

# **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:**

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
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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# **ACTION TAKEN REPORT ON FEEDBACK ANALYSIS**

## **A.Y. 2018-19**



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ASSAM- 785676

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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.

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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.	A minority of students still think that the teachers can further improve their teaching approach.	The authority informed the teachers of the same and the teachers agreed to improvise further.
2.	To use more updated TLM (Teaching Learning Methods)	White boards and green-boards were installed in five classrooms.

**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 their examinations.	A notice is circulated among the students informing them that less than 75% attendance would lead to NC or DC and 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.

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

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
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.

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

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
1.	The parents want the College to provide more ICT based classes to keep their child up-to-date with the changing times.	The authority has already been working towards the improvement of the classroom facilities and still improvising on every step.

The feedback reports are 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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# **ACTION TAKEN REPORT ON FEEDBACK ANYALYSIS 2019-20**



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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.

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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.	The need for the College to maintain the Academic atmosphere in the Campus.	The authority has begun the renovation of the College Campus.
2.	The students want more awareness on the use of ICT facilities.	The authority has assured orientation programs for the same and the availability of more ICT in the College.

### **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 their examinations.	A notice is circulated among the students informing them that less than 75% attendance would lead to NC or DC and 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.

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

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
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.

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

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
1.	The parents want the College to provide more ICT based classes to keep their child up-to-date with the changing times.	The authority has already been working towards the improvement of the classroom facilities and still improvising on every step.

The feedback reports are 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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# **Action taken Report on Feedback Analysis A.Y. 2020-21**



**KHOWANG COLLEGE**

DISTRICT- DIBRUGARH

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*Dipali Saikia*  
Principal  
Khowang College  
Khowang Ghat

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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.

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*Dipali Saitia*  
Principal  
Khowang College  
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### ACTION TAKEN ON THE FEEDBACK REPORT OF STUDENTS:

Sl no.	Feedback Report	Action Taken
1.	More ICT and vocational course related facilities are requested by the students.	The authority has begun the Computer Certificate Course in the College and started providing more awareness regarding the use of ICT tools.
2.	The students expressed the need for a well furnished canteen.	The authority reconstructed the College Canteen and inaugurated it on 19 <sup>th</sup> January, 2021.
3.	The students felt that the teaching approach needs to be revised so as to meet their needs.	The authority informed the teachers and asked them to apply new models of teaching to improve the teaching-learning method.
4.	More books and resources need to be added to the library.	The authority ensured the students that more books will be added related to the syllabus and also to digitalize the library.
5.	The students requested more facilities for games and sports.	The Indoor stadium was renovated and a synthetic badminton court was established along with a table-tennis court.

*Dipali Saitia*  
Principal  
Khowang College  
Khowang Ghat



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

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
1.	The teachers requested for more ICT facilities.	A desktop was provided to each department to manage their data digitally and Wi-fi connection was also made available on each.

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

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
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.
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**ACTION TAKEN ON THE FEEDBACK REPORT OF PARENTS:**

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
1.	The parents requested for sanitized classrooms, office rooms, library and all other buildings in the College as a precaution for the spread of COVID-19.	The authority sanitized the entire College Campus and ensured that both the teaching and non teaching staff was vaccinated.

*Dipali Saitia*  
Principal  
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2.	The parents requested for the availability of a stationary shop within the College campus, equipped with computer and Xerox facilities.	The authority has assured that steps would be taken to implement the same.
3.	The parents have requested for a Boys' hostel.	The authority has assured the construction of a Boys' Hostel.

The feedback reports are 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.

*Dipali Saitia*  
Principal  
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Khowang Ghat

# **ACTION TAKEN REPORT ON FEEDBACK ANALYSIS**

## **A.Y. 2021-22**



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Khowang College  
Khowang Ghat

**KHOWANG COLLEGE**

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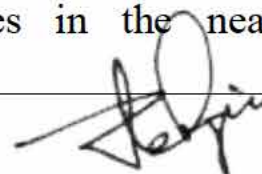
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Khowang Ghat

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

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
1.	Some students believe that the syllabus length needs to be adjusted as per the semester duration.	The authority has assured that it will try to improve the quality of the curriculum by using more creative teaching learning methods.
2.	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.
3.	The need for introduction of NCC, B.ed, B.P.ed.	The authority has assured that it will try to bring the same as soon as possible.
4.	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 teachers feel that the classrooms and laboratories need to be equipped with more ICT tools for interactive learning.	The authority pays special heed to this demand and assures to upgrade the same in the ensuing days.
2.	The need for more vocation courses for overall development of the students.	The College authority has assures to introduce more such courses in the near future.



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

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
1.	To introduce NCC and B.Ed courses in the College.	The authority has been trying to bring these course into the College and assures to bring the same in the future.
2.	More improvement in the infrastructure of the College, especially the need for an auditorium.	The authority has already established new buildings, renovated the canteen and is now planning to work on the auditorium as well.

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

<b>Sl no.</b>	<b>Feedback Report</b>	<b>Action Taken</b>
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.



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