

Action Taken Report 2018-19



**Action Taken Report of feedback
for the session 2018-19 of
Govt. E.V. Post Graduate College Korba,
Chhattisgarh**

Date:

Balaram

Government E.V. Post Graduate College, Korba (CG)

Feedback Analysis & Action Taken Report 2018-19

Internal Quality Assurance Cell (IQAC) mandatorily collect feedback from all the stakeholders – student, teacher and alumni. The feedback collected is analyzed by feedback committee. After detailed analysis based on observation on the score and suggestion provided in the feedback form by the stakeholders, action taken report is prepared and submitted to the appropriate bodies.

Objective –

The objective of this feedback collection and analysis is to collect the suggestions from all of its stakeholders. The score as well as the suggestion given by the stakeholder helps the institution to enhance its benefits to the reach of all stakeholders. This analysis also helps the institution to improve in all aspects viz. Curricular and co-curricular.

Methodology –

1. The feedback form on the curriculum is circulated to the stakeholders and collected by Internal Quality Assurance Cell (IQAC).
2. The feedback collected from the stakeholder is analyzed by the feedback committee.
3. Internal Quality Assurance Cell (IQAC) holds a meeting with feedback committee at the end of the academic year to discuss on the various suggestions and to prepare action taken report.
4. The action taken report prepared is then submitted to the appropriate bodies for further actions.

Analysis –

The data is compiled and analyzed through the statistical tools. It is given for deliberation to the head of institution.

General action plan after data collection and analysis –

- Based on the annual feedback action taken report plans for the next academic year will be prepared in the faculty meeting.
- Department level meetings are also held to execute and implement the action plan.

Committee composition –

S.No.	Name	Designation	Signature
1	Dr. S.K. Gobhil	Assistant Professor	
2	Mrs. Alka Shriwastav	Assistant Professor	
3	Mr. R.K. Mourya	Assistant Professor	
4	Mr. S.K. Agrawal	Assistant Professor	



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Action Taken Report: 2018-19

This action taken report is made on the basis of observation and analysis of feedback collected from students, teachers and alumni:

S.No.	Observation And Suggestion Based On Feedback Form	Action Taken
1.	The suggestion for enrichment of departmental and central library with more reference and textbook is observed.	Purchasing more number of textbook and reference book is done as per the requirement and suggestions received by the departments.
2.	The need for exposure to research work for the students is observed.	Organizing research workshops for students and teachers is considered as the best practice of the institution.
3.	The suggestion to organize computer awareness program is observed.	Initiative to organize computer awareness program for students and staff is taken.
4.	The need of campus placement is observed.	Companies are invited to organize placement camp in the college campus.
5.	The need of new generation computers in the computer laboratory is observed.	Recommendation for purchasing new generation computers is made before the competent authority.
6.	The need for more furniture in the classroom was observed.	Purchasing of furniture has been done as per the need.
7.	The need for spoken English class is observed.	Various programs are organized through the English club for improving the speaking skill of the students.
8.	The need of more spacious laboratories is observed.	Recommendation for construction of new well equipped spacious laboratory is sent to RUSA.
9.	The suggestion for internship is observed.	English and Hindi department has taken initiative for conducting internship program.



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