



Ref. :

Date :

Action Taken Report against Feedback Analysis about College Infrastructure

Feedback Session: 2022-2023

Stakeholder	Analysis Key Points	Actions Taken
Student	<p>i) We have got 50% (approx.) responses from all categories. 1476 students responded out of 3112 students regarding college infrastructure. We need more responses from students and have to encourage them to participate more for providing feedback responses.</p> <p>ii) Clean toilet facility for both male and female students should be increased, Only 16% of student's respondent not satisfied regarding provision of clean toilet.</p> <p>iii) There is a need to increase availability of services of photocopy centre and cheap store within the college campus. Regarding this facility only 10% students remained not satisfied.</p> <p>iv) Availability of books in the library should be increased.</p> <p>v) Opportunity for sports and game should be increased further</p>	<p>i) In order to extend our reach among the students WhatsApp groups have been formed for each department and teachers are motivated to enhance their coordination with the respective students group.</p> <p>ii) To maintain the basic needs of clean toilet, special staffs have been engaged. To fulfil the need sufficient water supply and pump on timing will be increased. To help our girls students in their special days a sanitary napkin vending machine has been installed adjacent to girls common room.</p> <p>iii) College has a well-equipped photocopy centre with energetic staffs. A large no of Students regularly use the centre. Authority has a plan to install advanced photocopy machines.</p> <p>iv) We have facing fund crunch during previous years due to the scarcity of financial grants. College authority requested the PG Depts to purchase more books using PG funds and authority will send a proposal to the government to purchase books for the library.</p> <p>v) College authority has made correspondence with the School education department to use college adjacent playground for regular sports purpose.</p>
Teacher	<p>i) Only 60 % teachers are agreed about the availability of books in the library</p> <p>ii) Regarding suitability of syllabus, applicability of course content and academic flexibility of syllabus hardly 61% teachers remained agreed.</p>	<p>i) College Send a proposal to the govt demanding fund for purchasing books for library.</p> <p>ii) Since our UG curriculum is completely university designed we don't have any option to change it. But for designing PG program we try to incorporate more flexibility and applicability in the syllabus. More over for designing different Value added Courses special emphasis has been given to enhance suitability, applicability and academic flexibility of course content.</p> <p>iii) To make each and every class room well equipped with modern technology College authority has taken several initiatives. There are</p>



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	iii) New techniques of teaching can be applied.	arrangements for ICT tools such as lcd projectors, computers, etc. For each and every department laptops have been provided, white board have been displayed for every classroom and few smart classrooms will be developed for the benefit of students.
Alumni	<p>i) Alumni involvement is very much poor only 33% attended the meetings.</p> <p>ii) For the 19 parameters regarding overall atmosphere of the college where a rating based responses has been set up, we got very average standard feedback from the alumni group. More or less 40% respondents remained satisfied about the excellency. Faculty standard, Availability of drinking water, Academic atmosphere and overall security in the college premises got more or less 60 % satisfaction.</p> <p>iii) Alumni contribution is very much poor</p>	<p>i) We have a strong and registered alumni association In order to extend the alumni group we have to use different social media platforms for communication with alumni of our Institution. In addition to that we have departmental alumni groups and they will be encouraged to join the alumni association.</p> <p>ii) We have formed a notable alumni forum to get their suggestions regarding how to increase the overall performance of the college for the betterment of the students. Special drive will be taken with the help of alumni faculties' member of our college to enhance the number of notable alumni members.</p> <p>iii) We have made appeal to our world wide alumni to donate fund for the development of the college.</p>
Parent	<p>i) Parent involvement should be enhanced</p> <p>ii) It will better to provide more guidance to students regarding their career after passing the college.</p>	<p>i) Every department has been instructed to form parents WhatsApp group to maintain regular and direct contact with the parents.</p> <p>ii) Career Counselling and Placement cell of the college has organised more or less 10 to 12 interactive seminars to guide students for better future. In addition of that, our college has been selected as a venue of Satyendranath Tagore Civil Service Study Centre – a Govt. of West Bengal initiative. This study centre is used for the preparation of UPSC Civil Services Examination.</p>




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Feedback Analysis and Action Taken Report

Department: Zoology

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	Some UG/PG molecular biology practical cannot be performed due to lack of instruments and not purchased due to lack of fund.	College authority has been informed to take necessary action and to allot more fund for the department in the future.
	In order to make the teaching learning process more enriched provision of inviting experts from other institution should be increased.	Experts from different fields of Zoology will be invited to arrange classes, tutorial, seminar to run the department smoothly.
	It will be better if practical courses can be made more diversified, modern and collaborative.	Department will use the facilities of Drosophila culture at nearby institutions or Lab of University of Calcutta or other Universities so that students will be benefitted.

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Feedback Analysis and Action Taken Report

Department: Physics

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	It is needed to homogenizing of understanding of both Theory and Practical classes.	In this regard special initiatives has been taken up to devote special care to the slow-learner students in consideration with the performance of the activities involving the total class activities.
	Some special initiatives should be there to intimate the guardians regarding the overall developments of the students.	Parents – Teachers Meeting have been scheduled and also been conducted for each semester. This forum could provide positive response from the Parents – Teachers interactive sessions for the overall benefit of the students for different ongoing semester students.
	Special efforts are required to make students introduced with the external research and academic atmosphere.	Since February 2022, there has been constant efforts to arrange for visits of the students to other Research and Academic Institutes. By virtue, of this process many of our students from both UG and PG level could opt to build Research Career and academic prospects.

Shatterjee

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Abhijit De

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Head of the department

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Feedback Analysis and Action Taken Report

Department: Sanskrit

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	(i) The students found curriculum and teaching methods helpful.	(i) Faculty members were informed to do the needful as per the feedback
	(ii) Sometimes classes are not clear and audible due to outside noise.	(ii) Regarding the clear and audible lecture and making the class more interactive, all the professors are asked to take special initiative though.
	(iii) Scarcity of class rooms	(iii) College authority has been informed to take necessary action and to allot more class room for the department in the master routine.

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Feedback Analysis and Action Taken Report

Department: Philosophy

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	It is revealed that overall positive and satisfactory responses have been received from the students. Still it is better to take initiatives to enhance teaching-learning quality and ambience, to be available for individual students' guidance in and out classroom.	<p>i) All teachers remained agreed to make classes more interactive through group discussions, problem-solving activities, open discussions, debates, student-led presentations etc</p> <p>ii) This is an unanimous resolution adopted by all teachers of the department</p> <p>" if any student face any problem, whether academic or non-academic each and every departmental teacher will try to solve it"</p> <p>iii) Department will take special initiatives for special requirement--- there is curriculum related special seminars, workshop by experts of the field for advanced learners, at the same time for slow learners department has arranged special classes, tutorials , question answer session etc.</p>

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Feedback Analysis and Action Taken Report

Department: Botany

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	Overall positive responses, still better to take initiatives to enhance teaching quality and environment.	<p>i) Faculty members will optimize non-academic college duties, maintain schedules, reassess their attendance, and develop protocols for class rescheduling and timely communication to students to improve regularity of class.</p> <p>ii) Incorporation of interactive teaching methods like group discussions, problem-solving activities, open discussions, debates, student-led presentations, and peer review exercises, and utilization of flipped-base study, online video and platforms for interactive learning were suggested to make class room more interactive.</p> <p>iii) Creation of a student-friendly comfortable classroom environment and be available for individual student guidance outside the classroom as much as possible.</p> <p>iv) To maximize the assistant in practical class, implementation of peer review exercises, increase individual guidance, assignment of multiple faculties for closer supervision and development of detailed lab manuals for practical assignments is recommended.</p>

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Feedback Analysis and Action Taken Report

Department: Political Science

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	<p>i) Percentage of Total number of students giving feedback responses is considerably low.</p> <p>ii) Whether it is regularity of classes, syllabus covered, clear and audible lecture or interactivity of the session there is slight differences among the performances of departmental teachers.</p> <p>iii) To a little extent it is viewed that it will be better if classes can be made more interactive.</p>	<p>i) Department will take initiatives to reach to students as much as possible to collect feedbacks in near future.</p> <p>ii) Concerned teachers has been informed and are advised to be more conscious to improve the situation.</p> <p>iii) All teachers remained agreed to make classes more interactive through group discussions, problem-solving activities, open discussions, debates, student-led presentations etc .</p>

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Feedback Analysis and Action Taken Report

Department: History

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	Many students expressed a desire for more engaging and relevant course material. They mentioned a need for real world examples and case studies to better understand the concepts being taught.	Teachers are informed regarding this and it was decided to use more recent materials such as collected contents from e-resources, recently published papers, edited books etc.
	Some students found the teaching style to be too traditional and requested more interactive and collaborative learning experiences. They also suggested the use of multimedia and technology to enhance the learning process.	In order to enhance teaching technique and to increase the use of modern multimedia techniques department decided to use power point presentation, to arrange inter departmental lectures, to invite expert guest speaker as far required and possible. Teachers are motivated to conduct the classes in an interactive mode through group discussions, problem-solving activities, open discussions, debates, student-led presentations etc.
	Several students mentioned a need for clearer communication from instructors regarding course expectations, assignments, and feedback on their progress.	All teachers of the department are agreed that students will be motivated to communicate with departmental teachers if they have any problem regarding the course content. At the same time it has been decided that teachers will take initiatives to increase their availability and accessibility to students when and where required.
	It was noted that some students would like more support outside of the classroom, such as office hours, tutoring, or online resources.	Teachers are requested to give outside classroom support to all students as far as needed.
	There were suggestions for more frequent and specific feedback on assignments and exams to help students better understand their strengths and areas for improvement	It was decided in departmental meeting to take frequent class test, to conduct viva question answer session, open problem solving session during the class hours and to analyse the result in the classrooms.

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Feedback Analysis and Action Taken Report

Department: Bengali

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	(i) For a little part of the curriculum 80% of the syllabus has been completed.	(i) The concerned teachers were directed for prompt action to cover syllabus and were followed up by HOD.
	(ii) It will be better if monotony of the classes can be broken by making classes more interactive.	(ii) Teachers were suggested to encourage students for participation to break monotony of classes. The teachers were appreciated for their efforts and were motivated for future action.
	(iii) Classes should be more dynamic through more enthusiastic teaching approach and by using several modern technology.	(iii) Make classes more dynamic by short presentations, encouraging discussions and using audio, video.

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Feedback Analysis and Action Taken Report

Department: English

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	The analysis has shown that no special action needs to be taken at present on the basis of their feedback as the responses are generally all positive.	The department has resolved to always remain active in its endeavour to maintain the present position of quality and satisfaction. Special initiatives will be taken to make the departmental activities more improved, efficient and student friendly. This is a unanimous resolution adopted by all teachers of the department. There is complete consensus among them on the importance of an enhancement of the overall quality of academic pursuit and environment of a department for the true benefit of students.

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Feedback Analysis and Action Taken Report

Department: Economics

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	The analysis has shown that more or less positive responses has been received. Still, it is better to take initiative to enhance teaching learning quality and overall academic atmosphere of the department.	In this regard following actions have been taken i) All teachers will remain conscious to cover the academic syllabus within due time and manner. ii) Teachers remained agreed to make classes more interactive through group discussions, problem-solving activities, open discussions, debates, student-led presentations etc. iii) There is an unanimous resolution for creation of a student-friendly, cordial and comfortable classroom environment and be available for individual student guidance outside the classroom as far as possible and required.

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Feedback Analysis and Action Taken Report

Department: Mathematics

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	(i) For some cases classes should be more clear and audible.	(i) Regarding the clear and audible lecture concerned teacher has been asked to be a little bit more cautious.
	(ii) To a little extent syllabus should be completely covered in due time.	(ii) Concerned teacher has been advised to take more care to timely cover the syllabus completely.
	(iii) To make the classes more interactive and student friendly.	(iii) In this regard all the professors are asked to take special initiatives.

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Feedback Analysis and Action Taken Report

Department: Chemistry

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	By and large, the feedback was satisfactory. However, minor deficiencies in the part of our teaching faculty in some of the components (clear board work, syllabus completion within stipulated time, encouragement in extra-curricular activity) has been detected.	i) In this regard the concerned faculties has been advised to be more concerned and cautious to improve the situation. ii) All the faculties are agreed to take special initiatives to enhance teaching quality and environment.

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Feedback Analysis and Action Taken Report

Department: Geography

Feedback Session: 2022-2023



Stakeholder	Analysis Key Points	Actions Taken
Student	Feedback analysis revealed predominantly positive responses, with a few exceptions. It is better to take special initiatives for further improvement of the teaching learning ambience of the department.	Following resolution has been unanimously taken in the departmental meeting. i) More teacher-student engagement in and out of the classroom. ii) Conducting frequent group discussion to make the classes more student friendly. iii) Special emphasis should be given on more hands on activities of the students. iv) To make classes more interactive through group discussions, problem-solving activities, open discussions, debates, student-led presentations etc v) To arrange frequent field trips. vi) To show content related video presentation as far as possible.

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