was laid on ensuring the maintenance of social norms of distancing and regular sanitisation of the campus as well. | February 12, 2022 |

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|-------|--------------------|------------------|---|---|----------------------------------|
| 3 | Non-Teaching Staff | Laboratories | Around 50% of the Non-Teaching Staff were neutral to the condition of the Laboratories, where as remaining were satisfied with the same | With the announcement to resume the college in offline format from the 17th of February, 2022, immediate directions were issued to the Administrative Department and Infrastructure committee to do a thorough check on the condition of the premises, including the condition of the classrooms, staffroom, laboratories, library, canteen washrooms etc. Focus was laid on ensuring the maintenance of social norms of distancing and regular sanitisation of the campus as well. | February 12, 2022 |
| 4 | Teaching Staff | Laboratories | More than 50% of the Teaching Staff found the Laboratory in good to very good condition | With the announcement to resume the college in offline format from the 17th of February, 2022, immediate directions were issued to the Administrative Department and Infrastructure committee to do a thorough check on the condition of the premises, including the condition of the classrooms, staffroom, laboratories, library, canteen washrooms etc. Focus was laid on ensuring the maintenance of social norms of distancing and regular sanitisation of the campus as well. | February 12, 2022 |

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| 5 | Non-Teaching Staff | Canteen | While approximately 30% of the staff was highly satisfied, around 30% of the staff was highly disappointed with the condition of the Canteen | With the announcement to resume the college in offline format from the 17th of February, 2022, immediate directions were issued to the Administrative Department and Infrastructure committee to do a thorough check on the condition of the premises, including the condition of the classrooms, staffroom, laboratories, library, canteen washrooms etc. Focus was laid on ensuring the maintenance of social norms of distancing and regular sanitisation of the campus as well. | February 12, 2022 |
| 6 | Teaching Staff | Canteen | More than 50% of the staff was pretty much satisfied with the condition of the Canteen | With the announcement to resume the college in offline format from the 17th of February, 2022, immediate directions were issued to the Administrative Department and Infrastructure committee to do a thorough check on the condition of the premises, including the condition of the classrooms, staffroom, laboratories, library, canteen washrooms etc. Focus was laid on ensuring the maintenance of social norms of distancing and regular sanitisation of the campus as well. | February 12, 2022 |

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| 7 | Teaching Staff | Staff room Infrastructure | Majority of the staff is satisfied with the staff room infrastructure, including the washroom hygiene as well as tea / coffee facility | With the announcement to resume the college in offline format from the 17th of February, 2022, immediate directions were issued to the Administrative Department and Infrastructure committee to do a thorough check on the condition of the premises, including the condition of the classrooms, staffroom, laboratories, library, canteen washrooms etc. Focus was laid on ensuring the maintenance of social norms of distancing and regular sanitisation of the campus as well. | February 12, 2022 |
| 8 | Non-Teaching Staff | Hygiene and Medical facilities | Majority of the staff is satisfied with the hygiene and medical infrastructure provided in the campus | With the announcement to resume the college in offline format from the 17th of February, 2022, immediate directions were issued to the Administrative Department and Infrastructure committee to do a thorough check on the condition of the premises, including the condition of the classrooms, staffroom, laboratories, library, canteen washrooms etc. Focus was laid on ensuring the maintenance of social norms of distancing and regular sanitisation of the campus as well. | February 12, 2022 |

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| 9 | Teaching Staff | Classroom Infrastructure | Though majority of the staff is satisfied with the Classroom Infrastructure, about 20% of the respondents showed dissatisfaction towards the same. | With the announcement to resume the college in offline format from the 17th of February, 2022, immediate directions were issued to the Administrative Department and Infrastructure committee to do a thorough check on the condition of the premises, including the condition of the classrooms, staffroom, laboratories, library, canteen washrooms etc. Focus was laid on ensuring the maintenance of social norms of distancing and regular sanitisation of the campus as well. | February 12, 2022 |

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| 10 | Student | Curriculum | <u>Comprehensive subject components coverage</u> : while majority of the respondents agreed that the subject components were covered comprehensively, around 18% were in disagreement for the same and 27% were neutral in this regard | <p>ACADEMIC AND NON-ACADEMIC INITIATIVES DURING THE PANDEMIC</p> <p>a. Time-table committee prepared and submitted the final time-table to the college administration and to the various departments, before for the beginning of the next Semesters, both odd and even semesters, and the same was uploaded on the college website for the purpose of ready reference of the students.</p> <p>b. Guidelines were issued to different departments to ensure that proper Orientation Programmes are conducted for the First Year students, as soon as their Semester began, in order to ensure quick interaction between students and the concerned faculties and ensuring proper guidance for the new joiners.</p> <p>c. In further continuation, the Departments were encouraged to continue with their events, training programmes and interactive sessions for the students to ensure that they are well equipped with the changing dynamics during the on-going pandemic situations and also stay in touch with the changing modalities of the Academic Sphere. This was done through the approval of various events that were scheduled to be conducted in the near future or documentation of the events conducted in the past few months.</p> | <p>25th June, 2021, 24th September, 2021, 24th December, 2021 and 12th February, 2022</p> |
| 11 | Student | Curriculum | <u>Coverage of the Theoretical Components</u> : Majority of the respondents were highly satisfied with the explanation and illustration of the concepts in the class | | |
| 12 | Student | Curriculum | <u>Subject Problem and Classroom discussions, thereby, helping in enhancing the critical thinking of the respondents</u> : Majority (as high as an approximate of 38-40% were in complete agreement of this particular aspect of classroom teaching | | |
| 13 | Student | Curriculum | <u>Assesments and Evaluations</u> : Approximately 36.4% (majority) were satisfied with the method of the student evaluations and related discussions | | |
| 14 | Student | Curriculum | <u>Conduct of Classroom</u> : Approximately 30% (majority) were satisfied with the way the Classroom teaching was conducted in the college premises | | |