

MANOHAR MEMORIAL (P.G.) COLLEGE, FATEHABAD

FEEDBACK ANALYSIS AND ACTION TAKEN REPORT: 2018-19

IQAC makes it a tradition to mandatorily collect feedback from stakeholders- students, teachers, alumni, teachers and employers. This is done by the feedback committee. It collects and analyzes the feedbacks from different stakeholders and submits action taken report to the appropriate bodies.

Objective: The objective of this exercise is to trace the impact of all the efforts made by the institution for the various stakeholders. The institution intends to enhance its benefits to reach all the stakeholders. This feedback is collected and analyzed. Based on the opinions of the stakeholders, further action is taken by the feedback committee.

Methodology and Analysis: The Feedback on curriculum is collected from students by circulating the Feedback Forms online and offline It is collected by the IQAC and will be submitted to feedback committee to deliberate on various suggestions made by the stakeholders. The feedback committee holds meeting at the end of the academic year to discuss on the various suggestions and prepare action taken report. General Action Plan after data collection and analysis based on the Feedback the next academic year will be prepared in the faculty meeting. Department level meetings are also held to execute and implement the action plan. The action taken report will be circulated among the staff members through the IQAC and uploaded on website of college

Members of Feedback Committee:

1. Prof. Pratibha Makhija
2. Dr. Vijay Goyal
3. Dr. Vikesh Sethi

Based on the feedback, the action taken is illustrated in the following table:

Sr. No.	Suggestions	Observation /Source	Action Taken
1	Employability after Completion of Degree	Feedback from Students	New PG courses in Science Faculty M, Sc mathematics, M.Sc. Physics and M.Sc. Chemistry introduced in this session i.e. 2018-19
2	Modern Teaching Aids like PPT, Web sources,	Feedback from Students	Workshops for teachers, students and Non Teaching staff were

	e-Content		organized. In Library, INFLIBNET software and number of E journals, E books are increased. Syllabus, Videos and old question papers are available for all on college website.
3	Admission and Examination process	Feedback from Parents	As admission is done on merit basis through state level counseling and controlled by Director Higher Education, Haryana. The issues regarding this are taken up in meeting by Principal and in charge, admission committee.
4	Teaching Mentoring Process	Feedback by Parents	Regular Teachers are appointed as Mentors to students regarding career and motivational guidance. Regular meetings with students are organized.
5	Field Visits and educational Tours	Feedback from Students	Two Teachers (one for boys, one for girls) are appointed as in charges for educational tours who arrange tours of students. In this session three educational tours organized.
6	Extra-curricular activities	Feedback from Students	College is continuously making efforts to hosting University youth festival. Also Inter college state level Kabbaddi tournament, sports meet and literary events/ Competitions organized in this session.
7	Alumni meets through alumni Association	Feedback from Alumni	Registration of alumni association is in process and convocation is to be conducted very soon
8	Syllabus and Curriculum	Feedback from Teachers	As syllabus is prescribed by university, teachers of college represent their views as members in UG BOS meetings in University. New certificate course in computer Hardware introduced for students.