



PRINCE SHRI VENKATESWARA ARTS AND SCIENCE COLLEGE

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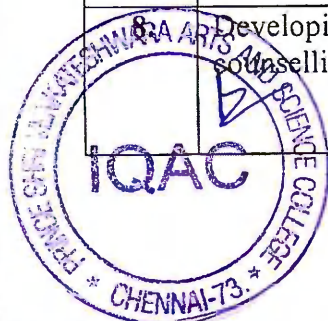
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ACTION TAKEN REPORT ON FEEDBACK

ACADEMIC YEAR : 2020-2021

The Department of Biochemistry obtained feedback from various stakeholders to monitor and evaluate performance quality of curriculum, infrastructure, syllabus and ambience of the institution. The feedback forms were collected from students, alumni, faculty and employers to improve the process of teaching learning. The feedback was acquired through structured questionnaire. Subsequently, the data was analyzed and a feedback report was prepared to gain insights into the areas where modifications or improvements are needed. On the basis of feedback obtained, following actions were taken to incorporate the improvements suggested by various stakeholders.

S.NO.	SUGGESTIONS	ACTION TAKEN
1.	Students demanded for improvement in course syllabus in terms of its relevancy to future technologies, real-world problems and industrial standards	Being a constituent college of University of Madras, our college followed the syllabus designed by the University committee. During syllabus review and revision, few teachers from our college participate in the process, so suggestions can be conveyed to concerned authorities
2.	Developing soft skills in students for better future	Awareness program on "Necessity of soft skill development for better future" was organized for the students
3.	Majority of the students were happy and agreed with the proctorial services in the college	Institute acknowledged the faculties for their excellent services and requested to continue the same
4.	Developing Language and Communication skills among students	Online Awareness Programme on "English language learning and its significance" was organized by the Placement cell for the students to bring confidence in them for getting better placement
5.	Students agreed and happy with the infrastructure of the classrooms for effective learning	IQAC showed gratitude to the management and infrastructural facilities can be maintained further
6.	Awareness for competitive exams and higher studies to the students	Following measures were taken: 1. "Online Career Guidance Program for Group Exams" 2. "Online Career Guidance Program for Defence Service"
7.	Improvement in IT facilities are requested by few students	Digital library with access to journal, e-resources and lecture notes were established in the campus
8.	Developing awareness on career counselling to the students	"Online Career Guidance on Medical Industry" and Online Career Development Program on Herbal Products Making & Marketing were organized for the students



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9.	Developing employability skills of the students	Certification course on "Anaesthesia Technology" and "HIV and Family Education" were organized for the students to get trained in Medical Laboratory Technology
10.	Few students requested for extra-curricular activities to display their talents	Due to Covid situation, only few students were encouraged to participate in "Door-to-Door Covid19 Pandemic Awareness Programme @ Gowrivakkam" to promote precautionary measures among public
11.	Faculties demanded for increasing the number of books in library suggested in the syllabus to satisfy the availability for short term borrowing	Necessary steps were taken to include the copies of books in the library


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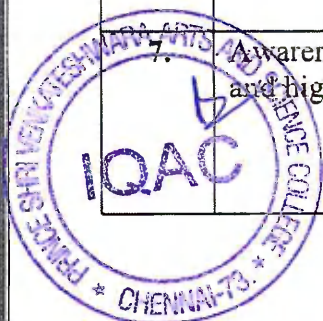
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ACTION TAKEN REPORT ON FEEDBACK

ACADEMIC YEAR : 2020-2021

The Department of Microbiology obtained feedback from various stakeholders to monitor and evaluate performance quality of curriculum, infrastructure, syllabus and ambience of the institution. The feedback forms were collected from students, alumni, faculty and employers to improve the process of teaching learning. The feedback was acquired through structured questionnaire. Subsequently, the data was analyzed and a feedback report was prepared to gain insights into the areas where modifications or improvements are needed. On the basis of feedback obtained, following actions were taken to incorporate the improvements suggested by various stakeholders.

S.NO.	SUGGESTIONS	ACTION TAKEN
1.	Students requested updating of course material to match contemporary trends, techniques and subjects	Being a constituent college of University of Madras, our college followed the syllabus designed by the University committee. During syllabus review and revision, few teachers from our college participate in the process, so suggestions can be conveyed to concerned authorities
2.	Students appreciated the kind lending services of books and thesis to them. Also, they were satisfied with library facilities and access to journals resources	Institute appreciated the librarian and staffs for providing excellent services to the students and requested to retain the same
3.	Developing entrepreneurship skills among students	"Online Career Development Program on Herbal Products Making & Marketing" was organized for the students
4.	Students demanded for more practical knowledge on biological techniques beyond the syllabus	Faculties paid more attention towards practical sessions and made their teaching more experiential. Students are encouraged to do their practical on their own and get expertise in handling techniques
5.	Students requested assistance in applying for research proposals and fellowships	Faculties are advised to encourage their students to apply for TNSCST research proposals and project fellowships in reputed institutions such as CLRI, IITM, and NIOT for PG projects
6.	Developing Language and Communication skills among students	Online Awareness Programme on "English language learning and its significance" was organized by the Placement cell for the students to bring confidence in them for getting better placement
7.	Awareness for competitive exams and higher studies to the students	Following measures were taken: 1. "Online Career Guidance Program for Group Exams" 2. "Online Career Guidance Program for Defence Service"



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8.	Improving life skills of students to create awareness on healthy life	"Awareness Program on Physical fitness" was organized by the Health club for the students
9.	Improve employability skills of the students	Certification courses entitled "Chemistry in Daily Life" and "Innovations in Hospital Management" were organized to train students in healthcare services and patient care
10.	Students demanded placement training on IPR related to their curriculum	Students were encouraged to undertake Certification course on "Strategies for Protecting Innovation" which would help them to learn about IPR and its various forms
11.	Students are enthusiastic about engaging in extracurricular activities to enhance their social responsibilities	To further promote this, Students were urged to join in awareness programme on "Motivating Public for Vaccination"
12.	Faculties also suggested that improvement in syllabus with advanced techniques for better research opportunities	The given suggestion can be considered and presented to the University during syllabus-revision meeting. Besides, departments are advised to conduct certification courses for the students for better career opportunities


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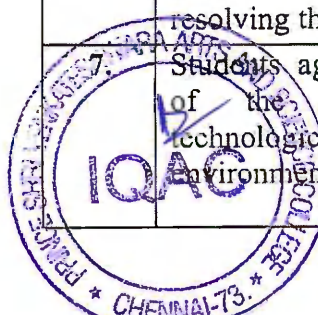
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ACTION TAKEN REPORT ON FEEDBACK

ACADEMIC YEAR : 2020-2021

The Department of Electronics and Communication Science obtained feedback from various stakeholders to monitor and evaluate performance quality of curriculum, infrastructure, syllabus and ambience of the institution. The feedback forms were collected from students, alumni, faculty and employers to improve the process of teaching learning. The feedback was acquired through structured questionnaire. Subsequently, the data was analyzed and a feedback report was prepared to gain insights into the areas where modifications or improvements are needed. On the basis of feedback obtained, following actions were taken to incorporate the improvements suggested by various stakeholders.

S.NO.	SUGGESTIONS	ACTION TAKEN
1.	Provide learning of skill-based courses	Students were advised to register in certification courses (NPTEL-SWAYAM and COURSEERA) to improve their technical skills
2.	More practical training sessions are desired by the students	Institute instructed the concern department to mandatorily include project work, field assignments, research activities and group discussion in the curriculum
3.	Improvement of library facilities in terms of books and research databases availability	College library is offering following facilities for better learning and improved access to the resources. 1. Journals of databases like Science Direct, Springer Nature and JSTOR has already been subscribed in the library 2. New course books and offline journals were purchased and the details were updated to the students
4.	Augment computing skills of the students	Certification course entitled "Core Concepts in Android" and "Visual Communication" were organized to provide proficiency in app development, customization, and optimization for diverse mobile devices
5.	Improving life skills of students to create awareness on healthy life	"Online Awareness program on Herbal Medicine for good health" was conducted to demonstrate the risks and benefits of herbal medicines on health to the students
6.	Students were satisfied with the grievance redressal committee for resolving the issues on time	The institution has utilized this opportunity and aims to adopt improved practices in its functioning in this aspect
7.	Students agreed with ICT facilities of the college in creating technologically upgraded environment	The institution has taken privilege of this parameter and these concerns have been discussed with the appropriate authorities for consideration and necessary action to strength the ICT facilities further



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8.	Develop employability skills of the students	"Online Career Opportunities Program on Recent Trends in Microprocessor" and Online Awareness Programme on "English language learning and its significance" were conducted for the students
9.	Students requested improvement in food quality and hygiene standard maintained by the canteen	Institute conveyed the message to the canteen owner and advised to look into the issue.
10.	Students agreed and happy with the infrastructure of the classrooms for effective learning	IQAC showed gratitude to the management and infrastructural facilities can be maintained further
11.	Faculties recommended to incorporate latest technologies and Programming in C++ in the syllabus	Our college follows the syllabus of University of Madras and hence, the given suggestion can be conveyed to the authorities during syllabus-revision.
12.	Students required Virtual Lab to sharpen their practical skills through online class	Electronics Experiments were taught through virtual lab platform
13.	Awareness for competitive exams and higher studies to the students	Following measures were taken: 1. "Online Career Guidance Program for Group Exams" 2. "Online Career Guidance Program for Defence Service"



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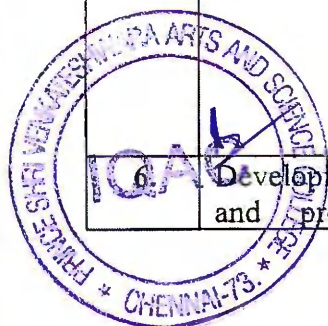
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ACTION TAKEN REPORT ON FEEDBACK

ACADEMIC YEAR : 2020-2021

The Department of Computer Science obtained feedback from various stakeholders to monitor and evaluate performance quality of curriculum, infrastructure, syllabus and ambience of the institution. The feedback forms were collected from students, alumni, faculty and employers to improve the process of teaching learning. The feedback was acquired through structured questionnaire. Subsequently, the data was analyzed and a feedback report was prepared to gain insights into the areas where modifications or improvements are needed. On the basis of feedback obtained, following actions were taken to incorporate the improvements suggested by various stakeholders.

S.NO.	SUGGESTIONS	ACTION TAKEN
1.	Most of the students agreed and happy with the proctorial services in the college. Few students felt neutral and requested improvement	IQAC head advised the Exam committee to take appropriate actions as mentioned below: 1. Student's hall-ticket checking staffs should complete check-in process 30 min before the examination begins 2. Room allocation details need to be displayed at multiple noticeboards for easy access to students
2.	Conduct certification courses for improving their employability skills	Certification course on "HARDWARE SECURITY" was arranged for the students to learn about surveillance equipment and cybersecurity for better placement opportunities
3.	Students appreciated the kind lending services of books and thesis to them. Also, they were satisfied with library facilities and access to journals resources	Institute appreciated the librarian and staffs for providing excellent services to the students and requested to retain the same
4.	Special classes are requested for difficult subjects by the students	Faculties are advised to schedule extra classes with special attention to the difficult topics has been taken care. Due to pandemic situation, Online classes were arranged for the students
5.	Awareness for competitive exams and higher studies to the students	Following measures were taken: 1. "Online Career Guidance Program for Group Exams" 2. "Online Career Guidance Program for Defence Service" 3. Online Training Program for IBPS SO exam 4. Online Training Program on Preparation for Competitive Exam – TANCET 5. Online Training Program on National Qualifier Test (NQT)
6.	Developing creative, critical thinking and problem-solving skills for	Appropriate action was taken to improve the ICT skills of students by encouraging them to attend e-



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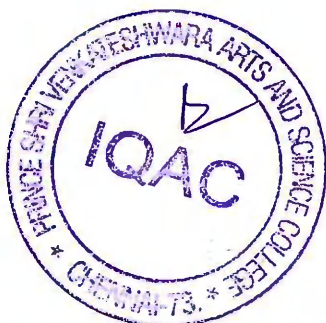


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	placement training	Workshop on "Current Scenario in Data Analytics"
7.	Conduct career guidance program to create awareness on job opportunities	Following measures were taken: 1. "Online Career Development Program on Corporate Transition" 2. "Online Career Guidance Program on Brand Building and Communication" 3. Career Guidance for IT - Based on Today's trends in IT
8.	Develop computing skills of students	Add-on course entitled "Computer Vision and Feature Extraction" was conducted to train students on high-level understanding from digital images or videos
9.	Improving life skills of students as part of extension activities	"International Yoga Day 2020" was celebrated to bring awareness on healthy life
10.	Develop industrial skills related to curriculum	Certification course on "Visual Communication" was conducted for students to provide knowledge on graphics and design principles, fostering impactful communication in various contexts
11.	Students agreed and happy with the infrastructure of the classrooms for effective learning	IQAC showed gratitude to the management and infrastructural facilities can be maintained further
12.	Improvement in lab facilities is desired by the students	Institute discussed with the department and following steps were taken in the computer labs: 1. New computers have been installed with intel Dual processors 2. Hi-speed Wi-Fi and new servers have been established in the lab 3. Updated versions of software has been made for better utilization of lab facilities
13.	Faculties suggested to incorporate Advanced programming languages in practical classes to upgrade students' knowledge	Our college follows the syllabus of University of Madras and hence, the given suggestion can be conveyed to the authorities during syllabus-revision. Certification courses on computer vision and visual communication concepts were organized for the students to enhance their skills for employment



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ACTION TAKEN REPORT ON FEEDBACK

ACADEMIC YEAR : 2020-2021

The Department of Commerce obtained feedback from various stakeholders to monitor and evaluate performance quality of curriculum, infrastructure, syllabus and ambience of the institution. The feedback forms were collected from students, alumni, faculty and employers to improve the process of teaching learning. The feedback was acquired through structured questionnaire. Subsequently, the data was analyzed and a feedback report was prepared to gain insights into the areas where modifications or improvements are needed. On the basis of feedback obtained, following actions were taken to incorporate the improvements suggested by various stakeholders.

S.NO.	SUGGESTIONS	ACTION TAKEN
1.	Students requested course syllabus to be career-oriented with clarity for course objectives	Being a constituent college of University of Madras, our college followed the syllabus designed by the University committee. During syllabus review and revision, few teachers from our college participate in the process, so suggestions can be conveyed to concerned authorities
2.	Applicability of curriculum in real life situation are preferred by the students	Institute advised the faculties to made efforts to relate the curriculum with real-life situations based on investment, stock markets, digital banking and finance management in family and day-to-day life can be made
3.	Students requested for increased library hours to make better utilization of available books and resources	The request has been taken into consideration by institute and has planned to incorporate more library hours in future. Due to pandemic situation, library utilization hours are limited to avoid accumulation inside the library
4.	Awareness for competitive exams and higher studies to the students	Following measures were taken: 1. "Online Career Guidance Program for Group Exams" 2. "Online Career Guidance Program for Defence Service" 3. Online Career Development Program on Essential English for Competitive Examination 4. Online Training Program on Preparation for Competitive Exam – TANCET 5. Online Career Guidance on Common Proficiency Test
5.	Developing marketing skills for better employment opportunities	Following measures were taken: 1. "Skills Needed for Digital Marketing - Online Career Counselling Program" was organized for the students. 2. In addition to that, certification course on "Digital Finance and Banking" was conducted for



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		the students to take up jobs in MNCs, financial markets and government jobs
6.	Guidance on placement training is desired by the students	Students were motivated to participate in "How to face stress interview?" and "Enhancing Teamwork" - Soft skill development program by Training and placement cell
7.	Developing entrepreneur skills of the students	Add-on courses entitled "Value Investing in Stock Trading" was organized for students to understand about the pros and cons of value-investing strategies
8.	Improvement in IT facilities are requested by few students	Digital library with access to journal, e-resources and lecture notes were established in the campus
9.	Students requested to perceive ethical hacking skills related to curriculum	Certification course on "Safeguarding Systems through Responsible Hacking" was organized for the students to provide knowledge on ethical hacking
10.	Students were satisfied with the extension activities carried out by various clubs of the college	Institution took the privilege of it and NSS organized "Cleanliness Drive" event at Sitalapakkam to further motivate students' social responsibilities
11.	Faculties recommended to incorporate practical knowledge on Digital Marketing in the syllabus	Our college follows the syllabus of University of Madras and hence, the given suggestion can be conveyed to the authorities during syllabus-revision. Certification courses on digital marketing was organized for the students to enhance their skills for employment
12.	Conduct career guidance program to create awareness on job opportunities	In view of this, following programmes were organized: 1. Job Opening for Commerce Student 2. Skills Needed for Digital Marketing



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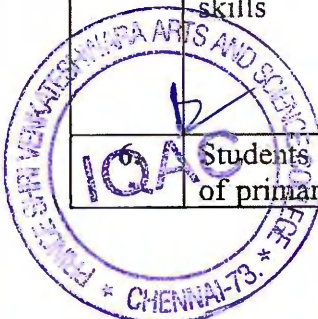
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ACTION TAKEN REPORT ON FEEDBACK

ACADEMIC YEAR : 2020-2021

The Department of Computer Applications obtained feedback from various stakeholders to monitor and evaluate performance quality of curriculum, infrastructure, syllabus and ambience of the institution. The feedback forms were collected from students, alumni, faculty and employers to improve the process of teaching learning. The feedback was acquired through structured questionnaire. Subsequently, the data was analyzed and a feedback report was prepared to gain insights into the areas where modifications or improvements are needed. On the basis of feedback obtained, following actions were taken to incorporate the improvements suggested by various stakeholders.

S.NO.	SUGGESTIONS	ACTION TAKEN
1.	Students agreed with ICT facilities of the college in creating technologically upgraded environment	The institution has taken privilege of this parameter and these concerns have been discussed with the appropriate authorities for consideration and necessary action to strength the ICT facilities further on
2.	Awareness for competitive exams and higher studies to the students	Following measures were taken: 1. Online Training Program on Preparation for Competitive Exam – TANCET 2. Online Training Program on National Qualifier Test (NQT) 3. Online Training Program for IBPS SO exam
3.	Improve employability skills of the students	Following measures were taken: 1. "Online Career Guidance Program on Brand Building and Communication" 2. "Expectation of Corporate Sector from Students - Online Career Counselling Program"
4.	Most of the students agreed and happy with the proctorial services in the college. Few students felt neutral and requested improvement	IQAC head advised the Exam committee to take appropriate actions as mentioned below: 1. Student's hall-ticket checking staffs should complete check-in process 30 min before the examination begins 2. Room allocation details need to be displayed at multiple noticeboards for easy access to students
5.	Improve placement training for students by enhancing their ICT skills	Following measures were taken: 1. "Online Placement Training on Mock Interview for IT Sector" 2. Online Awareness Programme on Recent trends in computer Vision" 3. "Bio Informatics Using Data Mining"
	Students appreciated the availability of primary and secondary online and	The institution has taken privilege of this parameter and these concerns have been discussed



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	hardcopy of the study material in the college library	with the appropriate authorities for consideration and necessary action can be taken further
7.	Conduct certification courses for improving their employability skills	Certification course on "SECURITY AND PRIVACY IN SOCIAL NETWORKS" was arranged for the students to learn about network analysis and cybersecurity for better placement opportunities
8.	Developing soft skills in students for better performance in working place	e-Workshop on "Personality Grooming" - Soft skill development program was conducted for the students
9.	Improvement in lab facilities is desired by the students	Institute discussed with the department and following steps were taken in the computer labs: 1. New computers have been installed with latest intel processors 2. Hi-speed Wi-Fi and new servers has been established in the lab
10.	Develop entrepreneurship skills among students	Students were motivated to undergo certification course on "BLUETOOTH TECHNOLOGY" to develop required skills on Link controller, Zigbee Network functions, FCC regularity and Wireless access protocol
11.	Faculty requested for Special Training Sessions to refresh their skills	Department hosted Faculty development programme and webinars through online
12.	Employers expected that the students should be familiar about the latest technology trends in computer science	Students were encouraged to enroll themselves in NPTEL online certification course through an online portal



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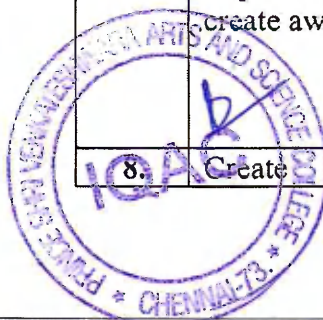
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ACTION TAKEN REPORT ON FEEDBACK

ACADEMIC YEAR : 2020-2021

The Department of Biotechnology obtained feedback from various stakeholders to monitor and evaluate performance quality of curriculum, infrastructure, syllabus and ambience of the institution. The feedback forms were collected from students, alumni, faculty and employers to improve the process of teaching learning. The feedback was acquired through structured questionnaire. Subsequently, the data was analyzed and a feedback report was prepared to gain insights into the areas where modifications or improvements are needed. On the basis of feedback obtained, following actions were taken to incorporate the improvements suggested by various stakeholders.

S.NO.	SUGGESTIONS	ACTION TAKEN
1.	Students agreed with ICT facilities of the college in creating technologically upgraded environment	The institution has taken privilege of this parameter and these concerns have been discussed with the appropriate authorities for consideration and necessary action to strength the ICT facilities further
2.	Students were satisfied with the grievance redressal committee for resolving the issues on time	The institution has taken privilege of this parameter and shall strive to incorporate better practices in its functioning in this regard
3.	Developing soft skills of the students for better job opportunities	e-Work shop on developing the soft skill – “Memory Power in students” was conducted for the students
4.	Students requested for field trips and internship in food industries for better placement opportunities	Institute has taken this issue into consideration and necessary steps can be taken in future. Due to Covid-19 conditions, webinars and virtual tour to labs were only arranged for the students.
5.	Developing Language and Communication skills among students	Online Awareness Programme on “English language learning and its significance” was organized by the Placement cell for the students to bring confidence in them for getting better placement
6.	Students requested syllabus need to further improve with industry-oriented skills and entrepreneurial skills	Being a constituent college of University of Madras, our college followed the syllabus designed by the University committee. So, the suggestions can be conveyed to the authorized committee during syllabus revision. Institute advised the department to include Certification courses as mandatory for improving industry-oriented and entrepreneurship skills
7.	Improving life skills of students to create awareness on healthy life	“Online Awareness program on Herbal Medicine for good health” and “Webinar on DO'S & DON'TS How to deal with COVID-19” conducted to demonstrate the risks and benefits of herbal medicines on health to the students
8.	Create awareness on job	Following measures were taken:



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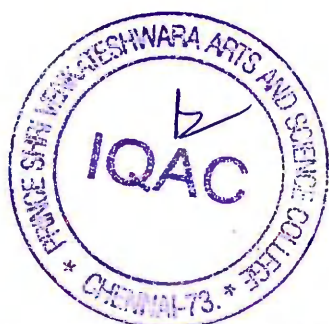


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	opportunities	<ol style="list-style-type: none">1. "Online Career Opportunities program for Biotechnology students"2. "Online Career Development Program on Herbal Products Making & Marketing"
9.	Awareness for competitive exams and higher studies to the students	Following measures were taken: <ol style="list-style-type: none">1. "Online Career Guidance Program for Group Exams"2. "Online Career Guidance Program for Defence Service"
10.	Students requested for increased library hours to make better utilization of available books and resources	The request has been taken into consideration by institute and has planned to incorporate more library hours in future. Due to pandemic situation, library utilization hours are limited to avoid accumulation inside the library
11.	Students requested for remote access and availability of e-resources in library	Institute requested the librarian to facilitate the remote access to library and free e-resources and e-books are made available <ol style="list-style-type: none">1. Japanese Society for Plant Cell and Molecular Biology for plant biotechnology2. BioMed Central journals for molecular biology3. Hindawi journals for cell biology and immunology courses
12.	Faculties recommended to have practical training for bioinformatics as students found difficulty in understanding that subject. Also, it is suggested to upgrade syllabus with recent inventions and technologies of biotechnology.	Our college follows the syllabus of University of Madras and hence, the given suggestion can be conveyed to the authorities during syllabus-revision.
13.	Improve technical skills of students	Students were motivated to undergo certification courses on "Advanced Forensic Techniques" and "Microbiological Quality Standards" to develop the required skills for better placement opportunities
14.	Students requested for co-curricular programs to learn beyond syllabus	In view of this, add-on course entitled "Textile Manufacturing Technology" was conducted to provide comprehensive understanding of the processes and technologies in the production of textiles



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ARTS AND SCIENCE COLLEGE
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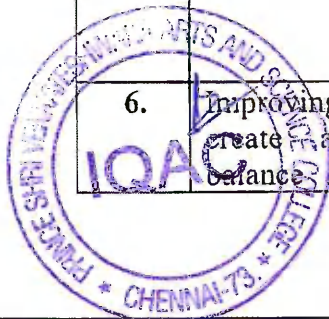
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ACTION TAKEN REPORT ON FEEDBACK

ACADEMIC YEAR : 2020-2021

The Department of Accounting and Finance obtained feedback from various stakeholders to monitor and evaluate performance quality of curriculum, infrastructure, syllabus and ambience of the institution. The feedback forms were collected from students, alumni, faculty and employers to improve the process of teaching learning. The feedback was acquired through structured questionnaire. Subsequently, the data was analyzed and a feedback report was prepared to gain insights into the areas where modifications or improvements are needed. On the basis of feedback obtained, following actions were taken to incorporate the improvements suggested by various stakeholders.

S.NO.	SUGGESTIONS	ACTION TAKEN
1.	Students requested enhancement in learning process	Institute requested the faculties to give field assignments/test/quiz/seminars and the curriculum need to be more problem-solving based to improve the learning abilities of students. Due to pandemic situation, all activities were made online.
2.	Improve career counselling programs for better employability	Online Career Guidance Program on "Personal Branding and Employability Skills" and "Job Opening for Commerce Student" were organized for the students
3.	Students were satisfied with the extension activities carried out by various clubs of the college	Due to pandemic situation, online programs and webinars were organized to wisely handle the current scenario. Few students were encouraged to actively participate in "Free Medical Camp at Moolacheri"
4.	Awareness for competitive exams and higher studies to the students	Following measures were taken: 1. "Online Career Guidance Program for Group Exams" 2. "Online Career Guidance Program for Defence Service" 3. Online Training Program for IBPS SO exam 4. Online Career Development Program on Essential English for Competitive Examination 5. Online Training Program on Preparation for Competitive Exam - TANCET
5.	Developing technical skills on IPR concepts and management system	Certification course on "Intellectual Property Rights: A Management Perspective" was conducted for the students to create awareness on WIPO, Patent- Trademark, IPR objectives and its policies
6.	Improving soft skills of students to create awareness on work-life balance and team spirit during	Following measures were taken: 1. Online Soft Skill Training on "Confidence Building"



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	placement	2. Online skill enhancement program on "Enhancing Teamwork"
7.	Enhance employability skills among students	Certification course on "TALLY" was conducted for the students to develop skills on tally operation, accountancy, sale analysis and auditing for better job opportunities
8.	Students requested disclosure and updation of the availability of new study material and e-resources in the college library	The institution advised the library staff to share the information regarding new additions of book, subscriptions and links to access e-resources. Necessary action to periodically disseminate the information to the students has been taken
9.	The majority of students are satisfied with the proctorial services at the college, while few of them express neutrality and suggest areas for improvement	IQAC head advised the Exam committee to take appropriate actions as mentioned below: 1. Student's hall-ticket checking staffs should complete check-in process 30 min before the examination begins 2. Room allocation details need to be displayed at multiple noticeboards for easy access to students
10.	Students were satisfied with the grievance redressal committee for resolving the issues on time	The institution has taken privilege of this parameter and shall strive to incorporate better practices in its functioning in this regard



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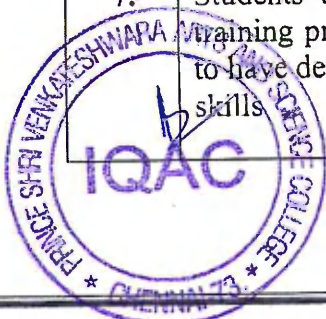
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ACTION TAKEN REPORT ON FEEDBACK

ACADEMIC YEAR : 2020-2021

The Department of English obtained feedback from various stakeholders to monitor and evaluate performance quality of curriculum, infrastructure, syllabus and ambience of the institution. The feedback forms were collected from students, alumni, faculty and employers to improve the process of teaching learning. The feedback was acquired through structured questionnaire. Subsequently, the data was analyzed and a feedback report was prepared to gain insights into the areas where modifications or improvements are needed. On the basis of feedback obtained, following actions were taken to incorporate the improvements suggested by various stakeholders.

S.NO.	SUGGESTIONS	ACTION TAKEN
1.	To impart excellence in technical education with ethical values	Online Communication skill enhancement Programme on "Emotional Literacy and Empathy" was organized by Literacy Club to improve the ethical values in students
2.	Improvement in lab facilities is requested by the students	Institute discussed with the department and new computers were purchased with Hi-speed Wi-Fi and projectors for movie screening of literatures
3.	Students requested enhancement in learning process	Institute advised the department head and faculties to arrange for practical sessions that can improve listening, speaking and reading skills of the students. More audio-video classes can be taken to make teaching interesting and engaging for the students
4.	Students are debilitated towards cross-cutting issues like environment, sustainability, ethics and values, etc.,	Institute organized various activities under NSS, YRC, Rotaract and Health clubs like 1. Free Medical Camp at Moolacheri 2. Online Awareness Programme on Drug Abuse and Illicit Trafficking 3. Webinar on "Fit India Movement"
5.	Conduct career counselling programs for better employability	"Online Career Development Program on Feature Scope for Mass Communication" was conducted for the students to create awareness on their career possibilities
6.	Most of the students agreed with the library facilities and e-resources. Few students recommended improvement in terms of purchasing new literature books and magazines with increased number of copies	Institution conveys the gratitude to the librarian for assisting students with utilizing the library efficiently. Appropriate action was taken to purchase new books and keep magazines for easy access to the students
7.	Students appreciated the placement training provided and also suggested to have detailed training on interview skills	Institute has taken privilege of this parameter and appreciated the Placement cell. On account of the suggestion given, Certification course on "Interview skills" and "Dynamics of Communication" were organized for the students



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		to make them feel confident. This program involves discussion on framework of preparing resume, personal branding, self-introduction, types of interviews, and group discussion during interview.
8.	Developing entrepreneurship and business skills among students	Certification course on "BUSINESS ENGLISH" was conducted to provide required skills such as CV writing, business letter writing, public speaking and communication skills for encountering a business environment.
9.	Developing Language and Communication skills among students	Following measures were taken to bring confidence in students for getting better placement 1. Online Awareness Programme on "English language learning and its significance" by the Placement cell 2. "Online Training Programme on Active Listening Skills"
10.	Impart research skills and interest among students	Encourage students to develop research skills and socio-ideological values by doing mini projects and skills-type project in literature
11.	Faculties demanded for more Literature books in the department library	Necessary steps were taken to add books in the department library



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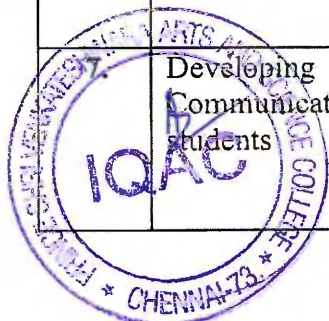
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ACTION TAKEN REPORT ON FEEDBACK

ACADEMIC YEAR : 2020-2021

The Department of Business Administration obtained feedback from various stakeholders to monitor and evaluate performance quality of curriculum, infrastructure, syllabus and ambience of the institution. The feedback forms were collected from students and faculty to improve the process of teaching learning. The feedback was acquired through structured questionnaire. Subsequently, the data was analyzed and a feedback report was prepared to gain insights into the areas where modifications or improvements are needed. On the basis of feedback obtained, following actions were taken to incorporate the improvements suggested by various stakeholders.

S.NO.	SUGGESTIONS	ACTION TAKEN
1.	Improve computing skills for business and marketing management	"Skills Needed for Digital Marketing - Online Career Counselling Program" was organized for the students
2.	Need to augment the employability skills	Students were encouraged to attend certification course entitled "Workforce Administration Policy" to provide knowledge on Human Resource Information System and its policies
3.	Enhancing entrepreneurship skills in students	"Career Opportunities in Sales & Marketing" was conducted for the students to inculcate the interest of becoming entrepreneur
4.	Students requested enhancement in learning process	More audio-video classes were included in the curriculum. Programs were taught through zoom-meet and asked students to perform on their own to get output. All these activities make online classroom interesting and engaging for students
5.	Conduct certification courses for developing employability skills in marketing management	Certification Course on "CONSUMER BEHAVIOUR" was conducted for the students demonstrating consumer decision making, perception and learning of consumers
6.	Improvement in lab facilities is desired by the students	Institute discussed with the department and following steps were taken in the computer labs: 1. High-tech computers comprising Intel dual core processors G6400 2. Hi-speed Wi-Fi and a greater number of servers has been established in the lab
	Developing Language and Communication skills among students	Following Online Training Programmes were organized for the students: 1. "Effective Communication" 2. "How to improve your Communication skill in Workplace"



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8.	Students showed interest in out-reach programmes and expressed satisfaction	Due to pandemic situation, online programs and webinars were organized to wisely handle the current scenario. In view of this, webinar on "Role of Chemical warriors against Covid-19" was organized to gain insights into innovative solutions to handle covid infection.
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