

# Prabhat Kumar College, Contai

Re-accredited by NAAC with Grade B (CGPA - 2.76)

Post - Contai  
Dist. - Purba Medinipur  
West Bengal, India, 721401  
Phone : -Principal - (03220) 288275  
Office - (03220) 255020  
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E-mail : pkcollege.contai@gmail.com.  
Website : www.pkcollegecontai.ac.in

## ACTION TAKEN REPORT ON FEEDBACK ANALYSIS

ACADEMIC SESSION: 2018-19

### STUDENTS' FEEDBACK

#### ACADEMIC ACTIVITIES

##### **Parameter-1: Routine**

The Routine Framing Committee has tried to frame the central routine accommodating all subjects with almost same weightage., 84.8% of the total students has voted for either 'Excellent' or 'Good'. No significant action is recommended.

##### **Parameter-2: Teachers' Availability**

47 % students have voted for the "Excellent" availability of teachers and 43.1% students for "Good" availability of teachers in the classroom and beyond, no action as such is felt to be inevitable.

##### **Parameter-3: Percentage of Classes Held**

Maximum percentage of students has voted for the "Excellent" category. No special action is required to recommend.

##### **Parameter-4: Performance of Teachers**

Only 11.8 % has opted for either 'Moderate' or 'Poor'. Hence, no significant action as such is necessary. Nevertheless, depending on the feedback 11.8% students on the performance of teachers, it has been unanimously decided in the meeting of the Teachers' Council that to motivate the students to the utmost possible degree in the classroom teaching of the teachers, they (the teachers) may be requested to update and upgrade themselves regularly with the course materials, resources, and innovative teaching-learning methodologies.

##### **Parameter-5: Coverage of Syllabus**

Students' Feedback on the coverage of syllabus has been discussed in the meeting of the Academic Sub-committee. Excellent coverage of syllabus by the teachers has always been the need of the students. But considering 11.1% voting for either 'Moderate' or 'Poor', it has been decided in the meeting of the Academic Sub-committee that the respective HoDs of the department be requested to discuss the issue in the Departmental Committee so that the timely coverage of the syllabus in accordance with the need of the students be accomplished leading all the students voting for the "Excellent" coverage of syllabus.

##### **Parameter-6: Use of Audio-visual Aids**

A good percentage of departmental class rooms have been equipped with audio-visual aids, and considering the feedback of the 49.6 % students for either "Moderate" or "Poor" category the administration is requested to increase the LCD projector facility and teachers have been requested to make the best use of it.

Verified by  
AB

Co-ordinator,

Internal Quality Assurance Cell  
Prabhat Kumar College, Contai  
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## **Papameter-7& 8 : Remedial and Tutorial Classes**

A great number of students are not satisfied with the Remedial and Tutorial classes. Hence, the HoDs of the respective departments have been requested to schedule and conduct more tutorial and remedial classes according to the need of the students.

## **Parameter-9&10: Seminar/Special Lectures**

The 30.6 % students have voted for either 'Moderate' or 'Poor', it has been decided in the meeting of the Academic Sub-Committee that the number of seminars and special lectures be increased in the coming session to make students acquainted with up-to-date research.

## **Parameter-11: Promotion of Research Aptitude**

45.8 % students have shown their dissatisfaction for this parameter. So, in order to promote the students to research and enhance their research aptitude, it has been decided in the meeting of the Academic sub-committee that the students will be asked to participate in the Students' Seminar actively organized by the teachers of the respective departments.

## **LIBRARY SERVICES**

### **Parameter-1: Collection of Books & Journals on Research Aptitude**

We have, in fact, a good number of books in our central library. Nevertheless, considering the feedback of the 24.3% students it has been resolved in the meeting of the Academic Sub-Committee that every year some new books and Research journals will be purchased in accordance with the modification of the curriculum, and the respective departments be requested to provide the list of books, both text and reference, that will add to the existing collection.

### **Parameter-2: Lending Facility**

Depending upon the feedback of the 21.5% students voting for either 'Moderate' or 'Poor' category on the lending facility of the library, it been resolved in the meeting of the Library Sub-committee that without delay the same be improved so that the more students can borrow books according to their need.

### **Parameter-3: Reading Room**

A spacious library room has been developed in the New Library Building of the college.

### **Parameter-4: Book Bank**

Considering the feedback of the 24.7% students voting foreither 'Moderate' or 'Poor' category, it has been resolved in the meeting of the Library sub-committee that the number of books in the Students' Book Bank be increased gradually per academic session to enable the students get benefitted from the same.

### **Parameter-5: Reprography**

We have already an installed Photo-copier in the central library. Yet, considering the feedback of the 33.4% students voting foreither 'Moderate' or 'Poor' category, the librarian has been requested to take necessary measures so that the reprography service be improved as soon as possible.

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## Parameter-6: Online Services

Depending on the feedback of the 44.7% students voting for either 'Moderate' or 'Poor' category, the respected Principal and the Librarian have been requested to take necessary measures with an object to develop online service of the central library as soon as possible.

## Parameter-7: Approach of the Staff

24% students are found to be dissatisfied with this parameter. Hence, the Librarian has been requested to monitor the staff of the library so that the students may be more satisfied with the approaches of themselves towards the students.

## STUDENTS SUPPORT FROM OFFICE

### Parameter-1: Principal's Office

Only an insignificant percentage (10.9%) of students has voted for voting for either 'Moderate' or 'Poor' category. Hence, no action as such is required.

### Parameter-2: General Office-College Affairs

It has been decided that the staff members of the general office will continue to discharge duty in such a way that they would even be able to render the 30.4 % students voting for the 'Moderate' and 'Poor' categories to 'GOOD' and 'Excellent' ones.

### Parameter-3: General Office-University Affairs

It has been decided that the staff members of the general office will continue to discharge duty in such a way that they would even be able to render the 28.5% students voting for the 'Moderate' and 'Poor' categories to 'GOOD' and 'Excellent' ones.

### Parameter-4: Cash Section


It has been found that the service has been improved in comparison to the previous academic session. Still, it has been decided that the staff members of the general office will continue to discharge duty in such a way that they would even be able to render the 29.7% students voting for the 'Moderate' and 'Poor' categories to 'GOOD' and 'Excellent' ones.

### Parameter-5: Account's Section


The service under this parameter is found to be slightly deteriorated in comparison to the previous one. Hence, the accountant has been requested that his office will continue to discharge duty in such a way that it would even be able to render the 31.3% students voting for the 'Moderate' and 'Poor' categories to 'GOOD' and 'Excellent' ones.

### Parameter-6: Scholarship Section

The service is found to be improved in comparison to the previous year. Yet, the staff members of the related section have been requested that they would work and discharge their duty in such a way that it would even be able to render the 32.2% students voting for the 'Moderate' and 'Poor' categories to 'GOOD' and 'Excellent' ones.

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## CELL ACTIVITIES

After careful analysis of the feedbacks under this category, it has been found that the cell activities are improved in comparison to the previous year. Nevertheless, it has been resolved in the meeting of the respected Cells that the activities may be improved more in future to help the students overcome the difficulties, if any.

## INFRASTRUCTURE

We have carefully considered the feedbacks of the students under different parameters of the Infrastructural facilities provided or available in the college. A new canteen has been developed, and it is open for the students. Yet, it has been decided in the meeting of the Committee concerned that the service of the new Canteen be improved as early as possible, the Medicare service be developed and the condition of the lavatories and common rooms be improved without delay.

## CO/EXTRA-CURRICULAR AND EXTENSION ACTIVITIES

The feedbacks provided by the students under this category have been analyzed, and found more or less acceptable. The activities are found to have been improved in comparison to the previous session, 2017-18. But, especially the activities of the Eco Club be improved in the coming academic sessions. The concerned has been requested duly to do the needful for the same.

## OVERALL IMPRESSION

We have carefully considered the feedbacks of the students under this parameter, and the feedbacks provided by the students under this category have been found more or less acceptable. But, especially the activities under the heading 'Inculcation of values' be improved in the coming academic sessions. The concerned have been requested duly to

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## ACTION TAKEN REPORT ON FEEDBACK ANALYSIS

ACADEMIC SESSION: 2018-19

### TEACHERS' FEEDBACK

The feedbacks provided by the teachers under this category have been analyzed, and found more or less acceptable. But, especially considering the feedbacks under the parameter of the condition of the ICT facilities, classrooms, library book facility, lavatories and toilets, the concerned authority has been requested to improve and develop them without delay.

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## ACTION TAKEN REPORT (ATR) – 2018-19 EMPLOYERS' FEEDBACK

Points	Recommendations
General communication skills	No need of recommendation.
Developing practical solutions to work place problems	No need of recommendation.
Working as part of a team	No need of recommendation.
Open to new ideas and learning new techniques	No need of recommendation.
Using technology and workplace equipment	Still to be developed. Training courses and workshops are to be introduced in greater number.
Ability to contribute to the goal of the organization	No need of recommendation.
Ability to manage/leadership qualities	Our students should be encouraged to join NSS & NCC and also other college activities, cultural programmes.
Relationship with seniors/peers/subordinates	No need of recommendation.
Ability to take up extra responsibility	No need of recommendation.
Obligation to work beyond schedule if required	No need of recommendation.

  
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ACADEMIC SESSION: 2018-19

### PARENTS' FEEDBACK

The feedbacks provided by the parents under this category have been analyzed, and found more or less acceptable. No action as such is required. But, it has been decided that the institution will continue to provide the facilities and improve them to the highest possible degree in the coming academic sessions.

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## ACTION TAKEN REPORT ON FEEDBACK ANALYSIS

ACADEMIC SESSION: 2018-19

### STAFFS' FEEDBACK

The feedbacks provided by the staff members of the college under this category have been analyzed, and found more or less acceptable, excluding the parameter of "The Workload is Reasonable". Considering the feedbacks under these parameters, the respected Principal has been requested to do the needful as early as possible.

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