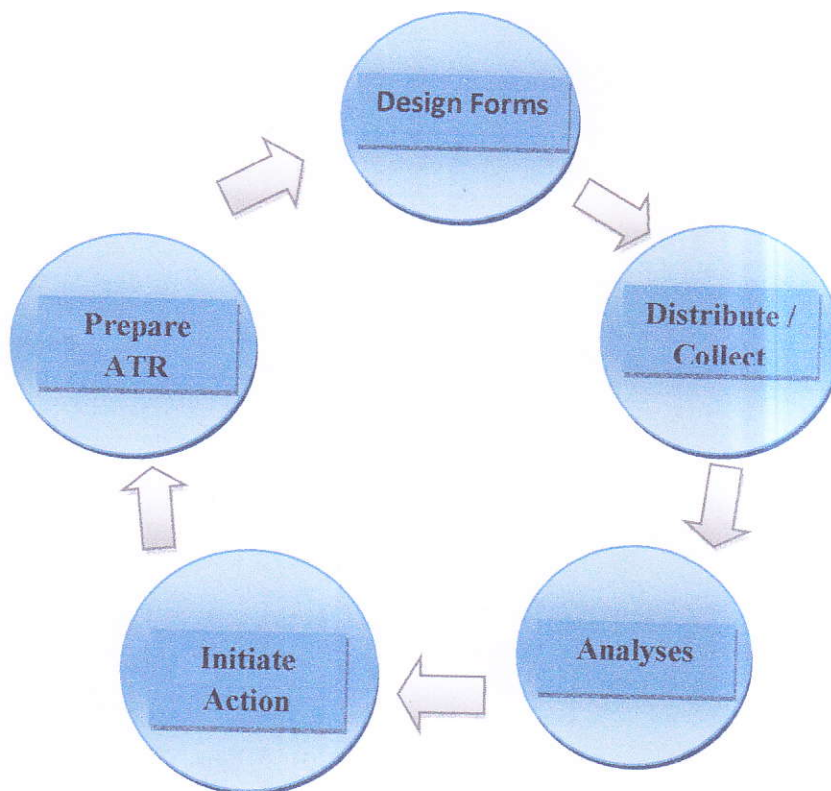## Action Taken Report on Curriculum Feedback
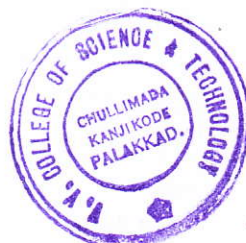
(2021 – 2022)

Introduction: The Feedback System in an institution plays an important role in moving the effectiveness of any Teaching-Learning-Evaluation process and development of an institution as whole. With this objective in mind, the institution has been, over the year, working on effective Feedback System by obtaining Feedback from its major stakeholders:

1. Students
2. Teachers
3. Alumni
4. Employer

The feedback process can be summarized as follows:

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Feedback Process: Obtaining the feedback from stakeholder, is a continuous process which involves the following phases

1. **Design Form:** Designing the forms in a manner to capture the data relevant to Feedback Analysis, is one of the first and most important steps in the process. This step is a re-occurring process, which includes revising the Feedback forms from time and again, so as to accommodate the changing needs of the Teaching-Learning and Evaluation Process. In the past few years, the forms have undergone many changes in the type and number of questions for the same reason. And in the years to come the design of form will undergo further changes.

2. **Distribute/Collect:** The form (Google Link) is distributed to different stakeholders. The data thus collected is analyzed and important suggestions are noted.

3. **Action Initiated:** The analysis report and the suggestions are discussed with the respective departments and faculty members are instructed to take appropriate Action

4. **Preparation of ATR:** The recommendations implemented are noted in the form of Action Taken Report.

Action Taken Report.

Table 1: Action Taken Report on Student's Feedback

Suggestions	Action Plan
More practical sessions need to be included, so that we (students) are industry ready.	The faculty members were instructed by the head of institution to conduct more practical oriented sessions
There is no link in the topics of certain chapters.	Bridge courses are conducted by certain departments in order to bridge the gap in the syllabus
It would be more interesting if we had field study .	Field trips/industrial visits are conducted by various departments from time to time.
It would be more interesting if we get simple study notes for reference.	The same was communicated to the concerned teachers and they were urged to make use of Multimedia and ICT techniques for better delivery of content.
Syllabus is too much overloaded. Give limited topics in syllabus.	Teachers were informed to possibility of making the teaching-learning process more enjoyable
Day gap between semester exam	The interpretation derived out of the feedback information from the students was discussed with the concerned syndicate member of the university by the principal. The principal used to participate in the meetings conducted by the university forum and raised the issues pointed out by students in the feedback

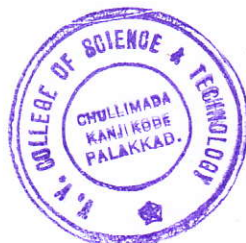|	
Due to unavailability of certain books in the market difficulty in getting notes.	With the use of Google Classroom, the notes are uploaded by the faculty members from time to time. Also, the references (including web resources) are made available to students in the library

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Table 2: Action Taken Report on Teacher's Feedback

Suggestion	Action Taken
Syllabus of Problem papers to be simplified	More practice session added for the conceptual learning of problem papers
	Reported to the Senate member
Restructure and simplify the Syllabus	The interpretation derived out of the feedback information from the students was discussed with the concerned syndicate member of the university by the principal. The principal used to participate in the meetings conducted by the university forum and raised the issues pointed out by students in the feedback

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V.V College Of
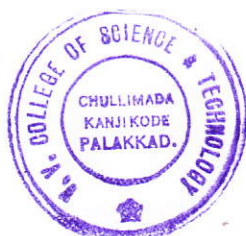Science and Technology
Chullimada, Kanjikode
Palakkad - 678 621

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(Affiliated to University of Calicut)
Chullimada, Kanjikode, Palakkad.

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Table 3: Action Token Report on Alumni Feedback

Suggestion	Action Taken
Keep the syllabus always updated by consulting the industry experts of what is industry relevant.	From time to time, talks, seminars and coursers are organized by various departments and cells in order to familiarize the students with the changing trends in the industry
More focus should be on presentation skills, public speaking, and confidence in saying something in public or on stage.	Department of English conducts course in the presentation skills of students. The ED Club of the College has been organizing Mock interviews, to prepare the students to face the interview either during the campus interviews or on graduating
Practical aspects in the syllabus need to be included which can help students to start their own business or to get good job as soon as they pass out.	The various departments conduct activities throughout the academic year which give the students a perspective of various aspects of job industry or entrepreneurship. Study visits to Industries, supermarkets, shopping complexes, Software and Hardware industries; Exhibitions put up by the students are some of the activities which are conducted on yearly basis.
Day gap between semester exam	The interpretation derived out of the feedback information from the students was discussed with the concerned syndicate member of the university by the principal. The principal used to participate in the meetings conducted by the university forum and raised the issues pointed out by students in the feedback

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V.V College Of
Science and Technology
Chullimada, Kanjikode
Palakkad - 678 62i

Table 4: Action Taken Report on Employer's Feedback

Suggestion	Action Taken
Internship in summer vacation at organizations to give a perspective about working in industry.	Students undergo internship programs and an Internship Committee is set up to strengthen the internship program for the students
Flexibility to work in different roles and learn on the job is a key aspect that students should ingrain.	RIIC under ED Club organizes various programs from time to time to inculcate the workplace culture in students.

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Palakkad - 678