



S.U.S. Govt. College, Sunam

Established in 1969, NAAC Accredited-Grade B (CGPA 2.72) Affiliated to: Punjabi University,
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S.U.S. Govt. College Sunam

Punjabi University, Patiala

Action taken report on Student's Feedback

Session 2021-22 (Online)

Action Taken report is compiled and is routed via



IQAC



Principal



Different
Departments



Action taken report is finally submitted to Principal and is
uploaded on College Website

B A Programme

Date: 18/10/2022

Action Taken Report

2021-2022

Based on the feedback received from the students, taken the following actions for the academic year 2022-23:-

1. Teachers were asked to promote the use of modern technology in the teaching method because out of 8321 feedback received, 1.40% students have given their opinion in favor of average and fair, which creates scope for possible increase.
2. Out of total 8334 students, 1.38% students have given their opinion in favor of average and fair for giving practical project and case studies, which indicates a possible increase. According to the semester system, teachers related to the subjects whose curriculum includes practical projects and case studies should use it more.
3. It was also instructed that the process of internal evaluation should be done only under the rules laid down by the university.
4. It should be made mandatory to make more use of harmony of knowledge and experience in teaching.
5. Apart from the class, the teachers should be available for maximum time in their department.
6. Every effort should be made to make the atmosphere disciplinary by giving information about disciplinary rules especially to the students who do not maintain discipline in the class while teaching.

B.Com Programme

Action Taken Report 2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

1. Teachers were asked to complete the syllabus within the stipulated time keeping in mind the studies of the students. If a student takes leave for any type of training or for any reason, then the course of such students should be completed by giving extra time.
2. Under the feedback of practical project and case studies, 0.85% students have given their opinion in favor of average and fair, which indicates a possible increase. The teachers should pay more attention to the curriculum which includes practical projects and case studies. Instructions were also given that the rules laid down by the university should be followed for the process of internal evaluation.
3. After identifying the students who do not maintain discipline in the classes, they should be informed about the disciplinary rules.
4. Teachers were asked to promote the use of modern technology more under the teaching method. Every possible effort should be made to convey own point to the students in the class, the knowledge should be shared with the students in the same language, in which the students feel more comfortable.
5. The teacher should do more experiments towards harmony of current knowledge and experience during teaching.

B.Sc. Medical Programme

Action Taken Report

2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

1. While giving feedback to the students about their study performance, possible efforts should be made for its improvement while teaching. The teachers were asked to complete the syllabus within the stipulated time keeping in mind the studies of the students. If a student takes leave for any reason, then his course should be completed by applying extra time or classes.
2. The class should be held regularly according to the fixed time table and the teacher should use more experiments during teaching towards the coordination of current knowledge and experience.
3. Keeping in mind the communication skills, students should be taught in mother tongue and Hindi language along with English language.
4. Apart from the class, teachers should be available in their department for maximum time. By giving feedback of their performance to the students, they should be motivated for possible efforts to improve it.

B.Sc. Non/ Medical Programme

Action Taken Report

2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

1. The teachers were asked to complete the syllabus of the classes keeping in mind the fixed time limit. For some reason, the student who has gone on leave should be made to complete his syllabus by taking extra classes.
2. Keeping in mind the communication skills, students should be taught non-medical

- studies in English language as well as in mother tongue and Hindi language.
3. It was also instructed that the process of internal evaluation should be done only under the rules decided by the university.
 4. Apart from the class, the teachers should be available for the students in their department for maximum time.

BCA Programme

Action Taken Report

2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

1. Apart from the class, the teacher should be available in his department for maximum time because out of the feedback received by the students, 2.53% students gave their vote in favour of average and fair, which leaves scope for possible improvement.
2. The teachers were asked to complete the syllabus within the stipulated time keeping in mind the studies of the students. If a student takes leave for any reason, then his syllabus should be completed by taking extra classes.
3. By giving more encouragement to the use of modern technology under the teaching method, every possible effort should be made to convey its message to the students, students who are afraid of the English language should be explained the concepts in their mother tongue.
4. It was also instructed that the process of internal assessment should be done only under the rules laid down by the university and the involvement of students should be encouraged in other activities.
5. Every possible effort should be made to make the atmosphere disciplinary by giving information about disciplinary rules to the students who do not maintain discipline in the classes and by giving feedback of their performance to the students, they should be motivated for possible efforts to improve it.

DCHN Programme

Action Taken Report

2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

Teachers were told that very less about 33% students have filled the feedback proforma in this subject. One of the main reasons for which can also be considered as the lack of management of proper equipment with the students. It also seems that there is a possibility of a communications gap between the students and the teachers. That's why all the teachers should pay attention to this and in order to fill maximum proforma in future, those students who do not have proper equipment to fill proforma should be helped by using the equipment of the institution. Similarly, if there is a communication gap between the students and teachers, then every possible effort should be made to eliminate this gap. Every information should be conveyed to the students using the language according to their convenience.

PGDDD&T Programme

Action Taken Report

2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

1. It was suggested that the information about the rules set by the university for the process of internal evaluation should be shared with the students and the student should be evaluated according to these rules only.
2. There are indications of scope for growth under practical projects and case studies. Teachers should pay more attention to the paper whose syllabus includes practical projects and case studies.
3. Apart from the class, the teacher should be available in his department for maximum time and make more use of current knowledge and experience while teaching.

4. By giving feedback to the students on their performance and motivating them to make possible efforts to improve it, involvement in teaching and practical should be increased in their class.

PGDCA Programme

Action Taken Report

2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

1. Every possible effort should be made to convey our point to the students in the class; knowledge should be shared with the students in the same language in which the students feel more comfortable.
2. The teachers were asked to promote the use of modern technology more in the teaching method.
3. To make teaching even better, teachers should collect information from the books of different authors related to the same subject and share it with the students.
4. The teachers were told that this subject has been the best in the feedback, therefore it is expected from them that they try to go to Excellent in all aspects of this subject and come forward for improvement in other subjects they are teaching.

M.SC.IT Programme

Action Taken Report

2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

1. By giving feedback to the students of their performance, motivating them for possible efforts to improve it, the involvement should be increased while teaching in their class.
2. To make teaching even better, teachers should collect information from the books of different authors related to the same subject and share it with the students.
3. By making their presence in the class at the right time, teachers should promote the use of modern technology more under their teaching method. Every possible effort should be made to convey own point to the students in the class, the knowledge should be shared with the students in the same language, in which the students feel more comfortable.
4. Apart from the class, the teachers should be available in their department for maximum time and the rules set by the university should be followed for the process of internal evaluation.

M.SC.IT-LE Programme

Action Taken Report

2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

1. By giving feedback to the students on their performance and motivating them to make possible efforts to improve it, involvement in teaching and practical should be increased in their class.
2. To make teaching even better, teachers should collect information from the books of different authors related to the same subject and share it with the students.
3. Potentially indicates scope for enhancement of practical projects and case studies. The

teachers should pay more attention to the curriculum which includes practical projects and case studies.

4. Apart from the class, teachers should be available in their department for maximum time and after identifying the students who do not maintain discipline in the classes, they should be informed about the disciplinary rules. Every possible effort should be made to convey our point to the students in the class, knowledge should be shared with the students in the same language in which the students feel more comfortable.

M.A History Programme

Action Taken Report

2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

1. Teachers should try to harmonize current knowledge and experience and use it more during teaching.
2. The teachers were asked to specially promote the use of modern technology in the teaching method.
3. After identifying the students who do not maintain discipline in the classes, they should be informed about the disciplinary rules and by making them aware of their seniority, they should be made aware of their duties.
4. By giving feedback to the students of their performance, motivating them for possible efforts to improve it, the involvement of the students should be increased while teaching in their class.

M.A Punjabi Programme

Action Taken Report

2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

1. It was suggested that the information about the rules set by the university for the process of internal evaluation should be shared with the students and the student should be evaluated according to these rules only.
2. After identifying the students who do not maintain discipline in the classes, they should be informed about the disciplinary rules and by making them aware of their seniority, they should be made aware of their duties.
3. Teachers should try to harmonize current knowledge and experience and use it more during teaching. Apart from the class, the teacher should be available in his department for maximum time.
4. Every possible effort should be made to improve the performance of students by giving them feedback while teaching. Keeping in mind the studies of the students, do the work of getting the syllabus completed within the stipulated time. If a student takes leave for any reason, then his course should be completed by applying extra time or classes.

Infrastructure

Action Taken Report

2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

Keeping in mind the cleanliness of the class rooms, the cleaning committee was asked to do necessary work in this regard. It was said to implement every possible effort to improve the class rooms which have less or more lighting. Considering the aspect of access to online and offline journals and magazines, the library staff was asked to make the students more aware and

understand the difficulties of the students and adjust them to run it effectively. They were asked to prepare a list of books whose demand is high but copies are few. Office staff were told to give maximum time to the students, if any employee goes on leave for any reason, then it should be made mandatory to hand over the documents and work related to the students to other colleagues on their own responsibility so that the students do not face difficulties. Keeping special attention on the college canteen, the canteen contractor was asked to clean it twice a day, to keep the quality of food and prices correct. A recommendation was made to the principal to constitute a committee to prepare a strategy for the upcoming session, considering that Wi-Fi facility should be made more available to the students and computers should be available to the students for more time. The teachers of the subject related to the remaining labs were asked to conduct maximum practical and for those students who could not understand the Practical in one go, practical should be organized again. Lab staff members, while behaving with the students in a friendly manner, should acquaint them with the instructions of the institute, lab and university.


Societies and Clubs

Action Taken Report

2021-22

Based on the feedback received from the students, the following action has been taken for the academic year 2022-23:-

The heads of the societies and clubs were asked to pay special attention to transform the personality of the students along with the prescribed activities. Prepare a list of activities to be conducted in the upcoming session and submit the demand for certificates and medals to the Finance Department. On the basis of the information received from the students regarding society related affairs, the in-charge should prepare an outline of all possible cooperation and make it mandatory to take action after obtaining permission from the principal. Encourage students associated with their societies and clubs to fill each and every form of feedback and survey in this regard.


IQAC Co-ordinator
SUS Govt. College
Sunam


Principal
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