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**

Curriculum Feedback

1.4.1

**IQAC Action Taken Report on Curriculum Feedback
2022-2023**

IQAC Action Taken Report on Curriculum Feedback 2022-2023

The Internal Quality Assurance Cell (IQAC) has compiled a report detailing the actions taken in response to feedback received from various stakeholders about the curriculum. These stakeholders include teachers, students, faculty, alumni and employers. The report aims to provide a comprehensive overview of the steps taken to address the identified areas for improvement and enhance the overall quality of the curriculum.

Department of Commerce

Feedback Received from Students

- Research orientation courses

- To introduce more experiential learning in the classroom lessons.

- Outdoor Classroom sections

- Peer teaching opportunities

- To introduce a wide variety of affordable food options in the campus canteen

Action Taken:

Certified Courses in Research Methodology: To equip students with the essential skills for conducting research, the department provided certified courses in research methodology. These courses covered topics such as research design, data collection, data analysis, and report writing. By completing these courses, students gained the necessary expertise to undertake research projects independently.

Commerce Exhibition: As part of the commerce fest, a vibrant commerce exhibition was conducted. The exhibition showcased the talents and creativity of students through various projects, presentations, and displays related to commerce and

business. This event provided students with an opportunity to apply their knowledge, develop practical skills, and showcase their achievements.

Effective Classroom Environment: The department initiated efforts to convert the college premises into an effective place for delivering class lessons. This involved creating a conducive learning environment with adequate infrastructure, facilities, and resources. By improving the physical environment, the department aimed to enhance the overall teaching and learning experience.

Peer Teaching Class on World Teachers Day: On World Teachers Day, a unique initiative was organized where final-year students conducted peer teaching classes for first-year students on theory subjects. This peer teaching activity provided an opportunity for final-year students to consolidate their understanding and share their knowledge with younger students. Additionally, it allowed first-year students to benefit from the perspectives and experiences of their seniors.

Proposal to Install Vending Machine and Food Counters: Recognizing the need for more convenient food options on campus, the department proposed to the IQAC to install a vending machine and other food counters. This initiative aimed to provide students with a wider variety of food choices and eliminate the inconvenience of having to leave the campus for meals.

Feedback Received from Alumni

- College level alumni meetup

- College information to be provided to the alumni regarding the programmes conducted by the department.

Action Taken:

REACH: Alumni Meetup: In response to a request from the alumni, the college organized a reunion event called "REACH." This event provided a platform for alumni to reconnect with their former classmates, faculty members, and the college community. It was an opportunity for alumni to share their experiences, reminisce about their college days, and strengthen their bonds with the institution.

2

Department Alumni WhatsApp Community: To facilitate ongoing communication and interaction among alumni, a department-specific WhatsApp community was created. This online platform allowed alumni to stay connected, share updates, and participate in discussions related to their department and the college. The WhatsApp community served as a valuable tool for fostering a sense of belonging and maintaining relationships among alumni.

Feedback Received from Employer

- To bridge the gap between corporate world and educational institutions

- To organised stream specified career-oriented orientation session

Action Taken:

Collaboration with Various Institutions: To bridge the gap between academic knowledge and industry requirements, the department collaborated with various companies and educational institutions. These collaborations provided students with opportunities for internships, guest lectures, and industry exposure. By working with external partners, the department aimed to ensure that the curriculum remained relevant and aligned with industry trends.

Sessions on GST Practitioners and Capital Market: To equip students with practical knowledge and skills in the areas of GST and capital markets, the department organized sessions conducted by experts in these fields. These sessions provided students with valuable insights into the latest developments, regulations, and best practices in GST and capital markets. By attending these sessions, students gained a deeper understanding of these critical areas and prepared themselves for future careers in finance and business.

Feedback Received from Teachers

- Store room for exhibition items

- Suggested for Tax planning and investment orientation.

Action Taken:

Proposed Exhibition Room: Recognizing the importance of showcasing student achievements and fostering a vibrant learning environment, the department proposed to the IQAC to allocate a dedicated room for displaying exhibits. The IQAC approved the proposal, and a designated space was allocated for displaying student projects, artwork, and other creative endeavors. This exhibition room served as a platform for students to showcase their talents, receive feedback, and inspire their peers.

Investment Orientation Classes: To equip students with financial literacy and investment knowledge, the department organized investment orientation classes. These classes covered essential topics such as financial planning, investment strategies, risk management, and different investment instruments. By attending these classes, students gained a better understanding of personal finance and were empowered to make informed investment decisions.

Department of Management

Feedback Received from Students

- Participation in Co-Curricular activities
- Training on Soft Skills
- Awareness about usage of digital resources
- Maintenance of washrooms
- Overcrowding in the canteen

Action Taken:

More Opportunities for Inter-College Fests: To enhance student engagement and provide opportunities for extracurricular growth, the department actively sought to increase the number of opportunities for students to participate in inter-college fests. This involved exploring partnerships with other colleges and universities, promoting participation in various competitions and events, and providing necessary support and resources to students.

Proposed Soft Skill Training Program: Recognizing the importance of soft skills in today's competitive job market, the department proposed a comprehensive soft skill training program. This program aimed to equip students with essential skills such as communication, teamwork, leadership, problem-solving, and presentation skills. By developing these skills, students would be better prepared for professional success and personal growth.

Proposal to Provide Access to Digital Library: To enhance students' access to educational resources and facilitate research, the department proposed providing access to a digital library. A digital library would offer a vast collection of books, articles, journals, and other academic materials, allowing students to conduct research, explore different subjects, and expand their knowledge beyond the classroom.

Maintenance: To ensure a conducive and comfortable learning environment, regular maintenance was carried out in the department. This included maintenance of classrooms, laboratories, and other facilities, as well as repairs and upkeep of equipment. By maintaining the department's infrastructure, the department aimed to create a positive and supportive learning environment for students.

Proposal for Vending Machines and Other Food Stalls: To improve the convenience and accessibility of food options for students on campus, the department proposed the installation of vending machines and other food stalls. This would provide students with a wider variety of food choices and eliminate the need to leave the campus for meals, ensuring a more convenient and enjoyable campus experience.

Feedback Received from Alumni

- Alumni enrichment

Action Taken:

Proposal to Conduct Alumni Meet: Recognizing the value of alumni engagement and networking, the department submitted a proposal to the Institutional Quality Assurance Cell (IQAC) to organize an alumni meet. The proposal outlined the

objectives, activities, and benefits of such an event, seeking approval and support from the IQAC. By conducting an alumni meet, the department aimed to foster connections between alumni and current students, provide opportunities for networking and mentorship, and strengthen the institution's alumni network.

Feedback Received from Employer

- On the job training should be provided

Action Taken:

Students were encouraged to participate in more internships: This recommendation aimed to provide students with valuable practical experience, enhance their employability, and bridge the gap between theoretical knowledge and real-world applications. By completing internships, students could gain hands-on experience in their field of study, develop professional networks, and explore potential career paths.

Feedback Received from Faculty

- Availability of updated editions of books

- Provision for digital library

Action Taken:

Proposal to Purchase Latest Editions: To ensure that students have access to the most up-to-date and relevant resources, the department proposed the purchase of the latest editions of textbooks and reference materials. By investing in new editions, the department aimed to provide students with the most current information and ensure that they are equipped with the knowledge and skills needed for success in their academic pursuits.

Proposal for Digital Library: Recognizing the benefits of providing students with access to a digital library, the department submitted a proposal to the administration. A digital library would offer a vast collection of books, articles, journals, and other academic resources, allowing students to conduct research, explore different subjects, and expand their knowledge beyond the classroom. By investing in a digital library,

6

the department aimed to enhance students' learning opportunities and provide them with a valuable resource for their academic endeavors.

Department of Computer Science

Feedback received from Students

- Provide additional reference materials
- Should introduce more informative sessions on recent trends
- Library hours were suggested to increase to avail the facility

Action Taken:

Additional Reference Materials: To supplement the existing textbooks and resources, the department provided students with additional reference materials. These materials included articles, research papers, case studies, and online resources that complemented the course content and provided students with diverse perspectives. By having access to a wider range of materials, students could deepen their understanding of the subject matter and explore different topics of interest.

International Conference and Monthly Lecture Series: To foster intellectual growth and provide students with exposure to global perspectives, the department organized an international conference and a monthly lecture series. The international conference brought together renowned scholars, researchers, and industry experts from around the world to discuss current trends, share their research findings, and engage in intellectual discourse. The monthly lecture series featured guest speakers from various fields, providing students with opportunities to learn from experts and gain insights into different areas of study.

Established Library Hours: To ensure that students had ample access to the library resources, the department established regular library hours. These hours were scheduled at convenient times, allowing students to visit the library and utilize its facilities effectively. By having consistent library hours, students could plan their study time and make the most of the available resources.

Feedback received from Teachers

- Requested more training sessions
- Upgrade the amenities in the staff cabins

Action Taken:

Additional Training Sessions: To enhance the skills and knowledge of faculty members, the department provided additional training sessions. These sessions covered various topics, including teaching methodologies, curriculum development, and the use of technology in education. By participating in these training sessions, faculty members were able to stay updated with the latest trends and best practices in teaching, leading to improved teaching quality and student learning outcomes.

IQAC Involvement: Recognizing the importance of institutional support, the IQAC was informed of the department's need for additional training sessions. The IQAC took prompt action to address the requirement, ensuring that the necessary resources and support were provided to facilitate the training sessions. The IQAC's involvement played a crucial role in ensuring the success of these initiatives and their contribution to the overall quality of education within the department.

Feedback received from Alumni

- College should conduct career guidance programs
- Inform alumni about the programmes arranged by the Department in every year

Action Taken:

Department-wise Career Guidance Programs: To assist students in making informed career decisions and preparing for the job market, the college has implemented department-wise career guidance programs. These programs provide students with tailored guidance, counselling, and resources specific to their chosen field of study. By offering career guidance at the departmental level, the college aims to ensure that students receive relevant and personalized support.

Dissemination of Program Details: To reach out to alumni and keep them informed about the upcoming programs offered by the department, the college decided to

forward brochures and details of these programs to alumni members. By circulating this information, the college aimed to engage alumni in the department's activities, foster connections between current students and alumni, and provide alumni with opportunities to contribute to the department's growth and development.

Feedback received from Employers

- Provide more awareness on recent developments in the industry
- Delivers industry-specific technical skills, cultivates teamwork and strengthens critical thinking, problem-solving, and soft skills

Action Taken:

Organized Guest Lectures and Webinars: To provide students with exposure to industry perspectives and expertise, the department organized guest lectures and webinars featuring industry experts. These sessions offered valuable insights into current trends, industry challenges, and career opportunities. By listening to industry professionals, students could gain a better understanding of the job market, develop their professional networks, and prepare themselves for future career success.

Further Promoted Critical Thinking, Teamwork, and Adaptability: Building upon existing efforts, the department further promoted critical thinking, teamwork, and adaptability to job market changes. These skills are essential for success in today's dynamic and competitive job market. By incorporating activities and assignments that foster critical thinking, teamwork, and adaptability, the department aimed to equip students with the skills necessary to navigate the challenges and opportunities of the workplace.

Department of Animation & Graphic Design

Feedback Received from Students

- Need for monitors in PG classes for better project presentations.
- Need for Wi-Fi connectivity and official login IDs for internet usage for PG students.

- Interest in Industrial Visits (I.V.) for practical exposure.

- Request for opportunities to join clubs, especially for PG students.

Action Taken:

High-Quality Monitors: To enhance the quality of student presentations and critiques, high-quality monitors have been installed in postgraduate classrooms. These monitors provide clearer and more vibrant displays, allowing students to effectively present their projects and receive constructive feedback.

Wi-Fi and Internet Access: To facilitate postgraduate students' research and project work, official login IDs for Wi-Fi and internet usage have been provided. This ensures that students have reliable and uninterrupted access to online resources, databases, and communication tools.

Industrial Visits: To bridge the gap between theoretical knowledge and practical applications, plans for industrial visits have been initiated. These visits will provide postgraduate students with opportunities to observe industry practices, interact with professionals, and gain valuable insights into real-world applications of their studies.

New Club Opportunities: To encourage postgraduate students' participation in extracurricular activities and foster a well-rounded learning experience, new opportunities to join various clubs have been created. These clubs can provide students with platforms to explore their interests, develop leadership skills, and engage in social activities beyond their academic pursuits.

Feedback Received from Alumni

- Request for Alumni Meetups at College premises.

Action Taken:

Proposal for Alumni Grand Meetup: To foster connections between alumni and current students, the department proposed a grand alumni meet. This event would provide a platform for alumni to reconnect with their former classmates, faculty members, and the college community. The alumni meet would offer opportunities for

networking, sharing experiences, and contributing to the department's growth and development. By organizing such an event, the department aimed to strengthen the institution's alumni network and create lasting bonds between alumni and current students.

Department of English

Feedback Received from Students

- Enhancing Knowledge and Skills

- Need for Placements

Action Taken:

Introduce More Practical Assignments and Skill-Based Projects: To bridge the gap between theoretical knowledge and practical application, the department aims to introduce more practical assignments and skill-based projects. These initiatives will provide students with opportunities to apply their learning to real-world scenarios, develop problem-solving skills, and gain hands-on experience. By incorporating practical elements into the curriculum, the department can ensure that students are well-prepared for the demands of the job market.

Facilitate Industry Interactions and Expert Talks: To expose students to industry perspectives and foster networking opportunities, the department will facilitate industry interactions and expert talks. This could involve inviting industry professionals to conduct guest lectures, workshops, or webinars. By interacting with industry experts, students can gain valuable insights into current trends, industry best practices, and career opportunities.

Conducting Placement Drives by Placement Cell: To assist students in securing employment and internships, the department's Placement Cell will actively conduct placement drives. These drives will involve inviting potential employers to the campus for recruitment purposes. By organizing placement drives, the department can connect students with relevant job opportunities and provide them with support throughout the job application process.

Feedback Received from Alumni

- Addressing and Integrating Contemporary and Global Issues

Action Taken:

Organize Seminars and Guest Lectures by Industry Experts: To provide students with exposure to current trends, industry best practices, and emerging technologies, the department will organize seminars and guest lectures conducted by industry experts. These sessions will offer valuable insights into the latest developments in the field, allowing students to stay updated with the evolving landscape and prepare themselves for future career opportunities. By inviting industry experts to share their knowledge and experiences, the department aims to bridge the gap between academic learning and real-world applications, equipping students with the skills and knowledge necessary for success in their chosen careers.

Feedback Received from the Employer

- Adaptation to the Ever-changing Job Market

Action Taken:

Provide Students with Career Counselling and Job Market Trend Information: To assist students in making informed career decisions and navigating the job market effectively, the department will offer career counselling services. These services will provide students with personalized guidance, advice, and support regarding career exploration, job search strategies, and resume building. Additionally, the department will disseminate information on job market trends, industry demands, and emerging career opportunities. By providing students with this valuable information, the department aims to empower them to make informed career choices and increase their chances of securing meaningful employment.

Feedback Received from Faculty

- Availability and Accessibility of ICT Tools

Action Taken:

Upgrade ICT Infrastructure and Tools Regularly: To ensure that the department has access to the latest technology and tools, it is essential to regularly upgrade the ICT infrastructure. This includes updating hardware, software, and networking equipment to support the department's teaching, research, and administrative needs. By investing in modern ICT infrastructure, the department can create a conducive and efficient learning environment for students and faculty.

Provide Training for Faculty on Effective Use of ICT Resources: To maximize the benefits of the upgraded ICT infrastructure, it is crucial to provide faculty members with training on effective use of ICT resources. This training should cover various aspects of technology, including digital tools for teaching, online learning platforms, and communication technologies. By equipping faculty members with the necessary skills and knowledge, the department can ensure that ICT resources are used effectively to enhance teaching and learning.

The following are the key actions taken by IQAC based on feedback from the stake holders to enhance the educational experience, infrastructure and industry connectivity in RCMAS.

1. Experiential Learning & Classroom Enhancements:

- Introduced experiential learning and outdoor classroom sections.
- Peer teaching opportunities initiated.

2. Infrastructure Improvements:

- Extra washroom facilities added on each floor.
- Updated ICT tools and provided high-quality monitors in PG classrooms.
- Wi-Fi connectivity and official login IDs for students enabled.
- Proposals made for vending machines and additional food stalls in the canteen.

3. Industry & Corporate Collaboration:

- Organized seminars on GST, capital markets, and other industry-specific trends.

- Enhanced internship and industry interface opportunities.
- Arranged on-the-job training and practical skills seminars.

4. Alumni Engagement:

- Alumni meetups organized (REACH) and department WhatsApp community created.
- Proposed college-level alumni meetups and improved communication channels.
- Initiated plans for a grand alumni meetup at the college.

5. Placement & Career Development:

- Increased placement training sessions and real-life application opportunities.
- Career counselling and job market trend information sessions provided.
- Conducted placement drives and facilitated industry interactions.

6. Resource & Facility Upgrades:

- Latest editions of books and digital library resources proposed.
- Wacom tablets purchased; faculty development programs coordinated.
- Proposals for industrial visits and extracurricular club opportunities for PG students.

The Internal Quality Assurance Cell (IQAC) at RCMAS has taken significant strides to enhance the educational experience, infrastructure, industry connectivity, and overall student satisfaction. The actions undertaken in response to stakeholder feedback have resulted in a more comprehensive and engaging learning environment.

Mr. Joby Jacob

IQAC Coordinator

Rev. Fr. Ajeesh Puthussery CMI

Principal

PRINCIPAL
Rajagiri College of Management & Applied Sciences
Rajagiri Valley. P. O., Kakkanad - 682 039