



IQAC

Govt. Arts and Science College, Kozhinjamapara

ACTION TAKEN REPORT ON THE TEACHERS FEEDBACK 2022-2023

Feedback from Teachers on a 5 point scale was collected to analyse their perception and satisfaction level on the curriculum and working condition of the college. A summarised version of various parameters are noted below

Sl. No	Major Element of Feedback	No. of questions	Scale (5 point Likert Scale)	Score Assigned	Mean Score
1	Curriculum	12	Very Poor, Poor, Satisfactory, Good, Very Good	1 to 5	4.01
2	Course and Syllabus	12	Very Poor, Poor, Satisfactory, Good, Very Good	1 to 5	3.81
3	Difficulty Level of course contents	6	Very Difficult, Difficult, Average, Easy, Very Easy	1 to 5	3.51
4	Internal Evaluation Components	10	Highly Dissatisfactory, Dissatisfactory, Neutral, Satisfactory, Highly Satisfactory	1 to 5	3.87
5	External Evaluation of University	8	Highly Dissatisfactory, Dissatisfactory, Neutral, Satisfactory, Highly Satisfactory	1 to 5	3.74
6	College Infrastructure	16	Highly Dissatisfactory, Dissatisfactory, Neutral, Satisfactory, Highly Satisfactory	1 to 5	4.25
7	Working condition in the College	17	Highly Dissatisfactory, Dissatisfactory, Neutral, Satisfactory, Highly Satisfactory	1 to 5	4.53
8	Suggestions for improving curriculum	Open-ended			
9	Suggestions for improving infrastructure	Open-ended			
10	Suggestions for improving working condition	Open-ended			
11	General Suggestions	Open-ended			



- 1) The Summary Report of Teachers Feedback on Curriculum and Working Conditions in the college in pdf format was sent to the Principal, all HODs, all departments, and the NAAC Coordinator via e-mail on 18/05/2023 for their general information and for taking necessary measures in this regard.
- 2) The mean score of curriculum related questions was found to be 4.01 and therefore it is presumed that teachers have generally given a positive affirmation (Good to Very Good) on the curriculum
- 3) The mean score of Courses and Syllabus (12 questions) was reported to be 3.81 (Satisfactory to Good) which means teachers are generally satisfied with the courses and syllabus provided by the University
- 4) Teachers provided a mean score of 3.51 (Average to Easy) on the Difficulty Level of Course Contents
- 5) The Mean Score of Internal Evaluation Components (10 queries) was found to be 3.81 (Neutral to Satisfactory on a 5 point Likert Scale). Therefore it was construed that teachers are generally satisfied with the internal evaluation components.
- 6) Teachers provided a mean score of 3.74 (Neutral to Satisfactory on a 5 point Likert scale) on the External Evaluation of University. Therefore it can be inferred that the teachers are generally satisfied with the External Evaluation Procedure.
- 7) The Mean Score of College Infrastructure as provided by the teachers was calculated as 4.25 (Satisfactory to Highly Satisfactory) and therefore it is presumed that they are satisfied with the current infrastructure of the college.
- 8) The Mean Score of Working Conditions in the College is found to be 4.53 (Satisfactory to Highly Satisfactory) and therefore it is interpreted that the teachers are generally satisfied with working condition existing in the college.
- 9) Major suggestions received from the teachers includes:
 - a. Curriculum related suggestions such as modification of syllabus according to the latest trends, simplification and content reduction of certain courses, regular revision of syllabus, incorporating internship and onsite training, timely conduct of exams, etc.
 - b. Provision of internet facility through campus Wi-Fi, Centralised computer lab facility, improving facilities in the college canteen, provision of staff quarters, hostel facility for boy students, etc.
 - c. Suggestions for improving academic environment consist of adherence to academic calendar, improving teacher –student relations, etc.
- 10) A meeting of Principal, IQAC Coordinator and NAAC Coordinator was held on 25/05/2023 and the summary report was discussed and deliberated and the following decisions were taken on the suggestions provided by teachers:
 - a. Teachers and HODs of department should sit together to prepare a write-up on the possible suggestions regarding the improvement of curriculum, Courses and Syllabus, reducing the difficulty level of certain course contents, changes in the

internal and external evaluation components and the write-up so received from departments can be sent to the concerned Board of Studies of the University of Calicut. The general suggestions such as regular updating of course syllabi, timely conduct of exams, opportunity for internship and practical training, etc are also to be communicated to the university authorities so that such things can be addressed during the next syllabus/curriculum revision.

- b. Decided to refer the matter of providing more opportunities for research and publications, including the scope of publishing an interdisciplinary journal of the college to the Research Committee of the college and formulating an Action Plan in this regard.
- c. Decided to refer suggestions of the teachers to the College Staff Council for taking appropriate measures for addressing issues and betterment of working conditions.



NAAC Coordinator

Dr. SRIVIDYA S.
Associate Professor
Department of English
Govt. Arts & Science College
Kozhinjampara, Palakkad



IQAC Coordinator

RAMESH. K.
Permanent Employee Number: 626571
Assistant Professor of Commerce
Govt. Arts & Science College, Kozhinjampara
Nattukal (P.O.), Palakkad - 678 554



Principal

PRINCIPAL
GOVT. ARTS & SCIENCE COLLEGE
KOZHINJAMPARA, NATTUKAL (PO)
PALAKKAD-678 554



IQAC

Govt. Arts and Science College, Kozhinjampara

ACTION TAKEN REPORT ON THE EXIT FEEDBACK OF STUDENTS 2022-2023


Feedback of exit students (2023 pass-out batch) to analyse the perception and satisfaction level of students on the curricular activities and educational ambiance of the college was collected . Rating Scale of 1 to 5 was used for the feedback on 30 aspects, in which 5 was kept as the highest score and 1 the lowest score. 132 students responded and the summary of the same is presented below, along with the action taken thereon.

Sl. No	Criterion or Question Element	Mean Score	Remarks
1	General Feedback about the College	4.15	Positive
2	General Feedback about the Department	4.24	Positive
3	Faculty Members of the Department	4.22	Positive
4	Classroom infrastructure	3.89	Positive
5	Teaching- Learning Process	4.08	Positive
6	Washroom and toilet facilities	3.32	Positive
7	Library and Learning Resources	4.39	Positive
8	Scholarships and E-Grant Facilitation	3.98	Positive
9	Office and Office Staff	4.07	Positive
10	College Cooperative Store	3.92	Positive
11	Facilities for Sports and Games	3.77	Positive
12	Opportunities for Arts and Cultural Activities	4.04	Positive
13	Common Room / Rest Room	3.67	Positive
14	Canteen and Cafeteria	3.43	Positive
15	NSS Unit	4.09	Positive
16	Clubs and Forums in the College	3.84	Positive
17	Internal Evaluation by the College	3.95	Positive
18	External Evaluation by the University	3.87	Positive
19	Grievance Redressal Mechanism	3.77	Positive
20	Career Guidance and Placement Support	3.48	Positive
21	Student Support and Facilitation	3.86	Positive
22	Mentoring and Motivation	3.86	Positive
23	Guidance and Counselling	3.78	Positive
24	Anti-Ragging Measures	4.06	Positive
25	Disciplinary Measures inside the campus	3.99	Positive
26	Democratic and Learner-friendly environment	3.96	Positive
27	Gender Justice inside the Campus	4.04	Positive
28	Eco-friendly Green Campus initiatives	4.05	Positive
29	Value Based Education	3.92	Positive
30	Life Skill /Soft Skill Training	3.72	Positive
	Noticeable Positive Aspect of the College	Open-ended	
	Noticeable Negative Aspect of the College	Open-ended	
	Suggestions	Open-ended	

- 1) All the 30 aspects of exit feedback had a mean score above 3 (The cut-off score was identified as 3). Therefore it was construed that students were generally satisfied with the academic environment of the college.
- 2) Summary Report of the Exit Feedback was prepared and duly communicated via e-mail to the Principal, all departments, all HODs and NAAC Coordinator on 17/05/2023
- 3) Responses from students on the open-ended questions such as positive aspect, negative aspect and suggestions were also placed in the summary report so as to reflect upon it, by the Principal and HODs and do the needful to address such issues.
- 4) A meeting of the available members of IQAC was held on 25/05/2023 to discuss the summary report of students exit feedback. The following were decided on it:
 - a. It was decided to reinforce and revitalise the positive aspects of the college as pointed out by the students for improving the satisfaction level.
 - b. Points raised by the students as negative aspect of the college were discussed, deliberated and was decided to take remedial measures to overcome the same.
 - c. As some of the points required further deliberation by the College Staff Council, it was decided to refer such matters to the Council
 - d. Student suggested points of improvement were discussed and decided to incorporate some of the relevant suggestions in the future course of action.
 - e. It was decided to give instruction to the cleaning staff regarding the maintenance of the washrooms and premises.
 - f. Decided to refer the matter of improvement of canteen and cafeteria to the Canteen Advisory Committee and Staff Council for betterment of facilities there.
 - g. It was decided to refer the matter of more facilities for sports and games as suggested by the students to the HOD of Physical Education
 - h. It was decided to refer the matter of infrastructural issues to the Planning Committee/ Building Committee/ Purchase Committee as the case may be.


NAAC Coordinator
Dr. SRIVIDYA S.
Associate Professor
Department of English
Govt. Arts & Science College
Palakkad


IQAC Coordinator
Permanent Employee Number: 626571
Assistant Professor of Commerce
Govt. Arts & Science College, Kozhinjampara
Nattukal (P.O.), Palakkad - 678 554


Principal
GOVT. ARTS & SCIENCE COLLEGE
KOZHINJAMPARA, NATTUKAL (P.O.)
PALAKKAD-678 554.



IQAC

Govt. Arts and Science College, Kozhinjampara

ACTION TAKEN REPORT ON THE PARENTS FEEDBACK 2022-2023

Feedback from Parents of students was collected to analyse their perception and satisfaction level on the educational ambience of the college. Rating Scale of 1 to 5 was used for measuring the feedback on 23 aspects; in which 5 was the highest score and 1 the lowest score. 339 parents responded and the summary is presented below along with the action taken thereon.


Sl. No	Criterion or Question Element	Mean Score	Remarks
1	Admission procedure and enrolment	3.93	Positive
2	Academic Environment	3.83	Positive
3	Classroom Infrastructure	3.80	Positive
4	Department and Teachers	4.09	Positive
5	Teaching and learning	4.00	Positive
6	Curriculum and Syllabus	3.83	Positive
7	Scholarship and E-Grants	3.71	Positive
8	Office Administration and Office Staff	3.98	Positive
9	Sports and Games	3.85	Positive
10	Arts and Cultural Activities	3.97	Positive
11	Internal Evaluation by the College	3.88	Positive
12	External Evaluation by the University	3.80	Positive
13	Library and Learning Resources	4.22	Positive
14	Canteen and Cafeteria	3.40	Positive
15	Grievance Redressal Mechanism	3.65	Positive
16	Career Guidance and Placement	3.38	Positive
17	Student Support and Facilitation	3.81	Positive
18	Mentoring and Motivation	3.81	Positive
19	Guidance and Counselling	3.79	Positive
20	Academic Support for the slow learners	3.70	Positive
21	Anti-ragging Measures	4.11	Positive
22	Value Based Education	3.91	Positive
23	Parent Teacher Interaction	3.68	Positive
24	Suggestions	Open-ended	

- 1) The Summary Report of Parents Feedback in pdf format was sent via e-mail to the Principal, all departments, all HODs and the NAAC Coordinator for their information and further remedial measures on 18/05/2023.
- 2) It was found from the analysis that most of the parents are satisfied with the academic and administrative environment existing in the college.

- 3) The mean score in all the 23 feedback elements was found to be above 3 and therefore it can be presumed that there exists a favourable and positive opinion on the facilities available in the college.
- 4) Major Suggestions from the parents include
- Regular and Frequent interaction between teachers and parents
 - Betterment of college canteen and cafeteria
 - Starting of new courses and innovative programmes for higher studies
 - Increased facilitation for sports and games
 - Increased support for arts and cultural activities and events
 - Improvement of cleanliness and hygiene inside the washrooms/ toilets
- 5) All the suggestions provided by the parents were discussed at the meeting of available members of IQAC on 25/05/2023 and the following decisions were taken:
- College Staff Council, on the reopening of the college, will take decision on the regular and scheduled parents' interaction through Class PTA (Online and Offline), Connecting parents through social media platforms, Involvement of parents in the events and programmes inside the campus on possible extent.
 - Decided to refer the matter of improving facilities in the college canteen to the Canteen Advisory Committee.
 - Decided to have proper communication with authorities including elected representatives (MLA/MP) on the need and requirement of starting new UG/ PG programmes in the college.
 - HOD of Physical Education Department was asked to take appropriate measures for the improved facilities for sports and games for the benefit of students.
 - It was decided to refer the matter to offer an increased support for arts and cultural activities to the collective decision of the College Staff Council and devise a plan of action for the same.
 - Cleaning staff were instructed to maintain cleanliness and hygiene of the washroom and toilets. For the purpose of ensuring regular cleaning, a committee consisting of teachers and student representatives will be formed and they will be delegated to check the cleaning activity by maintaining proper records (Cleaning Charts/ Logs)


NAAC Coordinator
Dr. SRIVIDYA S.
Associate Professor
Department of English
Govt. Arts & Science College
Kozhinjampara, Palakkad


IQAC Coordinator
RAMESH. K.
Permanent Employee Number: 626571
Assistant Professor of Commerce
Govt. Arts & Science College, Kozhinjampara
Nattukal (P.O.), Palakkad - 678 554



Principal
PRINCIPAL
GOVT. ARTS & SCIENCE COLLEGE
KOZHINJAMPARA, NATTUKAL(PO)
PALAKKAD-678 554.



IQAC
GOVT. ARTS AND SCIENCE COLLEGE KOZHINJAMPARA

ACTION TAKEN REPORT ON STUDENTS FEEDBACK ON TEACHERS AND COURSES 2022-2023

Feedback collected from students on the Teachers and Courses they taught (individually) have been analysed and the following measures were taken on that

Elements of Student Feedback Questions			
Sl. No	Major Points of Feedback	No of questions asked	General Observation
A	Level of Effort taken for the Course	4	Generally Positive
B	Level of Knowledge	4	Generally Positive
C	Level of Difficulty on the course contents	5	Generally Positive
D	Courses and Syllabus	6	Generally Positive
E	Time Sense of Teacher	5	Generally Positive
F	Subject Command of Teacher	8	Generally Positive
G	Use of Teaching Methods/Teaching Aids	10	Generally Positive
H	Helping Attitude / Student Facilitation	8	Generally Positive
I	Class Management and Control	6	Generally Positive
J	Internal Evaluation	4	Generally Positive
K	General Observation	5	Generally Positive
	Most useful aspect of the course	Open ended	
	Positive Aspect of the Teacher	Open ended	
	Negative Aspect of the Teacher	Open ended	
	Suggestions	Open ended	

(Number of Teachers Evaluated = 27)

- 1) Summary report of individual teachers after including the suggested points as reported by students was prepared, and the soft copy of the same in pdf format was forwarded to their personal e-mail address
- 2) Teachers were asked to reflect upon the summary feedback in all the major areas including the points raised by students on the positive aspect, negative aspect, points of suggestions, etc.
- 3) Teachers were individually invited for a scheduled online meeting (through Google Meet platform) in order to discuss and deliberate on the summary feedback of students and to frame necessary strategies for betterment. The personalised meeting had Principal, IQAC Co-ordinator, NAAC Co-ordinator and the concerned teacher as participants. The schedule of meeting was:
 - a. Teachers of Commerce Department (4 Teachers):
 - i. 09-05-2023 (10 am to 11 am)

- b. Teachers of English Department (5 Teachers):
 - i. 09-05-2023 (11 am to 12 pm)
 - c. Teachers of Tamil Department (Including History and Economics–6 Teachers):
 - i. 10-05-2023 (10 am to 11:30 am)
 - d. Teachers of Language Departments (Hindi and Malayalam – 2 Teachers) :
 - i. 23-05-2023 (10 am to 11 am)
 - e. Teacher of Physical Education Departments (1 Teacher) :
 - i. 23-05-2023 (11 am to 11:20 am)
 - f. Teachers of Microbiology Department (Including Biostatistics and Computer Application – 8 Teachers) :
 - i. 23-05-2023 (2:30 pm to 4:00 pm)
 - g. Teacher of Biochemistry Department (1 Teacher) :
 - i. 23-05-2023(4 pm to 4:20 pm)
- 4) In the Online meet, Principal, IQAC and NAAC Co-ordinators gave their suggestions for the improvement of the teachers performance and advised the need of student engagements through Ed- Tech. platforms
 - 5) As some of the students expressed their concern on the difficult nature of the subject/ course contents/ certain module in the curriculum/ syllabi, etc. and the teachers were asked to prepare a write-up on the same along with suggested points of changes or modification, so as to send it to the Board of Studies of the concerned subject.
 - 6) The general suggestions agreed upon by the teachers in the review meeting included measures such as intense use of ICT in teaching learning, use of latest tools for student engagements, gaming and quizzing, use of blended learning wherever possible, encouraging students to enrol in MOOC courses, etc.
 - 7) Regarding the difficulties on the course content as pointed out by the students and duly endorsed by the course teacher through the write-up, it was decided to forward the matter to the Board of Studies of the concerned subject for necessary consideration and possible adjustments in the course syllabi in the ensuing revision.

NAAC Co-ordinator

Dr. SRIVIDYA S.
Associate Professor
Department of English
Govt. Arts & Science College
Kozhinjampara, Palakkad

IQAC Co-ordinator

RAMESH. K.
Permanent Employee Number: 626571
Assistant Professor of Commerce
Govt. Arts & Science College, Kozhinjampara
Nattukal (P.O.), Palakkad - 678 554

Principal

PRINCIPAL
GOVT. ARTS & SCIENCE COLLEGE
KOZHINJAMPARA, NATTUKAL(PO)
PALAKKAD-678 554.