Apeejay College of Fine Arts, Jalandhar

Accredited A Grade by NAAC

College with Potential for Excellence

(Affiliated to Guru Nanak Dev University, Amritsar)

2013-14

Action Taken Report on

Feedback collected from

● *Students* ● *Alumni* ● *Teachers* ● *Parents*

Svrán Group

STUDENT FEEDBACK ANALYSIS REPORT AND ACTION PLAN

Session 2013-14

Feedback System:

Students hold a very high place for any educational institution in the modern era. It is they who are the ambassadors of the legacy of a College. Apeejay College of Fine Arts, Jalandhar conducted a student survey in the form of Student Feedback/Evaluation Form in order to know their views and perception about the overall evaluation of the College. Their well-worded opinions and feedback were analyzed from varied angles, suggestions implemented for ensuring compliance. The questions aiming at knowing their views were based on curriculum they studied, faculty that taught them, infrastructure provided to them and so on. The responses so obtained have been presented below, giving a transparent view of the working and growth of the College.

Focus Area:

1. Curricular Aspects
2. Teaching Learning & Evaluation
3. Research Innovation & Extension
4. Infrastructure & Learning Resources
5. Student Support & Progression
6. Governance, Leadership & Management
7. Institutional Values and Best Practices

Objectives:

1. To provide students a platform to share their opinions & perceptions in relation to teaching-learning process and suggest improvement areas.
2. To provide the students a forum for healthy interaction with the administration regarding the weaker areas of learning environment.

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3. To make the students critical thinkers
4. To develop their evaluative and analytic faculty in a sound judgmental patterning,
5. To give students a sense of belongingness.
6. Continual improvement of the College Infrastructure, Staff and Supporting Services
7. To conduct overall SWOT Analysis of our College as per the best judgment of the Students

Phases of Student Feedback Mechanism:

1. Collection of Student Feedback
2. Interpretation & analysis of Results
3. Communication of Results to Principal
4. Communication of Results to Person/In-charge/Department Concerned
5. Action Plan
6. Action Taken Report

Interpretation & Analysis of Feedback for the Session 2013-14

Total Strength: 2250

Sample Size: 500 students selected from across the streams of Commerce, Arts and Science

Student Selection Criterion: Students are selected on the basis of Attendance and Academic record.

Q. 1. How do you rate the sequence of the courses you have studied in previous semesters?

Response: Excellent. It is much up to date. More Courses pertaining to tradition and modernity were being offered.

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Action Plan: The sequence will be made more relevant by updating some papers.

2. Is your curriculum relevant to IT Advancements?

Response: certainly, upto 95% it is. The students get enough exposure to IT.
Action Plan: Still more Vocational and Practical-oriented IT courses to be introduced which could make students innovative.

3. Are you satisfied with the course content of your programme?

Response: Yes, upto 83%. Most of the courses are already in accordance with real life industry and employers' demands.
Action Plan: Effort is to achieve 100% course content satisfaction amongst the students by requesting the University to revamp the course content.

4. Are you satisfied with the special programs organised for advance learners and slow learners in your College?

Response: yes, Enhancement classes for very bright students and Diagnostic classes for the slow learners.
Action Plan: Time table has been made flexible enough to accommodate the students who are slow learners. The target will be to reduce the number of slow learners.

5. Are you satisfied with the internal evaluation process?

Response: yes, up to 78%. However it needs to be jazzed up a bit more.
Action Plan: keeping in mind the students' responses, the internal evaluation method will be made more comprehensive, more inclusive, creating more space for student participation.

6. Are you satisfied with the redressal of evaluation related grievances?

Response: Yes. The grievances are redressed quickly and timely. It could be made more efficient.

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Action Plan: Academic and administrative grievances are being focused upon. To focus on student feedback and its implementation will be the main motto.

7. Were your attendance and result record Conveyed to you in time?

Response: yes. Both the said records are sent to the home of individual students.
Action Plan: Semester End PTM and SMS information to Parents will be made a regular feature in this regard.

8. Did you get proper information related to events, programs in college on notice board, MOODLE and website?

Response: Moderate. MOODLE is not yet introduced.
Action Plan: Introduction of MOODLE and online Website will be the top of the line priority.

9. Does your Institution promote Research Activities amongst students?

Response: Moderately low. There is hardly much scope to introduce research at UG level as students lack research-maturity.
Action Plan: To ask the GNDU to introduce research based curriculum at UG level and PG levels, PG level courses have more scope.

10. Are you a Member of NSS or Green Club of the College?

Response: yes, 80% students like to partake in NSS or other Eco-friendly drives.
Action Plan: More and more students will be encouraged to partake in the NSS, NCC and Go Green Clubs or other Eco-Friendly Missions.

11 Do you actively participate in Extension Activities and do you find them to be relevant?

Response: Yes, 90% students actively participate in Extension Activities and they find them relevant.

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Action Plan: More and more students will be encouraged to partake in the Ext. Activities like visiting Old Age homes and more of them will be introduced. They will be inspired to start A Charity Cell.

12. Are you satisfied with the infrastructural facilities in your classrooms like benches, electric lights, fans etc.?

Response: yes, highly. Benches are comfortable, lights and fans are highly efficient.
Action Plan: White Boards in some classes have been introduced. Immediate target will be to introduce A-V Aids in the classes.

13. Do you think there are enough books, journals, newspaper in the library concerning your subjects?

Response: Enough. Indian authors' Books on varied subjects, Research journals related to most of the subjects are available.
Action Plan: Facility for online reading is being focused to make students technically resourceful. Strong Wifi connectivity in every class is the next target.

14. Are you satisfied with the facilities for extracurricular activities and sports?

Response: Yes, 81% students participate in the extra-curricular activities being organized. Sports activities are bit on the lesser side.
Action Plan: More and more students will be encouraged to partake in the extra-curricular activities and more sports activities like Literary Activities, Fine Arts Activities will be organized for achieving all-round development.

15. Do you avail ICT Facilities in the College?

Response: Moderately. MOODLE, Online learning should be introduced.
Action Plan: MOODLE and Online learning will be encouraged among the students. Easy access to E-Library is being focused.

16. Do you regularly visit College Library for Study purpose?

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Response: yes. On daily basis, a good number of students do visit Library to make notes, to find books related to subjects.

Action Plan: More and more students will be encouraged to visit library to develop study habits, to enable them developing more sense of belongingness with the world of books.

17. Does the College provide Safe drinking water and sanitation facility?

Response: YES, highly. Water coolers at different places have been provided. Overall cleanliness is 85%

Action Plan: Go Green Initiative is in the pipeline. Stress will be on in-campus plantation and making it Plastic-Free.

18. Do you think the college updates its infrastructure at regular basis?

Response: YES, very regularly. Labs and classes are upgraded frequently. Labs are added to attain more comprehensive learning among students.

Action Plan: Smart classes or E-Learning are in the pipeline and will soon be made available.

19. Do you find your teachers easy to understand?

Response: YES, highly. Teachers are dedicated and very efficient in their subjects. They use lecture methods and teach in an interactive way.

Action Plan: More emphasis will be laid on giving the teachers exposure to research activities and use of A-V Aids. More Refresher courses for teachers are proposed.

20. Do your teachers provide you with additional study material / notes and other learning inputs for clarity and understanding of the subject?

Response: Yes, strongly. Teachers provide in-class notes and quality study material with a high skill of explanation.

Action Plan: new books related to subjects will be added up in the library. Focus will be on E-Interaction.

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21. Have you ever approached any of your teachers for Career Guidance and Assistance?

Response: Yes, frequently. Teachers of Commerce, IT and other professional classes have been offering career guidance and timely advice.

Action Plan: Teenager Guidance Cell will be made available in the coming times.

22. Is the College Office Supportive in dealing with administrative matters?

Response: Yes, highly. The non-teaching staff members guide about university form filling or about collecting DMCs as and when sought.

Action Plan: Placement Cell and External Matters Cell will be theoretically and extensively studied.

23. Do you make use of Suggestion Box provided in the College?

Response: Moderately. Not many students are aware of it as of now.

Action Plan: E-Suggestion Cell will be set up.

24. Is the campus Eco Friendly and Green?

Response: Highly. Our college has 2 lush green gardens, offering a calm, joyous and verdant ambience.

Action Plan: Outdoors GO Green Campaign and integration with NSS will be initiated to clean the surroundings also. Swachh Bharat Mission of Hon'ble PM Modi will be focused upon.

25. What is your opinion regarding safety of girl students in the College?

Response: HIGH. Girl students are totally safe and secure. No case ever about molestation or ragging has been heard. The Principal does her best to ensure so.

Action Plan: Separate Girls' Common Room will be set up to add more convenience of Girl Students.

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26. How would you rate the services provided by the counseling cell on the scale of 1 to 5

Response: 3.8

Action Plan: Cell will include Clinical Psychology and Guidance also.

27. What is your view regarding waste management measures in the College?

Response: Dustbins and garbage pails are provided; 'best out of waste' competition is held annually.

Action Plan: to make the best use of Waste, Creativity Enhancing Programmes among students will be initiated

28. How would you rate the transparency of the admission process on the scale of 1 to 5

Response: 4.2

Action Plan: Use of University Manual for Admission will be practiced for adding to transparency of the admission process.

29. What is your overall opinion about the Institution?

Response: Top of the Town.

Action Plan: To emerge as a trend setter institution will be the immediate next plan.

30. Any change or improvement you would like to see in your Institution.

Response: Online teaching learning facility, more sports activities and more active Career Guidance Cell be set up.

Action Plan: Focus will be on promoting more Research activities among students at UG level.

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ALUMNI FEEDBACK ANALYSIS REPORT AND ACTION PLAN

Session 2013-14

Feedback System:

Alumni of any institution always add glory to its name with their achievements and their exposure of the outer world can be utilised in strengthening the system of the institution. Feedback of the alumni proves to be fertile in enhancing the quality of education system. Their priceless ideas can be helpful in erasing any sort of discrepancy of the system. Apeejay always feels keen to gather their suggestion and work on them to keep its systems updated. From the Session 2012-13, college introduced the concept of collecting online feedback. Through online system alumni can put their precious suggestions incognito and it is also environment friendly.

Focus Area:

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2. Teaching Learning & Evaluation
3. Research Innovation & Extension
4. Infrastructure & Learning Resources
5. Student Support & Progression
6. Governance, Leadership & Management
7. Institutional Values and Best Practices

Objectives:

1. Alumni exposure to the outer world can be used for the betterment of the institution.
2. Alumni can share their views & experiences in relation to teaching-learning process and suggest improvement areas.
3. To work on the precious suggestions by ex-students as their experience in the institution can be used for the development of the institution at all levels.
4. To develop the skill of critical thinking and evaluation amongst students.

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5. To give alumni a sense of belongingness.
6. Continual improvement of the College Infrastructure, Staff and Supporting Services.

Phases of Student Feedback Mechanism:

1. Collection of Student Feedback
2. Interpretation & analysis of Results
3. Communication of Results to Person/In-charge/Department Concerned
4. Communication of Results to Principal
5. Action Plan
6. Action Taken Report

Interpretation & Analysis of Feedback for the Session 2013-14

Sample Size: 200 alumni selected from across the streams of Commerce, Arts and Science.

Student Selection Criterion: Students are selected on the basis of Attendance and Academic record.

Feedback Q-1: Did your course facilitate your placement?

Response: 89% of alumni feel satisfied with the placement system of the college.

Action Plan: Placement Cell would be working in the direction to cover more number of students.

Feedback Q-2: Was your curriculum in-line with I.T. Advancements

Response: Most of the students felt satisfied with the audio-visual methods used by the faculty.

Action Plan: More IT equipments to be implanted.

Feedback Q-3: Does the course curriculum meet the industry standards/requirements?

Response: Moderate

Action Plan: Curriculum designing is entirely in the hands of the university still the faculty members pass on their suggestions to the board of studies of different subjects.

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Feedback Q-4: How far did the Personality Development programs organised during college help enhance your personality?

Response: 89% of the alumni gave positive response.

Action Plan: Personality Development as a subject would be introduced in more courses.

Feedback Q-5: Do you think your stay in the College developed Research Aptitude in you which enhanced your placement prospects?

Response: Moderate

Action Plan: Students to be encouraged to use research centre quite often.

Feedback Q-6: Do you still participate in Extension Activities of the college as alumni?

Response: 70% of the alumni gave positive response.

Action Plan: More alumni participation in extension activities would be encouraged.

Feedback Q-7: How would you rate the infrastructural facilities during your stay in the College?

Response: Excellent

Action Plan: Though the college always works on its infrastructure at regular basis still more updated facilities would be provided to the students.

Feedback Q-8: Were you exposed to various ICT facilities in the College?

Response: Excellent

Action Plan: College would incorporate additional ICT facilities.

Feedback Q-9: Was the College Library adequately equipped for your academic support?

Response: Majority of students agree that adequate amount of books and other materials are available in the library.

Action Plan: Library would be updated with latest material

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Feedback Q-10: How do you rate the courses that you have learnt in relation to your current job?

Response: A large number of students are benefitted by the activities related to their courses. A small segment is left due to non participation in activities.

Action Plan: More practical exposure would be sought after.

Feedback Q-11: Were your grievances properly handled at the College?

Response: Majority of students consider grievance handling procedure to be good.

Action Plan: Grievances should be handled in hierarchy and must be incorporated in to the system itself.

Feedback Q-12: Being an Alumni are you satisfied with the Annual Alumni Meet in the College?

Response: Excellent

Action Plan: Alumni meet would cover maximum number of students.

Feedback Q-13: Was the Placement Cell of the College effective in helping you procure a benefitting placement?

Response: A greater section of the alumni expressed its satisfaction with the placement procedures of the institution.

Action Plan: The placement cell would collaborate with companies at a greater scale.

Feedback Q-14: How often do you visit the College as Alumni?

Response: Excellent

Action Plan: A strong channel of alumni would be set up.

Feedback Q-15: How would you rate the various safety measures taken by the College for Women safety on the scale of 1 to 5?

Response: Excellent

Action Plan: Women Grievance Cell would be made stronger.

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Feedback Q-16: Were you given enough opportunity to showcase your talent in the College?

Response: Excellent

Action Plan: More activities at departmental and college would be organized.

Feedback Q-17: Do you wish to strengthen the Alumni unit of the College?

Response: The response was in positivity.

Action Plan: The Alumni Association would use more of social media to establish a stronger bond with the ex-students

Feedback Q-18: Were you satisfied with the waste management system of the College?

Response: Moderate

Action Plan: Waste management system would be planned.

Feedback Q-19: Do you notice any reforms in the College since you passed?

Response: 95% of the students feel that college is upgrading its systems at a greater pace.

Action Plan: The college would update its system at all levels.

Feedback Q-20: Any suggestions for strengthening the Alumni network of your college

Response: Moderate.

Action Plan: Suggestions put by the alumni would be implemented.

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TEACHER FEEDBACK ANALYSIS REPORT AND ACTION PLAN

Session 2013-14

Spirit of creativity in young minds will be imbibed only by the knowledgeable and effective teacher. Hence the active involvement of a teacher in general and technical teacher in particular is the need of the hour in transforming the status of the nation. Good teachers are essential for the effective functioning of education systems and for improving the quality of learning processes. **Hence** teachers are the chief stakeholder of any educational institution and play a crucial role in evaluation, development and enhancement of the quality of teaching -learning processes. **Teacher Feedback** is the most powerful tool of higher education system which when effectively used converts the delivery of education system in right spirit at appropriate time by strengthening it in a customized manner. Apeejay College of Fine Arts believes in quality education and provides a channel to it's faculty to put forth their views and give suggestions regarding teaching-learning environment through the Feedback Form.

Focus Area:

1. Curricular Aspects
2. Teaching, Learning and Evaluation
3. Research, Innovation and Extension
4. Infrastructure and Learning Resources
5. Student Support and Progressive
6. Governance, Leadership and Management
7. Institutional Values and Best Practices

Objectives:

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1. To provide teachers a platform to share their views & experiences in relation to teaching-learning process and suggest improvement areas.
2. To boost their morale and confidence by giving them a chance to freely interact with the administration regarding the improvement of teaching and learning environment.
3. To develop the skill of critical thinking and evaluation amongst teachers.
4. To give them the sufficient time to pursue their research work.
5. Continual improvement of the College Infrastructure, Staff and Supporting Services.

Phases of Teacher Feedback Mechanism:

1. Collection of Teacher Feedback
2. Interpretation & analysis of Results
3. Communication of Results to Principal.
4. Communication of Results to Person/In-charge/Department Concerned.
5. Action Plan
6. Action Taken Report

Interpretation & Analysis of Teacher Feedback for the Session 2013-14

Total Strength: 124

Sample Size: All the teachers of the college of various streams of Commerce, Arts and Science etc.

Feedback Q-1:Are you satisfied with the Course Content?

Response: 93 % of the sample size is satisfied with course content

Action Plan: Advisory committee to give proposal for course revision to university

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Feedback Q-2 Is the college promoting research related activities for teachers?

Response: Moderate

Action Plan: The college will launch the new research labs in order to facilitate teachers to pursue their research work.

Feedback Q-3: Are you satisfied with the Internal evaluation system at the institutional level?

Response: Majority of the faculty is satisfied.

Action Plan: Internal Evaluation system of the college will be modified.

Feedback Q-4: Are you satisfied with the Faculty Development Programmes organized in the College?

Response: 90% of the faculty is satisfied.

Action Plan: The experts from the reputed universities or retired professors with excellent service record will be invited to conduct the Faculty Development Programmes.

Feedback Q-5: Are you satisfied with the number of students allocated under each mentor?

Response: Excellent

Action Plan: The college divides the students keeping in mind the balance between teacher student ratio and it will be continued in future as well.

Feedback Q-6: Are you satisfied with the available infrastructure for teaching in the College?

Response: Excellent

Action Plan: The College will introduce more labs equipped with the latest resources.

Feedback Q-7: Are the books, journals in the Library sufficient for the cognitive development of the students?

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Response: 95 % of the faculty is satisfied.

Action Plan: More books of foreign authors or the new critical reviewers will be added.

Feedback Q-8: Do you refer to Library books for preparing your lectures?

Response: 50% of teachers visit library on the daily basis and use the services to prepare their lectures .

Action Plan: The College will propose a smart class system for which the teachers will have to prepare the PowerPoint presentations and thus they will use the library services even more.

Feedback Q-9: Do you regularly submit the infrastructural requirements related to your department?

Response: Moderate.

Action Plan: A cell will be formed whose primary duty will be to check the infrastructural requirements of the various departments regularly.

Feedback Q-10: Does the College regularly update its infrastructure as per your suggestions?

Response. Excellent

Action Plan: More infrastructural facilities to be added.

Feedback Q-11:Do you include ICT facilities in your teaching methodology?

Response: Excellent

Action Plan: The college will launch a mobile app through which students and teachers could connect directly even after the college hours.

Feedback Q-12: Are tests and examination conducted well in time with proper coverage of all units in the syllabus?

Response: Excellent

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Action Plan: The college will modify it's examination system in order to test the abilities of students more thoroughly.

Feedback Q-13: Are you satisfied with the Internet Facility and Research Related Sources in the Library?

Response: Majority of the teachers are satisfied with Internet Facility and Research Related Sources in the Library.

Action Plan: More ICT facilities will be introduced to meet the need of an hour.

Feedback Q-14: Are faculty related grievances / problems solved well in time?

Response: Excellent

Action Plan: Top priorities to be given to solve faculty related grievances.

Feedback Q-15: Are you satisfied with Faculty Empowerment Strategies of the College?

Response: 80% of the people are satisfied.

Action Plan: More resources will be introduced.

Feedback Q-16: Are students confident enough to share their issues with you?

Response: Excellent

Action Plan: This has always top the priority list and will be continued in future as well.

Feedback Q-17: How much of the official work do you perform without the use of paper?

Response: :60 % of the official work is done online..

Action Plan: Apps and websites will be launched in order to preserve every thing online.

Feedback Q-18: Do you guide the students about the environment conservation?

Response: Excellent

Action Plan: Movement for 100% polythene free campus.

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Feedback Q-19: Do you contribute towards making the campus plastic free?

Response: Majority of teachers contribute towards making the campus plastic free

Action Plan: The plastic shall be completely banned within the campus in order to promote the plastic free campus.

Feedback Q- 20.How do you make teaching learning process effective?

Response: Majority of students are satisfied with the teaching learning process.

Action Plan: More orientation programmes for teachers in this regard.

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PARENT FEEDBACK ANALYSIS REPORT AND ACTION PLAN

(2013-14)

The college involves Parents and students as stakeholders under the participatory report. The satisfaction of Parents constitutes massively towards the growth of our institution and we take care to take opinion of parents and no their experience by adopting the measures suggested by them. **Parents Feedback** is the most powerful tool of higher education system which when effectively used converts the delivery of education system in right spirit at appropriate time by strengthening it in a customized manner. To know their level of satisfaction with the college and to gain their perspective, a feedback form was forwarded to around 250 Parents through the simple online process. The findings of the survey were very encouraging.

Focus Area:

1. Curricular Aspects
2. Teaching Learning & Evaluation
3. Research Innovation & Extension
4. Infrastructure & Learning Resources
5. Student Support & Progression
6. Governance, Leadership & Management
7. Institutional Values and Best Practices

Objectives:

1. To provide Parents an opportunity to share their views & experiences in relation to teaching-learning process and suggest improvement areas.
2. To give a chance to Parents to freely interact with the administration regarding the weaker areas of learning environment.
3. To give Parents a sense of belongingness.
4. Continual improvement of the College Infrastructure, Staff and Supporting Services.

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Phases of Parents Feedback Mechanism:

1. Collection of Parents Feedback
2. Interpretation & analysis of Results
3. Communication of Results to Principal.
4. Communication of Results to Person/In-charge/Department Concerned.
5. Action Plan
6. Action Taken Report

Interpretation & Analysis of Feedback for the Session 2013-14

Total Strength: 2861

Sample Size: 250 Parents selected from across the streams of Commerce, Arts and Science. **(15% of total Strength)**

1. How would you rate the teaching and learning environment in the College?

   Response: Excellent

   Action Plan- College aims to provide holistic education to students.

2. Does the College provide Value Based Education?

   Response: Yes

   Action Plan – 90% of the parents agree that college is providing Value Based Education and we will continue the tradition

3. Are you satisfied with the special programs the college is organising for advance learners and slow learners?

   Response: Yes

   Action Plan- A lot is done to help the advance learners and slow learners in form of extra classes.

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4. Does college organise events to directly interact with parents and handle their issues related to A. Academics, B. Examination C. Stress::

   Response: Yes

   Action Plan- Parent Teacher Meet is a regular feature of the college.

5. Are you satisfied with the innovation and creativity incorporated in teaching learning methods of the college?

   Response: Yes

   Action Plan- CBT training is introduced in college.

6. Do you think Extension Activities of the College have led to more humanitarian development of your Ward?

   Response: Yes

   Action Plan-College organises extension activities on monthly basis.

7. How have the Extension Activities organized in the College enhanced the personality and confidence level of your Ward? Please rate on the scale of 1 to 5

   Response: 4

   Action Plan- Participation of students is encouraged by college.

8. Are you satisfied with the infrastructural facilities of the College?

   Response: Yes

   Action Plan- College labs are well equipped and air conditioned.

9. Do you find any problem or inconvenience when you visit the College?

   Response: No

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Action Plan- Teachers are always there to help and provide assistance.

10. Are you satisfied with the performance of students' Grievance Redressal Cell?

Response: Yes

Action Plan- Students are very happy with the performance and so are the parents.

11. Do you receive SMS, Mails and Phone Calls related to your Ward's Progress in time?

Response: Yes

Action Plan- 95% parents appreciate the telecommunication, mails, sms updations by college

12. Is the college office helpful in administrative matters?

Response: Yes

Action Plan- College office staff is making an attempt to improve and is very helpful.

13. Do you regularly attend PTMs held in the College?

Response: Yes

Action Plan- 80% Parents come to attend the PTMs..

14. Are you satisfied with the functioning of Sexual Harassment Cell?

Response: Yes

Action Plan- Utmost care is taken by the cell to prevent sexual harassment of any sought.

15. How would you rate the hygienic environment of the College on the scale of 1 to 5?

Response: 4

Action Plan- Dustbins are provided everywhere for green and clean campus.

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16. Are you satisfied with the details provided on the College website?

Response: Yes

Action Plan- College website provides 100% information about the college

17. Do you get information in advance regarding fee or any other charges?

Response: Yes

Action Plan- SMSs and e-mails related to fee are sent.

18. Any suggestion you would like to share for enhancing the quality standards of the Institution.

Action Plan- more innovative and creative courses should be introduced.

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ACTION TAKEN REPORT

on

FEEDBACK COLLECTED

2013-14

Feedback was received from Students, Alumni, Teachers and Parents in 2013 on an Annual Basis. It was analyzed as presented in the Analysis Reports. Based on the action plan mentioned in the analysis report pertaining to students, alumni, teachers and parents a committee was formed to execute the desired action plan at the earliest. The committee comprised of the Principal as the Chairperson and five senior faculty members. Based on the action plan, an agenda was framed and forwarded to the management. Prompt action was taken to implement the suggestions on the basis of priority. The action taken was then discussed in the board meeting comprising a Governing Council, Board Members, Principal, IQAC Convenor and two Staff Representatives.

Following action was taken:

- Proposal for research wok was initiated and a workshop on research methodology was conducted.
- A proposal for more skill development classes and MOODLE was discussed with management.
- Many new subjects were introduced in the course which is relevant to the practical knowledge and helpful for competitive exams.
- New courses in Bachelor in internet and mobile applications &Master in Fine Arts (Applied Arts) were introduced.
- Online courses from foreign universities were started
- Skill enhancement courses were introduced
- Inflibnet availability in the library
- WiFi enabled campus

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- Awareness about startups and entrepreneurship spreaded through EDC
- Classes for competitive exams were started
- Students and faculty were encouraged to take up online courses offered by oxford, MIT University etc. Many online courses have been completed by students of computer science department.
- Students were encouraged to make maximum use of laptops, tablets for educational purpose. Bandwidth has been increased for online support to teachers and students for ICT enabled teaching and learning.
- Curriculum development cell has been activated. Suggestion regarding curriculum revision is obtained from industry professionals, alumni, guest lecturers, academicians and is revised in various through statutory bodies framed at university and college level.
- Consistent efforts are being made to strengthen the bond between industry and college. various industry professionals are invited from time to time for workshops and seminars which gives them an insight to the existing curriculum and the need for curriculum revisions. Industry visits have helped to understand the recent industrial trends which further contributed in curriculum revisions.
- Awareness about startups and entrepreneurs is being spread among students through the Entrepreneurship Development Cell (EDC) of the college. Students have been informed about the various schemes being offered by government to start with own business ventures. Students are encouraged to come up with various business ideas and how to implement those ideas in reality.
- College Library is further strengthened with e-books for various departments and graphic novels for few Art based departments.
- Faculty members from Design, Music, Dance and Commerce department along with students visited various foreign universities to conduct workshops and exhibitions.

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- Placement activity has been strengthened through dedicated placement and training cell. Various placement drives are organized and students are guided for the pre-placement preparation and other competitive activities.

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Minutes of the meeting of Governing Council, Board of Management for Action Plan and Action Taken on Feedback Collection from Stakeholders

Session 2013-14

January 21, 2014

1. Welcome by the Chairperson
2. Discussion on feedback received and Analysis Report
3. Introductory Remark by the Chairperson
4. Discussion of Action Plan Analysis
5. Discussion on Action Taken
6. Following Actions were taken:

- Proposal for research wok was initiated and a workshop on research methodology was conducted.
- A proposal for more skill development classes and MOODLE was discussed with management.
- Many new subjects were introduced in the course which is relevant to the practical knowledge and helpful for competitive exams.
- New courses in Bachelor in internet and mobile applications &Master in Fine Arts (Applied Arts) were introduced.
- Online courses from foreign universities were started
- Skill enhancement courses were introduced
- Inflibnet availability in the library
- WiFi enabled campus
- Awareness about startups and entrepreneurship spreaded through EDC
- Classes for competitive exams were started

Principal
Apeejay College of Fine Arts
Jalandhar

- Students and faculty were encouraged to take up online courses offered by oxford, MIT University etc. Many online courses have been completed by students of computer science department.
- Students were encouraged to make maximum use of laptops, tablets for educational purpose. Bandwidth has been increased for online support to teachers and students for ICT enabled teaching and learning.
- Curriculum development cell has been activated. Suggestion regarding curriculum revision is obtained from industry professionals, alumni, guest lecturers, academicians and is revised in various through statutory bodies framed at university and college level.
- Consistent efforts are being made to strengthen the bond between industry and college. various industry professionals are invited from time to time for workshops and seminars which gives them an insight to the existing curriculum and the need for curriculum revisions. Industry visits have helped to understand the recent industrial trends which further contributed in curriculum revisions.
- Awareness about startups and entrepreneurs is being spread among students through the Entrepreneurship Development Cell (EDC) of the college, Students have been informed about the various schemes being offered by government to start with own business ventures. Students are encouraged to come up with various business ideas and how to implement those ideas in reality.
- College Library is further strengthened with e-books for various departments and graphic novels for few Art based departments.
- Faculty members from Design, Music, Dance and Commerce department along with students visited various foreign universities to conduct workshops and exhibitions.

Principal
Apeejay College of Fine Arts
Jalandhar

- Placement activity has been strengthened through dedicated placement and training cell. Various placement drives are organized and students are guided for the pre-placement preparation and other competitive activities.

7. Vote of Thanks by Principal

Management Representative	Dr. Rajesh Bagga, Director, Apeejay Institute of Management and Technical Campus, Jalandhar	
Chairperson	Dr. Sucharita Principal, Apeejay College of Fine Arts, Jalandhar	
IQAC Director/Coordinator	Ms. Roopali Sood Head, Department of Computer Sc.	
Faculty Representatives	Dr. Sunit Ms. Monica Sekhon Ms. Supreet S.J. Talwar Ms. Roopali Sood Dr. Monika Arora Ms. Manisha Sharma Ms. Apra	
Alumni	Ms Harkiran Sandhu Ms. Neeru Mago Ms. Shweta Kakkar	
Industry Representative	Mr. Inder Kumar Aggarwal	
Administrative Officer	Mr. Jasvinder Singh	
Stake Holders	Dr. H.S. Sodhi S. Sarabjit Singh	

Apeejay Education Society Jalandhar

Principal
Apeejay College of Fine Arts
Jalandhar