

FEEDBACK ANALYSIS & ACTION TAKEN REPORT

2019-2020



KALABARI COLLEGE

KALABARI-784178

DISTRICT: BISWANATH

ASSAM



[Signature]
Principal
Kalabari College
Kalabari, Biswanath.

INTRODUCTION

To enhance the quality of an institution, the stakeholders and their feedback are the most important aspects for the institution. The observations of the stakeholders and their constructive feedback help the institution in achieving its goal by improving the drawbacks in a systematic way.

The stakeholders i.e., students, teachers, parents and alumni involve either directly or indirectly in the process of feedback and help in guiding the institution.

As the **Students** are directly involved to the institution and hence, they remain the foremost stakeholders. So, their feedbacks are quite valuable for the institution. On the other hand, **Teachers** are another important stakeholder of an institution as they are connected in the process of curriculum delivery and guide the institution for its holistic development keeping ahead the students' welfare. The feedback and suggestion of the **Alumni** of a college as well as the views and opinions of **Parents** are equally indispensable as it can better reflect the overall performance and development of an institution. These stakeholders serve as major driving force of an institution and involve in every aspect of policy making and implementation. They also leave an impact on the overall development of the institution.

a) Students' Feedback

IQAC has developed a 13-point student feedback proforma. It is distributed among the students so that the same may be procured by the students.

b) Teachers' Feedback

Teachers have obtained 10-point feedback proforma from IQAC office.

(c) Guardians' Feedback

IQAC has developed a 14 point guardians feedback proforma, it is distributed among the students so that the same may be procured by the guardians.

(d) Alumni's Feedback

Secretary or President of Alumni Association of Kalabari College has collected a 11 point feedback proforma from QAC office.

We have made a close and detailed study of the feedback received from the students, teachers, guardian and alumni and have taken serious note of below average and average point marked in the feedback proforma.


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Feedback of Degree students were obtained in November 2019. Emphasis was given on to understand the students' perception towards the relevancy of existing course structure, infrastructure, learning resources etc. Students were also given a scope to evaluate the teachers based on 13 components as shown in the questionnaire. 50% of collected feedbacks have been tabulated, processed randomly and findings were then communicated to the department for their evaluation and necessary action.

STUDENT'S FEEDBACK ANALYSIS 2019-2020

Rating of the Particulars as given by Students for the year 2019-2020

Content	Below Average	Average	Good	Very good	Excellent	Total
Covered allotted individual syllabus by teachers	0	3	26	153	118	300
	0%	1%	8.66%	51%	39.33%	
Covered relevant topics allotted beyond syllabus	0	5	32	111	152	300
	0%	1.66%	10.66%	37%	5.66%	
Effectiveness of teachers in terms of - ➤ Technical Content	1	3	29	191	79	300
	0.33%	1%	9.66%	63.66%	26.33%	
➤ Communication Skill	0	1	23	159	117	300
	0%	0.33%	7.66%	53%	39%	
➤ Use of Non-printing aids	0	6	60	143	65	300
	0%	2%	20%	47.66%	21.66%	
➤ Availability of teachers beyond normal classes	0	0	26	199	75	300
	0%	0%	8.66%	66.33%	25%	
➤ Motivation provided by teachers	0	1	23	168	108	300
	0%	0.33%	7.66%	56%	36%	
➤ Overall effectiveness of teaching	1	1	7	201	90	300
	0.33%	0.33%	2.33%	67%	30%	
Regularity of Classes	0	1	3	197	99	300
	0%	0.33%	1%	65.66%	33%	
Library facility	3	9	27	213	48	300
	1%	3%	9%	71%	16%	
Co-operation of teaching staff	0	0	8	157	135	300
	0%	0%	2.66%	52.33%	45%	
Co-operation of non-teaching staff	1	5	59	214	21	300
	0.33%	1.66%	19.66%	71.33%	7%	
Cleanliness of the College	0	2	3	256	39	300
	0%	0.66%	1%	85.23%	13%	

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ACTION TAKEN ON THE FEEDBACK REPORT OF STUDENTS

Sl. No.	Issues Raised	Action Taken
1	More books should be provided in the college library.	Initiative has been taken to buy text and reference books for every department.
2	The administration may provide voice amplifier in large classroom	Some amplifiers have already been installed in large classroom and initiative have also been taken to cover more classrooms.
3	Renovation of some road approach towards classroom is needed.	It has already been done.

TEACHERS' FEEDBACK ANALYSIS 2019-2020

Rating of the Particulars as given by Teachers for the year 2019-2020

Content	Below Average	Average	Good	Very good	Excellent	Total
Syllabus Content of the Course	1	1	5	13	2	22
	4.55%	4.55%	22.72%	59.09%	09.01%	
Library facility provided	3	2	14	3	0	22
	13.63%	09.01%	63.63%	13.63%	0.00%	
Administration is Teacher friendly	0	2	3	7	15	22
	0.00%	09.01%	13.63%	31.81%	68.18%	
Effectiveness of class routine	1	1	5	13	2	22
	4.55%	4.55%	22.72%	59.09%	9.01%	
Canteen	2	2	5	10	3	22
	09.01%	09.01%	22.72%	45.45%	13.63%	
Teachers' common room / Wash room	1	1	5	13	2	22
	4.55%	4.55%	22.72%	59.09%	09.01%	
Leave policy of the college	0	2	2	15	3	22
	0.00%	09.01%	09.01%	68.18%	13.63%	
Availability of ICT	5	7	5	5	0	22
	22.72%	31.81%	22.72%	22.72%	0.00%	
Conduct of Examination	0	1	5	10	6	22
	0.00%	4.55%	22.72%	45.45%	27.27%	
General Ambience of the college	1	1	3	5	12	22
	4.55%	4.55%	13.63%	22.72%	54.54%	


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ACTION TAKEN ON THE FEEDBACK REPORT OF TEACHERS

Sl. No.	Issues Raised	Action Taken
1	There is a need for Computer Lab for students.	Computer lab has been constructed.
2	More books should be provided in the college library.	Initiative has been taken to buy text and reference books for every department.
3	A well-furnished Teachers' common room.	Necessary steps have been initiated to set up a well-furnished Teachers' common room.

GUARDIAN FEEDBACK ANALYSIS 2019-2020

Rating of the Particulars as given by Guardian for the year 2019-2020

Content	Below Average	Average	Good	Very good	Excellent	Total
College Provides an Adequate Environment	1	5	10	20	14	50
	2%	10%	20%	40%	28%	
Admission Procedure of the College	0	2	23	14	11	50
	0%	4%	46%	28%	22%	
Regularity of Classes	0	3	7	18	22	50
	0%	6%	14%	36%	44%	
Teacher's accessibility to the students beyond and regular classes	0	5	12	16	27	50
	0%	10%	24%	32%	54%	
Regular Contact between teacher and guardians on academic matters	1	6	13	11	9	50
	2%	12%	26%	22%	18%	
Grievance of the students and guardians addressed by the college	0	3	7	15	25	50
	0%	6%	14%	30%	50%	
Extra and special classes	1	5	11	20	13	50
	2%	10%	22%	40%	26%	
Cleanliness of the College	1	4	15	11	19	50
	2%	8%	30%	22%	38%	
Library facility	3	7	12	10	18	50
	6%	14%	24%	20%	36%	
Exposure to extra-curricular activities	1	2	7	20	20	50
	2%	4%	14%	40%	40%	
Teaching Staff is helpful	0	3	9	23	15	50
	0%	6%	18%	46%	30%	
Non-teaching Staff is helpful	1	5	10	20	14	50
	2%	10%	20%	40%	28%	
Orientation/Counselling to students for future plan	0	2	23	14	11	50
	0%	4%	46%	28%	22%	
Overall performance of the college	0	3	7	18	22	50
	0%	6%	14%	36%	44%	


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ACTION TAKEN ON THE FEEDBACK REPORT OF GUARDIAN

Sl. No.	Issues Raised	Action Taken
1	Regular Contact between teacher and guardians on academic matters and social issues.	Frequently organise Parents-Teacher meets and personal contact through telephone with guardians.
2	Extension activities in nabouring communities should be initiated.	Regular extension activities have been made and the institution is in touch with the local communities.

ALUMNI FEEDBACK ANALYSIS 2019-2020

Rating of the Particulars as given by Students for the year 2019-2020

Content	Below Average	Average	Good	Very good	Excellent	Total
What in your view is the present condition of the college?	0	2	23	14	11	50
	0%	4%	46%	28%	22%	
Regularity of Classes	0	3	7	18	22	50
	0%	6%	14%	36%	44%	
Library facility	1	2	7	20	20	50
	2%	4%	14%	40%	40%	
Canteen	0	3	9	23	15	50
	0%	6%	18%	46%	30%	
Cleanliness of the college	1	2	7	20	20	50
	2%	4%	14%	40%	40%	
Cooperation of teaching staff	0	3	7	15	25	50
	0%	6%	14%	30%	50%	
Cooperation of non-teaching staff	1	6	13	11	9	50
	2%	12%	26%	22%	18%	
Cooperation of administration	0	3	7	15	25	50
	0%	6%	14%	30%	50%	
Infrastructure	1	2	7	20	20	50
	2%	4%	14%	40%	40%	
Discipline and punctuality	0	3	9	23	15	50
	0%	6%	18%	46%	30%	
Role of administration in overall development of the college	0	3	7	15	25	50
	0%	6%	14%	30%	50%	


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ACTION TAKEN ON THE FEEDBACK REPORT OF ALUMNI

Sl. No.	Issues Raised	Action Taken
1	A well-furnished Auditorium should be available in the college campus.	New auditorium building is already under construction and will functioning very soon
2	Necessity of campus boundary	Because of wetland, a partial boundary has been under construction.


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