



Veena Memorial PG College

(Affiliated to University of Kota, Kota & Recognized by DCE Rajasthan, NCTE New Delhi)

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

INDEX

S.N.	Name of Document
1.	Communication with the affiliating university
2.	Action taken report on the feedback
3.	Feedback analysis report
4.	Feedback form (Sample)
5.	Hosted weblink- https://www.vmsscollege.com/Public/Upload/Resource/141survey.pdf

Principal
Dr. Laxman Dhaked



Veena Memorial PG College

(Affiliated to University of Kota, Kota & Recognized by DCE Rajasthan, NCTE New Delhi)

No.: VMDC/2023)

Date: 18/01/2023

The Registrar,
University of Kota,
Kota, Rajasthan

Subject: Submission of Action Taken Report on Feedback and Feedback Analysis Report

Respected Sir/Madam,

We are writing to formally communicate the completion and submission of the "Action Taken Report on Feedback" and the "Feedback Analysis Report" for the academic year 2022-23. These reports are prepared in response to the feedback received from our esteemed stakeholders, including students, faculty, and other associated members.

We have meticulously compiled and analyzed the feedback received through various channels such as surveys, suggestion boxes, and direct interactions. The Action Taken Report outlines the steps we have undertaken to address the issues and suggestions raised by our stakeholders. The key actions include as per Action Taken Report.

Thank you for your attention and cooperation.

Yours sincerely,

वीणा मैमोरियल पी.जी. कॉलेज
करौली (Raj.)
Principal
Dr. Laxman Dhaked

Enclosures:

- Action Taken Report on Feedback
- Feedback Analysis Report

Veena Memorial PG College

Veena Campus, Veena Marg, Karauli (Rajasthan) 322241

Action Taken Report on Student's Feedback: 2022-23

Introduction

Veena Memorial PG College is committed to providing its students with a high-quality education and learning experience. To assess student satisfaction and identify areas for improvement, the college conducts an annual student's Feedback. The 2022-23 survey was administered to all students, and the results were analyzed to develop an action plan for improvement.

Key Findings

The survey results showed that students are generally satisfied with the college's academic programs, faculty, and facilities. However, there were a few areas where students expressed concerns, such as the lack of a canteen, the need for improved girls' common room facilities, and the need for better maintenance of ICT facilities.

Action Plan

Based on the survey results, the college has developed an action plan to address the concerns raised by students. The key elements of the action plan include:

- Establishing a canteen: The College is in the process of establishing a canteen to provide students with a convenient and affordable place to purchase food and drinks.
- Improving girls' common room facilities: The College will renovate the girls' common room to make it more comfortable and inviting for students.
- Improving maintenance of ICT facilities: The College will hire additional staff to ensure that ICT facilities are properly maintained and repaired.
- Improving playground and sports facilities: The College will upgrade its playground and sports facilities to provide students with more opportunities to participate in physical activity.
- Adding more books and references to the library: The College will purchase additional books and references to expand the library's collection and provide students with access to more resources.


Coordinator(IQAC)

- Organizing industrial visits: The College will organize industrial visits for students to provide them with exposure to the real world of work.
- Establishing a stationary shop/Xerox shop: The College will establish a stationary shop/Xerox shop on campus to provide students with a convenient place to purchase stationary and Xerox copies.
- Starting motivational classes: The College will start motivational classes for students to help them develop a positive attitude and achieve their goals.
- Making faculty more helpful to students: The College will provide training to faculty on how to be more helpful and supportive to students.
- Increasing the number of female teachers: The College will hire more female teachers to increase the diversity of the faculty.
- Appointing a student counselor and arranging regular counseling sessions: The College will appoint a student counselor to provide students with support and guidance. The counselor will also organize regular counseling sessions to help students deal with academic, personal, and social issues.

Conclusion

Veena Memorial PG College is committed to providing its students with the best possible education and learning experience. The college will continue to monitor student satisfaction and make improvements based on feedback from students.



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करौली (राज०)

Veena Memorial PG College

Veena Campus, Veena Marg, Karauli (Rajasthan) 322241

Action Taken Report on Stakeholder's Feedback: 2022-23 (Teachers, Alumni & Employers)

Introduction

Veena Memorial PG College strives for excellence in student education and development. We gather feedback annually from all our stakeholders, including students, teachers, and alumni. This feedback helps us identify areas where we can excel further. The 2022-23 survey results were analyzed, and an action plan was developed to address identified needs.

Key Findings:

The 2022-23 feedback survey revealed overall satisfaction with academics, faculty, and facilities. However, some areas for improvement emerged, including:

- **Limited dining options:** Students expressed a desire for a convenient on-campus canteen.
- **Girls' common room needs:** Improvements were requested to enhance comfort and functionality of the girls' common room.
- **Upgrading ICT facilities:** Concerns were raised about maintenance and repair of Information and Communication Technology resources.


Action Plan:


In response to the survey findings, Veena Memorial PG College has implemented the following action plan:

- **New Canteen:** A convenient and affordable canteen is being established to cater to students' food and beverage needs.
- **Enhanced Girls' Common Room:** Renovations are underway to create a more comfortable and inviting space for our female students.
- **Improved ICT Maintenance:** Additional staff will be recruited to ensure proper maintenance and repair of ICT facilities.

Additionally, the college plans to:

- **Upgrade Playground and Sports Facilities:** Enhancements are planned to provide more opportunities for student participation in physical activities.
- **Expand Library Collection:** The college library will acquire additional books and reference materials to broaden student access to resources.


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करौली(राज०) Page 1.

- **Organize Industrial Visits:** Real-world exposure will be provided through organized industrial visits for students.
- **Campus Convenience:** A stationary and photocopy shop will be established for student convenience.
- **Student Motivation:** Motivational classes will be offered to help students develop a positive outlook and achieve their goals.
- **Faculty Development:** Training programs will be conducted to enhance faculty's ability to support and guide students.
- **Increased Faculty Diversity:** Efforts will be made to hire more female faculty members.
- **Student Counseling Services:** A dedicated counselor will be appointed to provide students with support and guidance. Regularly scheduled counseling sessions will address academic, personal, and social concerns.

Conclusion:

Veena Memorial PG College remains dedicated to offering the best possible education and learning experience for all students. We value feedback from our stakeholders and will continue to use it to drive continuous improvement.

Coordinator (IQAC)

Veena Memorial PG College

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Report on results and details of Student's Feedback: 2022-23

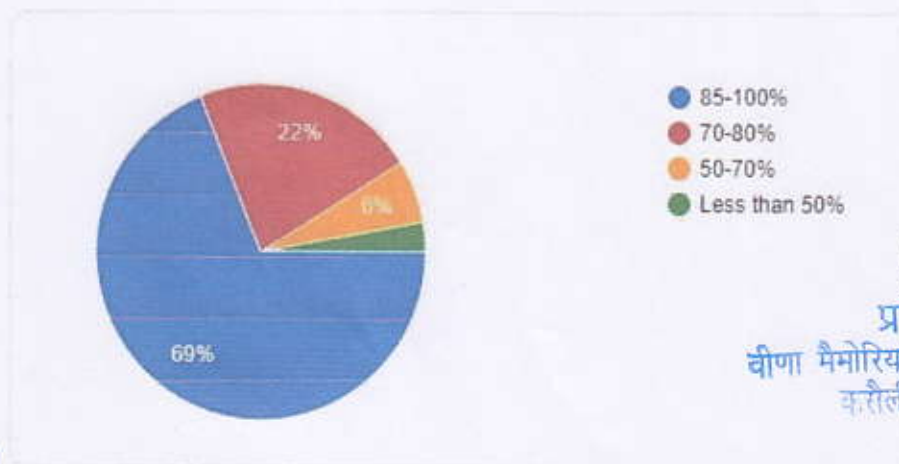
Veena Memorial PG College is the institute which got embedded with the inherent closed loop system which corrects itself through the feedbacks/surveys on continuous basis. Student's Feedback is among one of these surveys. This survey includes the questionnaire recommended by NAAC. Apart from Teaching-Learning and Evaluation aspects, the survey has included the institution infrastructural and welfare aspects too. The process of survey and the results are provided as follows.

Student's Feedback Survey Key Indicator – 1.4.1

Under Criterion of Teaching– Learning and Evaluation the questionnaire which is suggested by National Assessment and Accreditation Council (NAAC) is to be filled by the students of college. It is required to assess the teaching learning process of an institution. Our College has collected the questionnaire on Teaching-Learning and Evaluation aspects as well as on the institution infrastructural and welfare aspects which are filled by the students in that academic year. The students have given their experienced and genuine opinions on these aspects. The format of questionnaire which is used is very helpful to reaching the goal and to improve the level of our institution.

The graphical presentation of the responses given by the students in the questionnaire is given below.

Q-1. Syllabus covered in class room?

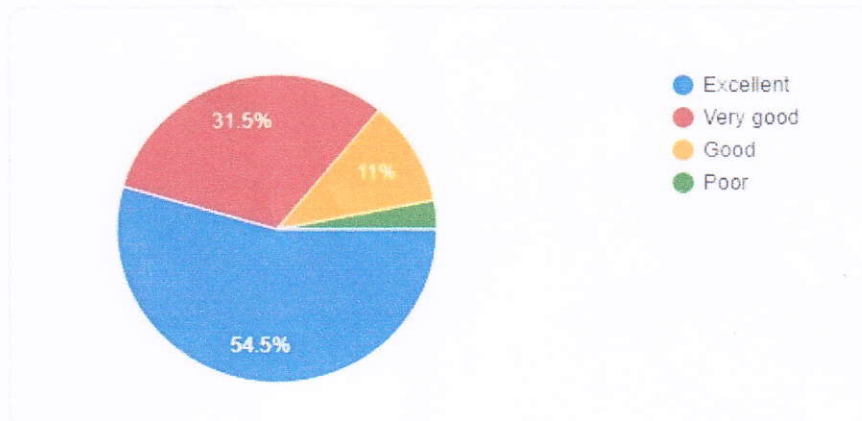


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करौली (राज०)

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Coordinator (IQAC)

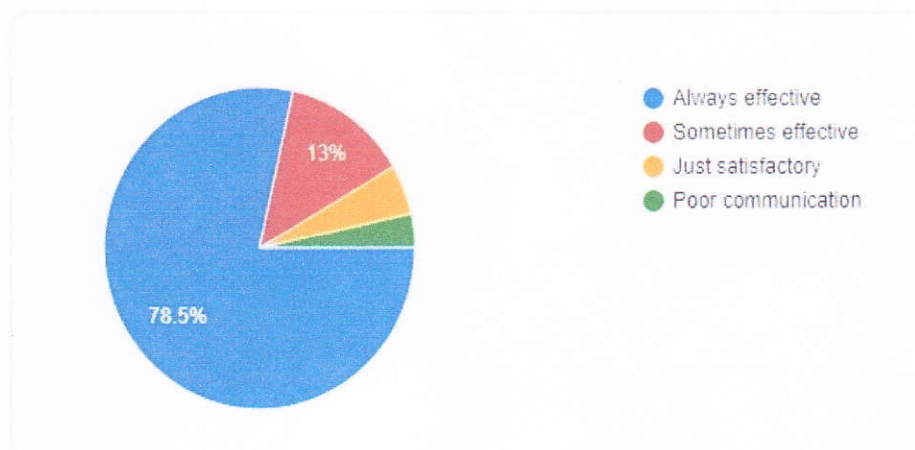
The above chart represents that how much syllabus was covered in the class room. It can be seen from the chart that out of total respondents 69% respondents says that 85-100% syllabus was covered and according to 6% respondents 50-70% syllabus was covered in the class rooms.

Q-2. How well the teachers teach in the class?



The above chart represents that how well the teachers impart their knowledge in the class room. It can be seen from the chart that out of total respondents 54.50% respondents reveals that teachers in this college teach excellent and 31.5% respondents say that teaching is very good while very few feels that there is lack of dedicated teaching in the classes.

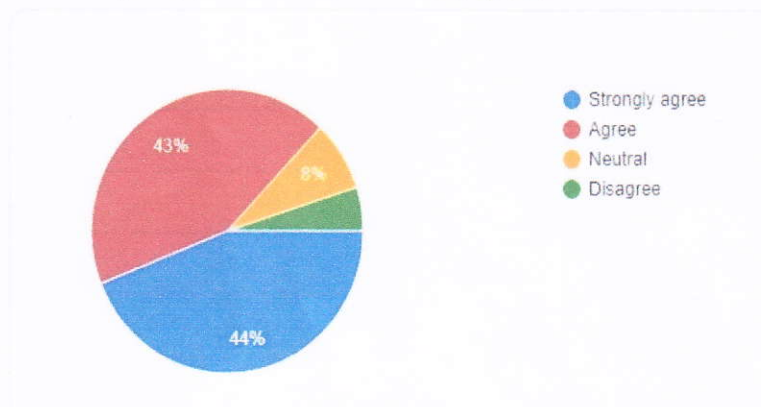
Q-3. How well the teachers are able to communicate?



The above chart represents communication skill of teacher with students. Out of total respondents 78.5% respondents reveals that teachers always communicate with students very well it means they are very much satisfied. According to 13% respondents sometimes teachers are able to communicate effectively with students, while not any student is dissatisfied with communication ability of teachers.

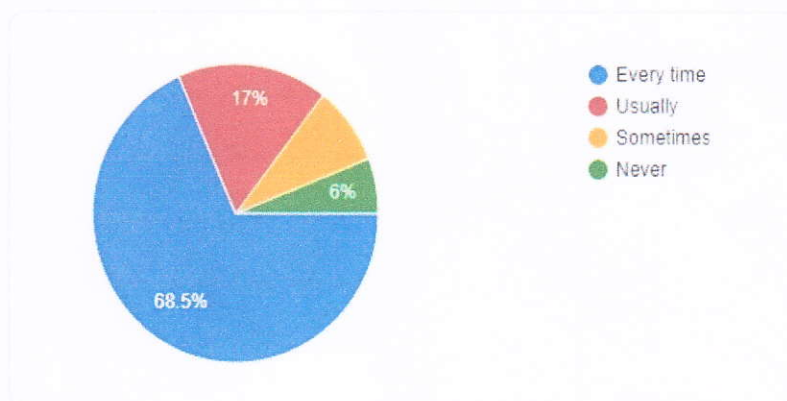
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Karaul (Raj.)

Q-4. The institution provides multiple opportunities to learn and grow?




The above chart shows about multiple opportunities provided by the college to the students for learning and growing. Out of total respondents 44% respondents are strongly agree with this criteria that our college provides the opportunity to grow while 43% respondents agree with this criteria while 8% respondents are neutral in this case that our college provides multiple opportunities to learn and build future.

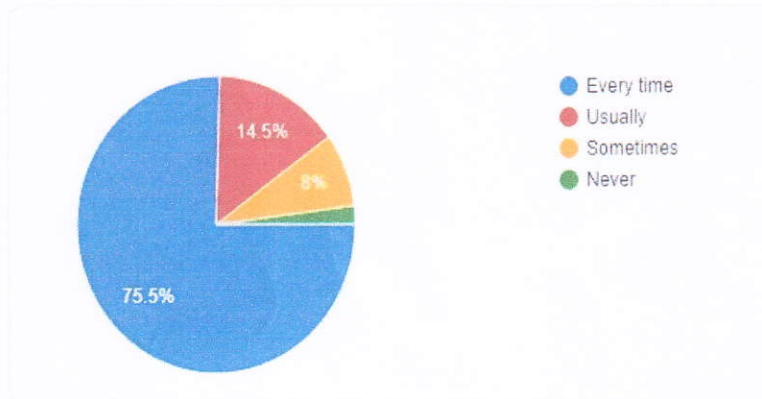
Q-5. Teachers are able to identify your weakness and help you to overcome them?



The above chart represents that whether the teachers are able to identify the weaknesses of students and help them to overcome the problems. According to 68.5% respondents have given opinion that the teachers always help the students to identify their weakness and help them to overcome it. Only 6% respondents believe that teachers do not identify their weaknesses and help them to overcome problems.

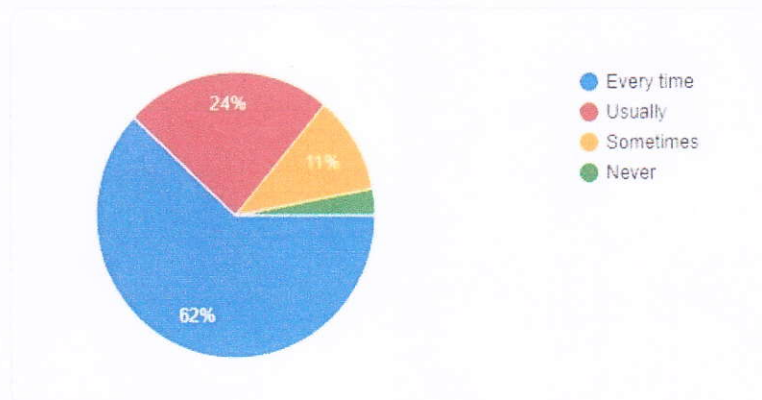

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Q-6. Does your teacher provides you study material and discuss for assignment?



The above chart represents about discussion of teachers with students regarding study material and assignments. According to 75.5% respondents teachers provide them study material and discuss assignments with them. Out of total respondents 14.5% reveals that usually while 8% respondent's reveals that sometimes their teachers provide them study material and discuss assignment.

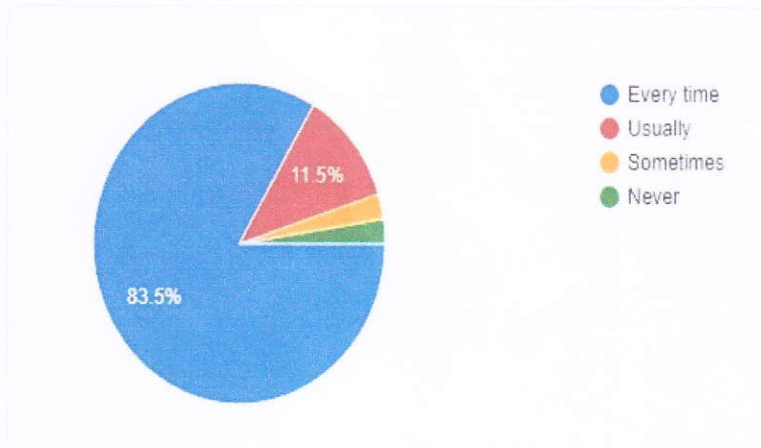
Q-7. Teachers encourage you to participate in extra curricular activities?



The above chart represents that whether your teacher encourage the students to participate in extracurricular activities. According to 62% respondents feel that teachers encourage them to participate in extracurricular activities while 24% respondents reveal that teachers encourage them to participate in extracurricular activities.

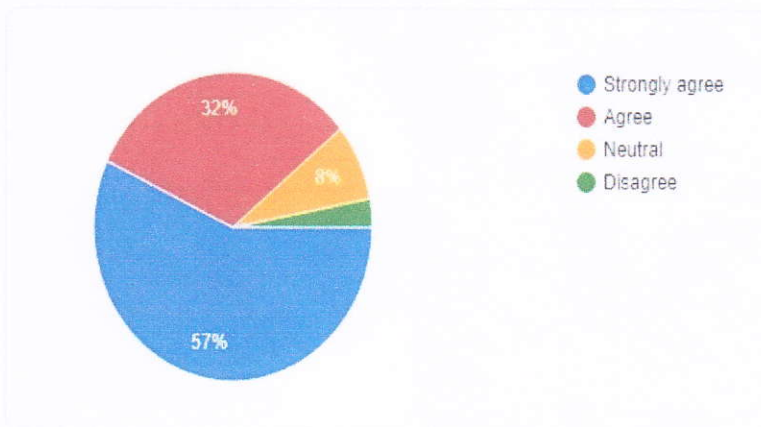
Jayou
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Q-8. Toilets / washrooms are clean and properly maintained?



It can be seen from the above chart that out of total respondents 83.5% respondents say that washrooms are always clean while 11.5% respondents believe that washrooms/toilets are usually clean in the college.

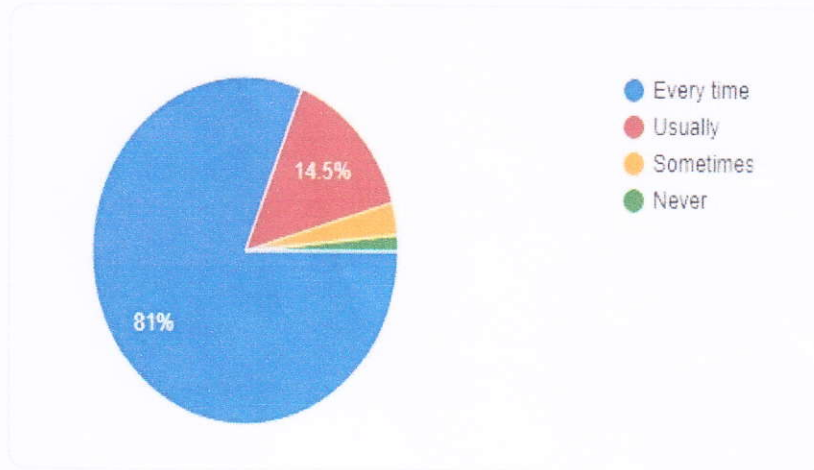
Q-9. The campus is green and eco-friendly?



The above chart represents about eco-friendly campus. It can be seen from chart that 57% respondents are strongly agree with the criteria that our college campus is green and eco friendly while 32% respondents are agree with this. Total 8% respondents are neutral in this case that our campus is green and eco-friendly.

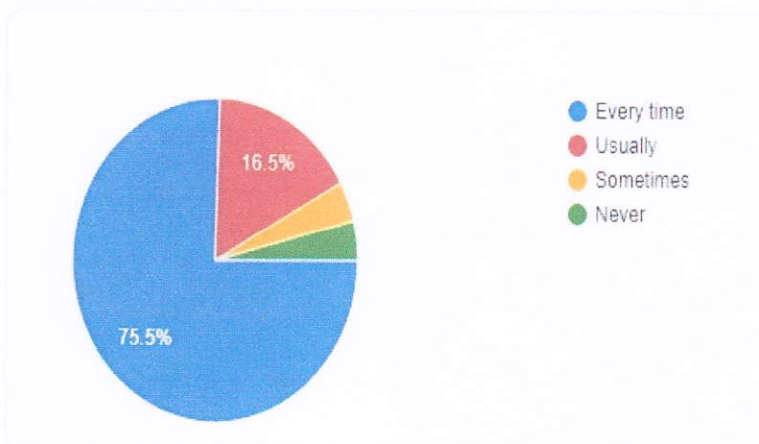
Deviyani
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Q-10. The classrooms are clean and well maintained?



In the above chart how the classrooms are clean and maintained is described. Out of total respondents 81% respondents reveals that the classrooms are always clean and well maintained, 14.5% believe that usually classes are clean and well maintained and only 1.5% are against it.

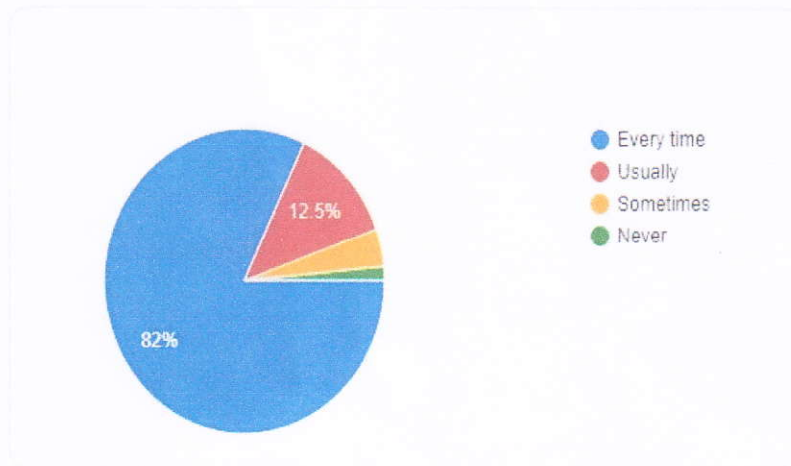
Q-11. The office staff, library staff and sport staff in the college is cooperative and helpful?



It can be seen from above chart that at what extent office, library and sport staff is cooperative and helpful to students. Out of total respondents 75.5% respondents reveals that every time they are supportive and 16.5% respondents believes that usually they are helpful to the students. Only 4% students replied that they never help and cooperate them.

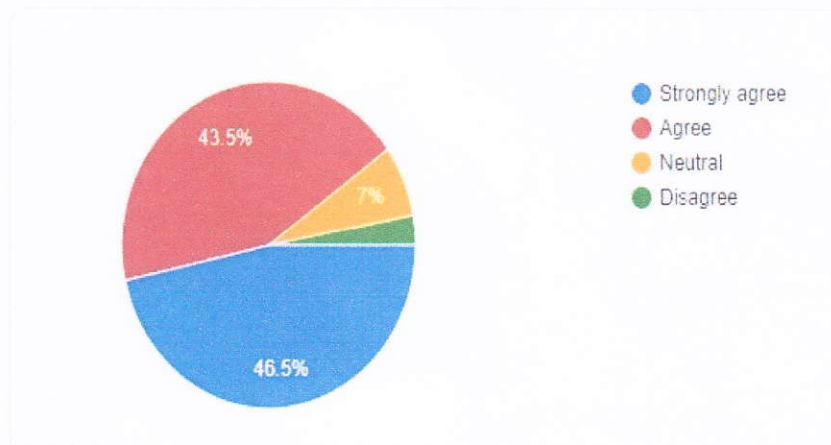

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Q-12. Clean drinking water and adequate power supply is available in the college campus?



The above chart represents facility of clean drinking water and power supply in the college campus. Out of total respondents 82% respondents are highly satisfied with this. They say that clean drinking water facility and adequate power supply is always available in our college campus while 1.5% respondents reveals that sometimes clean water and power supply is available in the college.

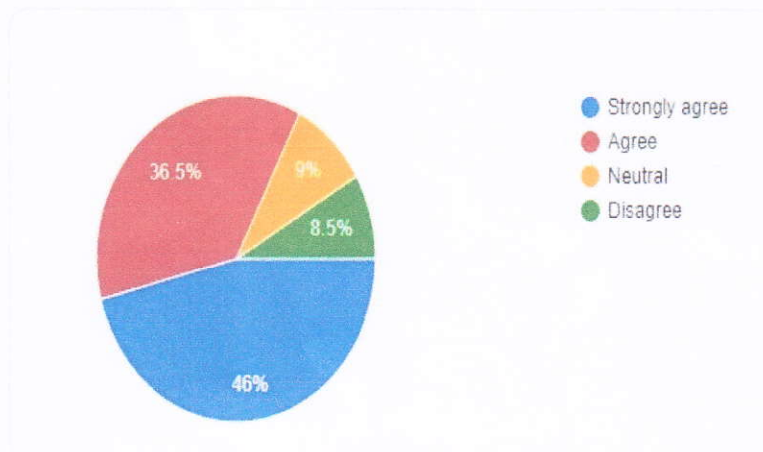
Q-13. The buildings / classrooms are accessible to disabled persons?



It can be seen from the above chart that out of total respondents 46.5% respondents are strongly agree with the point that the building/ classrooms are accessible to disabled persons while 43.5% respondents are agree with that and 7% respondents are neutral in this thing.

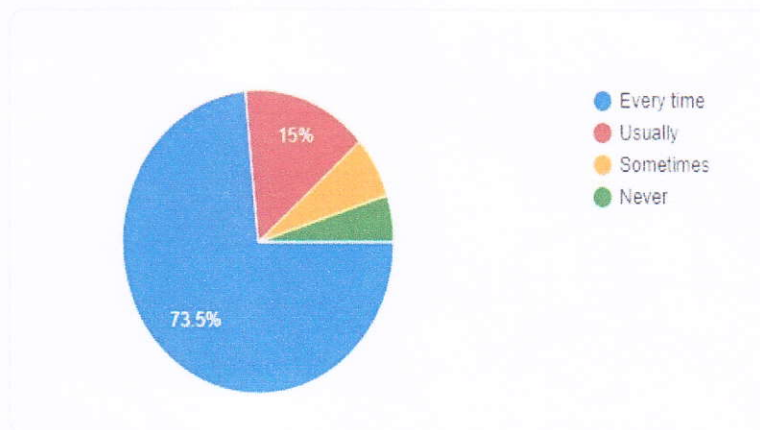
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Q-14. Separate common rooms for girls and gym facility are available?



The above chart shows facility of separate common room for girls and gym in the college. It can be seen from above chart that 46% respondents among total respondents are strongly agree about that there is a separate common room for girls is available in the college and gym facility is there in the college. 36.5% respondents agree with this thing and 9% have replied that they are neutral about it.

Q-15. Our grievances are redressed / problems are solved well in time



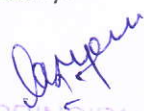
The above chart represents whether grievances of students are redressed and problems are solved well in time in this college or not and it can be seen from above chart that 73.5% among total respondents reveals that always our grievances are redressed and solved in time by faculties in this college. Out of total respondents 15% replied that usually and 6.5% replied that sometimes our grievances are redressed and our problems are solved well in time in this college.

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Q-16. Give three suggestions to improve the overall improvement of your institution.

Students have given various suggestions to improve the overall improvement of institution. These are as follows:

- Canteen facility should be provided.
- Girl's Common Room Facilities must be improved.
- Maintenance and repair of ICT facilities should be done in a timely manner.
- Playground and sports facilities to be improved.
- More books and references to be added in library.
- Industrial visit should be organized.
- Stationary Shop/ Xerox Shop should be established.
- Motivational Classes to be started.
- Faculty should be more helpful to students.
- The number of female teachers should be increased.
- A student counselor should be appointed and counseling sessions should be arranged regularly.


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Alumni Feedback Report: 2022-23

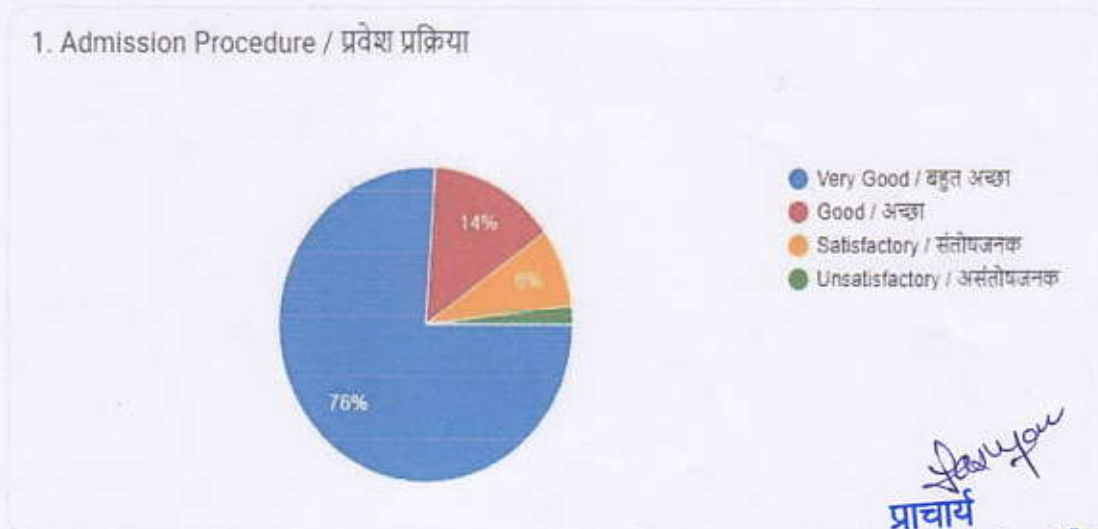
Veena Memorial PG College is the institute which got embedded with the inherent closed loop system which corrects itself through the feedbacks/surveys on continuous basis. Alumni Feedback is among one of these surveys. This feedback includes the some points recommended by NAAC. Apart from Teaching-Learning and Evaluation aspects. The process of feedback and the results are provided as follows.

Alumni Feedback Report Key Indicator - 1.4.1

Under Criterion of Teaching – Learning and Evaluation the points which is suggested by National Assessment and Accreditation Council (NAAC) is to be filled by the students of college. It is required to assess the teaching learning process of an institution. Our College has collected the feedback on Teaching-Learning and Evaluation aspects as well as on the institution infrastructural and welfare aspects which are filled by the students in that academic year. The students have given their experienced and genuine opinions on these aspects. The format of feedback which is used is very helpful to reaching the goal and to improve the level of our institution.

The graphical presentation of the responses given by the students on the points is given below.

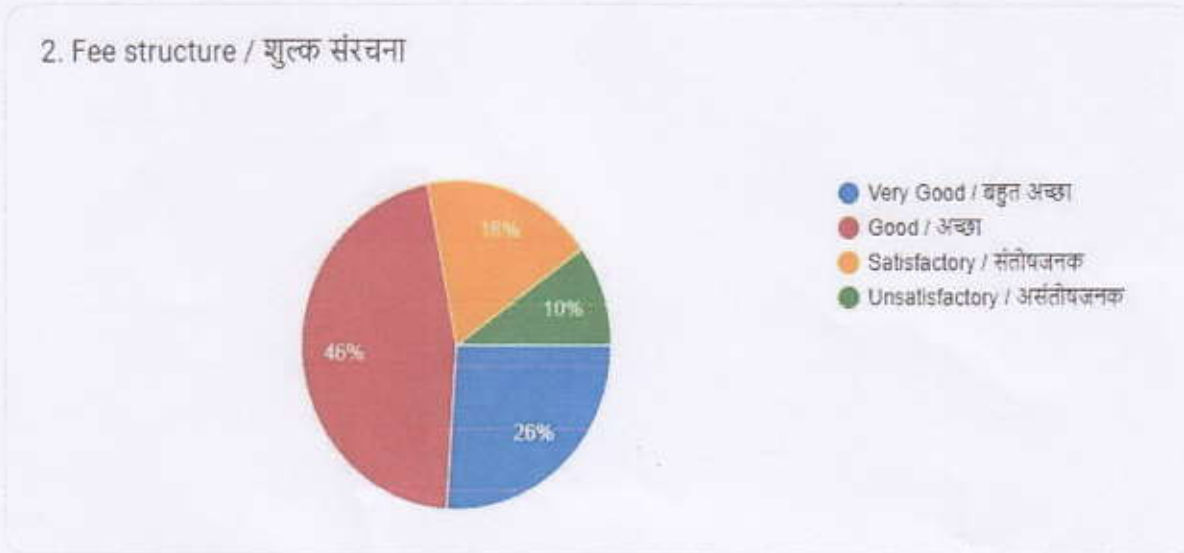
P-1. Admission Procedure



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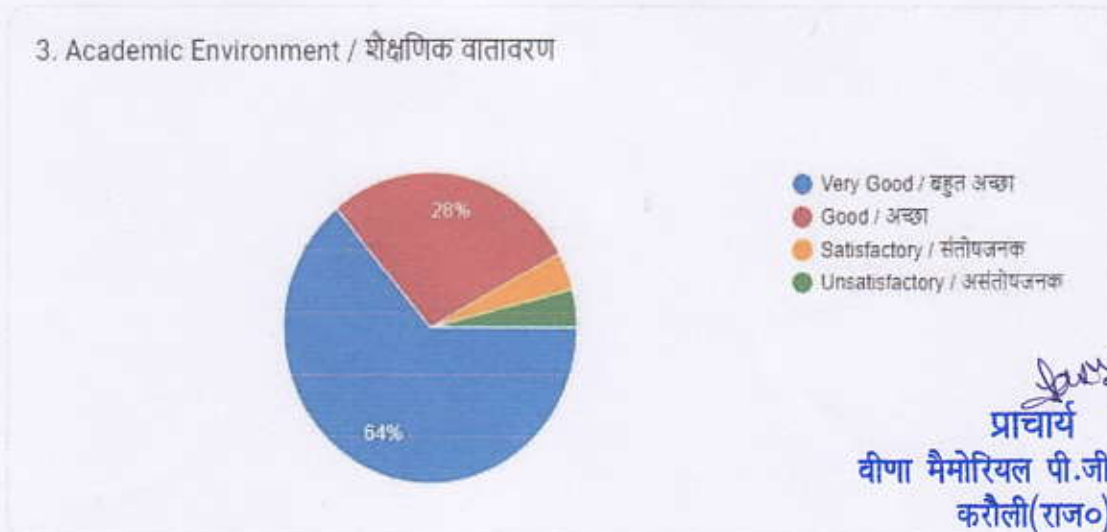
The above chart represents that admission Procedure is how effective. It can be seen from the chart that out of total respondents 76% respondents says that admission procedure was Very good and according to 14% respondent procedure was good.

P-2. Fee structure



The above chart represents that fee structure is how much compatible. It can be seen from the chart that out of total respondents 26% respondents reveals that Fee structure is very good but 46% respondents say that fee structure is good.

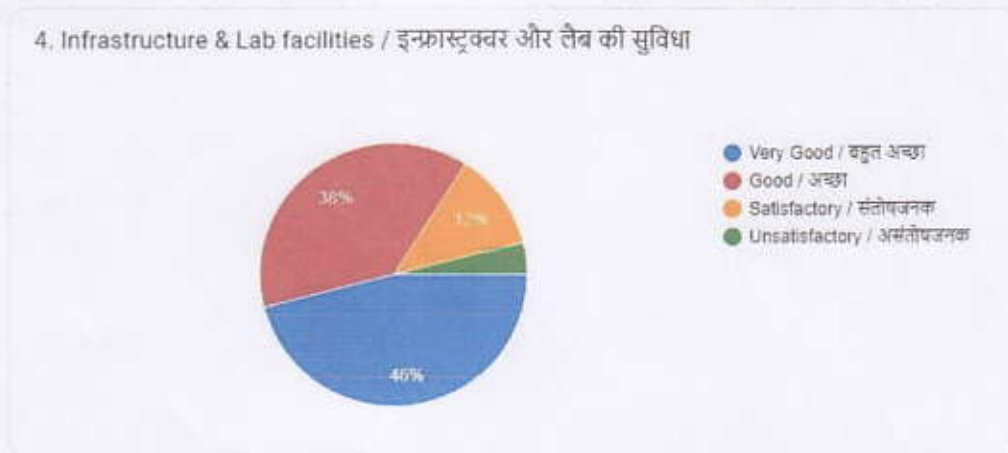
P-3. Academic Environment



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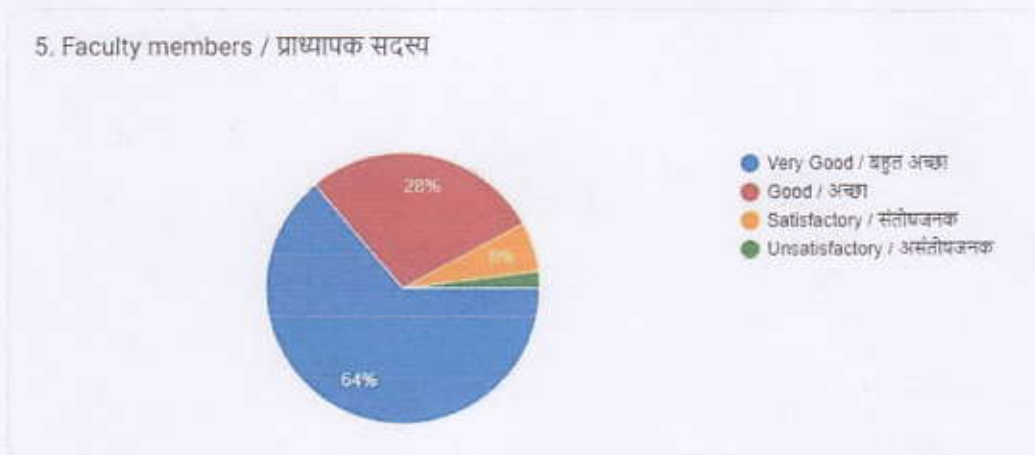
The above chart represents about academic environment. Out of total respondents 64% respondents reveals that academic environment is very good. According to 28% respondents learning environment is good. 4% students are dissatisfied with teachers.

P-4. Infrastructure & Lab facilities

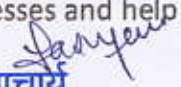


It can be seen from the above chart that out of total respondents 96% respondents feel that college Infrastructure & Lab facilities is satisfactory

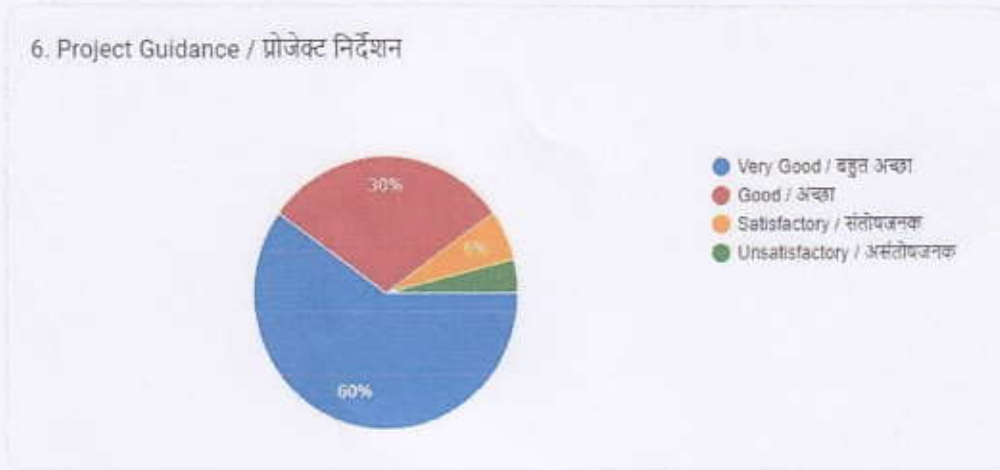
P-5. Faculty members



The above chart represents that whether the teachers are able to identify the weaknesses of students and help them to overcome the problems. According to 92% respondents have given opinion that the teachers always help the students to identify their weakness and help them to overcome it. Only 4% respondents believe that teachers do not identify their weaknesses and help them to overcome problems.

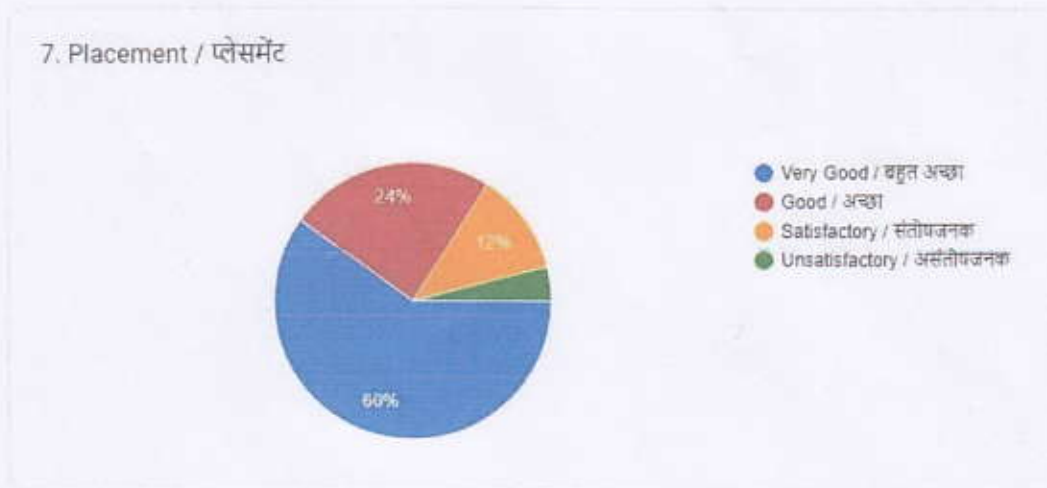

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P-6. Project Guidance



The above chart represents about project guidance. According to 90% respondents teachers provide them proper guidance while 4% respondent's reveals that their teachers unable to guide provide them.

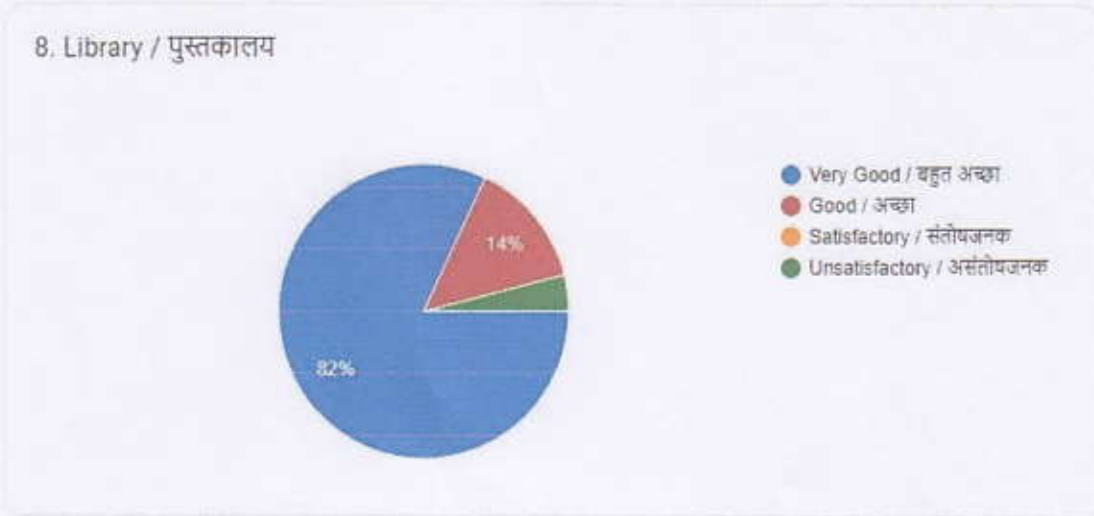
P-7. Placement



The above chart shows about multiple opportunities provided by the college to the students for placement. Out of total respondents 46% respondents are accept that placement cell working very good. They feel that our college provides the opportunity to grow while 24% respondents feel its working good. 4% respondents say that our college does not provide multiple opportunities to learn and build future.

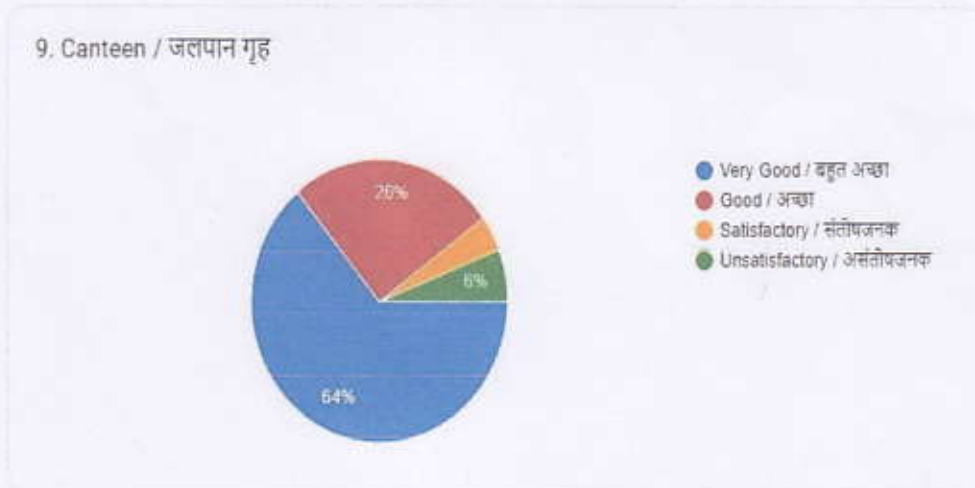
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वीणा मैमोरियल पी.जी. कॉलेज
करौली(राज०)

P-8. Library



It can be seen from above chart that at what extent library staff is cooperative and helpful to students. Out of total respondents 82% respondents reveals that every time they are supportive and 14% respondents believes that usually they are helpful to the students. Only 4% students replied that they never help and cooperate them.

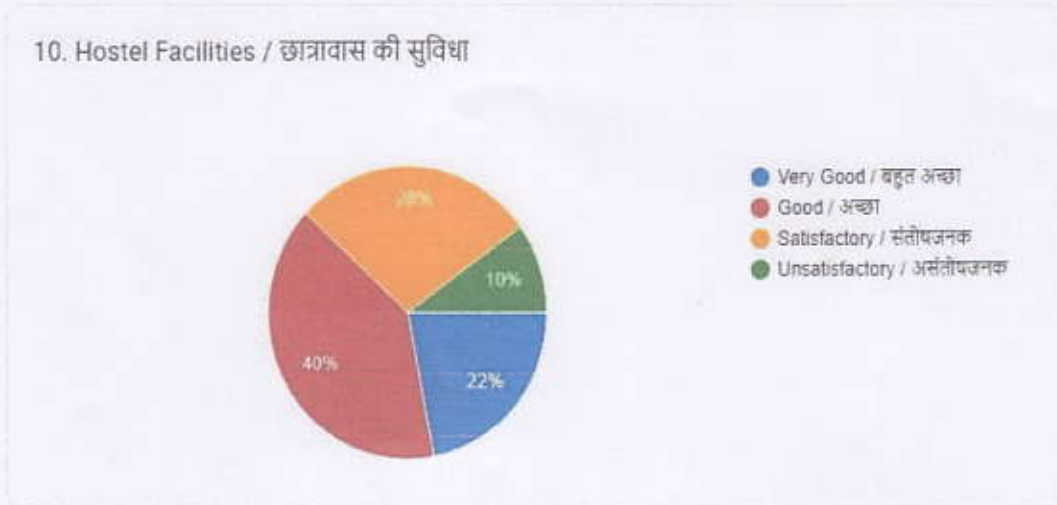
P-9. Canteen



The above chart represents about Canteen facility in campus. It can be seen from chart that 64% respondents are accepted that our college canteen is very good. While 26% respondents accepted that this is good. Total 6% respondents dissatisfied about this.

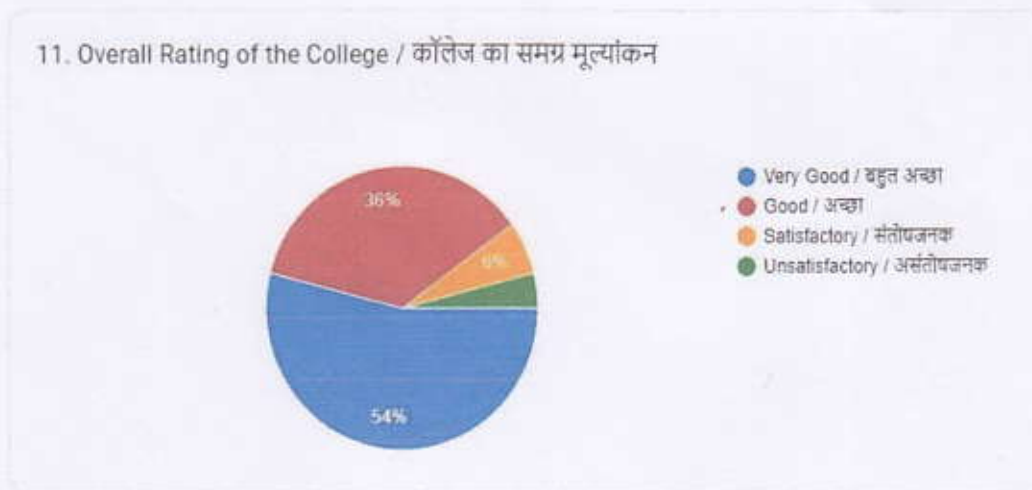
Sanjay
प्राचार्य
वीणा मैमोरियल पी.जी. कॉलेज
करौली(राज०)

P-10. Hostel Facilities



In the above chart how hostel facilities maintained is described. Out of total respondents 22% respondents reveals that hostel facility is very good, 40% believe that it is good only 10% are against it.

Q-11. Overall Rating



The above chart represents whether overall rating of college. It can be seen from above chart that 54% among total respondents reveals that college is very good. 36% student accepts that college is good but 4% student dislike the college.

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वीणा मैमोरियल पी.जी. कॉलेज
करौली(राज०)

P-12. Your Suggestions/ regarding any change in syllabus

Students have given various suggestions to improve the overall improvement of institution. These are as follows:

- More PG course to be added
- ICT class also to be provided
- Smart Class rooms should be provided
- Latest innovation to be added in curriculum

Sanyen
प्राचार्य
श्रीमती मैमोरियल पी. टी. कॉलेज
करौली (राजस्थान)

Student Satisfaction Survey: 2022-23

Veena Memorial P.G. College, Karauli

Email *

pranjal787737@gmail.com

Name of Student *

Devanshi sharma

Contact No. *

9509410844

Course & Year *

B. A. Bed. 1st year

1. Syllabus covered in classroom? *

- 85-100%
- 70-80%
- 50-70%
- Less than 50%


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2. How well the teachers teach in the class? *

- Excellent
- Very good
- Good
- Poor

3. How well the teachers are able to communicate? *

- Always effective
- Sometimes effective
- Just satisfactory
- Poor communication

4. The institution provides multiple opportunities to learn and grow? *

- Strongly agree
- Agree
- Neutral
- Disagree


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Karauli (Raj)

5. Teachers are able to identify your weakness and help you to overcome them? *


- Every time
- Usually
- Sometimes
- Never

6. Does your teacher provide you study material and discuss for assignment? *

- Every time
- Usually
- Sometimes
- Never

7. Teacher encourages you to participate in extracurricular activities? *

- Every time
- Usually
- Sometimes
- Never


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Karauli (Raj.)

8. Toilets/washrooms are clean and properly maintained? *

- Every time
- Usually
- Sometimes
- Never

9. The campus is green and eco friendly? *

- Strongly agree
- Agree
- Neutral
- Disagree

10. The classrooms are cleaned and well maintained? *

- Every time
- Usually
- Sometimes
- Never


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Karauli (Raipur)

11. The office staff, library staff and support staff in the college is cooperative and helpful? *


- Every time
- Usually
- Sometimes
- Never

12. Clean drinking water and adequate power supply is available in the college campus? *

- Every time
- Usually
- Sometimes
- Never

13. The buildings/classrooms are accessible to disabled persons? *

- Strongly agree
- Agree
- Neutral
- Disagree


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Karauli (Raj)

14. Separate common rooms for girls and sports facility are available? *

- Strongly agree
- Agree
- Neutral
- Disagree

15. Our grievances are redressed/Problems are solved well in time? *

- Every time
- Usually
- Sometimes
- Never

16. Give two suggestions to improve the overall improvement of your institution. *

1. Teacher's provide more study material.

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Karauli (Ra)

Alumni Feedback: 2022-23

Your valuable inputs and suggestions will be of great use to improve the quality of our academic programs and enhance the credibility of the College.

आपके अपने बहुमूल्य सुझाव, हमारे शैक्षिक कार्यक्रमों की गुणवत्ता में सुधार और कॉलेज की विश्वसनीयता बढ़ाने के लिए बहुत काम आयेंगे।

Email *

yugasharma5@gmail.com

Name of Alumni *

Subhangi sharma

Note

Please give your assessment about the College's activities :
कालेज की गतिविधियों का मूल्यांकन कीजिए:

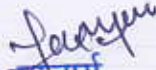
Contact No. *

9461334578

1. Admission Procedure / प्रवेश प्रक्रिया *

- Very Good / बहुत अच्छा
 Good / अच्छा
 Satisfactory / संतोषजनक
 Unsatisfactory / असंतोषजनक


Coordinator(IQAC)
Veena Memorial PG College
Veena Campus, Veena Marg, Karauli-32224


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करौली(राज०)

2. Fee structure / शुल्क संरचना *

- Very Good / बहुत अच्छा
- Good / अच्छा
- Satisfactory / संतोषजनक
- Unsatisfactory / असंतोषजनक

3. Academic Environment / शैक्षणिक वातावरण *

- Very Good / बहुत अच्छा
- Good / अच्छा
- Satisfactory / संतोषजनक
- Unsatisfactory / असंतोषजनक

4. Infrastructure & Lab facilities / इन्फ्रास्ट्रक्चर और लेब की सुविधा *

- Very Good / बहुत अच्छा
- Good / अच्छा
- Satisfactory / संतोषजनक
- Unsatisfactory / असंतोषजनक

5. Faculty members / प्राध्यापक सदस्य *

- Very Good / बहुत अच्छा
- Good / अच्छा
- Satisfactory / संतोषजनक
- Unsatisfactory / असंतोषजनक

Prachi
प्रिचियाय
वीणा मेमोरियल पी.जी. कॉलेज
करौली(राज०)


Coordinator (IQAC)

Veena Memorial PG College
Veena Campus, Veena Marg, Karauli-32224,

6. Project Guidance / प्रोजेक्ट निर्देशन *

- Very Good / बहुत अच्छा
 Good / अच्छा
 Satisfactory / संतोषजनक
 Unsatisfactory / असंतोषजनक

7. Placement / प्लेसमेंट *

- Very Good / बहुत अच्छा
 Good / अच्छा
 Satisfactory / संतोषजनक
 Unsatisfactory / असंतोषजनक

8. Library / पुस्तकालय *

- Very Good / बहुत अच्छा
 Good / अच्छा
 Satisfactory / संतोषजनक
 Unsatisfactory / असंतोषजनक

9. Canteen / जलपान गृह *

- Very Good / बहुत अच्छा
 Good / अच्छा
 Satisfactory / संतोषजनक
 Unsatisfactory / असंतोषजनक

Prakash
प्रकाश
मैमोरियल पी.जी. कॉलेज
करौली(राज०)

Prakash
Coordinator (NAC)
Veena Memorial PG College
Veena Campus, Veena Marg, Karauli-322241

10. Hostel Facilities / छात्रावास की सुविधा *

- Very Good / बहुत अच्छा
- Good / अच्छा
- Satisfactory / संतोषजनक
- Unsatisfactory / असंतोषजनक

11. Overall Rating of the College / कॉलेज का समग्र मूल्यांकन *

- Very Good / बहुत अच्छा
- Good / अच्छा
- Satisfactory / संतोषजनक
- Unsatisfactory / असंतोषजनक

12. Your Suggestions / आपके सुझाव - Regarding any change in syllabus / पाठ्यक्रम में किसी भी बदलाव की जरूरत के संबंध में *

Canteen facility should be provided

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Principle
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करौली(राज०)