

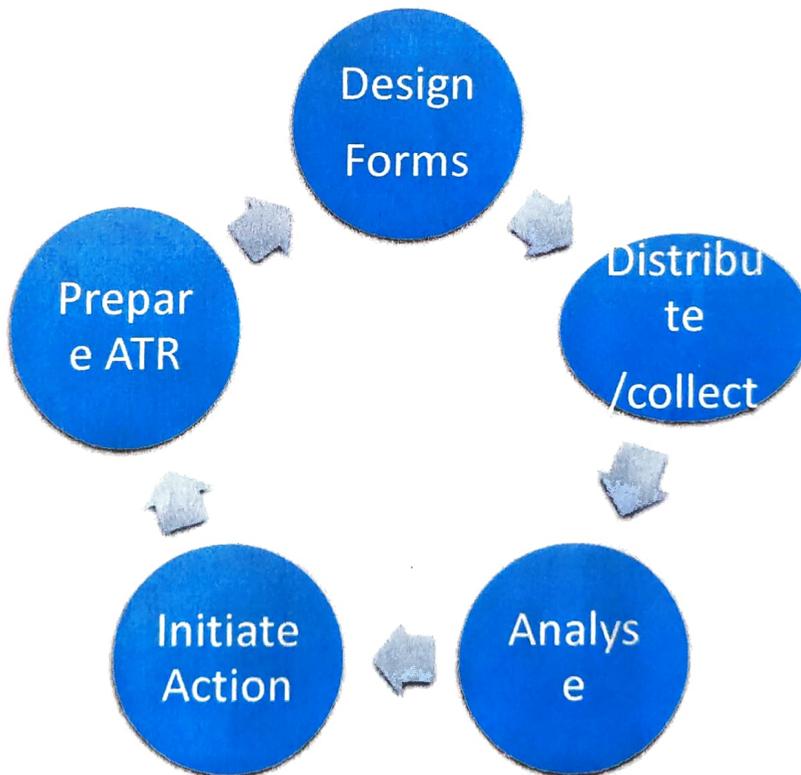
Action Taken Report on Curriculum Feedback

(2019-2020)

Introduction: The Feedback System in an institution plays an important role in improving the effectiveness of any Teaching-Learning-Evaluation process and development of an Institution as a whole. With this objective in mind, the institution has been, over the years, working on effective Feedback System by obtaining Feedback from its major stakeholders:

1. Students
2. Teachers
3. Alumni
4. Employer

The feedback process can be summarized as follows:



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Feedback Process: Obtaining the feedback from stakeholders, is a continuous process which involves the following phases

1. **Design Forms:** Designing the forms in a manner to capture the data relevant to Feedback Analysis, is one of the first and most important steps in the process. This step is a re-occurring process, which includes revising the Feedback forms from time and again, so as to accommodate the changing needs of the Teaching-Learning and Evaluation Process. In the past few years, the forms have undergone many changes in the type and number of questions for the same reason. And in the years to come the design of form will undergo further changes.
2. **Distribute/Collect:** The form (Google Link) is distributed to different stakeholders. The data thus collected is analyzed and important suggestions are noted.
3. **Action Initiated:** The analysis report and the suggestions are discussed with the respective departments and faculty members are instructed to take appropriate Action
4. **Preparation of ATR:** The recommendations implemented are noted in the form of Action Taken Report.

Action Taken Report.

Table 1: Action Taken Report on Student's Feedback

Suggestions	Action Taken
More particle sessions need to be included, so that we(students) are industry ready.	The faculty members were instructed by the head of institution to conduct more practical oriented sessions
There is no link in the topics of certain chapters.	Bridge courses are conducted by certain departments in order to bridge the gap in the syllabus
It would be more interesting if we had study field trips.	Field trips/Industrial visits are conducted by various departments from time to time
It would be more interesting if we had stories based on Indian myths and beliefs.	The same was communicated to the concerned teachers and they were urged to make use of Multimedia and ICT techniques for better delivery of content
Analytical syllabus is too much overloaded. Some inorganic topics cannot be understood easily. In organic chemistry there are so many reactions and mechanism. Give limited topics in syllabus.	Teachers were informed to explore the possibility of making the teaching-learning process more enjoyable.



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Due to unavailability of certain books in the market difficulty in getting notes .	With the use of Google Classroom, the notes are uploaded by the faculty members from time to time. Also, the references (including web resources) are made available to students in the library.
Android subject should be extended to this semester as one semester is not enough	The same would be communicated to the BOS, Computer Science

Table 2: Action Taken Report on Teacher's Feedback

Suggestion	Action Taken
<p>Department of Commerce Paper Business Communication of semester II of F.Y.B.Com</p> <p>Syllabus requires some technical writing skills. Eg. letters, reports. Technical writing can be included . There could be a written component added to the course.</p> <p>Certain topics highlighting digital tools could be added.</p>	<p>The same was communicated to the Chairperson, BOS (Commerce) vide letter no: DMCRC/CC/2020-2021/7(a)/799 Dated :16th October,2020.</p> <p><u>Letter Dated 16 October, 2020</u></p>
<p>In semester I, in the subject Calculus and Numerical Methods following suggestion was given: "A foundation course in Mathematics is required in Sem I before starting the above stated course"</p>	<p>Conducted Bridge course (Foundation in Mathematics) from 24th Sept 2020 to 7th October 2020</p>



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Table 3: Action Taken Report on Alumni Feedback

Suggestion	Action Taken
Please include subjects like Data Science ,Cloud Computing and Digital Marketing ,as there is more scope in these fields for those who are not so competent enough in coding.	Department of Computer Science and BCA, conducts add on courses and certificate courses in the trending technologies, so as to prepare the students to work in the industry
Keep the syllabus always updated by consulting the industry experts of what is industry relevant	From time to time, talks, seminars and courses are organized by various departments and cells in order to familiarize the students with the changing trends in the industry
More focus should be on presentation skills, public speaking, confidence in saying something in public or on stage	Department of English conducts course in Personality Development to hone the presentation skills of students The Employment Cell of the College has been organizing Mock interviews, to prepare the students to face the interview either during the campus interviews or on graduating
Practical aspects in the syllabus needs to be included which can help students to start their own business or to get good job as soon as they pass out.	The various departments conduct activities throughout the academic year which give the students a perspective of various aspects of job industry or entrepreneurship. Study visits to Industries, supermarkets, shopping complexes, Software and Hardware industries, Exhibitions put up by the students are some of the activities which are conducted on yearly basis.



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Table 4: Action Taken Report on Employer's Feedback

Suggestion	Action Taken
Basic concepts of Accounting such as accounts, journal, ledger, adjustments, bank reconciliation and finalization need to be very clear, practical knowledge may not be available, however solving examples based on concept clarity is required. This will help reduce time to do actual accounting work and need for prolong training.	Tally courses are regularly conducted by the Commerce Department
Internship in summer vacation at organizations to give a perspective about working in industry.	Students undergo internship programs and an Internship Committee is set up to strengthen the internship program for the students
Flexibility to work in different roles and learn on the job is a key aspect that students should ingrain. 33% of the employers indicated that the students were not aware of the work ethics	Career Guidance cell organizes various programs from time to time to inculcate the workplace culture in students. 'Anubhav' Series organized by the Career Guidance cell aims at this
33% of employers indicated that the students did not show the readiness to work in the industrial environment	



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