

Documentary evidence of Stakeholder feedback analysis report and Department wise Action taken Report on feedback signed by the Head of the Department and Principal, 2021-22

**Analysis Report and Action Taken Report on Student Feedback by
Department of Education**

**Feedback from students
Department of Education
S.M.D. College, Charing
Session: 2021-22**

Remark	Q.1	Q.2	Q.3	Q.4	Q.5	Q.6	Q.7	Q.8	Q.9	Q.10
Excellent	28	30	29	30	28	6	29	30	7	31
Good	2	1	3	2	4	14	3	2	13	1
Average	2	1	0	0	0	12	0	0	12	0
Poor	0	0	0	0	0	0	0	0	0	0
Very Poor	0	0	0	0	0	0	0	0	0	0

Total Students: 32

Table 1: Analysis of Students Feedback

[Signature]
Principal (i/c)
S.M.D. College, Charing
Principal i/c
S.M.D. College, Charing
Sivasagar Assam

[Signature]
Head
Department of Education
S.M.D. College, Charing

HOD
Department of Education
SMD College, Charing, Sivsagar

**Action Taken Report on Student Feedback
Department of Education
Session: 2021-22**

Feedback from student: Suggestions received regarding extra lectures for difficult topics/papers, regarding career oriented topics and co-curricular activities.

Action Taken:

- i. Implementation of remedial classes and tracks their growth.
- ii. Implementation of innovative teaching-learning practice like virtual teaching, blended mode of teaching for the development of the students' career.
- iii. Department has provided different books to students for preparing them to various Govt. Sector jobs including competitive exams like- TET, Banking Exams, SLET/NET and entrance exams of professional courses like B.ed, D.el.ed.
- iv. Department has taken initiatives like cleanliness drive, educational tours to different places of Assam.
- v. Department has organized online motivational speech on 'Self development to achieve a successful and happy life'.

[Signature]
Principal (i/c)
S.M.D. College, Charing
Principal i/c
S.M.D. College, Charing
Sivasagar Assam

[Signature]
Head
Department of Education
S.M.D. College, Charing

HOD
Department of Education
SMD College, Charing, Sivsagar

Analysis Report and Action Taken Report on Parents Feedback by Department of Education

Feedback from Parents
Department of Education
S.M.D. College, Charing
Session: 2021-22

Remark	Q.1	Q.2	Q.3	Q.4	Q.5	Q.6	Q.7
Yes	20	15	18	0	19	24	17
No	4	9	6	24	5	0	7

Total feedback received: 24

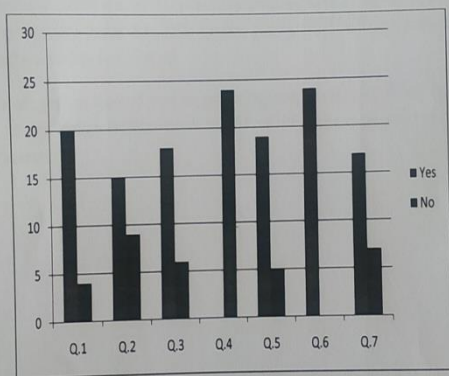


Table 1: Analysis of Parents Feedback

[Signature]
Principal (i/c)
S.M.D. College, Charing

Principal i/c
SMD College, Charing
Sivasagar Assam



[Signature]
Head
Department of Education
S.M.D. College, Charing

HQD
Department of Education
SMD College, Charing, Sivasagar

[Signature]
Principal (i/c)
S.M.D. College, Charing

Principal i/c
SMD College, Charing
Sivasagar Assam



[Signature]
Head
Department of Education
S.M.D. College, Charing

HQD
Department of Education
SMD College, Charing, Sivasagar

Action Taken Report on Parents Feedback
Department of Education
Session: 2021-22

Feedback from Parents: Suggestions received regarding introduction of NCC, improvement of Wi-Fi facility and also canteen facilities. Besides they also suggested that amenities of the hostel should be enhanced and regarding placement of the student.

Action Taken: Based on the suggestion regarding placement of the student, the department has provided employment related news to the students for placement in different sector. Department has also provided different books to students for preparing them to various Govt. Sector jobs including competitive exams like- TET, Banking Exams, SLET/NET and entrance exams of professional courses like B.ed, D.el.ed.

The suggestions received from the parents regarding introduction of NCC, improvement of Wi-Fi facility, canteen facilities, hostel facilities are forwarded to the office of the Principal for further action.

Analysis Report and Action Taken Report on Student Feedback by

Department of Economics

Department of Philosophy

Student feedback Report

Department of Economics S.M.D. College, Charing.

Session (2021-22)

Student feedback was taken and analysed for the session 2021-2022 in the month of November once in a year. Students of 1st Semester, 3rd Semester and 5th Semester expressed their views about the academic atmosphere in the college. From their feedback it was found that teachers are regular, they finished the courses in time. Teachers maintained a friendly relationship with students and they guided students all the time. They asked more reading space in the library. Teachers co-operate with students in Co-curricular activities.. Hostel facilities & Health care facilities are needed to be improved. Recreational facility needs to be improved. They ask more sports materials.

Action Taken:

- i) Motivate the Students to use Library after the Classes.
- ii) Students are encourage to involve in minor research activities
- iii) Guide the Students to use Proper E-Resources for acquiring up-to -date educational information.
- iv) Guide & provide materials to the students for preparing competitive examination like v) Students.
- vi) Decision taken to take Remedial Classes for weaker students.
- vii) Informed the Authority to arrange more space in reading room for student.
- viii) Inform college authority to provide better recreational facilities.
- ix) Inform authority to provide more sports goods for students.

Signature of the Principal (i/c)

Principal i/c
S.M.D. College, Charing
Sivasagar, Assam.



Signature of the HOD

Head
Department of Economics
S.M.D. College,
Charing



Students' Feedback Report- Department of Philosophy

For the Session 2021-2022

The students' feedback was made from the sixth semester major students. In this session students were taken some classes online basis due to Covid-19. In this session three students appeared in the final examination and two students had passed out. Both students got first class. The students gave feedback of good academic overall performance and skills of the teachers. They had satisfied with the teachers activities because the teacher had completed their syllabus before examination and the guidance of the teachers. Feedback forms were collected from the students and suggestions were received from them to improve better canteen facilities, health care facilities and internet facilities.

Action Taken:

- The department informed the authority to take necessary steps to provide better canteen facilities, health care facilities and internet facilities in the institution.


Signature of the Principal (i/c)

Principal i/c
S.M.D. College, Charing
Sivasagar, Assam

Signature of the HOD
Dept. of Philosophy
S.M.D. College, Charing
Sivasagar

Analysis Report and Action Taken Report on Student Feedback by

Department of History



Student Feedback Report, Department of History, S.M.D. College, Charing

Session: 2021-2022


The students are of the view that the two teachers are regular and punctual. They always encourage the students to excel in all fields of education. The communication skills of teachers are excellent. All observation and doubts are cleared by the teachers. Computers are used. Overall performance of the teachers is excellent.


The library facility is good. Hostel facility is average. Health care is good. Electricity facility is excellent. Sports facility is good.

The facility of the college is very good.

Action Taken:

- i) Motivated the students to take part in sports regularly.
- ii) The students are encouraged to do minor research activities.
- iii) The students are encouraged for preparing competitive examination like banking, UPSC, APSC and SSC etc.
- iv) Informed the college authority about the canteen, health, internet hospital facilities.


Head
Department of History
S.M.D. College, Charing


Principal IC
S.M.D. College, Charing
Sivasagar Assam

Analysis Report and Action Taken Report on Parents Feedback by Department of Assamese



SWAHID MANIRAM DEWAN COLLEGE
Session: ...২০২১-২০২২
Department: Assamese
Parent Feedback Analysis Report

Questions	Yes	No	Total Respondents
1. Do you find this institution better than others for your ward?	100%	---	15
2. Do you feel the facilities in the College are adequate?	66%	34	15
3. Do you feel that your ward is physically secured on campus?	93%	07%	15
4. Are you satisfied with the hostel facilities?	46%	54%	15
5. Are you satisfied with the cooperation from the administrative staff?	100%	---	15
6. Can you make direct communication with the teaching staff?	93%	7%	15
7. Do you find the upgradation of hard and soft skills?	80%	20%	15
8. Any suggestion about the syllabus:	Course completion - 100%	---	15
9. Any other suggestions:	NCC-54 Canteen-46% Wi-Fi- 66%		

[Signature]
Principal i/c
S.M.D College, Charing
Sivasagar Assam

Head
Dept. of Assamese
S.M.D College, Charing
Ranjit Das
Associate Professor
HoD, Department of Assamese
S.M.D. College, Charing

ACTION TAKEN REPORT ON PARENTS' FEEDBACK SESSION-2021-22

Based on the Analysis report of Parents' Feedback for the Session 2021-22, the department felt that the following actions should be initiated and forwarded to the Office of the Principal for onward action.

1. Most of the Parents (54%) suggested to introduce NCC in the college. The department recommends the authority to take necessary action to look into the matter.
2. The Parents' also felt that the Canteen facilities should be improved in the college (46%). The department recommends the authority to look into the matter.
3. The Wi-Fi facilities in the college were also a matter of concern for the Parents. Nearly 66% of the Parents felt that the college should initiate Wi-Fi facilities on campus. The department forwarded this to the authority.

[Signature]
Principal i/c
S.M.D College, Charing
Sivasagar Assam

Head *[Signature]*
Dept. of Assamese
S.M.D College, Charing
Ranjit Das
Associate Professor
HoD, Department of Assamese
S.M.D. College, Charing

Analysis Report and Action Taken Report on Students Feedback by Department of Assamese



SWAHID MANIRAM DEWAN COLLEGE

Session: ২০২১-২০২২

Department: Assamese

Student Feedback Analysis Report PART-A

Questions on Teacher	Excellent	Good	Average	Poor	Very Poor
1. Teacher's ability to bring conceptual clarity and thinking	90%	20%			
2. Teacher's ability to provide motivations	55%	45%			
3. Teacher's communication skills	69%	31%			
4. Teacher's regularity and punctuality	15%	85%			
5. Teacher's ability for explaining areas of confusion	25%	75%			
6. Teacher's guidance after class hours	55%	45%			
7. Teacher's IT/Computer Skills	-	70%	25%	5%	
8. Completion and Coverage of Syllabus	65%	35%			
9. Teacher's encouragement on Extra-curricular activities	15%	85%			
10. Teacher's overall performance	75%	25%			

Total Respondents of the student = 20

Principal i/c
S.M.D. College, Charing
Sivasagar Assam

PART-B

College Facilities	Excellent	Good	Average	Poor	Very Poor
Library Facilities(Central & Departmental)	40%	55%	5%	-	-
Hostel Facilities	-	-	15%	85%	-
Health Care Facilities	-	20%	80%	-	-
Computer& Internet Facilities	-	90%	10%	-	-
Electricity Facilities	30%	65%	5%	-	-
Sports Facilities	-	85%	15%	-	-
Recreational Facilities	-	-	15%	85%	-
Conveyance	-	-	5%	95%	-
Guidance& Counselling Facilities	45%	55%	-	-	-
Administrative Support Facilities	35%	65%	-	-	-

HoD
Department of Assamese
S.M.D College, Charing

Ranjit Das
Associate Professor
Department of Assamese
S.M.D. College, Charing

Principal i/c
S.M.D. College, Charing
Sivasagar Assam

Analysis Report and Action Taken Report on Students Feedback by Department of English

**A Comprehensive Analysis of Students Feedback for the Session-2021-22,
Department of English**

The feedback of the students were not collected in the month of April. The Covid-19 Pandemic forced the College to be closed on 25th March. The feedback was collected in the month of November, 2021.

The students feedback was collected from the sixth semester English (Major) students. The candidates appears in the B.A. (Final) year examination of Dibrugarh University. These students found their teachers punctual and regular in taking their classes except in few cases, when they availed leave. The communication skills of the teacher was without any confusion and controversy. The syllabus was completed before the University examination. The remedial class gave satisfaction to the students. The teachers were found using computer and I.T. The traditional teaching was delivered to the students.

The English department did not run any departmental library. The number of students in English (Major) always remain less than five. The students rated the library as excellent because the teachers always lend their own books to the students for whole academic session. The student use the library of the college for their need. The teachers also issue books from the library and give to the students during their examination. The students also issue the books in their name. The hostel facilities was rated good. The health facilities were also considered improved in comparison to the last year. The computer and internet facilities were graded as good. The electricity supply is good and generator has been installed for power break up. The outdoor sports facility is good. The recreation is satisfactory. The conveyance to the college is average as few Vikram ply on this route. The bus service is not good.

The guidance and counselling has been rated excellent by the students. They appreciated the administrative faculties.

[Signature]
Principal VC
SMD College, Charing
Sivasagar

[Stamp: S.M.D. COLLEGE CHARING, SIVASAGAR, ASSAM]

[Signature]
DR. RABI KUMAR JHA, M.A. (Eng. Lit.)
Ph.D. (BHU), Associate Professor
Head, Department of English
SMD College, Charing
Sivasagar - 786661

Action taken report

- The remained close for long period during COVID-19 Pandemic. The college shortly limped back to the normal academic activity. The second close was given on 25th April, 2021 and continued to mid October. The adjacent area of the college suffered loss of life both of old and young people.
- The department of English continued actively with 50% attendance. Extra help was delivered to the students. The notes were written specially for the students appearing for University Examination. The mode of teaching was online, later it became offline.
- The brilliant identified students Ananya and Kishur got first class. Rupali who did not appear examination during last time, appeared in the examination and secured first class.

[Signature]
Principal VC
SMD College, Charing
Sivasagar Assam

[Stamp: S.M.D. COLLEGE CHARING, SIVASAGAR, ASSAM]

[Signature]
DR. RABI KUMAR JHA, M.A. (Eng. Lit.)
Ph.D. (BHU), Associate Professor
Head, Department of English
SMD College, Charing
Sivasagar - 786661

Analysis Report and Action Taken Report on Students Feedback by Department of Mathematics

Student feedback Report
Department of Mathematics (non Major)
S.M.D. College, Charing.
Session: 2021-22




The teachers are regular and punctuality. The communicative skill is good. The teacher's ability to bring conceptual clarity and thinking is good. Teacher's ability's for explaining areas of confusion is good. The teacher's computer skills is good. Overall performance of teacher is good.


The College Library facilities good. Hostel facilities should be good. Health care is average. Electricity facilities are good. Sports facilities are average. Administrative support facilities is good. The College overall facilities are good.

Action Taken Report:

The students were taught with the use of IT. They became aware of it. This created a kind of interest, which earlier they felt as monotonous.


Principal i/c,
S.M.D. College, Charing.

Principal i/c
S.M.D. College, Charing
Sivasagar, Assam.


Head
Department of Mathematics
S.M.D. College, Charing.

Analysis Report and Action Taken Report on Students Feedback by Department of Sociology



Student feedback Report
Department of Sociology (Non-Major)
S.M.D. College, Charing.
Session: 2021-22

Teacher's ability to bring conceptual clarity and thinking is good. The teachers are regular and punctual. The communicative skill is good. The teacher's ability to bring conceptual clarity and thinking is good. Teacher's ability's for explaining areas of confusion is good. The teacher's computer skills is good. Overall performance of teacher is good.

The College Library facilities good. Hostel facilities should be improved. Teacher's guidance after class hours good. Electricity facilities are good. Sports facilities are average. Administrative support facilities is good. The College overall facilities are good. Teacher's guidance after class hours is good.

Principal i/c,
S.M.D. College, Charing.

Principal i/c
S.M.D. College, Charing
Sivasagar Assam

Head
Department of Sociology
S.M.D. College, Charing.

Head of the Department
Dept. of Sociology
S.M.D. College, Charing, Sivasagar
Date:



Student feedback Report
Department of Sociology (Non-Major)
S.M.D. College, Charing.
Session: 2021-22

Action Taken Report:

The students were encouraged to do well in the university examination. Relevant books were delivered to the student to practice the papers.

- Try to facilitated books and question papers personally.
- Motivated students' for reading books and journals .
- Try to manage extra class for the needy students'.

Principal i/c,
S.M.D. College, Charing.

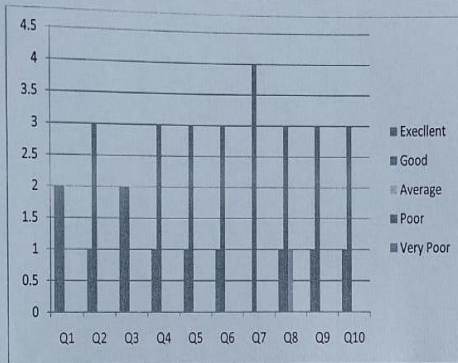
Principal i/c
S.M.D. College, Charing
Sivasagar Assam

Head
Department of Sociology
S.M.D. College, Charing.

Head of the Department
Dept. of Sociology
S.M.D. College, Charing, Sivasagar
Date:

Analysis Report and Action Taken Report on Students Feedback by Department of Political Science

STUDENT FEEDBACK FORM (2021)										
Remarks	PART-A									
	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10
Excellent	2	1	2	1	1	1	0	1	1	1
Good	2	3	2	3	3	3	4	3	3	3
Average	0	0	0	0	0	0	0	1	0	0
Poor	0	0	0	0	0	0	0	0	0	0
Very Poor	0	0	0	0	0	0	0	0	0	0



2021-2022

[Signature]
Principal (i/c)

S.M.D. College, Charing
Principal
S.M.D. College, Charing
Sivasagar Assam



[Signature]

Head
Department of Political Science
S.M.D. College, Charing

Head of Deptt.
Political Science
S.M.D. College
Date.....

Action Taken Report Department of Political Science Year 2021-22

Feedback from Students:

Suggestions were received to provide text books, books for competitive examination from the department.

Action Taken:

Teachers have taken a resolution to contribute fund and to set up a departmental library for the students.

[Signature]
Principal (i/c)

S.M.D. College, Charing
Principal i/c
S.M.D. College, Charing
Sivasagar Assam



[Signature]

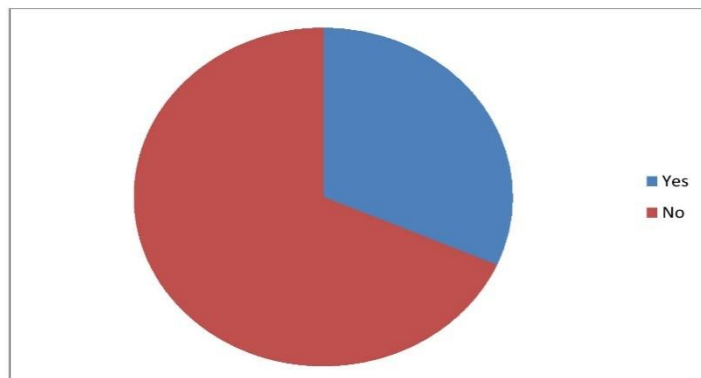
Head
Department of Political Science
S.M.D. College, Charing

Head of Deptt.
Political Science
S.M.D. College
Date.....

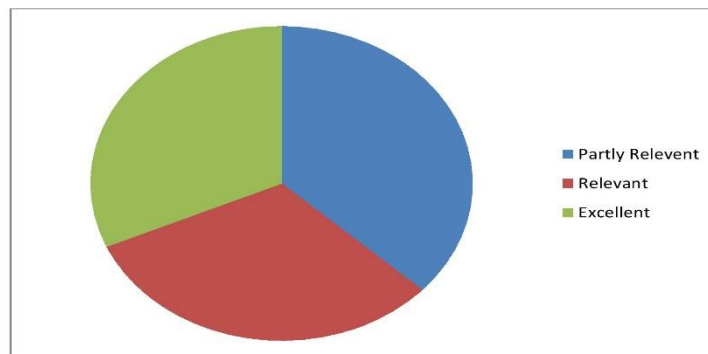
Alumni Feedback Analysis Report 2021-22

We are collecting feedback from our alumni personally. We have designed a special feedback form for this purpose. We are collecting feedback on Course Content, Infrastructure, Teaching and Learning Process, Growth Opportunities, Extra-Curricular Activities and overall experience in the college. We believe that Alumni Feedback is an important source of information for betterment and development of the institution. The feedback of the alumni's is as follows:

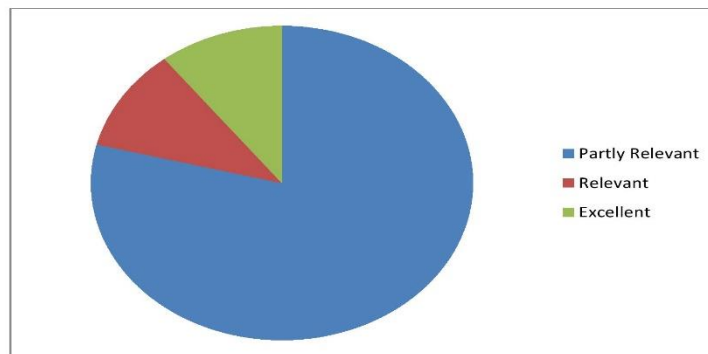
- **Total number of respondent 38**
- Whether you had gone for higher studies?



- How do you find the curriculum of your B. A. Degree in relevance with Higher Studies?



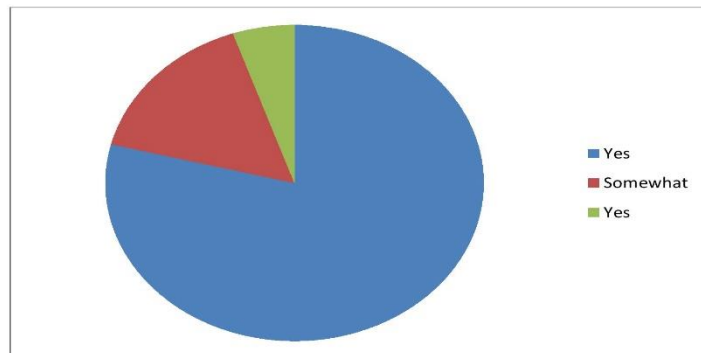
- How do you find the curriculum of your B. A. Degree with respect to your Current Job?



- Please rate the following areas of the College as per your opinion.

Category	Excellent	Very Good	Good	Satisfactory	Average
Infrastructure	--	08	24	06	--
Teaching & Learning	--	20	18	--	--
Growth Opportunities for Students	--	--	26	10	02
Extra-Curricular	--	02	08	24	04

- Are you satisfied with the efforts taken by the college to connect with its Alumni?




- How would you rate your overall experience in the College?
Higher the Score better the percent perception/experience.
-

1	2	3	4	5
00	00	28	00	10

Analysis:

The various groups reflect the different views expressed by Alumni in regard to their perception of quality in an educational institution. The feedback from the alumni reveals that 100% of them feel proud to be a part of the institution and are willing to contribute to the development of the institution. We will take appropriate steps and efforts to implements their valuable suggestions.


Principal i/c
S M D College, Charing
Sivasagar Assam

