

## Criterion I Curricular Aspects

### **RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES**

RAJAGIRI VALLEY P.O, KAKKANAD, KERALA 682039

An ISO 9001 : 2015 Certified Institution

Affiliated to Mahatma Gandhi University, Kottayam and Approved by AICTE

#### **1.4 Feedback System**

**1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website.**

## **Action Taken Report 2019-2020**

Submitted to

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**Action Taken Report**  
**2019-2020**

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**DEPARTMENT OF ANIMATION & GRAPHIC DESIGN  
2019-2020**

**Action Taken Report on Stakeholders' Feedback on Curriculum**

Feedback Received from Students	Proposed Plan of Action
<ul style="list-style-type: none"> <li>Students have expressed a strong interest in the addition of postgraduate courses in animation or graphic design as need for courses that offer industry-relevant skills and knowledge</li> <li>Students have expressed a need for guidance and mentoring in choosing the right internships that align with their skills and career goals.</li> <li>Students have provided feedback indicating the need for new camera equipments to support their coursework and projects.</li> </ul>	<ul style="list-style-type: none"> <li>In response to the feedback received, the institution has introduced a new course: MA Graphic Design to provide advanced knowledge and skills in graphic design.</li> <li>A structured mentoring program has been introduced to assist students in choosing the right internships. This program includes one-on-one sessions with experienced mentors who provide personalized advice based on the student's skills, interests, and career aspirations. Students are now being referred to reputable animation and design studios known for offering valuable internship opportunities.</li> <li>New Canon cameras have been purchased to meet the needs of the students.</li> </ul>
Feedback Received from Alumni	Proposed Plan of Action
<ul style="list-style-type: none"> <li>Alumni of the BA Animation &amp; Graphic Design program have expressed a desire for the creation of a formal alumni group</li> </ul>	<ul style="list-style-type: none"> <li>Alumni of the BA Animation &amp; Graphic Design program have expressed a desire for the creation of a formal alumni group</li> </ul>

*Legal*





Feedback Received from Employer	Proposed Plan of Action
<ul style="list-style-type: none"><li>Suggestion for additional software knowledge among students.</li></ul>	<ul style="list-style-type: none"><li>Additional Add on courses structured for next academic year</li></ul>
Feedback Received from Teachers	Proposed Plan of Action
<ul style="list-style-type: none"><li>Training programmes for teachers are requested.</li></ul>	<ul style="list-style-type: none"><li>Training programmes for Teachers were conducted by the Management.</li></ul>

Date: 28/05/2020

  
Head of the Dept.








**DEPARTMENT OF COMMERCE**

**2019-2020**

**Action Taken Report on Stakeholders' Feedback on Curriculum**

<b>Feedback Received from Students</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>Students suggested increasing the Library books in terms of journals and academic publications in order to make use of the facility.</li> <li>To introduce many Tax specialized events that help students.</li> </ul>	<ul style="list-style-type: none"> <li>Informed to IQAC to update the Library books.</li> <li>Stream specified events and games were introduced by the department.</li> </ul>
<b>Feedback Received from Alumni</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>To Track alumni batch-wise with their current year.</li> </ul>	<ul style="list-style-type: none"> <li>Whatsapp group started and office bearers were appointed</li> </ul>
<b>Feedback Received from Employer</b>	<b>Proposed Plan of Action</b>
nil	nil
<b>Feedback Received from Teachers</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>WiFi access to Department and classroom</li> <li>For the better and smooth working of online classes, digital tablets were requested.</li> </ul>	<ul style="list-style-type: none"> <li>WiFi access was given to all departments .</li> <li>Digital tablets were provided by the college in consideration of the faculty's requirement .</li> </ul>

Date: 06/05/2020

  
Head of the Dept.






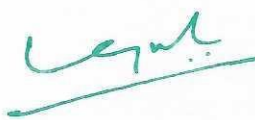
**DEPARTMENT OF COMPUTER SCIENCE**  
**2019-2020**

**Action Taken Report on Stakeholders' Feedback on Curriculum**

<b>Feedback Received from Students</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>• Provide more reference materials</li> <li>• Promotes self-study and research-oriented attitude</li> <li>• Maintenance of inoperative fan</li> </ul>	<ul style="list-style-type: none"> <li>• More reference materials were provided</li> <li>• Effective monitoring mechanism and direct reporting method implemented.</li> <li>• Maintenance done</li> </ul>
<b>Feedback Received from Teachers</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>• Improve the storage spaces in the staffroom</li> </ul>	<ul style="list-style-type: none"> <li>• The IQAC was informed of the requirement, and actions were taken accordingly</li> </ul>
<b>Feedback Received from Alumni</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>• Strengthen the alumni whatsapp groups and meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Whatsapp groups were started for old batches which provided extensive functioning of the alumni network</li> </ul>
<b>Feedback Received from Employers</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>• Keeps students abreast of recent developments</li> <li>• Sharpen decision-making, strategy formulation, and technical abilities.</li> </ul>	<ul style="list-style-type: none"> <li>• offers continuing education programs and workshops on emerging trends.</li> <li>• Implemented training programs to enhance decision-making, strategy development, and technical skills</li> </ul>

Date: 21/04/2020

  
Head of the Dept.







**DEPARTMENT OF ENGLISH**  
**2019-2020**

**Action Taken Report on Stakeholders' Feedback on Curriculum**

<b>Feedback Received from Students</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>Application of Knowledge in Real-Life Situations</li> </ul>	<ul style="list-style-type: none"> <li>Incorporate project-based learning and real-world case studies.</li> </ul>
<b>Feedback Received from Alumni</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>Challenging Students Into Critical Thinking</li> </ul>	<ul style="list-style-type: none"> <li>Incorporate critical thinking exercises and problem-solving activities.</li> <li>Facilitate debates, discussions, and analytical writing assignments.</li> </ul>
<b>Feedback Received from the Employer</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>Awareness of Recent Developments in the Field</li> </ul>	<ul style="list-style-type: none"> <li>Organize guest lectures and workshops with industry experts</li> <li>Offers additional courses to stay current with trends.</li> </ul>
<b>Feedback Received from Faculty</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>Increase in Knowledge and Perspective in the Subject Area</li> </ul>	<ul style="list-style-type: none"> <li>Encourage faculty to attend professional development programs and conferences.</li> </ul>

Date: 14/05/2020

*Legal*




*[Signature]*  
Head of the Dept.

**DEPARTMENT OF MANAGEMENT  
2019-2020**

**Action Taken Report on Stakeholders' Feedback on Curriculum**

<b>Feedback Received from Students</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>Requested sessions on Higher education and career guidance</li> <li>More insights on Data analytics</li> </ul>	<ul style="list-style-type: none"> <li>Sessions on career guidance and Higher education were organised</li> <li>Proposed a Certificate course on data analytics</li> </ul>
<b>Feedback Received from Alumni</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>Demanded stronger career support</li> </ul>	<ul style="list-style-type: none"> <li>Planned to offer sessions on career guidance to students</li> </ul>
<b>Feedback Received from Employer</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>Improve digital proficiency of students</li> </ul>	<ul style="list-style-type: none"> <li>Proposed more certificate courses related to digital proficiency to Committee for Value Added Courses</li> </ul>
<b>Feedback Received from Teachers</b>	<b>Proposed Plan of Action</b>
<ul style="list-style-type: none"> <li>Printers in each floor</li> <li>Internet connectivity issues to be resolved</li> </ul>	<ul style="list-style-type: none"> <li>Proposal to install printer in each floor was given and implemented</li> <li>Proposal to provide Internet facility was given and implemented</li> </ul>

Date: 23/05/2020



Head of the Dept.