

ALL SAINTS' COLLEGE

THIRUVANANTHAPURAM

FEEDBACK ANALYSIS AND ACTION TAKEN REPORT

2016-17



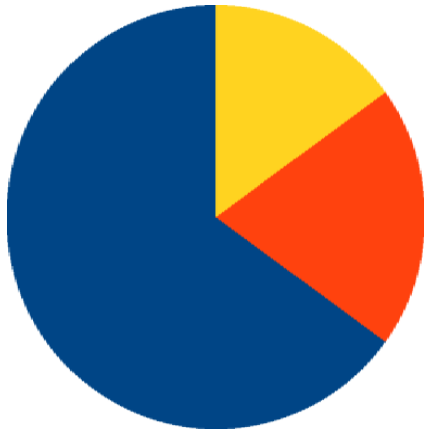
Feedback Analysis Report (16-17)

To conduct the evaluation process of teachers, feedback forms were given to students. A sample of 20 students was taken from each department and corresponding forms were given to each of them. Feedback forms received back are analysed thoroughly using existing statistical methods. The analysis is carried out in the following manner. Structured feedback is obtained for every course in a Student feed- back form filled by all students in the last week of semester term end in their class rooms. A student in the concerned department will evaluate each and every teacher in the department. Five different qualities needed for a teacher is given in the form. They are Knowledge, Communication Skill, interaction with the students, Commitment and Regularity and Punctuality. These qualities are rated using a four point scale - Excellent(4), Good(3), Average(2), Poor(1). The total score obtained by a teacher for a particular quality is found out and also the overall score. Consolidated data sheet is provided for reference. The average scores obtained for each quality and the combined average scores are also provided. Results obtained are given in a separate sheet.

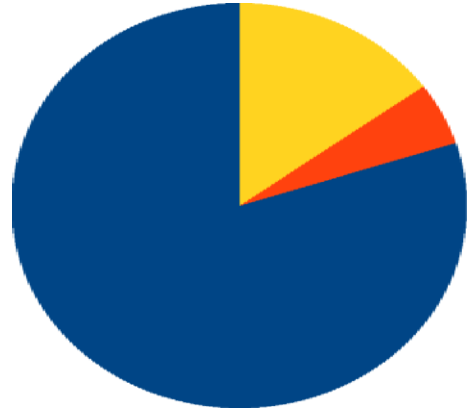
The formative feedback is analysed for both the academic performance and the interpersonal relationship criterion of the faculty competence as visualised by the student perception. The reasons for the said performances are identified by the individual faculty/department/institution and actions are strategized to eliminate the causes of disruption. The actions are implemented subsequently.

In order to ensure constant growth of the institution and progress of the students we have put an effective feedback mechanism in place that collects, analyses and implements suggestions from the students to make academic, infrastructural and policy improvements in the college. Feedback forms were prepared in a standardised format. The form is sent through email to the students. The feedback is solicited in academic and non- academic areas. This feedback is analysed to develop the roadmap for the academic year ahead and align the interests of various stakeholders with the institutional interests. Further, departmental level feedback is taken from students to enhance the teaching learning process. The analysis of such feedback is done on an institutional level and in case of any grievance the appropriate department initiates an enquiry and proposes suitable action to be taken by the Principal. . The college has also made many infrastructural improvements to provide bigger, better equipped classrooms to the students and fulfill all necessary requirements of space. Feedback of stakeholders is sought regularly about infrastructure and learning resources for ensuring their satisfaction. Accordingly, continuous review of infrastructure and learning resources is carried out by respective committees and the recommendations are integrated for upgrading, maintaining and utilizing physical, academic and support facilities. The alumni of the college who have moved on to industry or for higher studies additionally give a feedback on how their years in the institution have helped them perform of their places of work/study. The alumni of the college supply constructive tips on helping the students gain extra recognition and improving themselves.

Communication Skill

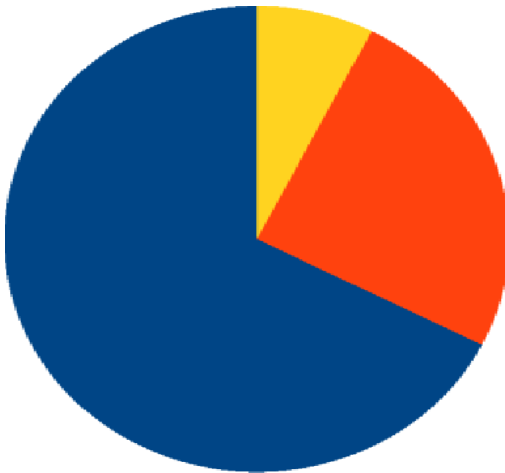


Knowledge



Blue-Excellent
Orange-Very Good
Yellow-Good

Commitment



Interaction



The feedback & suggestions obtained are discussed with the higher authorities & management and the issues of special concerns are addressed and discussed in the in-house meetings for the upcoming session. Required actions were taken in the form of sending circulars to course department along with the students.

During feedback suggestions received from students and other stakeholders are as follows:

- ❖ Provide expertee from soft skill training
- ❖ Installation of E library
- ❖ More Practical Exposure
- ❖ Students to be provided e-notes.
- ❖ Faculties should suggest question bank for practice.

Action Taken Report 2016-17

Feedback	Action Taken
Provide expert from the industry	Guest Lectures and Workshops were organized on regular basis as per the demand of the course
Installation of E library	E-library has been installed in the Institute; Students can access it from the institute and from the home as well.
More Practical Exposure	Various types of events like educational, entertainment, etc. were organized to enhance practical knowledge of the students.
Students should be provided e-notes.	Students have full access to their student portal and notes relevant to their syllabus are updated before their examination in the portal.
Faculties should suggest question bank or MCQs for practice.	MCQ's & question bank which also include previous year question papers were shared with students so that they can practice them well in time. This process helps students in understanding the nature of the questions, time-management and most importantly in self-evaluation.