

DEPARTMENTWISE ACTION TAKEN REPORT

2019-2020



FURKATING- 785610
DISTRICT- GOLAGHAT
ASSAM


[Signature]
Principal
Furkating College
Date.....

INTRODUCTION

Students remain the foremost stakeholders of an institution and their feedback is of paramount importance in order to enhance its quality. The pros and cons of the department can also be best judged by the students which will help improve the drawbacks lying there. Considering the significance and position of students as one of the foremost stakeholders of an institution, feedback was collected by the departments to estimate its strength and weaknesses with special emphasis on the curriculum and the aspects related to curriculum delivery. With this objective, the departments initiated seeking feedback from the students incorporating questions on the syllabus and curriculum. The questions to gauge the different parameters of the feedback were

- design of the syllabus
- satisfaction in the course content
- relevance of the course content
- intellectual growth of students
- use of ICT for classroom delivery
- promotion of research thinking
- satisfaction with library facilities
- satisfaction with evaluation method

It is to be noted that almost all the questions have been designed with Yes/No pattern with a slight variation in 2 questions that have been designed as per the questions. The responses were then analysed and actions were taken by each of the department.



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ACTION TAKEN ON THE FEEDBACK REPORT

Department of Assamese

1. To make the course effective, the department arranges different kinds of activities to encourage the students.
2. The faculties of the department have already been informed to use ICT in classroom teaching mandatorily.
3. The department frequently organizes Educational Trips, Field Studies etc. and always encourages its students to prepare project works, seminar papers so that their research aptitude is developed.
4. The department has already asked the authority to arrange sufficient number of books and learning resources in library.
5. The department has been trying its best for the optimum use of the available resources in the department and always tries to maintain fairness in all aspects.


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HOD
Department of Assamese
Furkating College
HOD
Department of Assamese
Furkating College

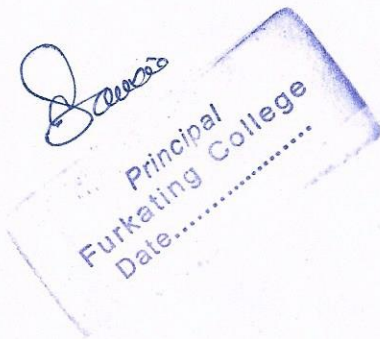


DEPARTMENT OF ECONOMICS

ACTION TAKEN REPORT

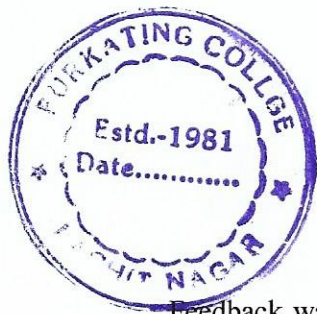
The feedback given by the different students of Dept of Economics, Furkating College were analyzed through statistical tools. The department organized a meeting of the faculties of the department to prepare action plan and to implement the action plan regarding the feedback. On the basis of the feedback, suitable actions were taken to satisfy the expectations of all the students of the department. These actions are-

- To improve the teaching learning process, department will involve all the students so that they will be benefitted from the department as per their expectation.
- In order to improve the student centric teaching learning process, ICT methods and smart boards for effective teaching will be widely used.
- Resolution has been placed before the authority for increasing departmental text books, reference books and magazines in the library.
- To introduce any change in the syllabus as per student's requirement, the department will discuss with the principal for necessary modifications.
- To raise student's satisfaction in terms of curriculum and assessment, the internal evaluation process would include diversified methods and more transparency.



(Simanta Poddar)

HOD, Department of Economics, Furkating College



DEPARTMENT OF EDUCATION

DEPARTMENTAL FEEDBACK ACTION REPORT


Feedback was collected from students through questionnaire. The questionnaire contains 14 questions as "yes" and "no" and two questions were of 4 responses. The department has analysed the responses in the form of table. Based on the feedback report, actions taken report were also illustrated.

| Q. no. | Feedback Report | Action Taken |
|--------|---|--|
| 1 | It is found from the responses that 100% of the students have been able to fulfil their expectation for the subject they have chosen. | |
| 2 | 98.15% of the student's responds that the syllabus of the course is well designed. | The department will try to suggest the higher authority of the university in designing the course for the better effectiveness of the subject according to the changing needs of the students. |
| 3 | 96.30% of the students responds that the content of the course is sufficient to acquire requisite knowledge related to the subject. | To emphasize on need based course content. |
| 4 | It is observed that 100% of the student's responses that the content of the course is relevant in the present day's context. | |
| 5 | 98.15% of the students responds that the course stimulates the students intellectually. | To make the course effective, the department should arranged different kinds of activities to encourage the students and learn better. |
| 6 | It is observed from the student's responses with a record of 98.15% that the department complete the syllabus of the course in time. | The department tries to invite guest faculty and arrange extra classes to complete the syllabus on time. The department should also planned remedial classes for the weak students. |
| 7 | 83.33% responds that the teacher use ITC as teaching aids for classroom delivery to make the learning environment interesting. | ICT and smart boards should use for effective teaching. |
| 8 | It is found from the student's responses that the highest record i.e. 68.52% of the teacher often use ICT for classroom delivery. | To inform the teaching faculties of the department to frequently use ICT enable class. |
| 9 | 88.89% of the students have responded that the course has developed research bent of mind in them. | From time to time the department will organise field study and project work to encourage first hand learning |


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| | | experience and develop research attitude in the mind of the students. |
| 10 | 62.96% responds that sufficient books and other resources are available in the library. However, 37.04% of the students responds that sufficient books and other learning resources are readily not available in the library. | The Department should maintain departmental library with sufficient learning resources and books for the benefits of the students. |
| 11 | 96.30% of the students responds that, there are sufficient teachers in the department to complete the syllabus of the course. | To complete the syllabus on time, extra classes should be planned and remedial classes should also arranged for the weak students. One more sanction post should be created for subject having laboratory practical |
| 12 | It is found from the responses that 100% of the students are satisfied with the department evaluation method. | |
| 13 | It is also found from the responses that 100% of the students responds that the department conduct various components of internal assessment in time. | |
| 14 | 59.26% of the student's rate "very good" and 40.74% of the student's rate "good" in term of curricular and Assessment in the department. | The department try its best to utilize the maximum available resources in the department. It always maintains transparency and fairness in all aspects. |


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 Dr. Swarna Prava Nath (HOD)

Department of Education

Head of Department
 Department of Education
 Furkating College



Department of English

Action Taken Report on Feedback Analysis

In a departmental meeting the faculties of the department of English have a discussion on students' feedback analysis report. The meeting thoroughly analyses the responses of the students to each of the questions of the feedback form. It has been observed in some of the responses that there are a few issues those need to be addressed. In so far as such responses of the students are concerned, the department resolves to take necessary measures departmentally and also to approach the college authority wherever required. The resolutions of the department for those issues may be briefed as follows:

- To approach the college administration requesting to inform the Academic Council of the affiliating university to think for re-designing of the syllabus and incorporating new content in the syllabus so that the issue raised by the 4% and 7% respondents respectively be addressed
- To take measures for the slow-learners as 2% respondents opine that they are not intellectually stimulated by the syllabus
- To approach the college authority to appoint more faculties, even on contractual basis, so that the 5% respondents may be satisfied in so far as the completion of the syllabus is concerned
- To take steps in arranging more number of students' research projects so that the 3% respondents can acquire a research bent of mind
- To approach the college authority to procure more number of departmental books in the college library so that the 40% respondents can meet their requirements
- To use ICT in classroom teaching almost every day so that the present response of 10% can be increased

Saxena
Principal
Furkating College
Date.....

Baruah
Dr. Debashis Baruah
HoD

HEAD
Department of English
Furkating College

DEPARTMENT OF HISTORY

FURKATING COLLEGE



ACTION TAKEN REPORT

On the basis of the feedback given by the students of History, the following actions have been taken by the Department to satisfy the needs of the students and as well as to improve teaching-learning process:

1. The Department has already asked the authority to arrange sufficient numbers of reference books and learning resources for the scholastic development of the students.
2. Department has discussed to use ICT method frequently in the classrooms to make teaching-learning process effective.
3. Department has pressed the issue of appointing additional contractual teachers to the Principal.
4. Department organizes various field studies and asked the students to prepare projects and seminar works to develop their research aptitude skill.
5. Department conduct various components like seminars, group discussions, home assignment etc. for internal assessment and thereby trying to improve student-centric teaching-learning environment.

(Dr. Binod Sarmah)

Head, i/c

Department of History

Furkating College





DEPARTMENT OF POLITICAL SCIENCE
ACTION TAKEN REPORT


The *Action Taken Report* is prepared on the basis of the Political Science Department Students' feedback form's responses extended by *Fifty-Nine (59)* student respondents of the college issued to them for the session: 2019-2020.

Departmental Student's Responses to the following questions

| SL. NO. | Questions | Yes | No | Action Taken by the Department |
|---------|--|------|-----|---|
| 1 | Has the subject you have chosen to pursue been able to fulfill your expectations? | 100% | 00% | N/A |
| 2 | Is syllabus of your course well designed? | 100% | 00% | N/A |
| 3 | Do you think the content of your course is sufficient to acquire requisite knowledge related to the subject? | 100% | 00% | N/A |
| 4 | Do you think the content of your course is relevant in the present day's context? | 100% | 00% | N/A |
| 5 | Did the course stimulate you intellectually? | 100% | 00% | N/A |
| 6 | Does your department complete the courses of your syllabus in time? | 95% | 05% | In response to the five percent (05%) student respondents to complete the courses in time the department take the following actions: a) Extra Classes are being taken. b) Revision /remedial classes are being taken. c) Discussion through Online mode viz: WhatsApp , Google meet, Relevant you tube |

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| | | | | Videos, PDF Files etc. |
| 7 | Do your teachers use ICT as teaching aids for classroom delivery? | 100% | 00% | N/A |
| 8 | If Yes, how often? | 20% Says Almost Every day 75% Says Often | 05% says Rarely | In response to five percent (05) % student respondents, the department resolves to use ICT every day for Classroom delivery as per as possible. |
| 9 | Do you think the course has developed your research bent of mind? | 100% | 00% | N/A |
| 10 | Do you think there are sufficient books and other resources of your subject available in the Library? | 68% | 32% | In response to thirty-two percent (32%) student respondents: a) The department takes resolution to address the problem to the college authority and ask the same to purchase the required books. b) The Faculties of the department provide Books and other Syllabus related topics to the students. |
| 11 | Do you think there are sufficient teachers in your department to complete your courses? | 83% | 17% | In response to seventeen percent (17%) student respondents the department suggests the College Authority to appoint additional teacher so as to complete the courses. |


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|----|--|---|--|---|
| 12 | Are you satisfied with the evaluation method of your department? | 100% | 00% | N/A |
| 13 | Does your department conduct various components of Internal Assessment in time? | 100% | 00% | N/A |
| 14 | How you will like to rate your department in terms of curricular and assessment? | 71% Rated Very Good, 22% Rated Good & 07% Rated Satisfactory | 00% (22% Rated Good & 07% Rated Satisfactory) | In response to twenty-two and seven percent student respondents: a) The department takes some innovative teaching methodologies like-Interactive Class & regular use of ICT as a classroom delivery. b) For better assessment the Faculties of the department develops student friendly relations. c) Assessment through surprise Class Test and Unit Test at regular intervals. |


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Dr. Amulya Kr. Borah
HoD
Political Science
Furkating College

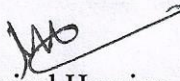
FURKATING COLLEGE, GOLAGHAT



SOCIOLOGY DEPARTMENT
ACTION TAKEN REPORT

On the basis of feedback, suitable actions were taken to satisfy the expectations of all the students of the department. These actions are:

- I. To improve the teaching learning process, department will involve all the students so that they will be benefitted from the department as per their expectation.
- II. In order to improve the student centric teaching learning process, ICT methods and smart boards for effective teaching will be widely used.
- III. Resolution has been placed before the authority for increasing departmental text books, reference books and magazines in the library.
- IV. To introduce any changes in the syllabus as per student requirement, the principal will discuss with the affiliated university for necessary modifications.
- V. To raise students' satisfaction in terms of curriculum and assessments, the internal evaluation process would include diversified methods and more transparency.
- VI. In response to twenty per cent (20%) student respondents the department suggests the college authority to appoint additional teacher.


Dr. Munirul Hussian
(HoD)
Department of Sociology



read
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