

Action Taken report – Academic year 2019-20

Faculty feedback - Observations

- i. With due assessment of learning and grasping capacities of students, departments organise a variety of seminars, tutorial, workshops etc. Besides these, remedial classes are also been conducted for the benefit of weaker students.
- ii. Various societies of the college have also been conducting different programmes, events, seminars, quiz, etc. Industrial trips, summer internships etc. have also been conducted to ensure experiential learning.
- iii. Various societies such as Enactus, NSS, Entrepreneurship cell, Start-up club etc. have been formed for the purpose of satisfying the social responsibility wing of the institution.
- iv. college website provides a link for Alumni registration so as to strengthen the Alumni association.
- v. College has a two layered performance appraisal mechanism for teachers. First, a structured questionnaire is floated every year to take feedback of the teachers. Second, appraisal through indicators such as timely submission of attendance, punctuality in taking class, involvement in various events and programmes of college, academic contribution, etc.
- vi. Committee considered various infrastructural requirements for making an institution a disabled friendly place, such as
 - Ramps/lifts for easy access to classrooms.
 - Disabled-friendly washrooms
 - Signage including tactile path, lights, display boards and signposts
 - Assistive technology and facilities for persons with disabilities (*Divyangjan*) accessible website, screen-reading software, mechanized equipment etc.

Suggestions/ recommendations

- i. Committee suggested that proper record should be maintained for all co-academic activities and be submitted with the Administration Department.
- ii. Committee requested Convener , Alumi Association to activate and accelerate the alumni registration process and efforts at department level should also be initiated.
- iii. On the basis of performance appraisal mechanism, respective teachers should be regularly apprised of their performance and areas for improvement.
- iv. Committee suggested that infrastructure and building committee should ensure that these facilities in the new infrastructure are being set up by the college.