



Action Taken Report: Feedback Analysis Report

Student feedback analysis of curriculum

Academic Year: 2022-23

This action taken report outlines the steps initiated by the college administration in response to student feedback regarding the curriculum and teacher performance at a college affiliated with the Savitribai Phule Pune University, Pune. The feedback analysis highlighted key areas of strength and aspects requiring improvement. This report details the actions taken to address those areas.

Action Points and Implementation

1. Teacher Regularity

- **Feedback Analysis:** A significant majority of students (56.7%) rated teacher regularity as excellent, indicating a high level of teacher presence in the classroom.
- **Action Taken:** Although regularity was a strong point, a process was implemented to monitor teacher attendance to ensure consistency across all classes.

2. Thoroughness with Concepts

- **Feedback Analysis:** Positive feedback indicated that 44.9% of students found their teachers to be excellent in explaining concepts.
- **Action Taken:** Workshops and training sessions were organized to maintain high standards in thoroughness with concepts and to provide additional resources to help teachers stay updated with the latest developments in their fields.

3. Classroom Discipline

- **Feedback Analysis:** Teachers' ability to maintain discipline was rated positively, with 44.8% rating it as excellent.
- **Action Taken:** Strategies for maintaining a disciplined classroom were shared among teachers to ensure consistency across different subjects. Teachers were encouraged to maintain a balance between discipline and a supportive classroom environment.

4. Teacher Knowledge and Communication

- **Feedback Analysis:** The majority of students rated teacher knowledge as excellent (47%) and communication as excellent or best.
- **Action Taken:** Additional training in communication skills was provided to further improve teachers' ability to convey complex topics. Collaborative teaching sessions were organized to foster knowledge sharing among teachers.

5. Providing Additional Material



- **Feedback Analysis:** Teachers' provision of additional material apart from textbooks was lower, with only 39.4% rating it as excellent.
- **Action Taken:** Teachers were encouraged to create and distribute supplementary materials to support the curriculum. A repository for additional learning resources was created, allowing teachers to share materials with students.

6. Use of Multimedia Tools

- **Feedback Analysis:** The use of multimedia tools for effective teaching was rated as excellent by 37.4% of students.
- **Action Taken:** Multimedia tools were upgraded, and training was provided to teachers on how to effectively use them in their teaching. A dedicated multimedia classroom was set up to facilitate interactive learning.

7. Remedial Teaching and Office Hours

- **Feedback Analysis:** Remedial teaching and office hours received mixed feedback, with room for improvement in both areas.
- **Action Taken:** A remedial teaching program was launched, with dedicated sessions for students who needed extra help. Office hours were extended to accommodate more student consultations, and teachers were encouraged to be more accessible.

8. Student-Teacher Relationship

- **Feedback Analysis:** The overall student-teacher relationship was rated positively, with 41% of students considering it excellent.
- **Action Taken:** To further strengthen this relationship, teachers were encouraged to engage in extracurricular activities and create a more inclusive classroom environment.

Conclusion

The action taken in response to the feedback analysis report has addressed key areas requiring improvement, while maintaining strengths in teacher performance and curriculum quality. The college administration will continue to monitor feedback and take further actions as needed to ensure a positive learning environment and student satisfaction.

Co-ordinator

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Action Taken Report

Teacher feedback on Curriculum

Academic Year: 2022-23

This report outlines the actions taken by the college administration in response to the feedback from teachers on the academic curriculum. The feedback, which covered various aspects of the curriculum, was analysed to identify areas requiring improvement and to develop strategies for enhancing the syllabus and teaching methods.

Key Areas of Focus

Based on the feedback analysis, the following key areas required attention:

- **Curriculum Suitability:** Ensuring the syllabus is suitable to the course and aligns with current academic and industry trends.
- **Balance between Theory and Practical Application:** Maintaining a good balance between theoretical knowledge and practical application.
- **Self-Learning and Skill Development:** Encouraging self-learning habits among students and focusing on skill development.
- **Modern and Advanced Topics:** Ensuring the syllabus covers modern and advanced topics relevant to the industry.
- **Competitive Exam Preparation:** Aligning the curriculum to better prepare students for competitive examinations.
- **Eco-friendly Approach:** Incorporating eco-friendly practices and content into the curriculum.

Actions Taken:

1. Review and Update of Syllabus

- **Action:** The academic committee conducted a comprehensive review of the syllabus to ensure its suitability and alignment with course requirements. Based on feedback, adjustments were made to address any gaps in curriculum content.

2. Enhanced Focus on Practical Application

- **Action:** Additional practical sessions and workshops were introduced to improve the balance between theory and practical application. This aimed to provide students with more hands-on experience and real-world skills.

3. Promotion of Self-Learning and Skill Development

- **Action:** Teachers were encouraged to assign self-learning projects and provide guidance on skill development. New resources and materials were made available to support this initiative.

4. Inclusion of Modern and Advanced Topics



- **Action:** The syllabus was updated to include more modern and advanced topics, reflecting the latest trends in the field. Industry experts were invited to provide insights on emerging topics.

5. Competitive Exam Preparation

- **Action:** Special coaching sessions and preparatory materials were introduced to help students prepare for competitive examinations. Teachers were trained to focus on exam-oriented teaching methods.

6. Eco-friendly Initiatives

- **Action:** Eco-friendly practices were incorporated into the curriculum, including sustainability projects and awareness programs. The syllabus now contains content promoting environmental consciousness.

7. Achievability of COs, PSOs, and POs

- **Action:** The evaluation process was reviewed to ensure that Course Outcomes (COs), Program Specific Outcomes (PSOs), and Program Outcomes (POs) are achievable. Teaching methods were adjusted to support these outcomes.

8. Updated Reference Materials

- **Action:** The list of prescribed books and reference materials was updated to ensure relevance and appropriateness. Teachers were encouraged to suggest additional resources to keep the curriculum current.

Conclusion:

The actions taken in response to the teacher feedback have been designed to improve the academic curriculum's quality and relevance. The college administration is committed to continuous improvement and will continue to seek feedback to ensure the curriculum meets the needs of both teachers and students. These initiatives aim to provide a more engaging and effective learning experience, preparing students for successful careers and competitive examinations while promoting eco-friendly practices.

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Action Taken Report: Alumni Feedback Analysis

Alumni feedback on Curriculum

Academic Year: 2022-23

Overview

Following the analysis of alumni feedback at a college affiliated with Savitribai Phule Pune University, Pune, and this report outlines the key areas of feedback and the actions taken by the college administration to address the identified issues.

Key Findings

- **High Satisfaction with Curriculum:** Alumni expressed a high level of satisfaction with the curriculum, with over 90% agreeing that it stimulated them intellectually and fulfilled their expectations.
- **Skill Development and Research:** A large percentage of alumni indicated that they had learned new skills and that the syllabus inspired interest in pursuing research.
- **Alumni Involvement:** The lowest percentage of positive responses (88.9%) was in relation to alumni involvement in college activities.
- **Syllabus Updates:** While most alumni agreed that the syllabus was updated, 11.1% felt that it could be improved.

Actions Taken:

1. Increased Alumni Involvement:

- The college has established an Alumni Association to foster greater involvement of alumni in college activities. The association will organize regular events and networking opportunities to keep alumni engaged and connected.
- The college has introduced a quarterly alumni newsletter to keep alumni informed about college developments, events, and opportunities to contribute.

2. Syllabus Updates:

- To address concerns about syllabus updates, the college has initiated a curriculum review process. This process involves feedback from current students, faculty, and industry experts to ensure the syllabus remains relevant and aligned with industry trends.



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College with Potential for Excellence (CPE) status by UGC, Best College Awarded by SPPU in 2004 & 2017, Reaccredited by NAAC with "A++" Grade (CGPA- 3.79), Recipient of UGC STRIDE Scheme and UGC-PARAMARSH Scheme, DST-FIST Sponsored, DBT STAR College Status



- The college has also implemented a mechanism for periodic reviews of the syllabus, allowing for timely updates and adjustments based on evolving educational needs.

3. Skill Development and Research Opportunities:

- The college has increased its focus on skill development by introducing more hands-on workshops, internships, and collaborations with industry partners.
- To encourage research, the college has created additional research grants and funding opportunities for students interested in pursuing research topics related to their courses.

4. Continued Efforts to Ensure Curriculum Meets Expectations:

- To maintain a high level of satisfaction, the college has implemented a continuous feedback loop with both students and alumni to monitor the effectiveness of the curriculum in meeting expectations.
- The college has also enhanced its communication with alumni to better understand their needs and expectations, with the goal of integrating their suggestions into future curriculum planning.

Conclusion

The actions taken by the college address the key concerns identified in the alumni feedback analysis. By increasing alumni involvement, focusing on skill development and research opportunities, and ensuring the syllabus remains updated, the college aims to maintain and improve alumni satisfaction with the curriculum. These measures are intended to strengthen the connection between the college and its alumni community, fostering long-term relationships and continued engagement.

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Action Taken Report:

Employer feedback on Curriculum

Academic Year: 2022-23

Overview

The college, affiliated with the Savitribai Phule Pune University, Pune, collects feedback from employers regarding the curriculum's effectiveness in preparing students for the workplace. This report outlines the actions taken based on feedback received from employers, which highlights areas of strength and identifies areas requiring improvement.

Areas Identified for Improvement

Based on the feedback analysis, the following areas were identified for improvement:

1. Planning and Organization Skills:

- Employers rated this area relatively lower, indicating a need for enhanced training in planning and organizational competencies.

2. Communication Skills and Soft Skills:

- The mixed responses in this area suggest a need to strengthen communication skills through targeted training and practical exercises.

3. Ability to Solve Workplace Problems:

- Employers highlighted a varying level of competency in problem-solving, indicating room for improvement in developing critical thinking and problem-solving abilities.

4. Innovativeness and Creativity:

- The lower ratings in this area suggest that fostering innovation and creativity in the curriculum could be beneficial.

5. Involvement in Social Activities:

- A lower level of employer satisfaction indicates that more efforts should be made to encourage student involvement in social activities.

Actions Taken

In response to the feedback, the following actions were taken to address the areas identified for improvement:

1. Enhanced Planning and Organization Training:

- The college introduced additional project-based learning opportunities, focusing on planning and organizational skills. Workshops and seminars on project management were organized for students to build their competencies in this area.

2. Strengthened Communication and Soft Skills Development:



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- Communication skills training was integrated into the curriculum, with emphasis on teamwork, leadership, and interpersonal communication. Role-playing exercises and group projects were implemented to enhance these skills.
3. **Problem-Solving and Critical Thinking Workshops:**
- The college arranged workshops and sessions on critical thinking and problem-solving. Students were encouraged to participate in case studies and practical problem-solving exercises to build these skills.
4. **Innovation and Creativity Encouragement:**
- To foster creativity, the college initiated innovation challenges and hackathons, encouraging students to think creatively and propose innovative solutions to real-world problems.
5. **Increased Involvement in Social Activities:**
- The college organized more extracurricular activities and community engagement events, promoting social responsibility and encouraging students to participate in various social activities.

Conclusion

By implementing these actions, the college aims to address the feedback provided by employers and improve the curriculum to better prepare students for the workplace. The changes are intended to enhance the skills and competencies identified as needing improvement, ultimately leading to a more successful and well-rounded workforce.

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