

**FEEDBACK ANALYSIS
AND
ACTION TAKEN REPORT
DHAKUAKHANA COLLEGE
(2023-24)**

WB
**Principal
Dhekuakhana College (Autonomous)
Dhakuakhana**

Feedback Analysis and Action Taken Report 2023-24

Feedback mechanism is an integral part of the academic process to evaluate any educational institution. In keeping with the prerequisite norms, Dhakuakhana College collects yearly feedback from all stakeholders to ameliorate the educational environment of the institution. NAAC Sub-Committee of **Criterion-I** of the institution designs, circulates and collects feedback from its stakeholders to monitor and evaluate its performance quality in terms of course curriculum and other related issues. Initially the college conducted the feedback mechanism through offline mode which was subsequently conducted through online mode. The feedback forms are collected from students, teachers, employer and alumni.

The college has a structured questionnaire for the stakeholder which addresses the following aspects under the feedback mechanism:

- ☐ The feedback form for students encompasses curriculum and its learning related issues. It addresses completion of course syllabi, communication skills of the teachers, contribution of the teachers towards enhancing problem solving ability of the students, facilities available for the students and co-operation of the administration.
- ☐ The feedback form for teachers encompasses issues like effectiveness of the course in present days' context, availability of sufficient classrooms and furniture, encouragement by the administration to carry out research and professional development activities, and co-operation of the management with the faculty members.
- ☐ The feedback form for employer encompasses maintenance of cordial relation with the employer and staff, communication skill of the employee, contribution of the employee towards the development of the organization or institution, leadership quality of the employee and problem solving ability of the employee.
- ☐ The feedback form for alumni encompasses relevance of course in the career development, adequateness of the facilities provided by the college, observation regarding present status of the college, involvement of the alumni in the development process of the college and response of the administration towards solving their grievances.

After collection of feedback from the stakeholders it is analysed and sent to the Principal for the necessary actions.

I Feedback from Students:

Feedback Analysis 2023-24

A. Students Feedback Analysis Report 2023-24

To ensure proper assessment and evaluation of performance quality on curriculum and curriculum related issues the Sub-Committee of Criterion I of NAAC assessment designs and collects feedback from the students. The feedback forms are collected from students on several aspects such as curriculum enrichment, progress of courses, availability of infrastructural facilities, administrative support and other relevant learning related issues. After making a detailed analysis of the feedback by the members of the sub-committee, the prepared report is submitted to IQAC. Then the feedback report is forwarded to the Principal of the college for necessary action.

During the session 2023-24, a total of 580 students submitted feedback through online mode. The graphical analysis of the report is cited below:

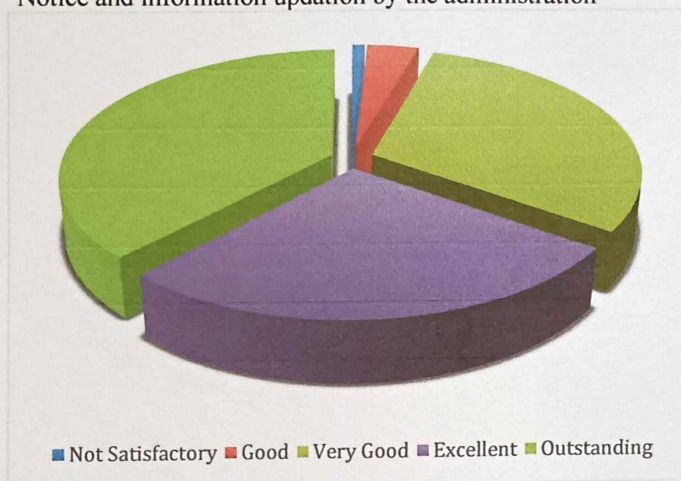
Section-I: Administration


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1. Admission Process of the college



2. Notice and information updation by the administration



3. Responses by the Principal to student related matters



4. Responses by the Vice Principal to academic matters

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5. Responses by the Head of the Dept. to students' centric matters

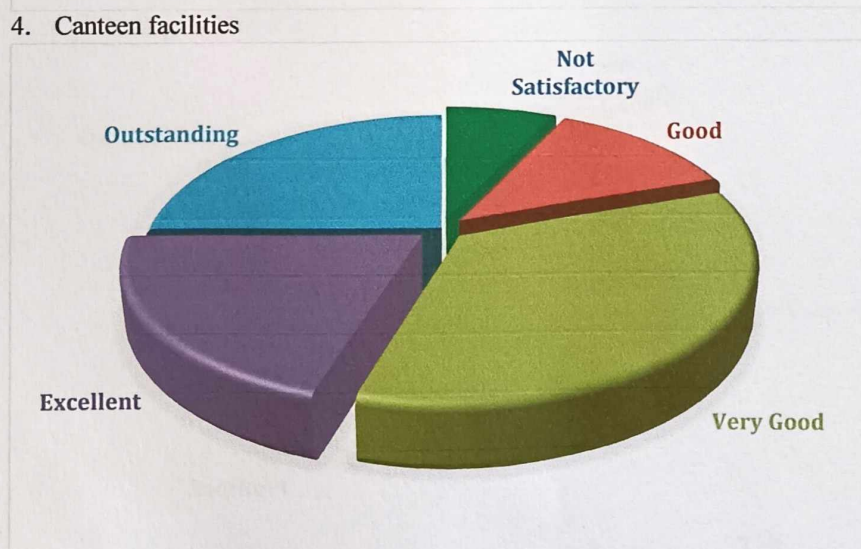
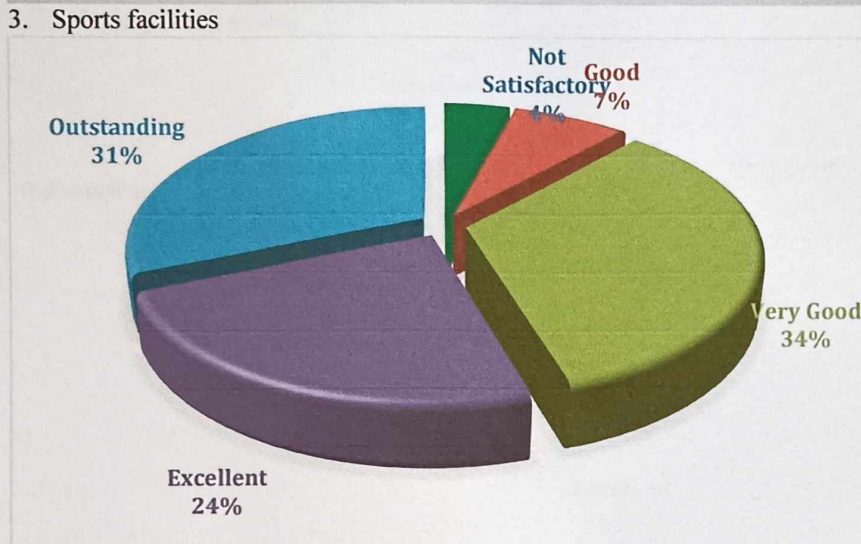
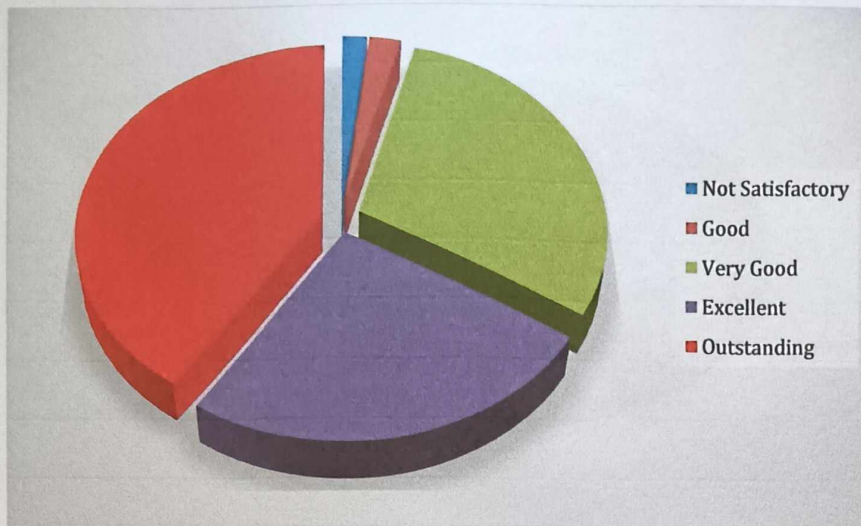


6. Responses by the Librarian to students' need



7. Responses by Office Staff to students' need

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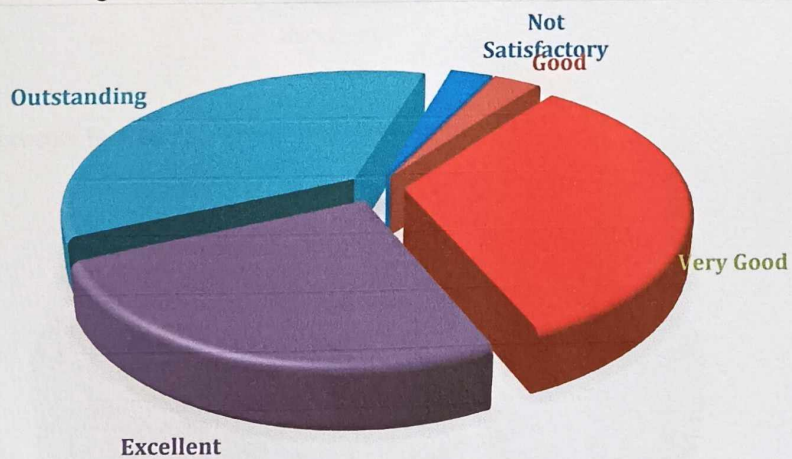
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6. Drinking Water facility

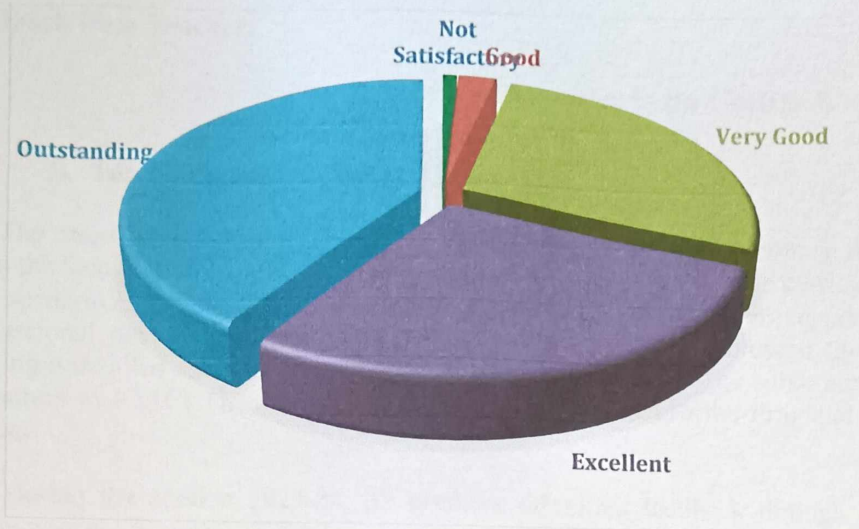


7. Counseling facilities



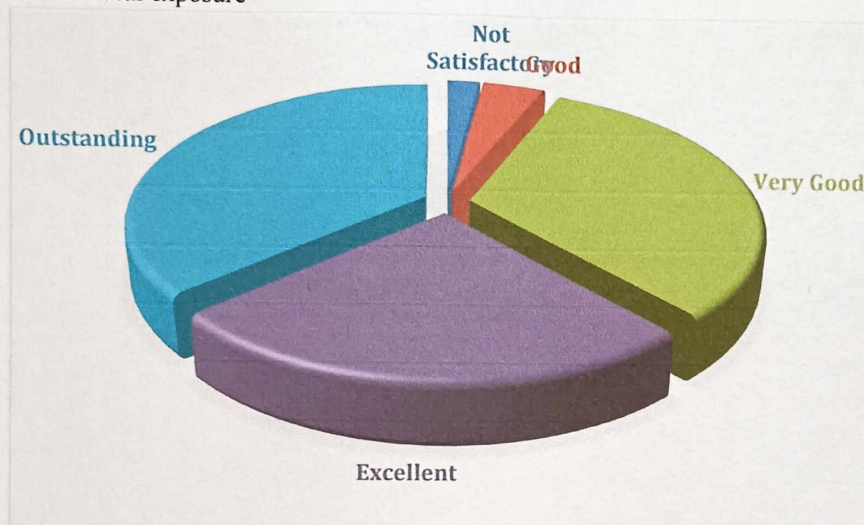
8. Existing library services

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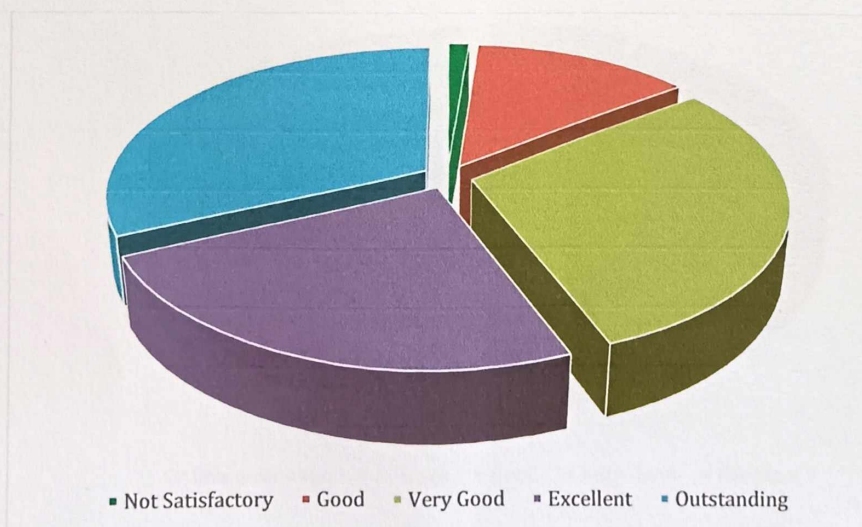


Section III- Extra Curricular Activities

1. Cultural exposure



2. Exposure in debate, quiz and other literary activities



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II Feedback from Teacher:

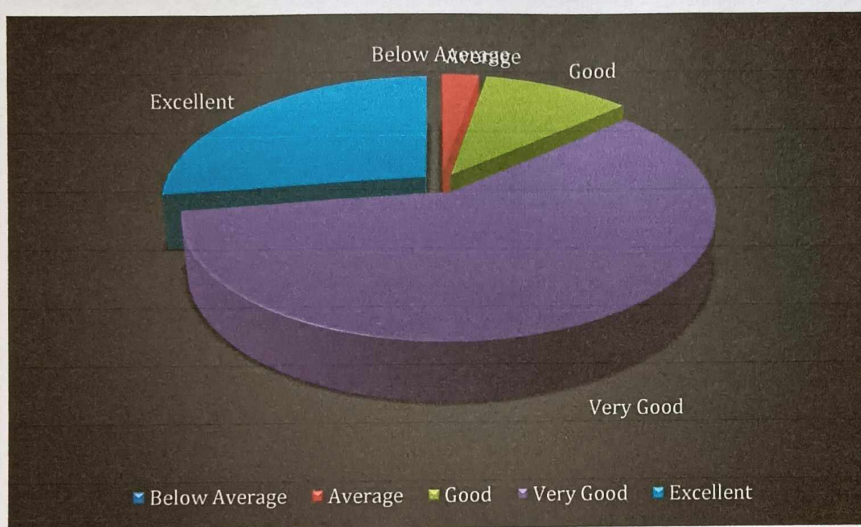
Teacher Feedback reports on Course Curriculum

B. Teacher Feedback Analysis Report 2023-24

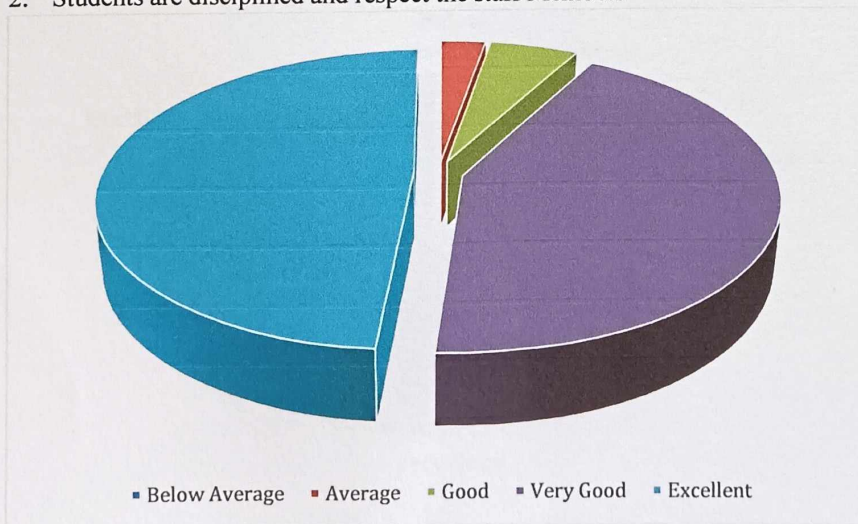
The Sub-Committee of Criterion I of NAAC assessment of the college designs and collects feedback from the faculty members to assess and evaluate the delivery of course curriculum in the context of present day scenario. Availability of infrastructural facilities, administrative support and co-operation for their professional development and other relevant issues are duly addressed through this mechanism. After making a detailed analysis of the feedback by the members of the sub-committee, the prepared report is submitted to IQAC. Then the feedback report is forwarded to the Principal of the college for necessary action.

During the session 2023-24, 37 teachers submitted feedback through online mode. The graphical analysis of the report is cited below:

1. The curriculum is effective in present competitive world

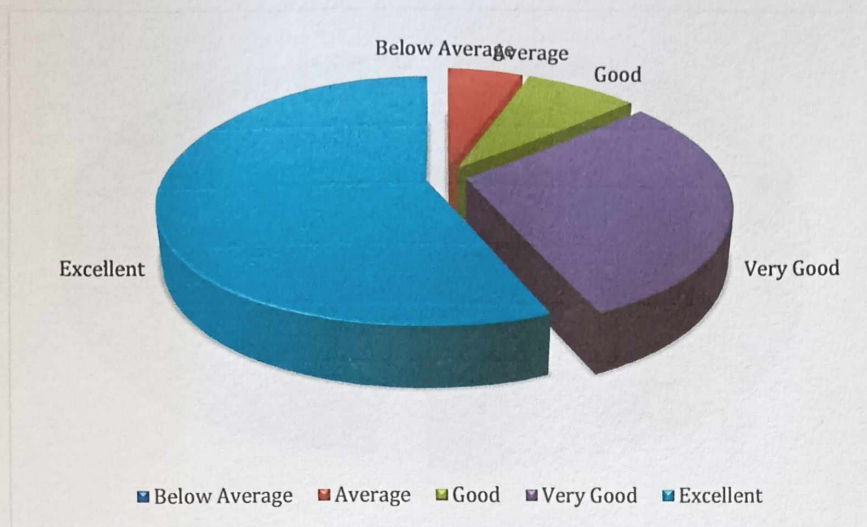


2. Students are disciplined and respect the staff Members

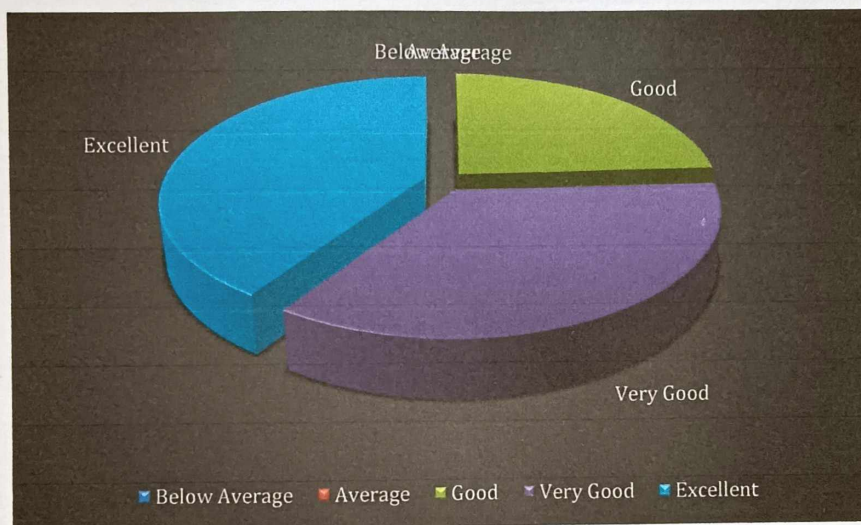


3. The College Library is a major source of information for the students and faculties as well

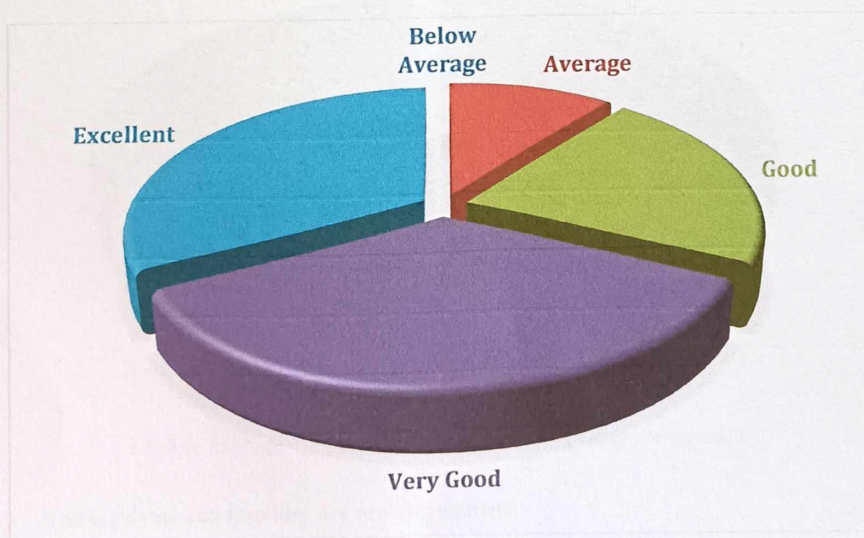
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4. The teaching aids in the college are sufficient and up to date



5. The teachers are encouraged to carry out research activities

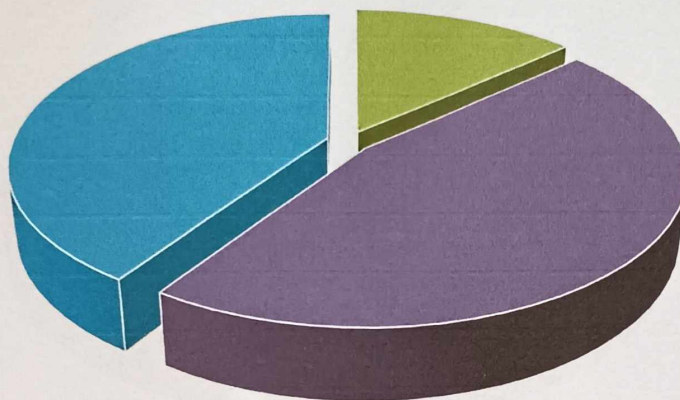


6. The teachers are encouraged to organize and participate in seminars/workshops/ conferences.

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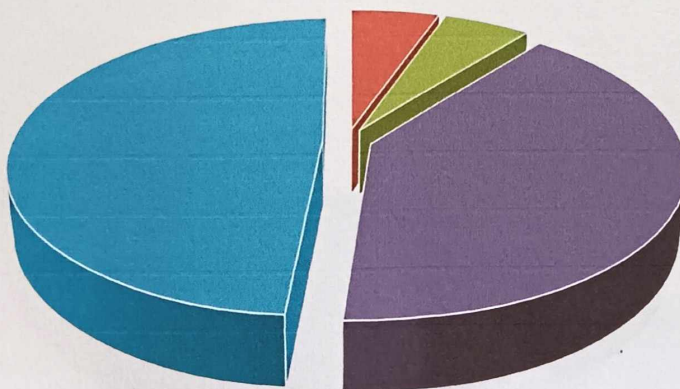


7. The classrooms and furniture available are adequate.



■ Below Average ■ Average ■ Good ■ Very Good ■ Excellent

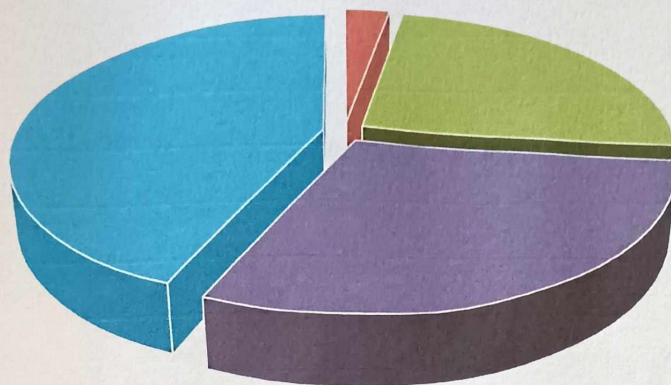
8. ICT based teaching-learning exercise is encouraged.



■ Below Average ■ Average ■ Good ■ Very Good ■ Excellent

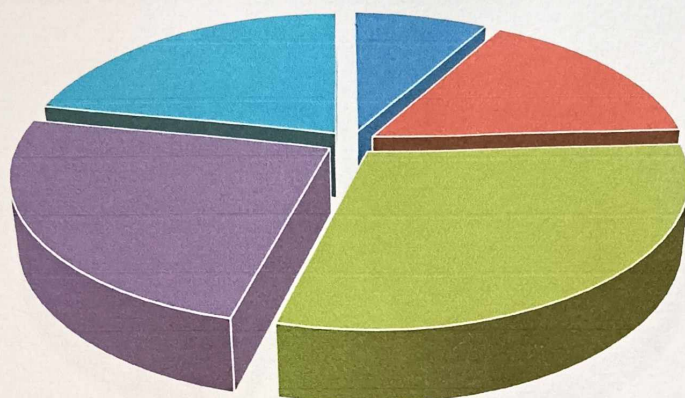
9. The buildings and furniture are well maintained.

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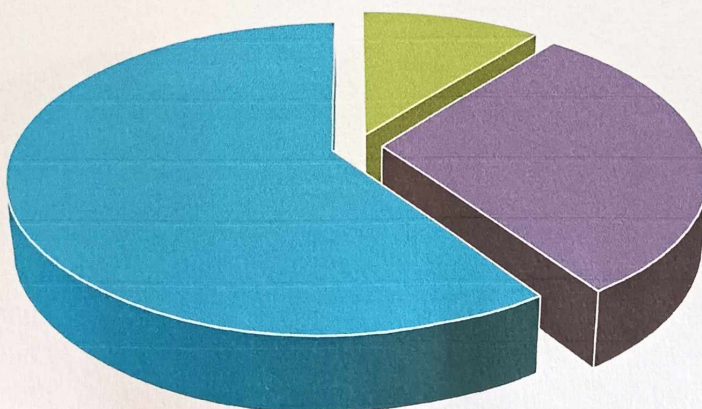
■ Below Average ■ Average ■ Good ■ Very Good ■ Excellent

10. Parking facilities are made available systematically in the campus.



■ Below Average ■ Average ■ Good ■ Very Good ■ Excellent

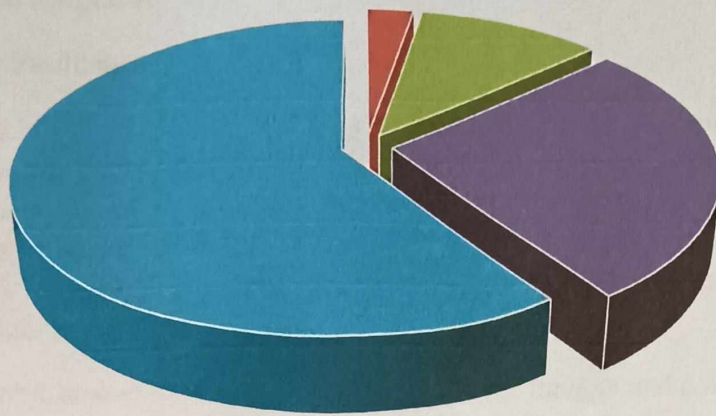
11. The administration is sincerely putting efforts for the development of the institution.



■ Below Average ■ Average ■ Good ■ Very Good ■ Excellent

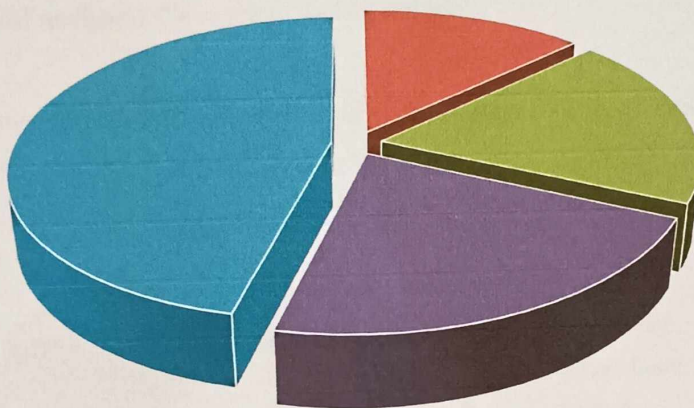
12. The administration is accessible for the students as well as for the faculties.

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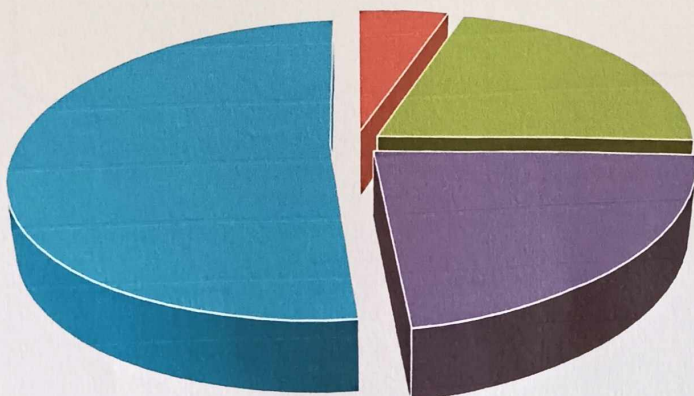
■ Below Average ■ Average ■ Good ■ Very Good ■ Excellent

13. The faculties are given freedom to express their opinions.



■ Below Average ■ Average ■ Good ■ Very Good ■ Excellent

14. Management is supportive and caring.



■ Below Average ■ Average ■ Good ■ Very Good ■ Excellent

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III Feedback from Employer:

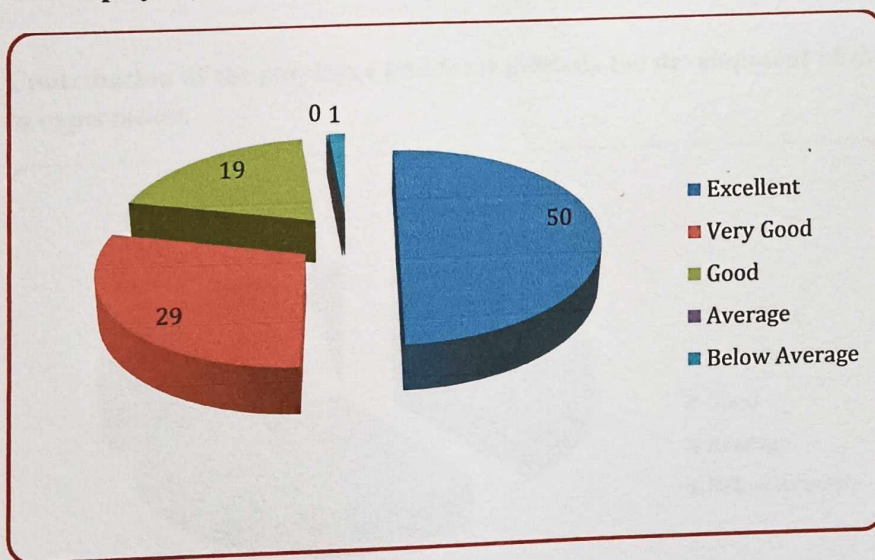
Q1. Employer Feedback Analysis Report 2023-24

The prime objective of providing higher education to the student fraternity is to create employment opportunities after successful completion of the course. To attain this objective the college takes utmost care to enhance the skill and competence to make them employable. Therefore, feedback from the employers is essential to reflect the working aptitude and dedication of the employees (students) towards responsibilities. A feedback from the employer duly manifests the level of satisfaction with the employee which helps the institution to take further initiatives to enhance the skills of the students.

The NAAC Sub-Committee of Criterion-I of the college designs and collects feedback from the employers to assess and evaluate the maintenance of cordial relation with the employer and staff, communication skill of the employee, contribution of the employee towards the development of the organization or institution, leadership quality of the employee and problem solving ability of the employee. After making a detailed analysis of the feedback by the members of the sub-committee, the prepared report is submitted to IQAC. Then the feedback report is forwarded to the Principal of the college for necessary action.

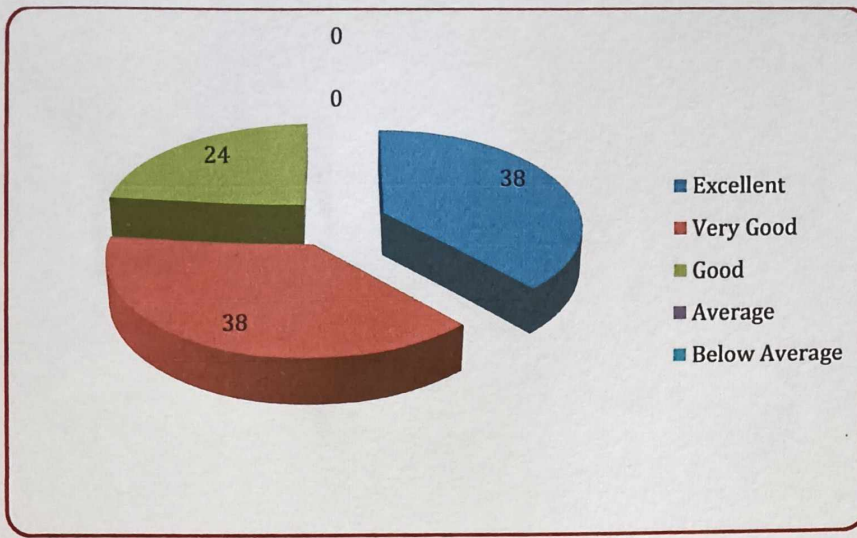
During the session 2023-24, a number of 75 employers submitted feedback through online mode (Google form). The graphical analysis of the report is cited below:

Q1. The employee (student) maintains a cordial relation with the employer and staff.

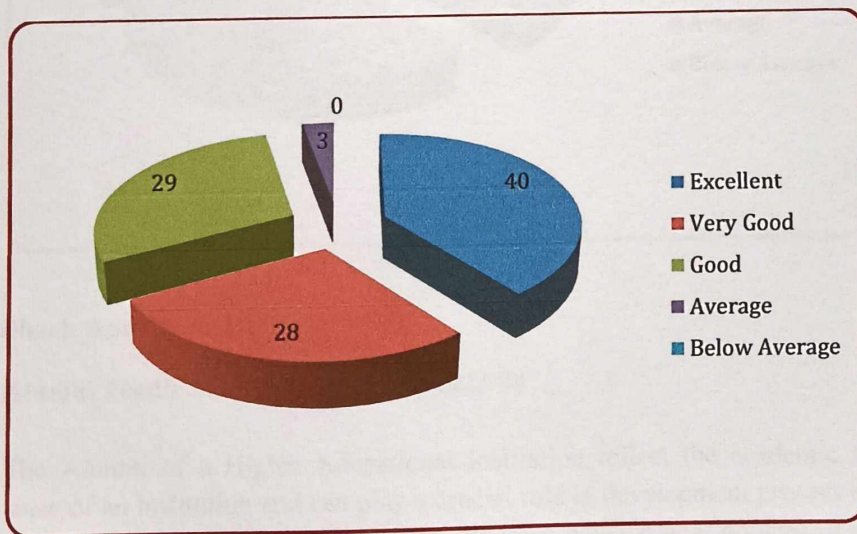


Q2. Communication skill of the employee (student).

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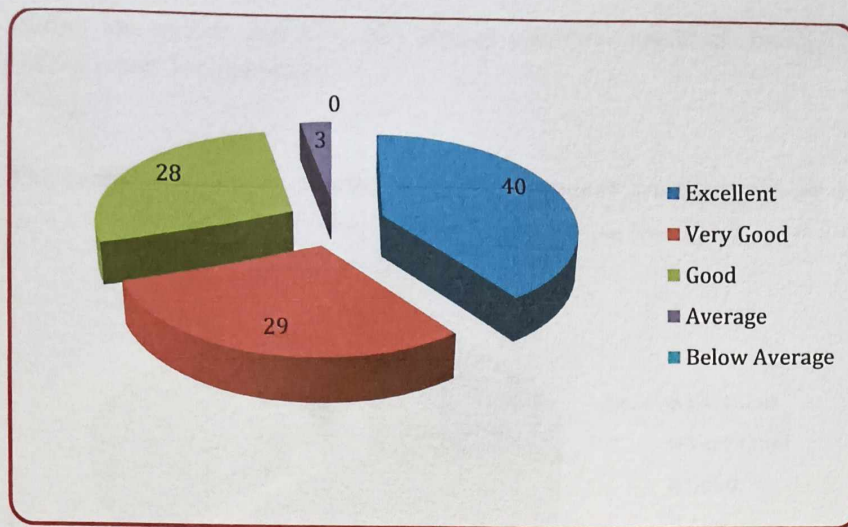


Q3. Contribution of the employee (student) towards the development of the organization/institution is up to expectation.

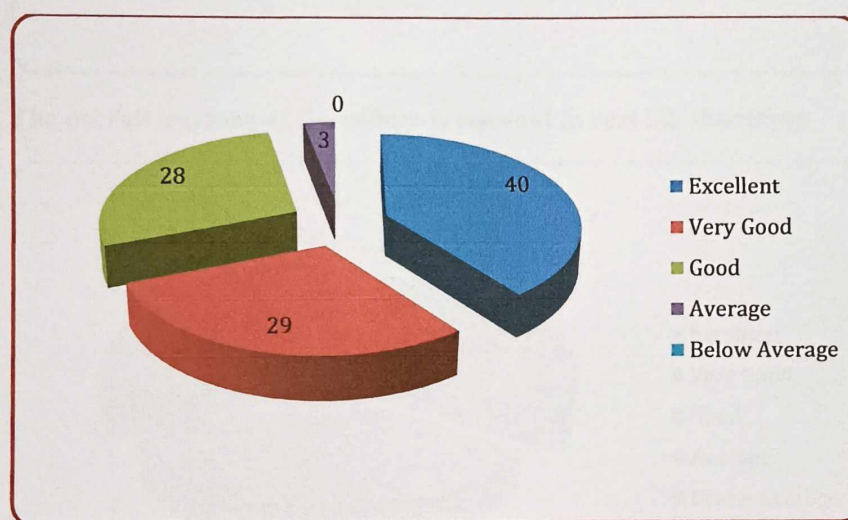


Q4. The employee possesses distinctive leadership qualities.

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Q5. The employee comes up with practical solutions to workplace problems.



III Feedback from Alumni:

C. Alumni Feedback Analysis Report 2023-24

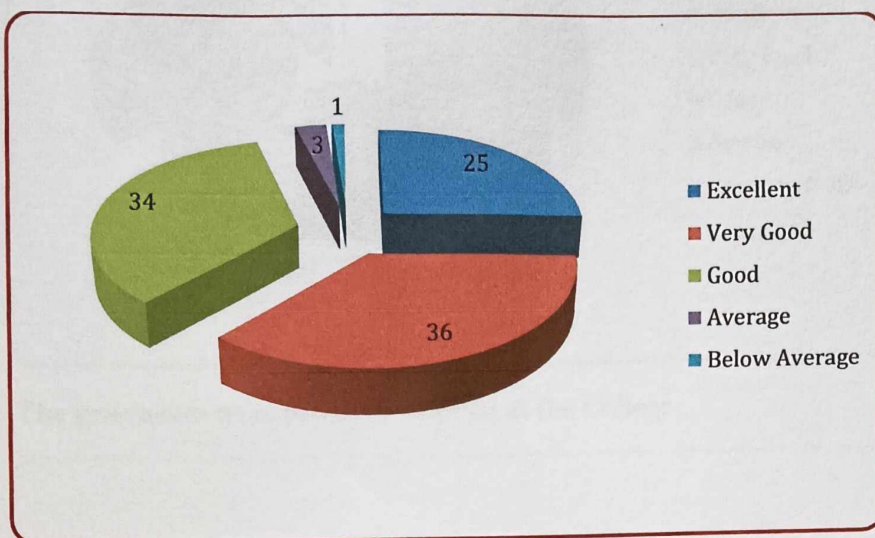
The Alumni of a Higher Educational Institution reflect the academic achievement and overall performance of an institution and can play a crucial role in development process of the institution. Alumni feedback occupies a prominent position in the strategic development policies. It also helps to improve the accountability of the system offering important perspectives for evaluating academic programs and student services.

The Sub-Committee of Criterion-I of NAAC assessment of the college designs and collects feedback from the alumni to assess and evaluate the relevance of course curriculum in their future career related issues. The feedback forms are collected from alumni on several issues like availability of infrastructural facilities, administrative support and co-operation, proper redressal of student grievances, attainment of development by the college in recent times and involvement of the alumni in the development process. After making a detailed analysis of the feedback by the members of the sub-committee, the prepared report is submitted to IQAC. Then the feedback report is forwarded to the Principal of the college for necessary action.

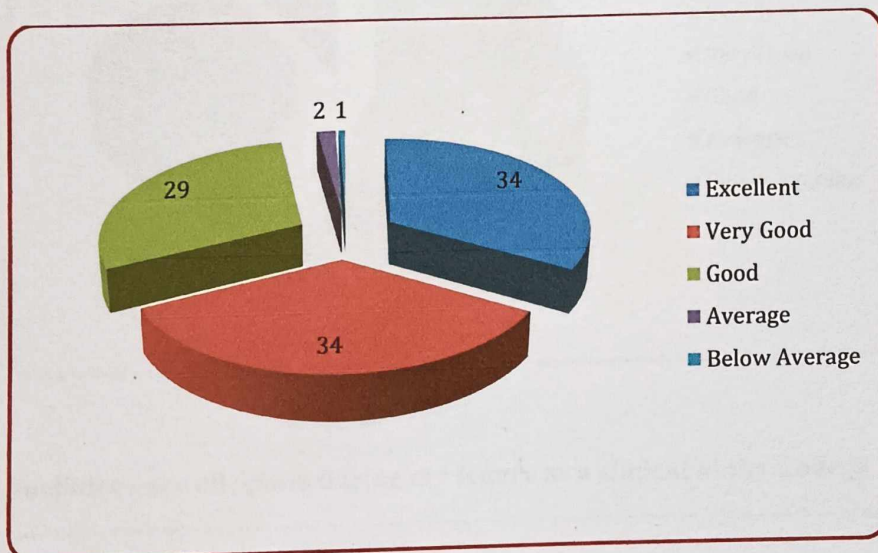
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During the session 2023-24, 220 alumni submitted feedback through online mode. The graphical analysis of the report is cited below:

Q1. The course contents during my tenure as a student are adequate for present day environment.

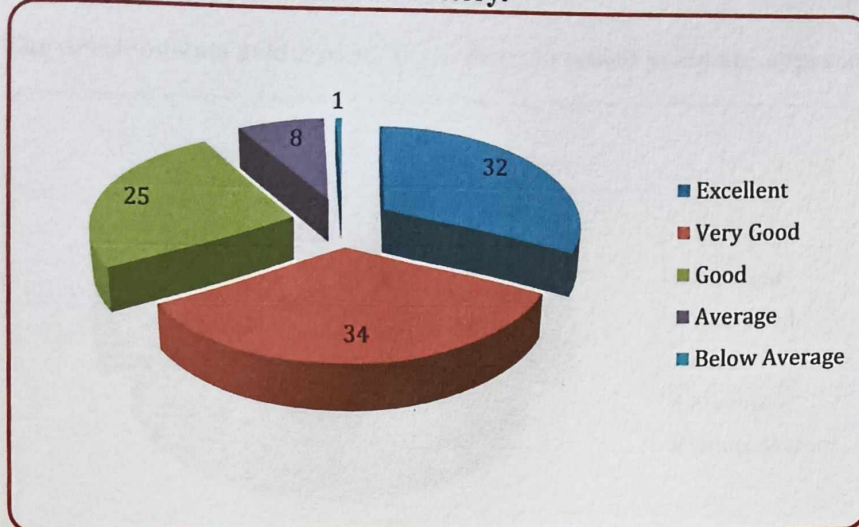


Q2. The overall learning at the college is relevant in real life situations.

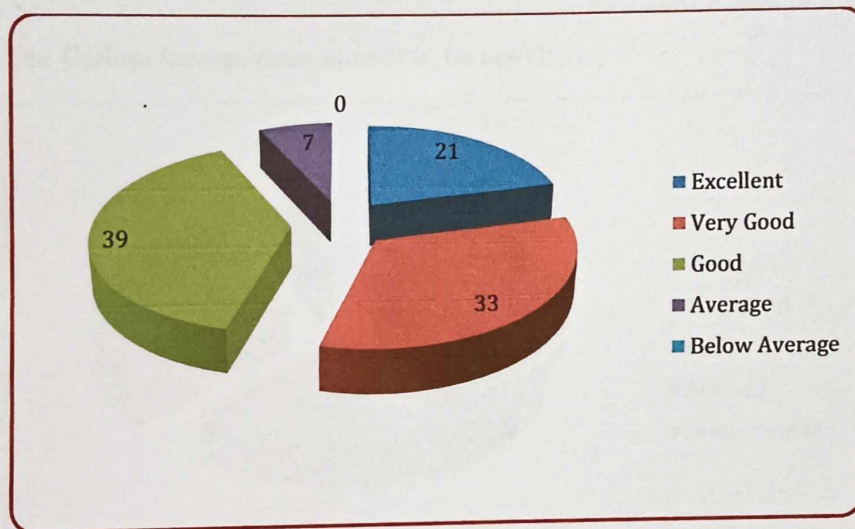


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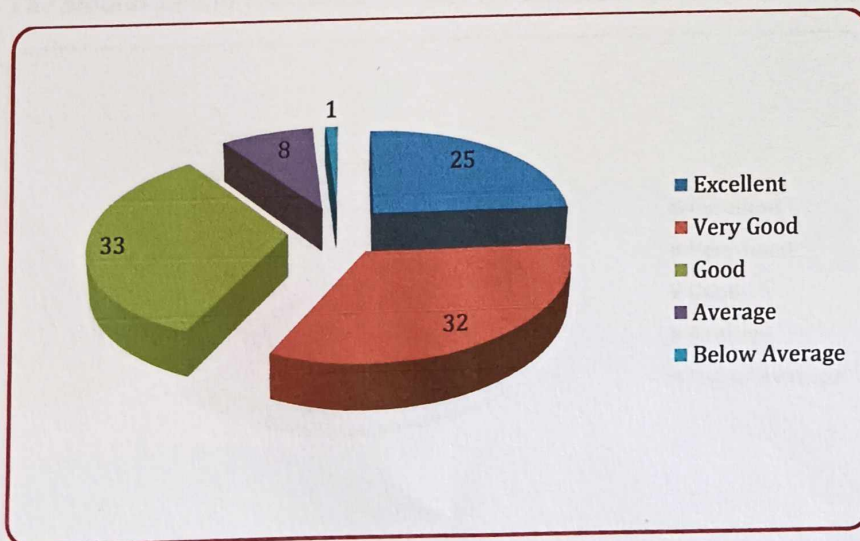
Q3. The campus environment is satisfactory.




Q4. The grievances were properly handled at the College.

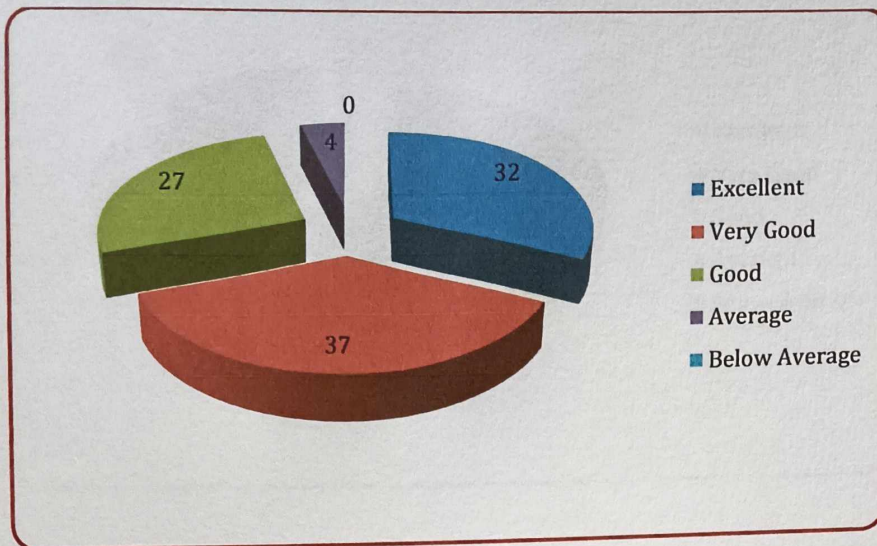


Q5. Facilities were adequate during my tenure as a student at the College.

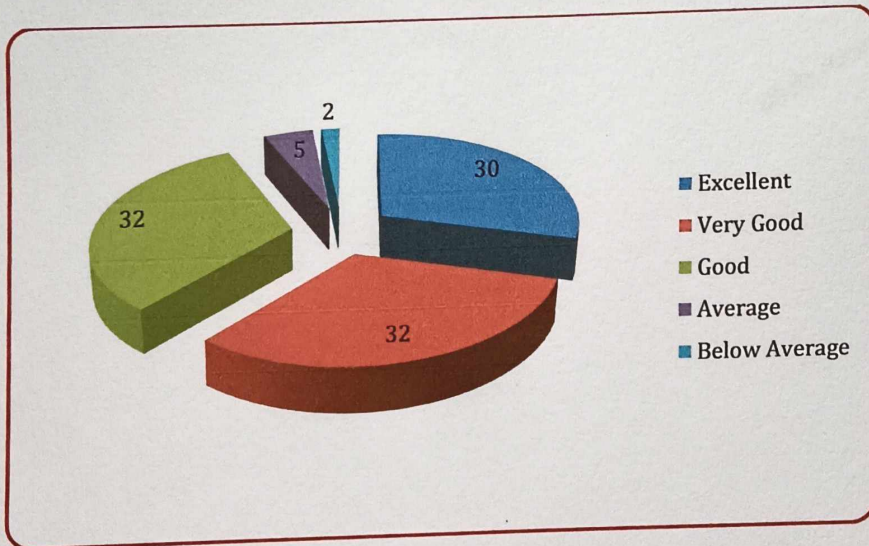



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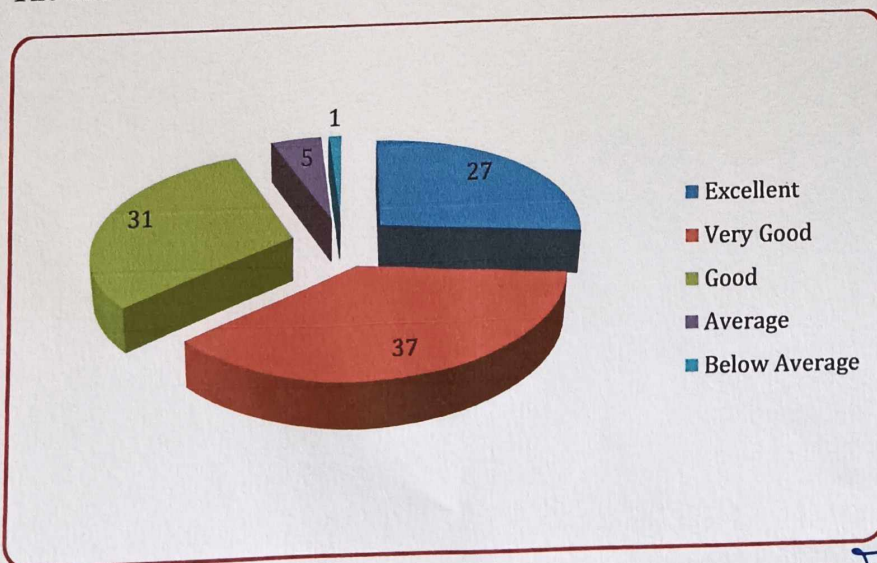
Q6. The developments achieved by the College in recent years are appreciable




Q7. The College incorporates alumni in its activities.

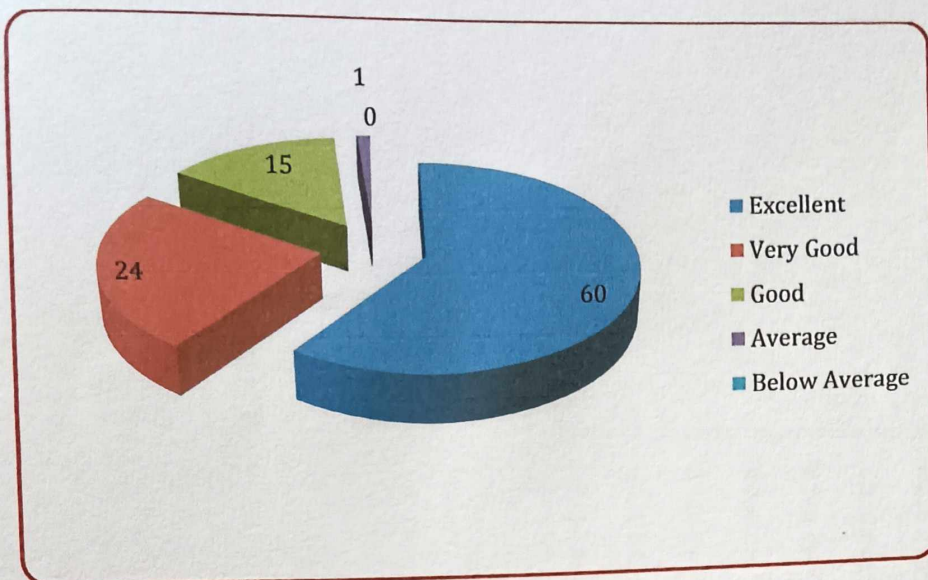


Q8. The alumni should contribute actively for the betterment of the College.




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Q9. I feel proud to be an alumnus/alumna of Dhakuakhana College.



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