

SFS COLLEGE, NAGPUR

Action Taken Report on Feedback (2020-21)

Objective:

The objective of this exercise is to measure the impact of all the efforts taken by the institution on various stakeholders and to improve the quality in all aspects.

Feedback Collection Process from the Stakeholders:

Every year, Feedback is collected from various stakeholders like students, teachers, parents, and alumni. The college maintains an institutional level feedback report. Feedback on curriculum, TLE and infrastructure is collected in the special formats from students in the college, parents during PTA meetings, alumni on Annual alumni gatherings, out-going students on the completion of the course and from the faculty.

Feedback Analysis:

The data collected are sorted and consolidated for drafting the report. The data entered in the prescribed formats are then analyzed. The aspects pointed out by all the stakeholders are considered with care and attention.

Action Taken Report:

The suggestions & comments received through the feedback are duly communicated to the members of various Boards of Studies and committees. Since the institution is an affiliated one, it has to follow the syllabus formulated by the university. But since some of the faculty are actively participating in the syllabus restructuring process, the suggestions are conveyed effectively. Every year, based on the Annual Feedback Action Taken Report, plans for the next academic year are prepared.



Thomas N
Principal
St. Francis de Sales' College
Nagpur.

Action Taken Report on Feedback by Students

2020-21

S. No.	FEED BACK	GIVEN BY STUDENTS OF	ACTION TAKEN
1	<ul style="list-style-type: none">▪ Short term Courses to be offered.▪ More Projects, Latest Computer Languages have to be included in the Curriculum.	BCA, BCCA	More projects are being given to students of BCCA; HOD Computer Science has been briefed about exploring new courses. MOUs have been signed with reputed institutions for more projects and providing expertise for short term courses.
2	Teaching techniques and Presentation techniques to be upgraded by Faculty	General	Faculty have been given feedback by Principal. Additional ICT facilities of LCD Projectors and screens has been added in 8 classrooms for improvement of Teaching and presentation techniques.
3	Text books have to be provided	BA	More books have been added to the text books in Library. Students have been permitted to retain books for longer duration before return/ reissue.
4	Class timings to be made compact	B.Sc. BIOTECHNOLOGY	Concrete action cannot be taken in this respect due to less number of sanctioned staff and subject combinations offered. Time table made Compact as far as possible.
5	Need provision for Extra-curricular activities & Sports	General	Infrastructural facilities for both extracurricular activity and sports are being augmented through RUSA Grants by renovation of auditorium and basketball ground.
6	Sports activities needed for girls	General	Teacher in-charge of sports has been briefed to proactively encourage participation of girl students in Sports.
7	Labs are poorly maintained and unhygienic	CHEMISTRY	Non-teaching staff has been briefed for better maintenance of laboratories.
8	Lab is not well-equipped	M.Sc. Physics	Additions to equipment in PG Physics laboratory are being given priority based on fund availability.
9	<ul style="list-style-type: none">▪ Library materials are not adequate▪ Reference books are not issued	Botany, Zoology & BCA	More books have been added to the text books in Library. Students have been permitted to retain books for longer duration before return/ reissue. Reference books cannot be issued unless they are in multiple copies but need to be referred by students within Library itself.



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10	Wash rooms are unhygienic	General	New wash room for boys has been created. Cleaning staff has been briefed accordingly for maintaining better cleanliness and hygiene.
11	Educational tours & Picnics must be arranged	General	Educational tours are arranged as per prescribed in syllabi. Picnics cannot be arranged due to large expenditure, safety concerns and short number of working days in the Semester system.
12	More number of books to be issued for more duration	General	3 books at a time are now issued for an increased duration of 2 weeks
13	Demo before start of Practical	Chemistry	Staff have been instructed to conduct batch wise demonstrations before every practical.
14	Explanation with power point	General	Staff have been instructed to give more explanation while teaching with the aid of presentations.
15	More Sports activities required	General	Late Archbishop Eugene D'Souza Memorial Intercollegiate Football Tournament started, cricket tournament also to be introduced.
16	More variety in canteen	General	The Canteen contractor instructed to prepare a variety of fresh dishes
17	Better seating facility for canteen	General	The suggestion has been conveyed to the Management.



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Action Taken Report on Feedback by Faculty

2020-21

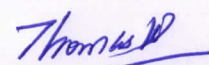
S. No	FEED BACK	GIVEN BY FACULTY OF	ACTION TAKEN
1	<ul style="list-style-type: none">Curriculum must be upgraded/updated at regular intervalsRTMNU examination system needs to be improved	BA	Faculty who are members on Boards of studies/ task forces of the University have been briefed to take up the matter in the appropriate forum. Other faculty members are also advised to contact the decision making members of Boards of studies with appropriate suggestions.
2	More weightage to be given to employability in curriculum	General	The curriculum is framed based upon the syllabi prescribed by University. However, the training and placement Cell, UDAAN, holds regular annual training programs to enhance soft skills, arranges guest lectures, and hosts placement drives of various organizations to increase employability of students.
3	Safe drinking water needed	BA	4 Water coolers are available on strategic points within the College including 1 on ground floor, second and third floor of the main building and 1 in the BA Wing. They are filled through well maintained water purifying equipment and cleaned regularly.
4	<ul style="list-style-type: none">More computers needed for the purpose of departmental & research worksTeaching aids (ICT) in the departments are insufficientTeachers to be allowed/encouraged to attend workshops & seminars in the subjects	General	More computers and ICT facilities have been added through RUSA Grants, in departments as well as classrooms. Teachers are allowed as well as encouraged to attend workshops, conferences and seminars, taking due care to complete their assigned workloads. In 2019-20, faculty have attended as many as 223 such online programs.



Thomas V
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5	<ul style="list-style-type: none"> More staff meetings to be held More interaction needed with the Principal & freedom to express opinions 	General	Staff meetings are held as and when required. Staff are free to express their opinion, and decisions are taken by Principal and management after considering the broader picture of the consequences of the suggestion/opinion.
6	Very inadequate space & infrastructure to accommodate JC, UG & PG staff members	Mathematics	The suggestion has been conveyed to the Management.
7	Labs to be upgraded	Chemistry	Chemistry laboratory is proposed to be upgraded through alumni support.
8	Wi-fi facility	General	Wi-enabling of campus has been carried out through RUSA grant
9	Upgrading of computers in Network Resource Centre in the Central Library	General	8 new computers have been added through RUSA fund.
10	More ICT enabled classrooms	General	8 rooms made ICT enabled, with at least 1 room on each floor, to facilitate teaching.
11	More glassware for laboratory	Chemistry	HOD Chemistry has been instructed to provide an advance plan and procure glassware and other equipment in a phased manner depending on priority, subject to availability of funds.



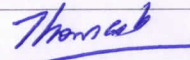

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Action Taken Report on Feedback by Alumni

2020-21

S. No	FEED BACK	GIVEN BY	ACTION TAKEN
1	More extra-curricular activities to be conducted	General	Several extra-curricular activities are conducted by the NCC, SEVA, PRAKRITI, ANTARANG AND JIGYASA Cell within the ambit of the teaching period available in the Semester pattern.
2	More motivational & inspirational seminars to be conducted		Seminars are conducted during Faculty development programs, Tech-Persona and Annual Conference conducted by CDRESS, as well as frequently through the agency of T&P Cell, UDAAN.
3	Modernize Indoor & Outdoor Sports activities		Sports infrastructure is being renovated through RUSA funding.
4	Plantation drives can be held frequently (Suggestion)		Plantation drives have been increased, and plantations were carried out at Chicholi as an extension activity on 12.7.2019 as well as within the College on the most important occasions, such as on 16.1.2020 (Swachhata pledge).
5	Preference to wards of alumni for admission		Admissions are merit based. However, preference will be given depending on availability of seats.
6	Facility for annual get together		With prior intimation to Management, campus and infrastructure will be provided for get together.
7	Arranging competitions under Alumni Association banner		Proposal approved by Management subject to arrangements being done by office bearers of the Alumni Association with prior intimation to Principal.
8	Support for student progression through lectures/ workshops on soft skills, etc. and	General	The Proposal has been accepted.




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	assistance wherever possible		
9	More courses	General	The College has already applied for M.A. English and B.Com. Soon, application will be made for more courses.
10	Support of institution and fund mobilization from alumni	General	Such activity has already been initiated in 2020 and is continuing.



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Action Taken Report on Feedback by Parents

2020-21

S. No.	FEED BACK	GIVEN BY	ACTION TAKEN
1	Syllabus of BA subjects to be upgraded	General	Faculty who are members on Boards of studies/ task forces of the University have been briefed to take up the matter in the appropriate forum. Other faculty members are also advised to contact the decision making members of Boards of studies with appropriate suggestions.
2	More workshops on IT to be conducted		3 offline and 5 online workshops were held in the year, till December 2020. Department of Computer Science has been briefed to increase number of such workshops beneficial to students.
3	Duration of Lunch break is very less		Lunch break is of 40-45 minutes, and has been staggered for different programs for ease of accessibility to canteen, library, etc. In case of overlaps in time table, students are given time to have lunch.
4	Rest rooms are unhygienic & not cleaned properly		New wash room for boys has been created. Cleaning staff has been briefed accordingly for maintaining better cleanliness and hygiene.
5	Provision for Xerox & Stationery items needed in the premises		Stationery such as practical records and registers is provided at the time of admission every year. Photocopying is allowed in office and Library on request.
6	Parent- Teacher meetings to be held more frequently		Action will be taken from next session onwards.
7	More information and support to be given to wards about scholarship		Information is given about scholarships through a dedicated Notice board, College prospectus, College calendar and at the time of Orientation programme for new students. Students will be provided facility of computers in NRC for online process of application for scholarship.



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