

# **ACTION TAKEN REPORT ON FEEDBACK ANALYSIS A.Y. 2017-18**



**KHOWANG COLLEGE**

**DISTRICT- DIBRUGARH**

**ASSAM- 785676**

**Principal  
Khowang College  
Khowang Ghat**

## **INTRODUCTION:**

An institution needs the support and cooperation of its stakeholders for its smooth functioning. The primary stakeholders of a College are the students, the teachers, the alumni and the employer. The Stakeholders of an institution and their feedback are of paramount importance in order to enhance its quality. To improve the overall development of the institution, feedback from various stakeholders is necessary and resourceful.

The stakeholders are directly and indirectly involved in the various activities of the College.

### **Students:**

For a college, students are the important stakeholders. The education system is built for the students so that they can become responsible and knowledgeable citizens of the future. It is they who need to determine what is best for them. That is why their feedback is very essential.

### **Teachers:**

Teachers are the second important stakeholders of an institution. Teachers are involved directly in the various curricular activities. They are the mentors who impart knowledge to the students and hence, they are aware of what is required for a better teaching learning environment. Therefore their feedback is important as well.

### **Alumni:**

Alumni of the College are the third important stakeholders who can offer judgment on the amenities available in the College and provide suggestions on what the College should do in order to provide students with a more interactive and multidisciplinary teaching-learning experience.

### **Employer:**

The employer is the Head under whom falls the responsibility of the entire organization. Hence, it is his duty to make sure that the institution moves forward in the path of progress by ensuring cooperative work between the various stakeholders and the relevance of the curriculum that the institution follows.

  
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### **ACTION TAKEN ON THE FEEDBACK REPORT OF STUDENTS:**

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
1.	Scarcity of the classrooms and sitting arrangements.	Temporary partition system applied in the Departmental rooms to cope up with the scarcity of classrooms.
2.	To use more updated TLM (Teaching Learning Methods)	White boards and green-boards were installed in five classrooms.
3.	More vocational courses required	Giving due weightage to this the authority of the College has gradually fulfilled the requirement to a great extent by introducing more courses.
4.	The students demand more availability of information in the College website.	The institution, keeping in mind the demands of the students, has assured it will provide the essential facilities and details required by the students on the website.
5.	Poor condition of the roads leading to the College.	The authority has assured the repair of the roads by sending a proposal to the local MLA.

### **ACTION TAKEN ON THE FEEDBACK REPORT OF TEACHERS:**

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
1.	The student's attendance in regular classes is less compared to the total students who appear for	A notice is circulated among the students informing them that less than 75% attendance would lead to NC or DC and



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	their examinations.	they will not be allowed to appear in their semester examinations.
2.	More ICT facilities are required to meet the demands of the changing HEI scenario.	The authority pays special heed to this demand and assures to upgrade the same in the ensuing days.
3.	The need for more faculty members.	The College authority has assured to provide more appointments to meet the student-teacher ratio.
4.	Poor quality of drinking water.	The authority values the health of its employees and installed filters for drinking water.
5.	Washrooms need more hygiene and the food variety in the canteen needs to be improved.	The authority has assured that more buckets would be provided and food quality of canteen will also be taken care of.

**ACTION TAKEN ON THE FEEDBACK REPORT OF ALUMNI:**

Sl no.	Feedback Report	Action Taken
1.	To introduce more vocational courses as per the job market demand.	The authority assured that more vocational courses will be introduced in the near future.
2.	To introduce NCC and B.Ed courses in the College.	The authority has been trying to bring these courses into the College and assures to bring the same in the future.


  
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3.	More project work which develops the inherent skills of the students.	The authority ensures that more practical and interactive projects and assignments will be provided to the students by the teachers.
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**ACTION TAKEN ON THE FEEDBACK REPORT OF PARENTS:**

Sl no.	Feedback Report	Action Taken
1.	The parents want proper classroom facilities for their child.	The authority has already been working towards the improvement of the classroom facilities and still improvising on every step.
2.	The parents requested for more assignments to be given.	More practical and social issues related projects are to be assigned to the students.
3.	The parents mentioned that the number of parent-teacher meetings should be increased.	The authority assured more parents, teacher and authority meeting in the college would be organized either quarterly or twice a year.

Every year, the feedback reports are collected and submitted to the Principal so that he is informed about the opinions of the different stakeholders. The Principal presents it to the Governing Body meeting where they discuss about the actions which need to be taken. The analyzed report helps to make the action plan of the institution for coming Academic year.

  
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