

ACTION TAKEN REPORT OF THE INSTITUTION

ACTION TAKEN REPORT BASED ON STUDENTS FEEDBACK

Students feedback on syllabus and teaching– learning is taken, analysed and presented before the Management and IQAC (Internal Quality Assessment Committee) for necessary action to be taken wherever needed. The action taken were as follows-

- To ensure that the teachers are well in time and punctual, a biometric machine is installed in the college.
- The college started Creche for the children of faculty members with an objective to enhance punctuality and regularity of the teachers.
- The college also started maintaining a Movement Register to maintain the record of teachers going out of the college for personal/professional purpose.
- More emphasis was given to start value added (Add-on Certificate and Diploma) courses to improve employability skills of students.
- New books were purchased in library for updating the knowledge of students and teachers with current scenario.
- Faculties were encouraged to refresh themselves by attending Orientation Program, Refresher Course and other Training program.
- Faculty Development Programmes are conducted by college regularly for enriching the faculty members.
- More ICT facilities were provided to teachers for effective delivery of their curriculum.
- The college provided K-Yan to different departments to facilitate delivery of subject content
- Teachers were advised to complete the syllabus in time and to give revision classes for complex topics.
- On the day teacher is on leave, a substitute teacher is available to take the class.
- Teachers share the topic to be taught in the class well in advance with the students.
- More emphasis was given on internal assessment through power point presentation, quizzes, assignments, group discussions, extempore on subject topics for holistic development of students along with enhancement of subject knowledge.


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- The Students Grievance Redressal Cell of the college has placed a complaint box outside the library so that students can drop their complaints/suggestions.
- Apart from white boards, smart classrooms were developed in the college to make teaching more effective and interesting.
- The college has appointed a counselor to help students deal with their stress.
- Mentoring program was developed where each faculty member is allotted approximately twenty five students as mentee. Under the guidance of mentor the students can get appropriate guidance for attainment of their program outcomes.
- College developed a Language lab with the software 'ORELL' to improve language and communication skills of students.
- The college organized more seminars and workshops for the students and departments organized more hands on and interactive sessions for students to update them with new findings.
- College got affiliation for some new courses.
- More decentralization was offered by college through three Vice Principals (Each for Science, Arts and Commerce) so that keen monitoring can be done for effective curriculum delivery.
- To facilitate students the detailed time table was displayed outside each classrooms.
- More emphasis was given for internships and field study to connect with application part of curriculum. For this each department was instructed and college as a whole got registered on Internshala portal to provide more opportunity for students.
- More emphasis was given to provide job opportunities to students by suggestion to Centre for career guidance training and Placement .
- College has developed incubation centre to help students discover their potential for self employment.
- To inculcate the value of community participation among students, more attention was given to outreach programmes.
- For conducting the classes smoothly, the college provided Wifi to all the teachers for conducting classes smoothly. Also, college email ids were provided to all the faculty members.
- The college provided cyber room to the faculty members for conducting online classes.
- Students were familiarized with Online Mode of teaching through Introductory video uploaded on the college website 'How to attend online class'


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- Students were motivated to attend online classes regularly and to remain connected with their teachers.
- College has YouTube channel where videos were uploaded for the students of Under Graduate and Post Graduate to provide them easy access to the content and syllabus.
- College has also upgraded G-suite enabling maximum number of students to attend online classes.
- Various departments of the college sent recommendations to Board of Studies, University of Rajasthan to update the syllabus according to the contemporary educational environment.
- Online Extension/Guest lectures, webinars and co-curricular activities organised by the departments and subject associations enriched the learning.
- For internal assessment, teachers were instructed to conduct online quiz, tests, assignment etc. on a regular basis during the session.



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ACTION TAKEN REPORT BASED ON FACULTY FEEDBACK

The suggestions received from the faculty members are forwarded to the Management and IQAC- Internal Quality Assessment Committee for record and appropriate action to be taken. They are as under-

- On recommendation of the faculty members, letter was forwarded to the Board of Studies Conveners for designing and restructuring syllabus to make it contemporary and job oriented.
- Proposal of addition of Dissertation as a paper in the post graduate programme in the subjects to enable students in research and writing work.
- Small Research projects from students are encouraged to develop research aptitude.
- Faculty members are instructed and advised to prepare the content for the class and its delivering so that students can understand better.
- Skill development programme-Soft Skills and Personality Development programme are to be organised and conducted along with Training programme for holistic development of the students on a regular basis.
- Increase in ICT enabled classrooms for Transaction of Syllabus.
- Emphasis on Experiential learning along with the prescribed syllabus.
- Wifi enabled campus for use of ICT in teaching.
- Offer short term courses to familiarise students with changing needs of time and making them competition ready.
- Emphasis on internship and field study to connect with application part of curriculum.
- In the session 2020-21, lockdown imposed by the government due to Covid-19 pandemic shifted the teaching to online mode. The teachers regularly took live classes and posted study material to continue with online learning.
- The college organized Faculty Development Programme “Know – How of Virtual Learning -I “and “ Know – How of Virtual Learning- II” to acquaint faculty members for online mode of teaching.
- All the departments, clubs and associations were given individual email ids for working online.
- The college ensured safety against Covid-19 by installing sanitiser machine, and sanitiser tunnel.
- Thermal scanning, sanitisers and distribution of masks was done by college.


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ACTION TAKEN REPORT BASED ON EMPLOYER'S FEEDBACK

Based on the feedback obtained from employer the following remedial measures were adopted:-

- More emphasis was given on workshops and interactive sessions to improve students' communication skills, etiquette, resume writing, interview skills etc.
- Students were apprised with the importance of the knowledge on the company profile and job requirement before appearing for an interview.
- Students were instructed to be on time as per the schedule of the interview.


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ACTION TAKEN REPORT BASED ON ALUMNI FEEDBACK

On the basis of feedback sought from Alumni on the syllabus and its transaction, the following action were taken:

- Various Departments of the college sent recommendations to Board of Studies, University of Rajasthan, Jaipur to update the syllabus according to the contemporary educational environment.
- More emphasis was given for internship and field study to connect with application part of curriculum. For this, each department was instructed and college as a whole got registered on Internshala portal to provide more opportunity for students.
- More emphasis was given to provide job opportunities to students by suggestion to Centre for career guidance, training and placement.
- Departments were instructed to include field visits as a supplement to curriculum.


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