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## Department of Business Administration – Feedback Action Taken Report

Based on the feedback collected from the students the department has taken certain actions to assist the students such as

Criteria	Action Taken
Syllabus Coverage	To ensure that the entire syllabus is covered by all the teachers for all subjects, the department has to provide a course completion certificate which is submitted to the management
Mentor - Mentee	Support is given to the students of the department to improve their learning and leadership skills, motivating them towards their future career development. In this regard the department assigns a mentor to each student and this mentor-mentee list is notified to the students
Class Routine	The department follows the master routine prepared by the routine committee; internal arrangements are made among teachers to ensure that all classes are taken
ICT	Since many students wanted more explanation to the subjects, most teachers in the department have adopted a blended mode of teaching where explanations are given in offline classes and supporting materials are given online through the Google form
Field Trip	The department arranged field trips/industrial visits to help them identify the practical side of the industry and its working to ensure better knowledge of theory and practice
Student Seminar	The department encourages the students to organise students' on seminar on current topics and issues
Extra Classes	Extra classes are taken when required

W.C.K. Sohliya

Head

Department of Business Administration

**Feedback Action Taken Report (2023-2024)**  
**Department of Botany, Shillong College, Shillong**

- The department has taken up various measures to assist the academic needs of the students by taking extra classes, conducting group discussions, tests, subject based students' seminars, assignments etc.
- Thorough discussion on past question papers is done as part of classroom discussion.
- Syllabus is completed in advance with course completion certificate being submitted to the principal.
- Students are being informed and encouraged to participate in activities related to innovation, entrepreneurship and academics in the state.
- All teachers of the department are using ICT for providing good teaching- learning experience.
- All students have been assigned a mentor to help them address various problems and build a better relationship with students.
- The department through the Botanic Club organizes various activities for the students like popular talks, freshers cum farewell, field trips (outdoor interaction with students) and provides a platform for the students to discuss issues other than academics.

(D. Kharshandi)  
HOD, Botany

<b>Feedback</b>	<b>Action Taken</b>
<p>Group discussion to be held in the class, discussion about assignments, tests, questions and conduct of student seminars.</p>	<p>The department has taken up various measures to assist the academic needs of the students by taking extra classes, conducting group discussions, tests, subject based students' seminars, assignments etc. Thorough discussion on past question papers is done as part of classroom discussion.</p>
<p>Encouraging team work and group activities.</p> <p>More field visits, student engaging program.</p>	<p>Students are being informed and encouraged to participate in activities related to innovation, entrepreneurship and academics in the state. The department through the Botanic Club organizes various activities for the students like popular talks, freshers cum farewell, field trips (outdoor interaction with students) and provides a platform for the students to discuss issues other than academics.</p>
<p>Using visual media to engage students</p>	<p>All teachers of the department are using ICT for providing good teaching- learning experience.</p>
<p>To help the students identify their strengths and weaknesses and help to overcome them.</p>	<p>All students have been assigned a mentor to help them address various problems and build a better relationship with students.</p>

**STUDENT'S FEEDBACK****Dated: 10.11.2023**

The student's feedback was taken from a random sampling of students (69% female and 31% male) of the department. A summary of the feedback is as follows:

<b>Particulars</b>	<b>Feedback Response Range</b>
1. How much of the syllabus was covered in the class?	83 % responded that 85-100 % was covered. 13 % responded that 70-84 % was covered. 4 % responded that less than 55-69 % was covered.
2. How well did the teachers prepare for the classes?	43.5 % responded –Thoroughly. 48 % responded - Satisfactorily.
3. How well were the teachers able to communicate?	70 % responded – always effective. 5 %responded – Sometimes effective. 22 % responded - Just satisfactorily.
4. The teacher's approach to teaching can best be described as	35% - Excellent. 39% - Very Good. 26% - Good. 1.6% - Fair.
5. Fairness of the internal evaluation process by the teachers.	61 % - Always fair. 22 % - Usually Fair. 9 % - Sometimes Fair.
6. Was your performance in assignments discussed with you?	56.5 % - Everytime. 22 % Usually. 17 % - Sometimes. 4.5 % - Rarely.
7. The institute takes active interest in promoting internship, student exchange, field visit	39.1 % - Regularly. 30.4 % - Often.

opportunities for students.	26.1% - Sometimes. 4.3 % - Rarely.
8. The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.	43.5% - Significantly. 26.1% - Very Well. 21.7 % - Moderately. 4.3% - Marginally. 4.3% - Not at all.
9. The institution provides multiple opportunities to learn and grow.	39.1% - Strongly agree 47.8% - Agree. 13% - Neutral.
10. Teachers inform you about your expected competencies, course outcomes and programme outcomes.	60.9% - Everytime. 34.8% - Usually. 4.3% - Occasionally.
11. Your mentor does a necessary follow-up with an assigned task to you.	60.9% - Every time. 30.4% - Usually. 4.3% - Occasionally. 4.3%- Rarely.
12. The teachers illustrate the concepts through examples and applications.	73.9% - Every time. 21.7% - Usually. 4.3% Occasionally
13. The teachers identify your strengths and encourage you with providing right level of challenges.	69.6% - Fully. 21.7% - Reasonably 4.3% - Slightly to Partially. 4.3%- Unable to.
14. Teachers are able to identify your weaknesses and help you to overcome them.	56.5% - Every time 26.1% - Usually 13% - Occasionally

	4.3% - Rarely.
15.The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.	43.5% - Strongly Agree 52.2 % - Agree 4.3 % - Neutral
16.The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.	52.2% - To a great extent 43.5% - Moderate 4.3% - Somewhat
17.Teachers encourage you to participate in extracurricular activities.	56.5% - Strongly Agree 39.1 % - Agree 4.3 % - Disagree
18.Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employ-ability skills to make you ready for the world of work.	52.2% - To a great extent 30.4% - Moderate 8.7% - Somewhat 8.7% - Very Little
19.What percentage of teachers use I.C.T tools such as LCD projector, Multimedia, etc. while teaching.	65.2% - Above 90% 34.8% responded 70-89%
20.The overall quality of teaching-learning process in your institute is very good.	47.8% - Strongly agree 34.8% - Agree 17.4% - Neutral

**21.**Give three observations / suggestions to improve the overall teaching – learning experience in your institution.

Observations of the teaching – learning experience in the institution is very good over-all.

Suggestions given by students:

1. Encouraging team work and group activities.
2. Using visual media to engage students
3. Foster a Supportive and Inclusive Learning Environment.
4. Emphasize Experiential Learning and Real-World Applications.
5. Providing microphone.
6. Better communication between teachers and students.
7. More field visits, student engaging program.
8. Discussion of assignments.
9. Student exchange.
10. To include soft skill in study.

Action taken report:

After conducting a student satisfaction survey and upon consideration of student feedback. The following actions were taken:

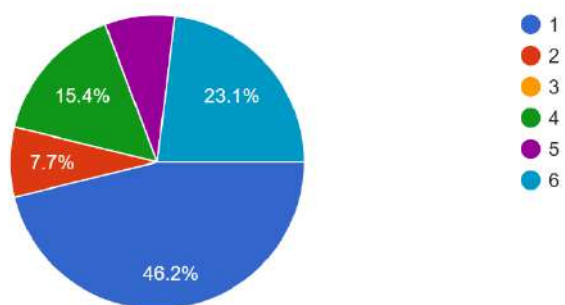
- The department has increased the number of internal tests conducted and taken the best of two for final marking
- The department organised a program on 18<sup>th</sup> March 2024 in collaboration with NSS on Youth empowerment. Dr. BF Lyngdoh, resource person, spoke on how empowerment of youth eventuates social and sustainable development quoting “Empowerment is all about AGENCY.” In the first half of the session, he spoke on the three pillars of empowerment which are Ethics, Decision-making and Conflict management and in the second half, he spoke on how innovation, taking calculated risks and being alert and aware of the current happenings were crucial to social and sustainable development.
  - After an enthusiastic peroration, the guest speaker had an interactive session with the youth who attended the elucidative program. He grouped the participants into groups of twenty, where each party had a discussion about whether they could consider themselves to have an entrepreneurial mindset or not. This was followed by participants being called upon the stage to speak on the question, "Do you have an entrepreneurial mindset?" And to justify their answers, to which the students showed ardent participation.
- In its mentoring sessions, the faculty encourages students to voice their concerns and opinions so that action may be taken for the betterment of the students
- The faculty has renewed its commitment to address the concerns of the student either academically or through counselling sessions

**Department of chemistry:**

**Students satisfaction survey 2023-2024**

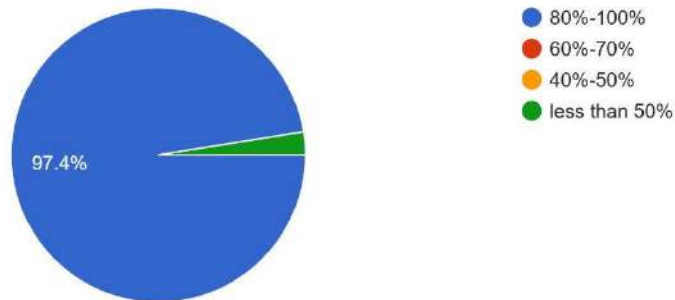
A Student Satisfaction Survey was conducted among BSc 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Semester Chemistry (Honours) students. The following were the results.

Semester  
39 responses



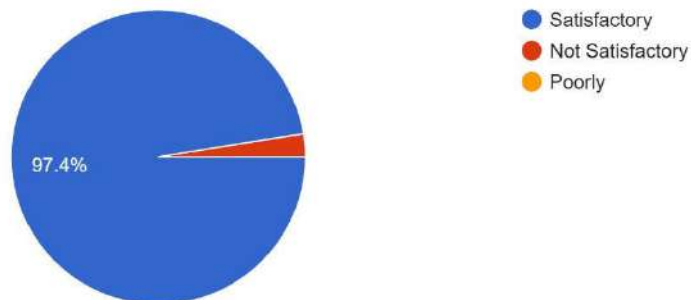
1. How much of the syllabus was covered in the class?

39 responses



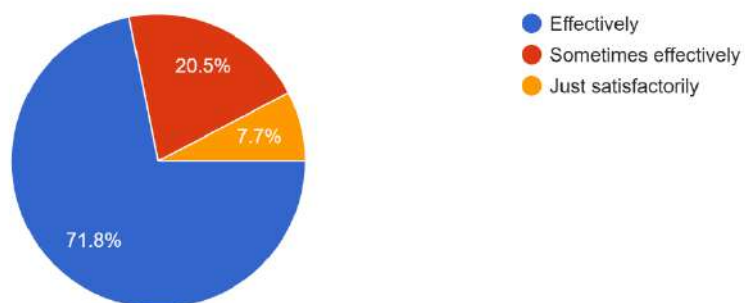
2. How well did the teachers prepare for the classes?

39 responses



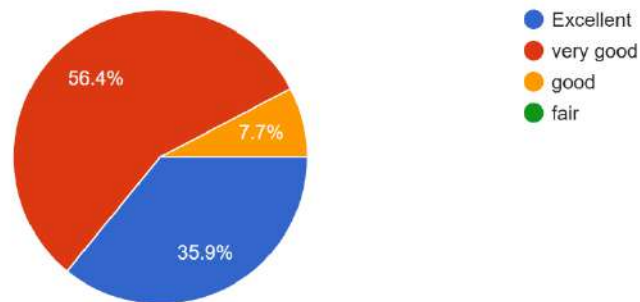
3. How well were the teachers able to communicate?

39 responses



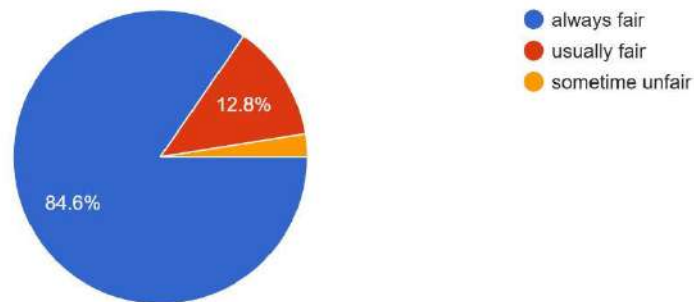
4. The teacher's approach to teaching can best be described as

39 responses



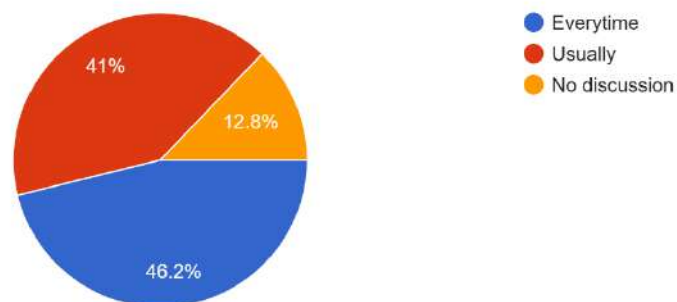
5. Fairness of the internal evaluation process by the teachers.

39 responses



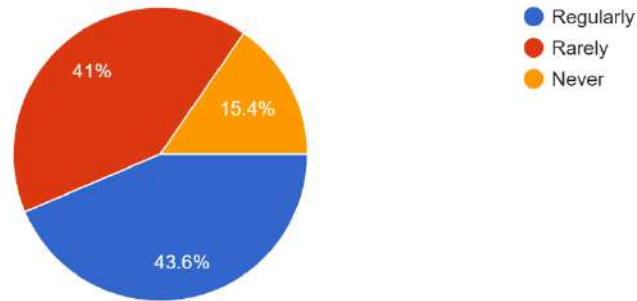
6. Was your performance in assignments discussed with you?

39 responses



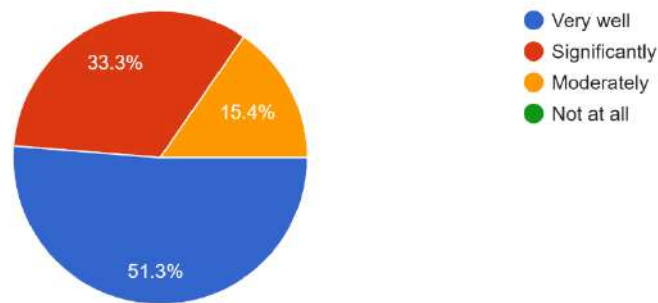
7. Does the department takes active interest in promoting internship, student exchange, field visit opportunities for students?

39 responses



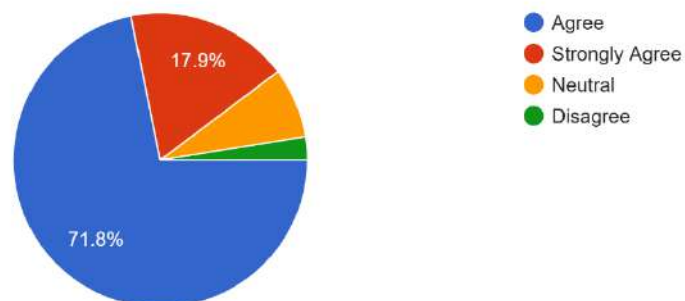
8. The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.

39 responses



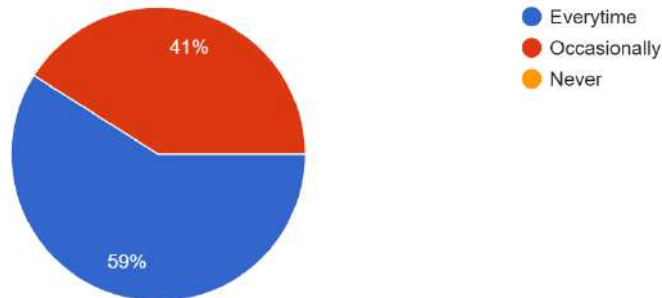
9. The institution provides multiple opportunities to learn and grow.

39 responses



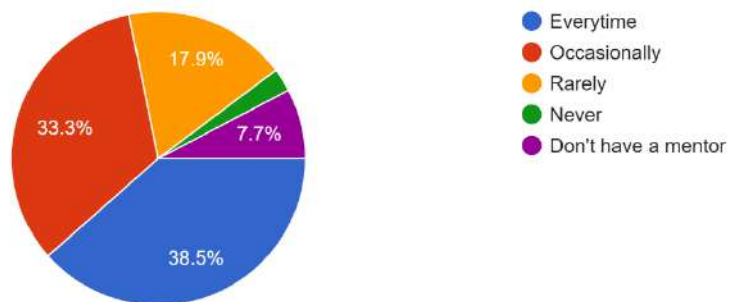
10. Teachers inform you about your expected competencies, course outcomes and programme outcomes.

39 responses



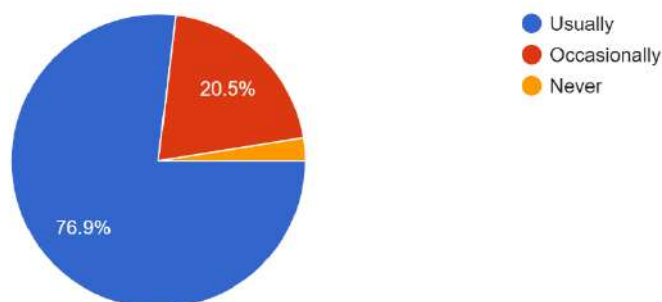
11. Your mentor does a necessary follow-up with an assigned task to you

39 responses

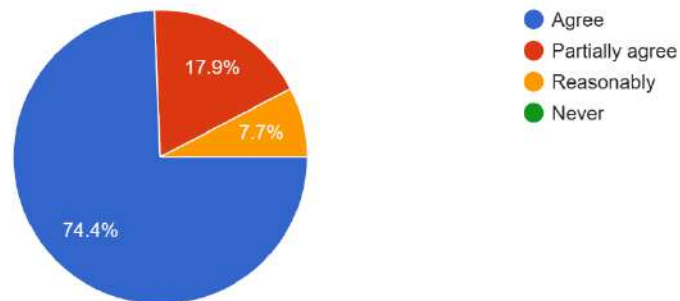


12. The teachers illustrate the concepts through examples and applications.

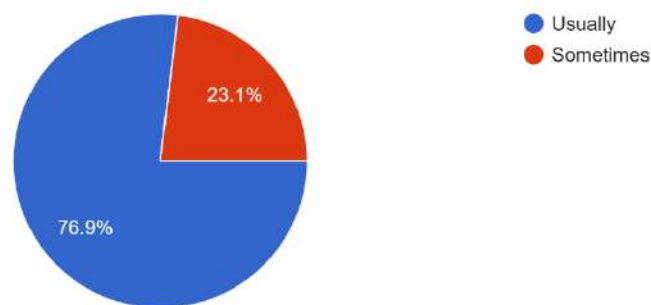
39 responses



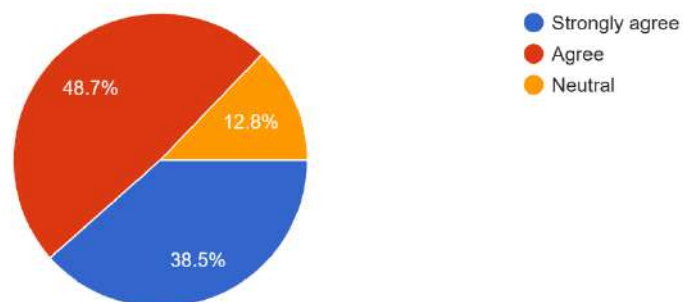
13. The teachers identify your strengths and encourage you with providing right level of challenges.  
39 responses



14. The teachers identify your strengths and encourage you with providing right level of challenges.  
39 responses

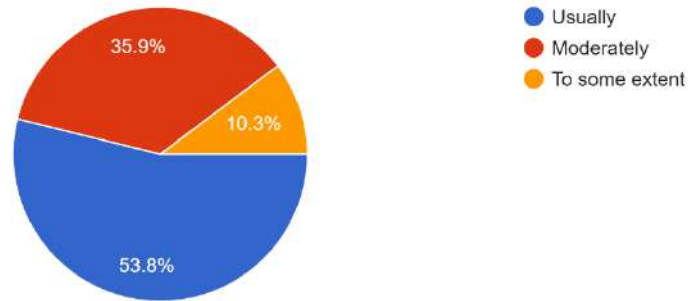


15. The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.  
39 responses



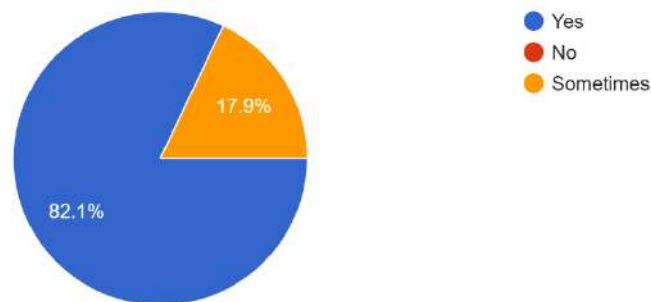
16. The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem-solving methodologies for enhancing learning experiences.

39 responses



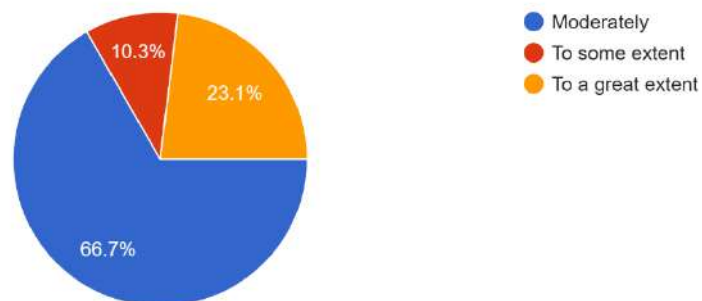
17. Teachers encourage you to participate in extracurricular activities.

39 responses



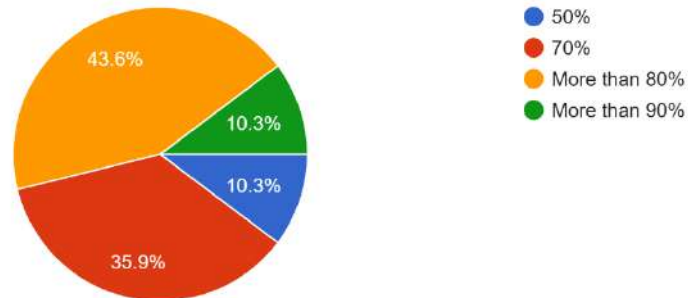
18. Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employ-ability skills to make you ready for the world of work.

39 responses



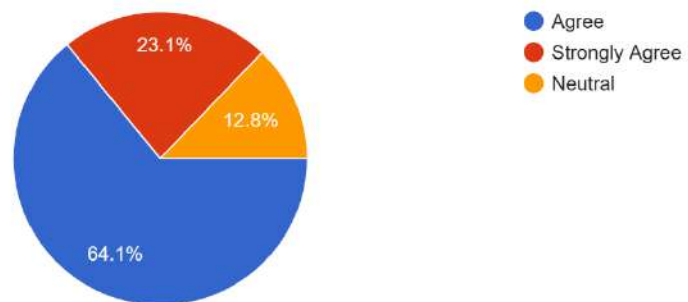
19. What percentage of teachers use I.C.T tools such as LCD projector, Multimedia, etc. while teaching.

39 responses



20. The overall quality of teaching-learning process in your institute is very good.

39 responses



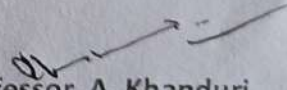
Some pertinent suggestions/ feedback given by the students were:

1. Increase the number of tests/ quizzes conducted including problem solving/ question paper solving
2. Arrange career guidance programs to make students aware of possible career paths after graduation
3. To encourage students to voice their opinions and concerns

## DEPARTMENT OF COMMERCE – FEEDBACK ACTION TAKEN REPORT

Based on the feedback collected from the students the department has taken certain actions to assist the students such as:

Criteria	Action Taken
Syllabus coverage:	To ensure that the entire syllabus is covered by all the teachers for all subjects, the department has to provide a course completion certificate which is submitted to the management.
Mentor-Mentee	The department prepares a mentor-mentee list and the same is notified to the students, to cater to any academic or career related problems.
Class routine	The department follows the master routine prepared by the routine committee, internal arrangement are made among teachers to ensure that all classes are taken.
ICT	Since many students wanted more explanations to the subjects, most teachers in the department have adopted a blended mode of teaching, where explanations are given in offline classes, and supporting materials are given online through their Google classrooms.
Field trips	The department arranged field trips/industrial visits for students to help them identify the practical side of the industry and its working to ensure better knowledge of theory and practice.
Student Seminar	The department encourages the students to organize students' seminars on current topics and issues.
Add-on Course	Recently, the department has collaborated with Anudip foundation to conduct an add-on course on Tally & GST for interested students, to help them in their skill development and career planning. A training room with ten installed computers, annexed the department of commerce room is allocated to conduct the course.
Tutorial Classes	Tutorial classes on need-based are arranged for students.

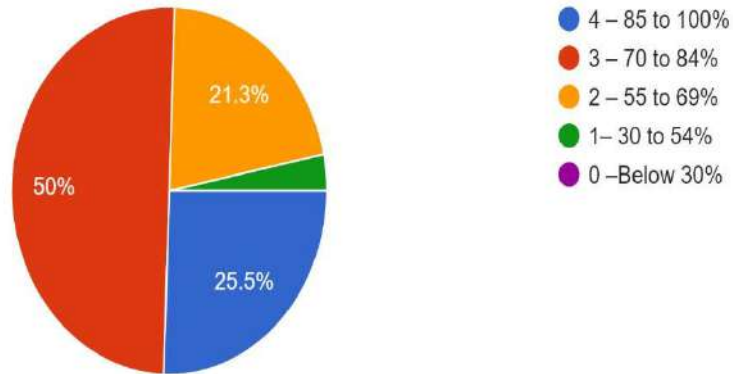
  
Assc Professor. A. Khanduri  
Head of Commerce Department

H. O. D.  
Department of Commerce  
Shillong College, Shillong.

# Student Satisfaction Survey 2023-24

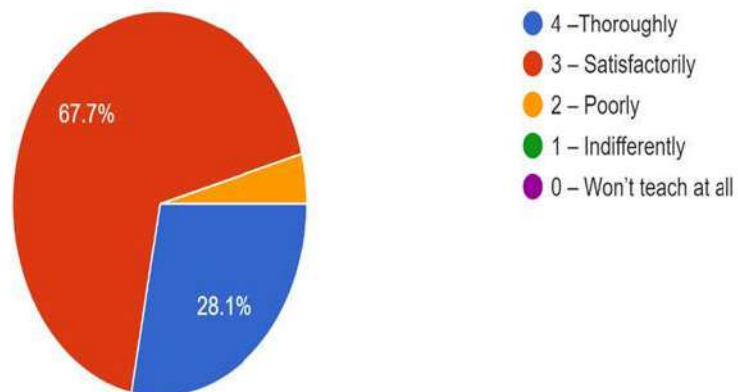
1. How much of the syllabus was covered in the class?

94 responses



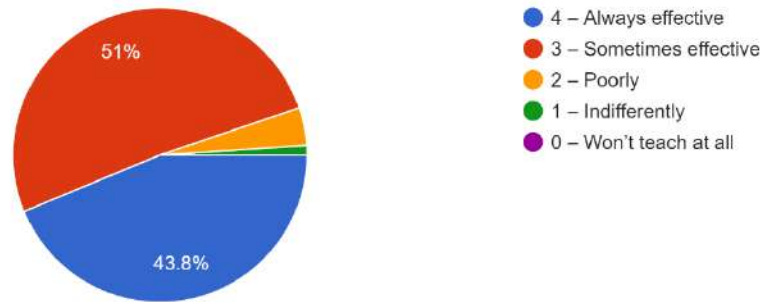
2. How well did the teachers prepare for the classes?

96 responses



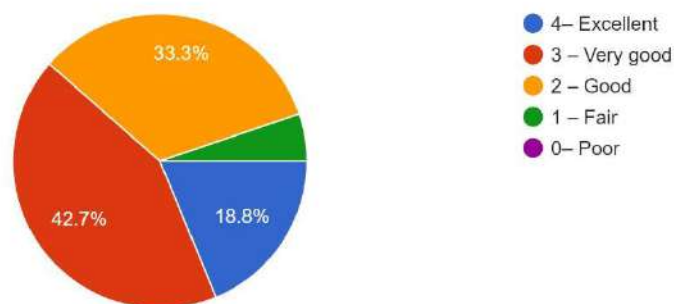
### 3. How well were the teachers able to communicate?

96 responses



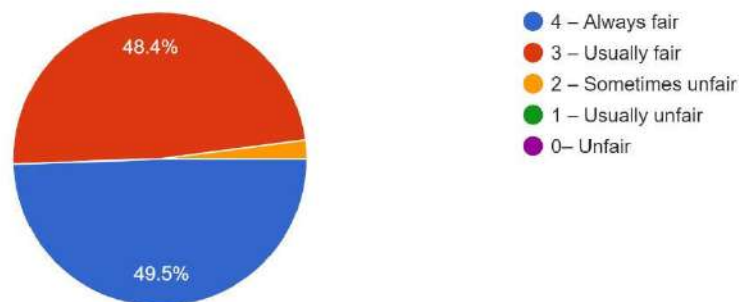
### 4. The teacher's approach to teaching can best be described as

96 responses



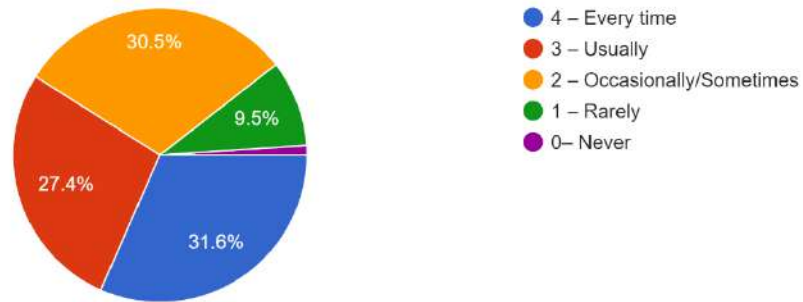
### 5. Fairness of the internal evaluation process by the teachers.

95 responses



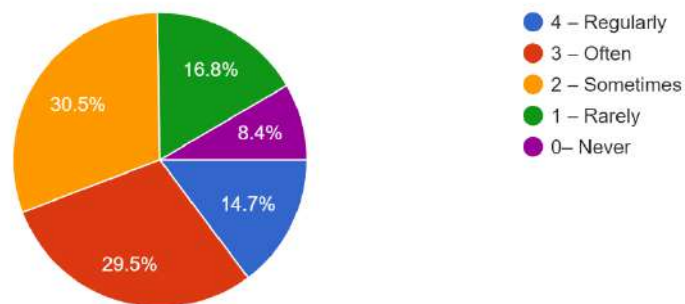
6. Was your performance in assignments discussed with you?

95 responses



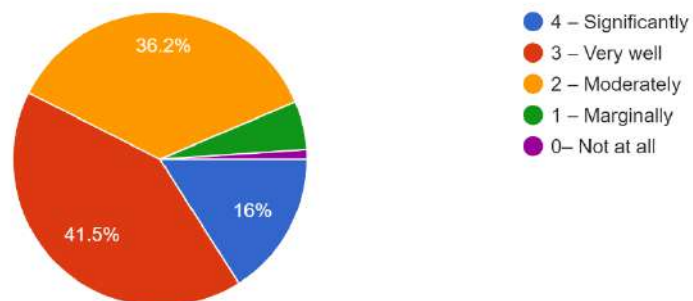
7. The institute takes active interest in promoting internship, student exchange, field visit opportunities for students.

95 responses



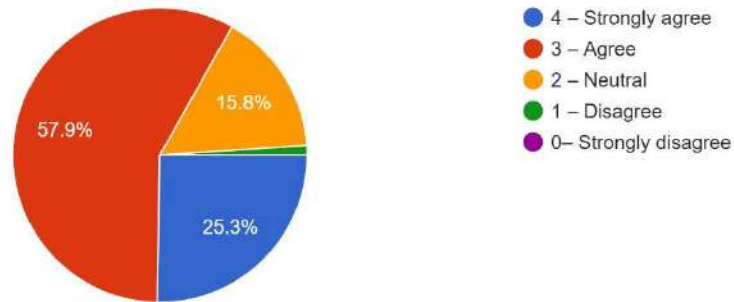
8. The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.

94 responses



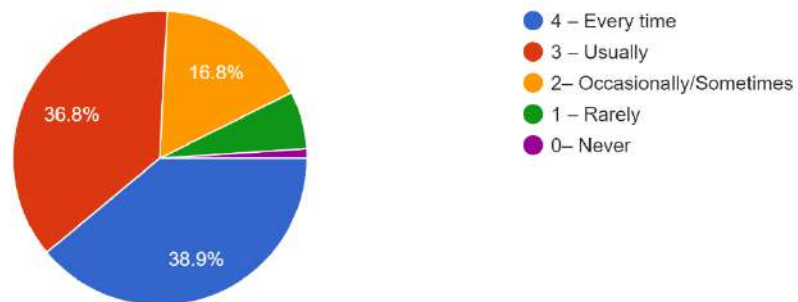
9. The institution provides multiple opportunities to learn and grow.

95 responses



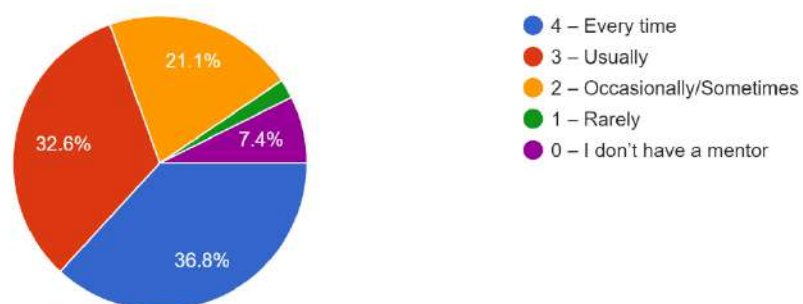
10. Teachers inform you about your expected competencies, course outcomes and programme outcomes.

95 responses



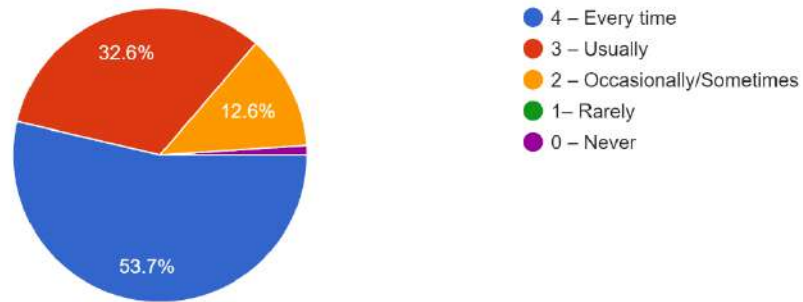
11. Your mentor does a necessary follow-up with an assigned task to you.

95 responses



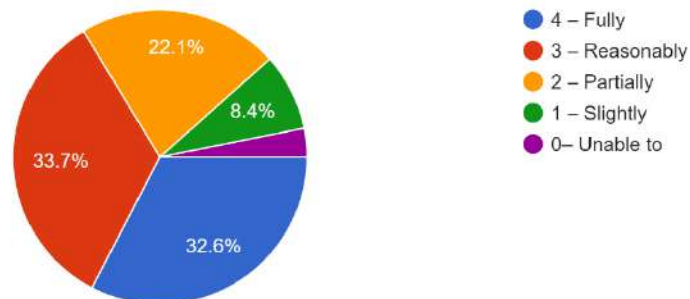
12. The teachers illustrate the concepts through examples and applications.

95 responses



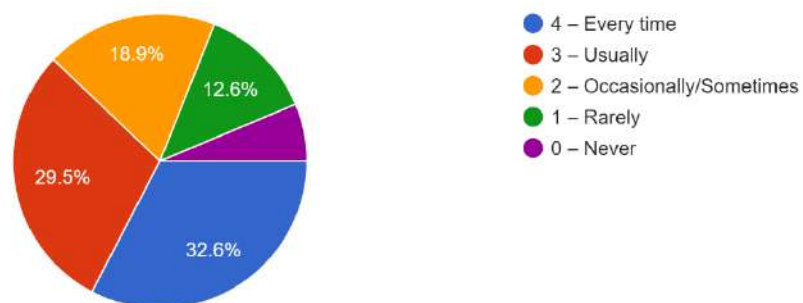
13. The teachers identify your strengths and encourage you with providing right level of challenges.

95 responses



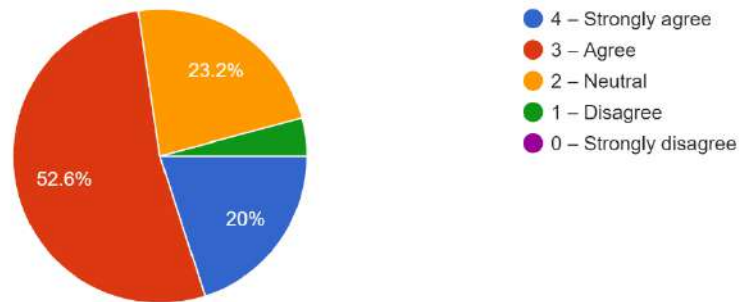
14. Teachers are able to identify your weaknesses and help you to overcome them.

95 responses



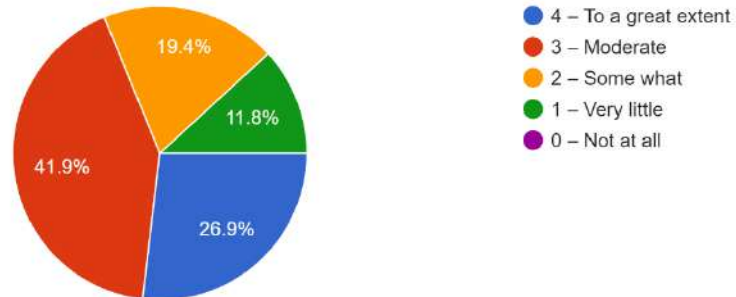
15. The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.

95 responses



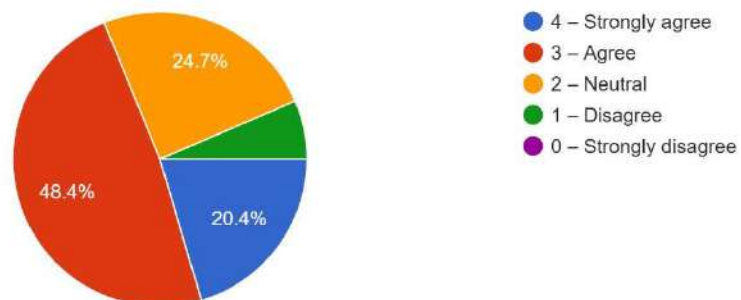
16. The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.

93 responses



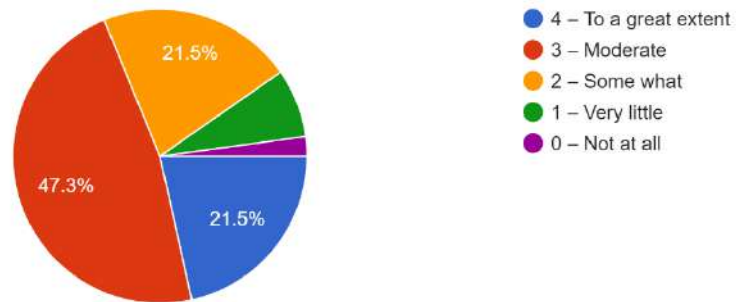
17. Teachers encourage you to participate in extracurricular activities.

93 responses



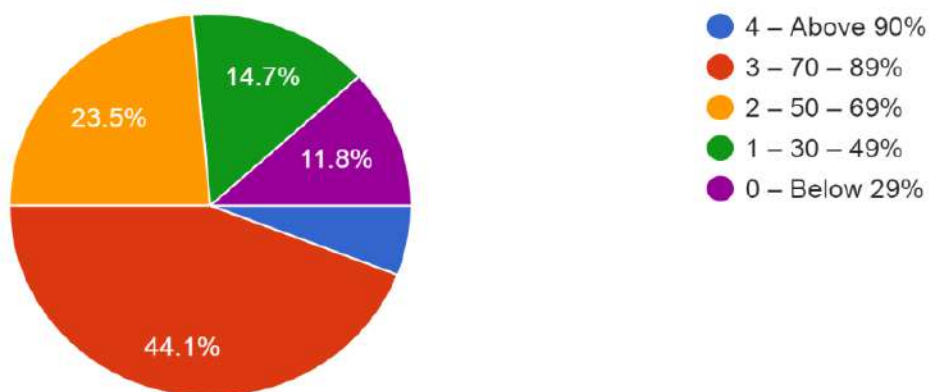
18. Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work.

93 responses



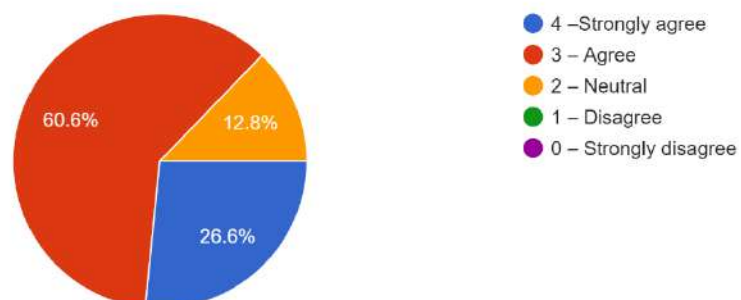
Q19 What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.

93 responses



20. The overall quality of teaching-learning process in your institute is very good.

94 responses



## Feedback Analysis and Action Taken Report (Economics Department)

Students Satisfactory Survey was conducted for our honours students during each academic year .Almost 80% of them have responded and their feedback was recorded accordingly as detailed below. Also a report on action taken by the College and the Department pertaining to the issues identified and suggestions given is listed below.

Students Feedback	Action Taken
1.Use of ICT in Teaching learning process	Teachers are being trained to equip themselves to use ICT facilities provided
2.Need more number of classes particularly for quantitative technique	Extra classes had been arranged from time to time when the need arises.
3. More attentions to be paid for the weak students	Special arrangements were made to identify weak students by arranging special classes
4.Encourage students participation in seminars, workshops , debates,etc to enhance their confidence and self esteem	Students seminars and presentation, group discussion had been organised for the honours students.
5. Good library	The library space had been extended recently with more books made available to the students as well as the teachers from time to time depending on the needs of students. Students can also avail the facilities of E-BOOKS and e-journals etc.
6. Modern methods of teaching techniques	Use of Google Classroom, Google Meet, Whatsapp and introduction of Google Form in Internal Assesment

**ACTION TAKEN REPORT ON THE SUGGESTIONS RECOMMENDED BY THE AAA HELD ON THE 1 NOV 2021 BY THE DEPARTMENT OF ECONOMICS**

The following are the action taken report / action plans taken by the Department based on the suggestions recommended by the Members of the AAA on 1<sup>st</sup> November, 2021

<b>Sugesestions and Recommendations</b>	<b>Action taken</b>
1. Maintenance of attendance register	The department has maintained a separate attendance register for each semester
2. Mentor-mentee lists	The department has drawn up a mentor-mentee lists for each batch of honours students from 2016 onwards. Also all Faculty members are available for direct mentoring of students throughout the academic session.
3. Minutes of meetings	Has been recorded
4. Maintenance of stock registers	To be maintained by the department in the future
5. Remedial courses and extra classes	To be documented in the future
6. Hard copy and soft copy of documents of faculty profile	Have been kept ( hard and soft copy) , uploaded and sent to the IQAC of the college
7. Copy of certificates /documents of programmes attended by faculty	Have been kept ( hard and soft copy), uploaded and sent to the IQAC of the college
8. Soft copy of the syllabus to be uploaded in the website	Has been uploaded
9. Lesson plan / teaching plan to be uploaded	Already prepared and submitted
10. Soft copy of students' achievements ( separate and academic and non-academic)	Had been uploaded and kept as soft copy and hard copy in the department
11. Soft copy of Students' ID for students' progression	Had been uploaded and kept as soft copy and hard copy
12. Curriculum feedback	Done through SSS and already uploaded
13. Add -on course	Action to be taken in the future to enhance students' professional growth
14. PWD ( SEATS ALLOCATED)	Necessary actions are being taken by the College Management
15. Specific Future plans ( e.g. long term and short term)	To be decided in due course of time
16. Exchange programmes ( should be formalized and specific)	To be followed up by the department at the earliest so as to provide more opportunities to the students for practical purposes.

### **Action Taken Report ( Education Department)**

Based on the feedback received from students, the following action have been taken by the Department of Education

- 1. Feedback** - During exam there are students who are using unfair means or cheating which I get distracted.

**Action taken**- Teachers in the Department are trying harder to be alert and vigilant during both internal and external examinations to prevent any kind of cheating or unfair means

- 2. Feedback** - Teacher and student relationship, Teacher should guide the students about their future career, Encourage students to pursue their dream

**Action taken** - Teachers in the Department are making an effort to help and guide students regarding their studies and future career by organizing an interactive program on Self Confidence where students were able to interact with the Resource person who inspired them to pursue their dreams

- 3. Feedback** - More career and counseling program, hands on learning opportunities

**Action taken** - Teachers in the Department are also trying to help the students by encouraging them to attend any Career –counselling Programs which are being organized by the College. Further, the Teachers in the Department also encourages the students to meet the counsellor for Career counselling

- 4. Feedback** - Learner, participate any program, sports

**Action taken** – Teachers in the Department have always encouraged the students to participate in co-curricular activities

- 5. Feedback** - Doing presentation, extra curricular activities

**Action taken** – Teachers in the Department are organizing presentations to be given by students based on the topics according to the syllabus.

( Dr.(Mrs) H.Diengdoh)  
Head of Education Department

Timestamp	A) Please confirm this is the first and only time you answer this survey	B) Age	C) College Name
/06/18 4:09:31 pm GMT+	Yes	21	Shillong College
/06/18 4:11:25 pm GMT+	No	22	Shillong college, shillong
/06/18 4:20:55 pm GMT+	Yes	28	Shillong College
/06/18 4:21:51 pm GMT+	Yes	22	Shillong College
/06/18 4:31:10 pm GMT+	Yes	22	Shillong College
/06/18 4:53:42 pm GMT+	Yes	22	Shillong college
/06/18 5:37:38 pm GMT+	Yes	21	Shillong college
/06/18 5:43:18 pm GMT+	Yes	23	Shillong college
/06/18 5:47:42 pm GMT+	Yes	20	Shillong College
/06/18 8:20:40 pm GMT+	Yes	20	Shillong College
/06/18 9:51:15 pm GMT+	No	21	Shillong college
/06/18 10:18:15 pm GMT+	Yes	21	Shillong college
/06/19 9:37:10 am GMT+	Yes	23	Shillong College
/06/19 5:55:02 pm GMT+	Yes	21	Shillong college
/06/20 4:31:23 pm GMT+	Yes	24	Shillong college

D) Gender	E) What degree program are you pursuing now?	F) What subject area are u currently pursuing?	1. How much of the syllabus was covered in the class?
Female	Bachelor's	Arts	4- 85 to 100%
Male	Bachelor's	Arts	4- 85 to 100%
Female	Bachelor's	Arts	4- 85 to 100%
Female	Others	Other	4- 85 to 100%
Female	Bachelor's	Arts	4- 85 to 100%
Male	Bachelor's	Arts	4- 85 to 100%
Female	Bachelor's	Arts	3 - 70 to 84 %
Female	Others	Other	4- 85 to 100%
Female	Bachelor's	Arts	4- 85 to 100%
Male	Bachelor's	Arts	4- 85 to 100%
Female	Bachelor's	Arts	4- 85 to 100%
Female	Bachelor's	Arts	2 - 55 to 69 %
Male	Bachelor's	Arts	4- 85 to 100%
Female	Bachelor's	Arts	4- 85 to 100%
Female	Bachelor's	Arts	4- 85 to 100%

2. How well did the teachers prepare for the classes?

3. How well were the teachers able to communicate?

4. The teacher's approach to teaching can best be described as

5. Fairness of the internal evaluation process done by the teachers

3 - Satisfactorily

4 - Always effective

4 - Excellent

4 - Always fair

4 - Thoroughly

4 - Always effective

4 - Excellent

4 - Always fair

4 - Thoroughly

4 - Always effective

3 - Very good

4 - Always fair

4 - Thoroughly

4 - Always effective

3 - Very good

4 - Always fair

4 - Thoroughly

4 - Always effective

4 - Excellent

4 - Always fair

3 - Satisfactorily

4 - Always effective

3 - Very good

4 - Always fair

1 - Indifferently

1 - Generally ineffective

3 - Very good

3 - Usually fair

3 - Satisfactorily

4 - Always effective

4 - Excellent

2 - Sometimes unfair

3 - Satisfactorily

4 - Always effective

4 - Excellent

1 - Usually unfair

3 - Satisfactorily

2 - Just satisfactorily

3 - Very good

4 - Always fair

3 - Satisfactorily

4 - Always effective

4 - Excellent

4 - Always fair

3 - Satisfactorily

3 - Sometimes effective

3 - Very good

3 - Usually fair

4 - Thoroughly

4 - Always effective

4 - Excellent

4 - Always fair

3 - Satisfactorily

4 - Always effective

4 - Excellent

4 - Always fair

4 - Thoroughly

3 - Sometimes effective

2 - Good

3 - Usually fair

6. Was your performance in assignments discussed with you ?	7. The institute takes active interest in promoting internship, student exchange, field visit opportunities for students.	8. The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth	9. The institution provides multiple opportunities to learn and grow
4 - Every time	2 - Sometimes	3 - Very well	3- Agree
3 - Usually	4 -Regularly	3 - Very well	4 - Strongly agree
3 - Usually	3 - Often	3 - Very well	3- Agree
4 - Every time	3 - Often	3 - Very well	4 - Strongly agree
4 - Every time	4 -Regularly	4 - Significantly	4 - Strongly agree
4 - Every time	3 - Often	3 - Very well	3- Agree
- Ocassionally / Sometime	2 - Sometimes	3 - Very well	4 - Strongly agree
- Ocassionally / Sometime	3 - Often	4 - Significantly	4 - Strongly agree
4 - Every time	4 -Regularly	2- Moderately	3- Agree
- Ocassionally / Sometime	2 - Sometimes	3 - Very well	3- Agree
4 - Every time	4 -Regularly	3 - Very well	4 - Strongly agree
- Ocassionally / Sometime	3 - Often	3 - Very well	3- Agree
3 - Usually	3 - Often	3 - Very well	3- Agree
4 - Every time	4 -Regularly	3 - Very well	4 - Strongly agree
3 - Usually	2 - Sometimes	3 - Very well	3- Agree

10. Teachers inform you about your expected competencies, course outcomes and programme outcomes.

11. Your mentor does a necessary follow-up with an assigned task to you

12. The teachers illustrate the concepts through examples and applications

13. The teachers identify your strengths and encourage you with providing right level of challenges

- Occasionally/ sometime

4 - Every time

3 - Usually

4 - Every time

4 - Every time

4 - Every time

4 - Every time

3 - Usually

3 - Usually

4 - Every time

3 - Usually

4 - Every time

3 - Usually

4 - Every time

- Occasionally/ sometime

4 - Every time

4 - Every time

3- Usually

3- Usually

4 - Every time

3- Usually

3- Usually

1- Rarely

- Occasionally/ sometime

- Occasionally/ sometime

3- Usually

3- Usually

3- Usually

4 - Every time

- Occasionally/ sometime

12. The teachers illustrate the concepts through examples and applications

4- Every time

4- Every time

4- Every time

4- Every time

4- Every time

4- Every time

- Occasionally/ sometime

3- Usually

3- Usually

3- Usually

4- Every time

3- Usually

3- Usually

4- Every time

- Occasionally/ sometime

13. The teachers identify your strengths and encourage you with providing right level of challenges

3 - Reasonably

4 - Fully

4 - Fully

3 - Reasonably

4 - Fully

4 - Fully

4 - Fully

4 - Fully

3 - Reasonably

4 - Fully

4 - Fully

3 - Reasonably

3 - Reasonably

3 - Reasonably

3 - Reasonably

14. Teachers are able to identify your weaknesses and help you to overcome them	15. The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching-learning	16. The institute/teachers use student centric methods, such as experiential learning, participative learning and problem solving	17. Teachers encourage you to participate in extra-curricular activities
3 Usually-	3 -Agree	3- Moderate	3- Agree
4- Every time	4- Strongly agree	4 - To a great extent	4- Strongly agree
3 Usually-	3 -Agree	3- Moderate	3- Agree
3 Usually-	3 -Agree	4 - To a great extent	3- Agree
4- Every time	4- Strongly agree	4 - To a great extent	4- Strongly agree
4- Every time	3 -Agree	3- Moderate	4- Strongly agree
4- Every time	3 -Agree	3- Moderate	3- Agree
4- Every time	4- Strongly agree	4 - To a great extent	3- Agree
4- Every time	3 -Agree	2 - Somewhat	3- Agree
3 Usually-	3 -Agree	3- Moderate	3- Agree
4- Every time	4- Strongly agree	3- Moderate	3- Agree
4- Every time	4- Strongly agree	3- Moderate	3- Agree
3 Usually-	3 -Agree	3- Moderate	3- Agree
- Occasionally/ sometime	3 -Agree	2 - Somewhat	4- Strongly agree
3 Usually-	3 -Agree	3- Moderate	3- Agree

18. Efforts are made by the institute/teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work	19. What percentage of teachers use ICT tools such as LCD projector, multimedia, etc. while teaching	20. The over-all quality of teaching-learning process in your institute is very good	21. Give three observations to improve the over-all teaching-learning experience in your institution
3- Moderate	4 - Above 90%	3 - Agree	to describe as it all done
4 - To a great extent	4 - Above 90%	4 - Strongly agree	very good, Good, excellen
3- Moderate	3 - 70-89%	3 - Agree	to are using unfair means
2- Somewhat	4 - Above 90%	4 - Strongly agree	the students about their f
4 - To a great extent	4 - Above 90%	4 - Strongly agree	Communication
3- Moderate	4 - Above 90%	3 - Agree	am, hands on learning op
2- Somewhat	2 - 50 - 69%	4 - Strongly agree	r, participate any program
3- Moderate	4 - Above 90%	4 - Strongly agree	Very good
3- Moderate	3 - 70-89%	3 - Agree	llent Very disciplined Goo
3- Moderate	4 - Above 90%	4 - Strongly agree	.
4 - To a great extent	4 - Above 90%	3 - Agree	.
3- Moderate	3 - 70-89%	4 - Strongly agree	resentation, extra curricular
3- Moderate	4 - Above 90%	3 - Agree	field trip to outside the city,
1- Very little	4 - Above 90%	4 - Strongly agree	None
3- Moderate	3 - 70-89%	3 - Agree	Okay,Good, Not bad

perfectly

t

or cheating which i get distracted.

uture career, Encourage students to pursue their dream

portunities, more spacious rooms

, sports

d

activities

, and they gave us such opportunity to improve performance

## DEPARTMENT OF ENGLISH

### ACTION TAKEN REPORT

The following corrective measures were taken post conduct and receipt of students feedback:

1. **ICT:** Students confirmed that they have become comfortable with the visual (PowerPoint) mode of instruction as an outcome of the long distance learning module that was incorporated during Covid. As a result, the classrooms are equipped with audio-visual aid (projector screen) and the Language Lab has been habitually used during instruction.
2. **Remedial classes for selected students:** Instead of remedial classes for the entire batch, teachers select students after monitoring their progress via internal tests and attendance. This is done to ensure that the remedial classes are catered to specific learning needs and focus on specific sections of the texts, as opposed to lesson repetition in a general class.  
This also includes topics outside the syllabus. The department has conducted extra class on reading and writing skills, through presentations, paper writing (individual and group) to encourage all round development of student skills.
3. **Self-assessment:** The department has made journaling/diary writing a self-assessment method. This gives students the freedom to assess their writing skills without concentrating on marks or external assessment. In the previous semester (third) students submitted their weekly journals and teachers provided them with tips on how to improve their writing and expression skills. This self-assessment program was carried out for a month and revealed remarkable improvements in the students' academic writing.
4. **AV aids:** The Department is working on procurement and use of more audio visual aids as it caters to the largest constituent student populace of the college.
5. **AVR:** There is an urgent need to set up an Audio Visual Repository for the benefit of teachers and students.
6. We are working in close tandem with the administration to provide the best facilities both in terms of infrastructure and teaching, plugging as many loopholes as possible.

  
Head  
Department of English  
Shillong College, Shillong

**Action Taken Report**  
**Department of Environmental Science**  
**Shillong College**  
**Year: 2023-24**

The Department of Environmental Science from time to time conducts feedback survey for its students. After analysing the feedbacks, the Department have taken the following actions:

- The department conducts unit test and teachers give feedback and support to individual students based on their performance.
- The teachers encourage regular interactions and discussions with the students both inside and outside the classroom.
- The department regularly organises presentations for students to enhance their knowledge on the subject, communication skills and build their confidence.
- Students are taken for field trip/field visits to places/centres/departments/organisations of environmental significance every odd semester to help them understand better the concepts learned in classrooms.
- Teachers attends ICT workshops from time to time to improve the knowledge and use of ICT.
- Mentor/Mentee system is being taken seriously by the Department. During the mentoring class, the mentor shares their knowledge and experience with mentees, providing them with valuable insights and guidance that can help them in their personal and professional development.
- Awareness on career opportunities/career guidance for present and passed out students are made through WhatsApp groups maintained by the department.
- The Department keeps a teaching plan to enable the teachers to finish the syllabus on time. Revision on difficult topics is often practiced by teachers of the department.
- Grievance of the students regarding long class hours is forwarded to grievance cell.
- Graduation day is being organised by the college in the year 2024.

  
**Head**  
Department of Environmental Science  
Shillong College.

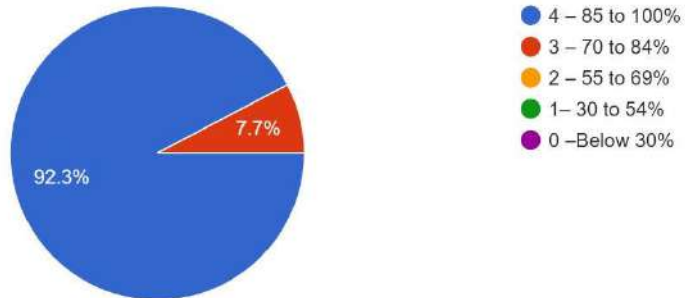
Dr. M. B. Lynser  
HOD, Department of Environmental Science  
Shillong College

## YEAR - 2024

### Criterion II – Teaching–Learning and Evaluation Student Satisfaction Survey on Teaching Learning Process.

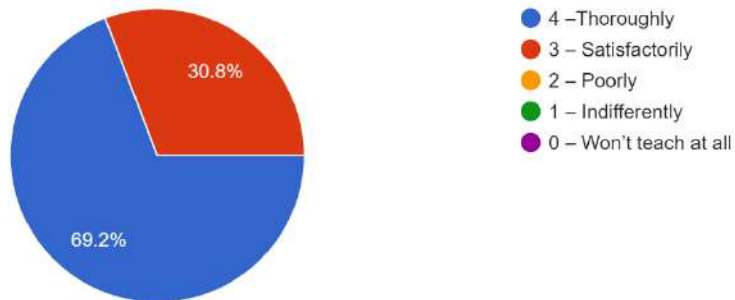
1. How much of the syllabus was covered in the class?

13 responses



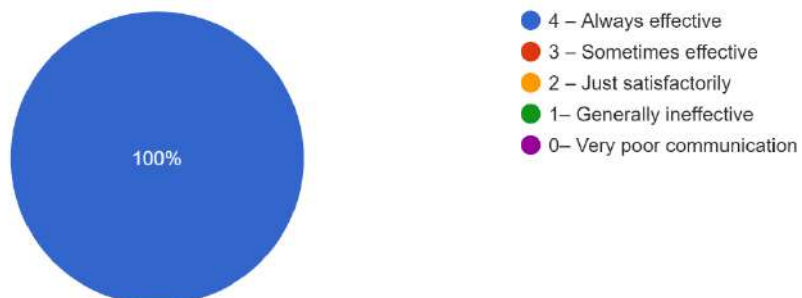
2. How well did the teachers prepare for the classes?

13 responses



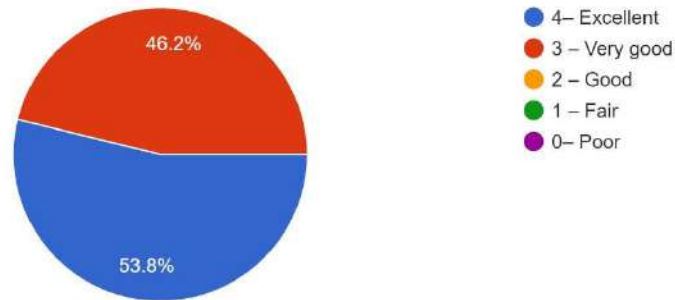
3. How well were the teachers able to communicate?

13 responses



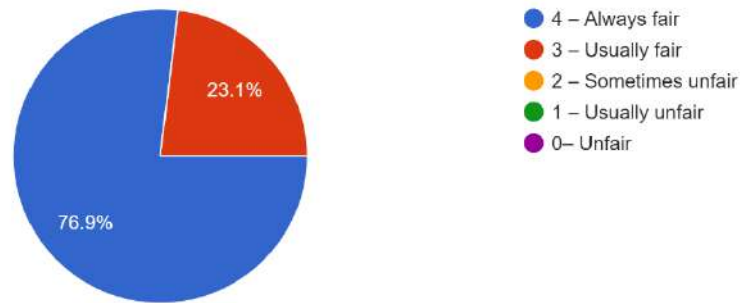
4. The teacher's approach to teaching can best be described as

13 responses



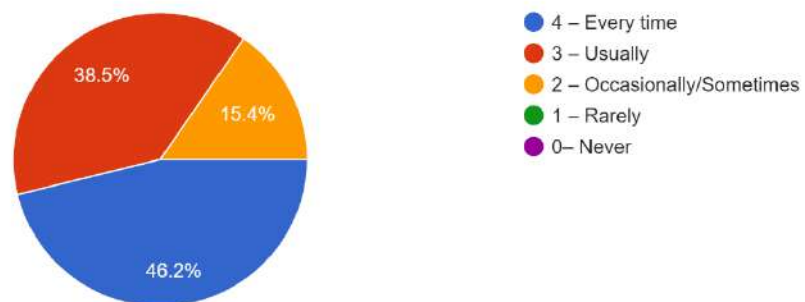
5. Fairness of the internal evaluation process by the teachers.

13 responses



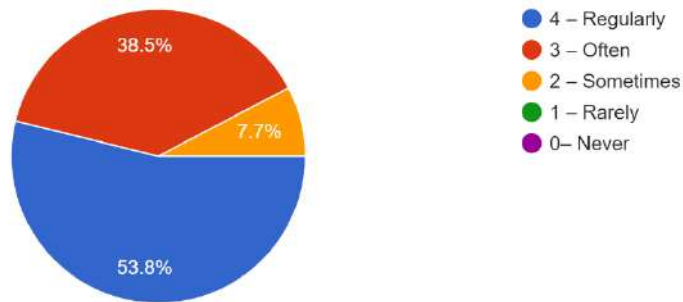
6. Was your performance in assignments discussed with you?

13 responses



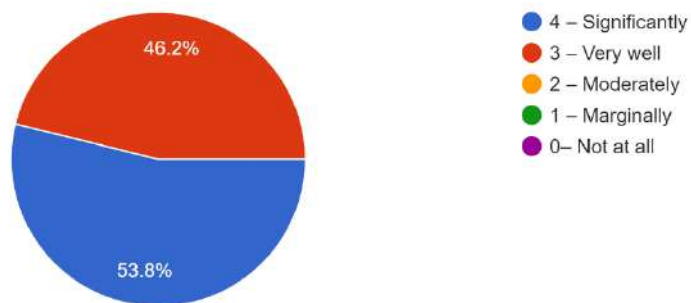
7. The institute takes active interest in promoting internship, student exchange, field visit opportunities for students.

13 responses



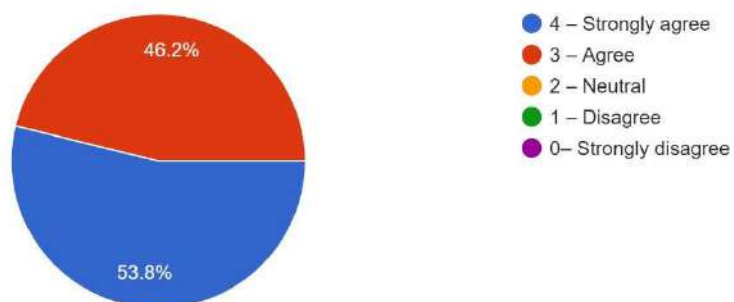
8. The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.

13 responses



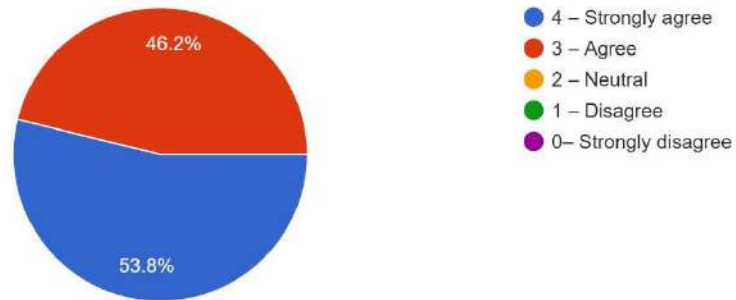
9. The institution provides multiple opportunities to learn and grow.

13 responses



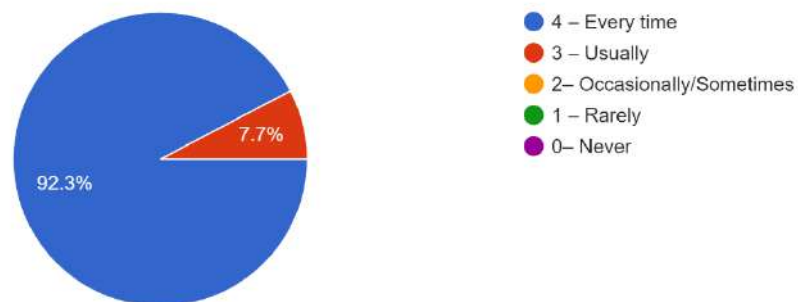
9. The institution provides multiple opportunities to learn and grow.

13 responses



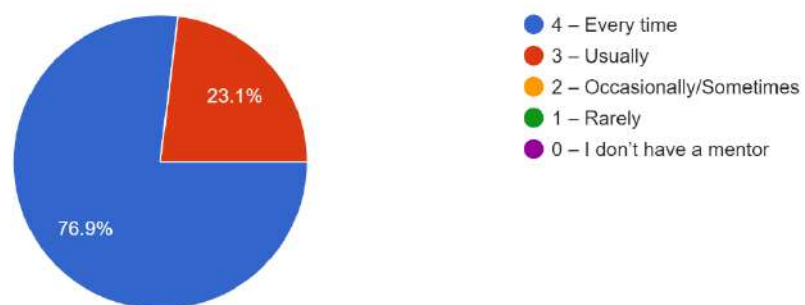
10. Teachers inform you about your expected competencies, course outcomes and programme outcomes.

13 responses



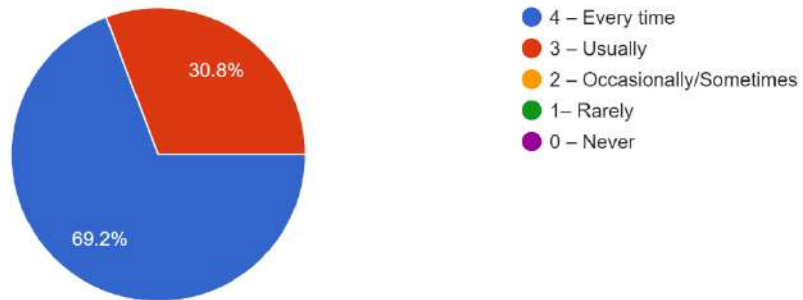
11. Your mentor does a necessary follow-up with an assigned task to you.

13 responses



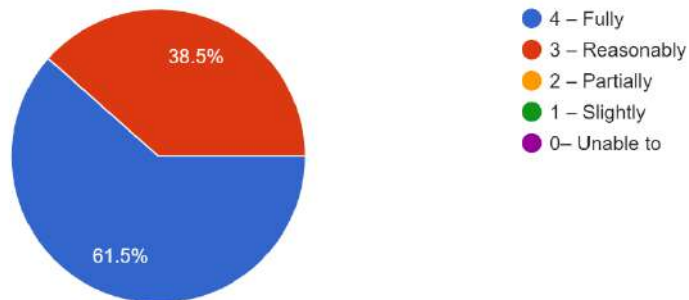
12. The teachers illustrate the concepts through examples and applications.

13 responses



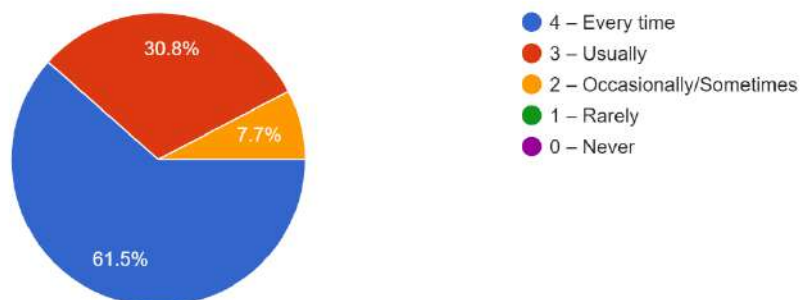
13. The teachers identify your strengths and encourage you with providing right level of challenges.

13 responses



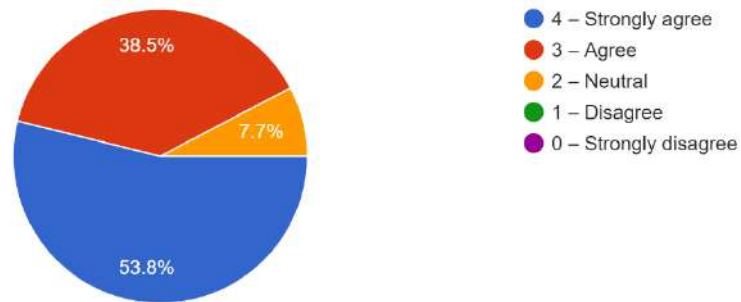
14. Teachers are able to identify your weaknesses and help you to overcome them.

13 responses



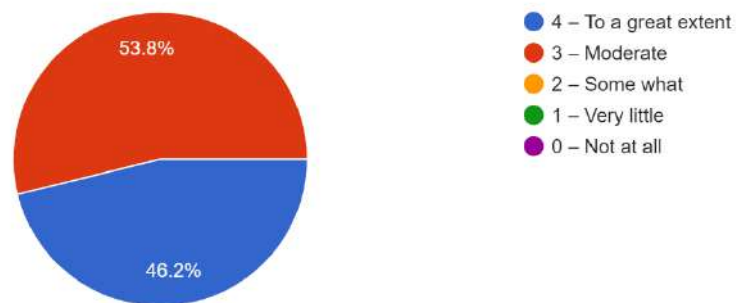
15. The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.

13 responses



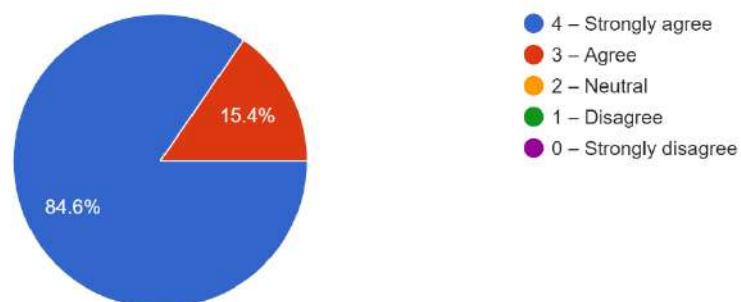
16. The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.

13 responses



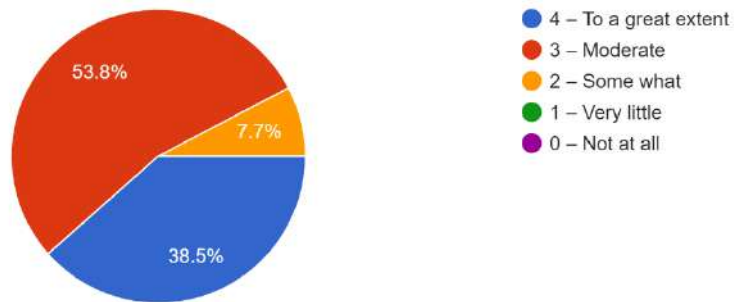
17. Teachers encourage you to participate in extracurricular activities.

13 responses



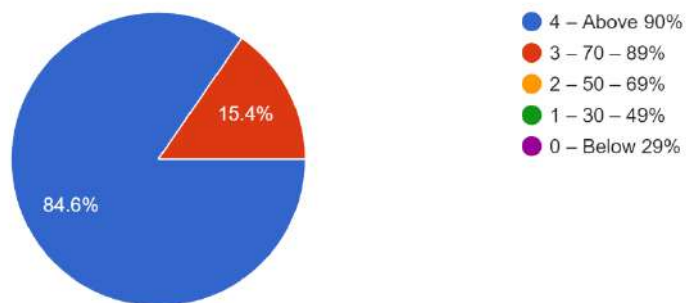
18. Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work.

13 responses



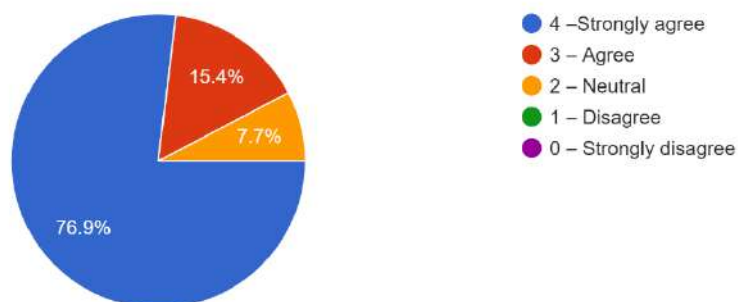
19. What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.

13 responses



20. The overall quality of teaching-learning process in your institute is very good.

13 responses



## Suggestions

.....

1.For science students class starts from 9am till 4pm having only 30 minutes break and i think it's too much for our mental and physical being. 2.The institution should provide a

school bus. 3. Most of the teachers are not open minded and they lack intellectual communication with their students.

I will like to suggest that, the college should provide college bus for the students

Nothing

1) Utilizes the latest technologies 2) Flexible learning formats and 3) we need school uniform

• introduce performing arts education • implement extracurricular activities or clubs • offer workshops or seminars on relevant skills such as leadership, communication and problem solving.

Provide detailed and constructive feedback that highlights strengths, identifies areas for improvement, regular one on one meetings this can significantly enhance student learning and development.

1. Career focused training should be included to help the students to improve forward. 2. Implementing communication skills programmes in each department to help students to better improve their communication abilities. 3. Improving the quality of books in the Library.

More awareness program for students regarding the important of environment Reduce parking congested Career training

My suggestions would be: 1. To arrange field trips where students from different departments work together on a project. 2. Encouraging cleaning programmes once a month for the whole college participated by all college students. 3. Alleviate parking congestion.

They provide short break No Graduation celebration

It's all good

## Student Satisfaction Survey(SSS)

STUDENT SATISFACTION SURVEY IS BASED ON

1. Overall quality of teaching-learning process
2. Use of Student-centric methods such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.
3. Opportunities provided by the institution.
4. Felicitation of cognitive, social and emotional growth of the student through teaching and mentoring process
5. Efforts made by the institute/teachers to inculcate soft skills, life skills and employability skills
6. Observations/suggestions given by the students to improve the overall teaching-learning experience in the institution.

### FEEDBACK ANALYSIS AND ACTION TAKEN REPORT

An effort was made to receive feedback from all students of the department of Garo. For this purpose, a google form was created and sent to students

Sl No	Feedback	Action Taken
1.	Needs improvement in communication of teaching learning process	An effort was made by the teacher of the department to communicate better and build a positive relationship with the students.
2.	More knowledge to improve their learning. An effort was made to receive feedback from all students of the department of Garo. For this purpose, a google form was created and sent to students	Teachers are trying their best to emotionally support students by encouraging them to utilise their time in the library by reading books, newspapers, magazines apart from the syllabus in order to gain more knowledge
3.	Internal evaluation process needs improvement	To improve the internal evaluation process, the performance of students in assignments and tests is discussed with students and follow-up is done.

4.	Preparation of the class needs improvement.	Teachers are preparing for the class in a better way and trying to make it effective.
5.	Need more information about their expected competencies, course outcome and programme outcome.	Teachers are trying to improve the teaching and mentoring process, students are being informed about expected competencies, course outcome and programme outcome.
6.	Students centric method has to be adopted.	Effort is being made by the teachers to adopt student centric methods to improve the overall quality of teaching – learning process.
7.	Inculcating the skills needs improvement.	Efforts are made to inculcate employability skills in the students.
8.	More exposure to field visit in curriculum.	Field trips for all semesters has been conducted.
9.	Students and teaching faculties should be techn-savvy.	Efforts are being made on the issues of effective use of ICT by the teachers.

The students' feedback has been a pivotal source of improvement, the responses are heard and resolved collectively. They are the impetus for college to evolve and excel with times.

## FEEDBACK ANALYSIS AND ACTION TAKEN REPORT 2023-24

1. Teachers are also making an effort to prepare for the class in a better way. Because of the increasing use of technology in the teaching-learning process, in the post-pandemic scenario, there is better and continuous communication between the teachers and the students
2. Classrooms are being made more interactive by promoting participation and interaction between teachers and students.
3. Efforts are being made by the teachers of the department to build a positive relationship with the students. Discipline is maintained during the class.
4. Student-centric methods are being employed to improve the overall quality of teaching learning process.
5. Efforts are being made to inculcate employability skills in the students.
6. To improve the teaching learning and mentoring process, students are being informed about expected competencies, course outcome and program outcome.
7. To make an improvement in the Internal Evaluation process, the performance of the students in their assignment and Internal Test is individually discussed with the students, so that they know their shortcomings and are able to work on it.
8. Follow up is done regarding this.
9. Active participation and interaction between the teachers and students is being promoted by encouraging the students to ask questions etc.,
10. Study tour for all the semesters has been conducted.

Head Department of Hindi

## FEEDBACK ANALYSIS AND ACTION TAKEN REPORT 2023-24

1. Teachers are also making an effort to prepare for the class in a better way. Because of the increasing use of technology in the teaching-learning process, in the post-pandemic scenario, there is better and continuous communication between the teachers and the students
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5. Efforts are being made to inculcate employability skills in the students.
6. To improve the teaching learning and mentoring process, students are being informed about expected competencies, course outcome and program outcome.
7. To make an improvement in the Internal Evaluation process, the performance of the students in their assignment and Internal Test is individually discussed with the students, so that they know their shortcomings and are able to work on it.
8. Follow up is done regarding this.
9. Active participation and interaction between the teachers and students is being promoted by encouraging the students to ask questions etc.,
10. Study tour for all the semesters has been conducted.

Head Department of Hindi

**DEPARTMENT OF HISTORY**  
**Department Feedback Action Taken Report**

The following actions were taken by the Department of History after receiving feedbacks from the students:

- 1. Library facilities:** More History books have been purchased and kept in the History section of the Central Library and also in the Department Library, as students have expressed the need for more number of books. A number of computers with internet facilities has been installed in the Central library where students can have easy access to a number of E-books, journals, newspapers, etc.
- 2. Online and Offline Classrooms through the use of ICT Tools:** For more clarity on the Lectures and easy access to study materials, students have stressed on the need for the use of ICT Tools – Online: Lectures, notes and other learning materials are regularly provided to the students through Google Classroom and WhatsApp groups. The Department also holds Online Classes, Meetings, and Interactions through Zoom. Offline: Use of Power Point in the classrooms through the Projector Screen.
- 3. Study Tours:** Students suggested on visits to new sites for Study Tours - Tours undertaken to places of historical importance not only in Meghalaya but also to Bhutan.
- 4. Interaction between teachers and students and teaching/learning methods:** Some students have requested for further inter-action with the Teachers.

\*Mentor- Mentee sessions are often conducted where the teacher gets to interact with the students on a one-to-one basis.

\*Remedial Classes are taken where special and personal attention is given to those students of lower calibre.

\*Group Discussion held frequently on topics related to the subject of History, as well as on topics of general everyday issues and challenges that young people are facing today.


\*Career counselling and character building sessions are being held in the Department.

\*Detailed lectures through extra classes and tutorials are conducted regularly as students have expressed the need for further clarifications on certain important topics.

\*Student Seminars and Paper Presentations are held frequently.

The above actions have been taken according to the suggestions given by the students.

Along with the Administration of the College, we are still working on equipping the Department of History with all essential facilities, so we can impart the best to our students.

  
V. C. S Dkhar  
HOD, History Department

**Head  
Department of History  
Shillong College  
Shillong- 3**

**Summary Report of the National and Accreditation Council (NAAC) Student Satisfaction Survey, M.A 1st & 3rd Semester**

	85-100%	70-84%	55-69%	30-54%	Below 30%	
How much of the syllabus was covered in the class?	46	3	1	1	0	51
	Thoroughly	Satisfactorily	Poorly	Indifferently	Won't teach at all	
How well did the teachers prepare for the classes?	28	22	0	1	0	51
	Always effective	Sometimes effective	Just satisfactory	Generally ineffective	Very poor communication	
How well were the teachers able to communicate?	38	8	5	0	0	51
	Excellent	Very good	Good	Fair	Poor	
The teacher's approach to teaching can best be described as	29	10	10	2	0	51
	Always fair	Usually fair	Sometimes unfair	Usually unfair	Unfair	
Fairness of the internal evaluation process by the teachers	39	7	1	0	4	51
	Every time	Usually	Occasionally/Sometimes	Rarely	Never	
Was your performance in assignments discussed with you?	37	9	5	0	0	51
	Regularly	Often	Sometimes	Rarely	Never	
The institute takes active interest in promoting internship, student exchange, field visit opportunities for students	14	17	17	2	1	51
	Significantly	Very well	Moderately	Marginally	Not at all	
The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth	11	28	12	2	1	51
	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	
The institution provides multiple opportunities to learn and grow	16	2	7	26	0	51

Teachers inform you about your expected competencies, course outcomes and programme outcomes	Every time	Usually	Occasionally/Sometimes	Rarely	Never	
	33	11	5	2	0	51
Your mentor does a necessary follow-up with an assigned task to you	Every time	Usually	Occasionally/Sometimes	Rarely	I don't have a mentor	
	30	12	1	3	2	51
The teachers illustrate the concepts through examples and applications	Every time	Usually	Occasionally/Sometimes	Rarely	Never	
	37	10	3	1	0	51
The teachers identify your strengths and encourage you with providing right level of challenges	Fully	Reasonably	Partially	Slightly	Unable to	
	32	13	5	1	0	51
Teachers are able to identify your weaknesses and help you to overcome them	Every time	Usually	Occasionally/Sometimes	Rarely	Never	
	40	9	1	1	0	51
The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	
	17	30	4	0	0	51
The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences	To a great extent	Moderate	Some what	Very little	Not at all	
	19	25	4	2	1	51
Teachers encourage you to participate in extracurricular activities	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	
	16	31	3	3	0	51
Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work	To a great extent	Moderate	Some what	Very little	Not at all	

How ready are you for the needs of your students?	25	25	0	0	1	51
What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.	Above 90%	70 – 89%	50 – 69%	30 – 49%	Below 29%	
	18	22	7	1	3	51
The overall quality of teaching-learning process in your institute is very good	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	
	24	23	2	1	1	51
Give three observations / suggestions to improve the overall teaching – learning experience in your institution.	Field work Visual examples and Presentation					
	1.Inculcate life skills and employability skills for students 2.Providing good opportunities for students 3.Improve high percentage using ICT tools such as multimedia etc					

## SUMMARY

### Student Survey Conducted by the Department of Khasi

(2023-2024)

Class tests Pattern of discussion answer writing	<ol style="list-style-type: none"> <li>1. Sending important notes after every online class.</li> <li>2. online interactions with students after every test given</li> <li>3. Sending notes through pdf and images</li> </ol>
	<ol style="list-style-type: none"> <li>1) Preparing student for their better future</li> <li>2) gives the students more assignments to keep them active all the time</li> <li>3) Students and teachers should be in touch at all times when needed</li> </ol>
Briefly explain Facilitate in-class discussion groups and group work	<ol style="list-style-type: none"> <li>1 Used virtual media to engage students well</li> <li>2 Try to reach every student and ask for their doubts</li> <li>3 Make teaching a two way interaction</li> </ol>
	Create study groups. Ask the students to share information. Ask the students to Prepare together for classes
	<ol style="list-style-type: none"> <li>1. Teachers should co-operate with students</li> <li>2. Give test after the end of every units</li> <li>3. Teachers should give some suggestions about the upcoming exam to Students</li> </ol>
	<ol style="list-style-type: none"> <li>1. Encourage active and practical learning</li> <li>2. provide meaningful teacher – student interactions</li> <li>3. Make course expectations clear</li> </ol>
	<ol style="list-style-type: none"> <li>1. To simplify and concise the notes.</li> <li>2. To explain the concepts with more examples.</li> <li>3. To give more tests.</li> <li>4. Discussions and interaction sessions</li> </ol>
	<ol style="list-style-type: none"> <li>(1) learn students name</li> <li>(2) listen to students concern and respond immediately</li> </ol>
	<ol style="list-style-type: none"> <li>1- To improve mentoring for each student.</li> <li>2- To provide field visit opportunities.</li> <li>3- To encourage in extra curricular activities.</li> </ol>
Give three Observations /Suggestions to Improve the overall	<p>To have a closer interaction with them and to focus more on average, below average students and to help them to be able to handle life more effectively in the near future.</p> <ol style="list-style-type: none"> <li>1. Usage of ICT tools such as LCD, multimedia etc. while teaching</li> <li>2. They should make the teaching process interesting with practical concept</li> </ol>

Teaching -learning experience in your Institution.	<ol style="list-style-type: none"> <li>1. Encourage active and practical learning</li> <li>2. Provide for meaningful teacher student interaction.</li> <li>3. Make course expectation clear and base on learning outcome.</li> </ol>
Give three Observations / Suggestions to improve the overall Teaching- learning experience in your institution.	<p>Field work Visual examples and Presentation</p> <ol style="list-style-type: none"> <li>1. Inculcate life skills and employability skills for students</li> <li>2. Providing good opportunities for students</li> </ol>

### Action Taken Report:

Based on the findings of the survey, the Department has made the following decisions for improvements:

- Faculties have attended the ICT Training programmes and Moocs online workshop to equip themselves with ICT tools.
- Student Mentor and Mentee list are prepared for better coordination and interaction with respect to Academic matters
- Guest lectures on relevant topics were conducted by inviting renowned speakers in specialized areas/fields to interact with students for a more in depth knowledge of the subjects.

**Summary Report of the National and Accreditation Council (NAAC) Student Satisfaction Survey, M.A 1st & 3rd Semester**

	85-100%	70-84%	55-69%	30-54%	Below 30%	
How much of the syllabus was covered in the class?	46	3	1	1	0	51
How well did the teachers prepare for the classes?	Thoroughly 28	Satisfactorily 22	Poorly 0	Indifferently 1	Won't teach at all 0	51
How well were the teachers able to communicate?	Always effective 38	Sometimes effective 8	Just satisfactory 5	Generally ineffective 0	Very poor communication 0	51
The teacher's approach to teaching can best be described as	Excellent 29	Very good 10	Good 10	Fair 2	Poor 0	51
Fairness of the internal evaluation process by the teachers	Always fair 39	Usually fair 7	Sometimes unfair 1	Usually unfair 0	Unfair 4	51
Was your performance in assignments discussed with you?	Every time 37	Usually 9	Occasionally/Sometimes 5	Rarely 0	Never 0	51
The institute takes active interest in promoting internship, student exchange, field visit opportunities for students	Regularly 14	Often 17	Sometimes 17	Rarely 2	Never 1	51
The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth	Significantly 11	Very well 28	Moderately 12	Marginally 2	Not at all 1	51
The institution provides multiple opportunities to learn and grow	Strongly agree 16	Agree 2	Neutral 7	Disagree 26	Strongly disagree 0	51

Teachers inform you about your expected competencies, course outcomes and programme outcomes	Every time	Usually	Occasionally/Sometimes	Rarely	Never	51
	33	11	5	2	0	51
Your mentor does a necessary follow-up with an assigned task to you	Every time	Usually	Occasionally/Sometimes	Rarely	I don't have a mentor	51
	30	12	1	3	2	51
The teachers illustrate the concepts through examples and applications	Every time	Usually	Occasionally/Sometimes	Rarely	Never	51
	37	10	3	1	0	51
The teachers identify your strengths and encourage you with providing right level of challenges	Fully	Reasonably	Partially	Slightly	Unable to	51
	32	13	5	1	0	51
Teachers are able to identify your weaknesses and help you to overcome them	Every time	Usually	Occasionally/Sometimes	Rarely	Never	51
	40	9	1	1	0	51
The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	51
	17	30	4	0	0	51
The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences	To a great extent	Moderate	Some what	Very little	Not at all	51
	19	25	4	2	1	51
Teachers encourage you to participate in extracurricular activities	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	51
	16	31	3	3	0	51
Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work	To a great extent	Moderate	Some what	Very little	Not at all	

	25	25	0	0	1	51
What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.	Above 90%	70 – 89%	50 – 69%	30 – 49%	Below 29%	
	18	22	7	1	3	51
The overall quality of teaching-learning process in your institute is very good	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	
	24	23	2	1	1	51
Give three observations / suggestions to improve the overall teaching – learning experience in your institution.	Field work Visual examples and Presentation					
	1. Inculcate life skills and employability skills for students 2. Providing good opportunities for students 3. Improve high percentage using ICT tools such as multimedia etc					

**Summary Report of the National Assessment and Accreditation Council (NAAC) Student Satisfaction Survey 5th**

How much of the syllabus was covered in the class?	85-100%	70-84%	55-69%	30-54%	Below 30%	
	24	9	3	3	0	39
How well did the teachers prepare for the classes?	Thoroughly	Satisfactorily	Poorly	Indifferently	Won't teach at all	
	12	26	1	0	0	39
How well were the teachers able to communicate?	Always effective	Sometimes effective	Just satisfactorily	Generally ineffective	Very poor communication	
	26	9	2	1	1	39
The teacher's approach to teaching can best be described as	Excellent	Very good	Good	Fair	Poor	
	26	8	4	1	0	39
Fairness of the internal evaluation process by the teachers	Always fair	Usually fair	Sometimes unfair	Usually unfair	Unfair	
	22	10	6	0	1	39
Was your performance in assignments discussed with you?	Every time	Usually	Occasionally/Sometimes	Rarely	Never	
	14	11	8	2	4	39
The institute takes active interest in promoting internship, student exchange, field visit opportunities for students	Regularly	Often	Sometimes	Rarely	Never	
	5	30	4	0	0	39
The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth	Significantly	Very well	Moderately	Marginally	Not at all	
	18	17	2	2	0	39
The institution provides multiple opportunities to learn and grow	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	
	23	10	6	0	0	39
Teachers inform you about your expected competencies, course outcomes and programme outcomes	Every time	Usually	Occasionally/Sometimes	Rarely	Never	
	20	12	6	0	1	39
Your mentor does a necessary follow-up with an assigned task to you	Every time	Usually	Occasionally/Sometimes	Rarely	I don't have a mentor	
	20	12	7	0	0	39
The teachers illustrate the concepts through examples and applications	Every time	Usually	Occasionally/Sometimes	Rarely	Never	
	24	12	2	1	0	39
The teachers identify your strengths and encourage you with providing right level of challenges	Fully	Reasonably	Partially	Slightly	Unable to	
	25	3	8	2	1	39
Teachers are able to identify your weaknesses and help you to overcome them	Every time	Usually	Occasionally/Sometimes	Rarely	Never	
	15	20	3	1	0	39
The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	
	15	15	4	5	0	39
The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences	To a great extent	Moderate	Some what	Very little	Not at all	
	20	16	2	0	1	39
Teachers encourage you to participate in extracurricular activities	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	
	18	16	2	3	0	39
Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work	To a great extent	Moderate	Some what	Very little	Not at all	
	12	15	4	6	2	39
What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.	Above 90%	70 – 89%	50 – 69%	30 – 49%	Below 29%	
	9	18	6	4	2	39
The overall quality of teaching-learning process in your institute is very good	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	
	14	17	3	0	1	39

Give three observations / suggestions to improve the overall teaching – learning experience in your institution.	Promote active learning strategies
	1.Inculcate life skills and employability skills for students 2.Providing good opportunities for students 3.Improve high percentage using ICT tools such as multimedia etc

## SUMMARY

### Student Survey Conducted by the Department of Khasi (2023-2024)

Class tests Pattern of discussion answer writing	<ol style="list-style-type: none"> <li>1. Sending important notes after every online class.</li> <li>2. online interactions with students after every test given</li> <li>3. Sending notes through pdf and images</li> </ol>
	<ol style="list-style-type: none"> <li>1) Preparing student for their better future</li> <li>2) gives the students more assignments to keep them active all the time</li> <li>3) Students and teachers should be in touch at all times when needed</li> </ol>
Briefly explain Facilitate in-class discussion groups and group work	<ol style="list-style-type: none"> <li>1 Used virtual media to engage students well</li> <li>2 Try to reach every student and ask for their doubts</li> <li>3 Make teaching a two way interaction</li> </ol>
	Create study groups. Ask the students to share information. Ask the students to Prepare together for classes
	<ol style="list-style-type: none"> <li>1. Teachers should co-operate with students</li> <li>2. Give test after the end of every units</li> <li>3. Teachers should give some suggestions about the upcoming exam to Students</li> </ol>
	<ol style="list-style-type: none"> <li>1.Encourage active and practical learning</li> <li>2.provide meaningful teacher – student interactions</li> <li>3.Make course expectations clear</li> </ol>
	<ol style="list-style-type: none"> <li>1.To simplify and concise the notes.</li> <li>2.To explain the concepts with more examples.</li> <li>3. To give more tests.</li> <li>4. Discussions and interaction sessions</li> </ol>
	<ol style="list-style-type: none"> <li>(1) learn students name</li> <li>(2) listen to students concern and respond immediately</li> </ol>
	<ol style="list-style-type: none"> <li>1- To improve mentoring for each student.</li> <li>2- To provide field visit opportunities.</li> <li>3- To encourage in extra curricular activities.</li> </ol>
	To have a closer interaction with them and to focus more on average, below average students and to help them to be able to handle life more effectively in the near future.
Give three Observations /Suggestions to Improve the overall	<ol style="list-style-type: none"> <li>1. Usage of ICT tools such as LCD, multimedia etc. while teaching</li> <li>2. They should make the teaching process interesting with practical concept</li> </ol>

Teaching -learning experience in your Institution.	<ol style="list-style-type: none"> <li>1. Encourage active and practical learning</li> <li>2. Provide for meaningful teacher student interaction.</li> <li>3. Make course expectation clear and base on learning outcome.</li> </ol>
Give three Observations / Suggestions to improve the overall Teaching- learning experience in your institution.	<p style="text-align: center;">Field work Visual examples and Presentation</p> <ol style="list-style-type: none"> <li>1. Inculcate life skills and employability skills for students</li> <li>2. Providing good opportunities for students</li> </ol>

### Action Taken Report:

Based on the findings of the survey, the Department has made the following decisions for improvements:

- Faculties have attended the ICT Training programmes and Moocs online workshop to equip themselves with ICT tools.
- Student Mentor and Mentee list are prepared for better coordination and interaction with respect to Academic matters
- Guest lectures on relevant topics were conducted by inviting renowned speakers in specialized areas/fields to interact with students for a more in depth knowledge of the subjects.

**Summary Report of the National Assessment and Accreditation Council (NAAC) Student Satisfaction Survey 5th SEMESTER**

	85-100%		70-84%		55-69%		30-54%		Below 30%		
How much of the syllabus was covered in the class?	24	9	3	3	0						39
How well did the teachers prepare for the classes?	Thoroughly 12	Satisfactorily 26	Poorly 1	Indifferently 0	Won't teach at all 0						39
How well were the teachers able to communicate?	Always effective 26	Sometimes effective 9	Just satisfactorily 2	Generally ineffective 1	Very poor communication 1						39
The teacher's approach to teaching can best be described as	Excellent 26	Very good 8	Good 4	Fair 1	Poor 0						39
Fairness of the internal evaluation process by the teachers	Always fair 22	Usually fair 10	Sometimes unfair 6	Usually unfair 0	Unfair 1						39
Was your performance in assignments discussed with you?	Every time 14	Usually 11	Occasionally/Sometimes 8	Rarely 2	Never 4						39
The institute takes active interest in promoting internship, student exchange, field visit opportunities for students	Regularly 5	Often 30	Sometimes 4	Rarely 0	Never 0						39
The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth	Significantly 18	Very well 17	Moderately 2	Marginally 2	Not at all 0						39
The institution provides multiple opportunities to learn and grow	Strongly agree 23	Agree 10	Neutral 6	Disagree 0	Strongly disagree 0						39

Teachers inform you about your expected competencies, course outcomes and programme outcomes	Every time	Usually	Occasionally/Sometimes	Rarely	Never	39
	20	12	6	0	1	
Your mentor does a necessary follow-up with an assigned task to you	Every time	Usually	Occasionally/Sometimes	Rarely	I don't have a mentor	39
	20	12	7	0	0	
The teachers illustrate the concepts through examples and applications	Every time	Usually	Occasionally/Sometimes	Rarely	Never	39
	24	12	2	1	0	
The teachers identify your strengths and encourage you with providing right level of challenges	Fully	Reasonably	Partially	Slightly	Unable to	39
	25	3	8	2	1	
Teachers are able to identify your weaknesses and help you to overcome them	Every time	Usually	Occasionally/Sometimes	Rarely	Never	39
	15	20	3	1	0	
The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	39
	15	15	4	5	0	
The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences	To a great extent	Moderate	Some what	Very little	Not at all	39
	20	16	2	0	1	
Teachers encourage you to participate in	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	39

extracurricular activities

Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work

What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.

The overall quality of teaching-learning process in your institute is very good

18	16	2	3	0	39
To a great extent	Moderate	Some what	Very little	Not at all	
12	15	4	6	2	39
Above 90%	70 – 89%	50 – 69%	30 – 49%	Below 29%	
9	18	6	4	2	39
Strongly agree	Agree	Neutral	Disagree	Strongly disagree	
14	17	3	0	1	39
Promote active learning strategies					
1.Inculcate life skills and employability skills for students 2.Providing good opportunities for students 3.Improve high percentage using ICT tools such as multimedia etc					

Give three observations / suggestions to improve the overall teaching – learning experience in your institution.

**Department of Mathematics, Shillong College, Shillong**

**Feedback Action Taken Report:**

The Department made a thorough study of the student requirements and made the following improvement.

- The department room has been made more spacious with fans.
- A discussion of past question papers is done as part of classroom teaching.
- Syllabus has been completed in advance.
- Students are encouraged to participate in various activities like seminars, workshops, etc.

On the 7<sup>th</sup> June ,2024

( D.Shadap)  
Head,  
Department of Mathematics  
Shillong College

## DEPARTMENT OF MICROBIOLOGY

### Feedback analysis and action taken report

<b>FEEDBACK</b>	<b>ACTION TAKEN REPORT</b>
Access to digital library and improved internet facilities	Concerned authority has been informed
Need more autoclave	Autoclave and other glasswares have been purchased
Practical classes should be in the afternoon.	Concerned authority has been informed
Less workshop and Industrial Visit	Industrial Visit and webinar have been conducted
Water problem in Girls toilet	Concerned authority has been informed

## STUDENT SATISFACTION SURVEY: 2023-2024

### Analysis of Results: Dept. of Microbiology

The student feedback was randomly collected from all three semesters of the department including the 6<sup>th</sup>, 4<sup>th</sup> and 2<sup>nd</sup> semester students. The student feedback report is written based on the overall assessment as per forms filled by the students:

(Rating scale: 4-Excellent; 3-Very good; 2-Good; 1 – Average; 0- Below Average)

**Criterion II – Teaching–Learning and Evaluation Student Satisfaction Survey on Teaching Learning Process. Following are questions for an online student satisfaction survey regarding teaching learning process.**

Sl No	Particulars	Feedback Response Range
1.	How much of the syllabus was covered in the class	Below Average to Excellent
2.	How well did the teachers prepare for the classes?	Very Good to Excellent
3.	How well were the teachers able to communicate?	Good to Excellent
4.	The teacher's approach to teaching can best be described as	Good to Excellent
5.	Fairness of the internal evaluation process by the teachers.	Good to Excellent
6.	Was your performance in assignments discussed with you?	Good to Very Good
7.	The institute takes active interest in promoting internship, student exchange, field visit opportunities for students.	Below Average to Good
8.	The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.	Below Average to Excellent
9.	The institution provides multiple opportunities to learn and grow.	Good to Excellent

10.	Teachers inform you about your expected competencies, course outcomes and programme outcomes.	Very good to Excellent
11	Your mentor does a necessary follow-up with an assigned task to you	Average to Very Good
12	The teachers illustrate the concepts through examples and applications.	Very Good to Excellent
13	The teachers identify your strengths and encourage you with providing right level of challenges.	Average to Excellent
14	Teachers are able to identify your weaknesses and help you to overcome them.	Good to Excellent
15	The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.	Good to Excellent
16	The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.	Average to Excellent
17	Teachers encourage you to participate in extracurricular activities.	Average to Excellent
18	Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work.	Below Average to Excellent
19	What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.	Good to Excellent
20.	The overall quality of teaching-learning process in your institute is very good.	Good to Excellent
21.	Give three observations / suggestions to	i. Access to digital library

	improve the overall teaching – learning experience in your institution.	ii. improve internet facilities iii. Promote industrial visit iv. practical classes should be in the afternoon. v. Need more instruments, autoclave etc
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## Action Taken Report of the Feed Back Given by the students.

1. All the teachers will use ICT tools like projector etc. Teachers will try to understand the interest of the students and accordingly suggest and guide them for their future endeavour.
2. Wi-fi is provide in the entire campus of the college.
3. Extra-curricular activities like college week, Teachers Day, Fare well for the outgoing and Fresher social for the students are organised.
4. To improve the interaction with the students during classes and also some extra classes will be organised where teachers will interact with each and every students not only about their academics but with different matters regarding their welfare.

# National Assessment and Accreditation Council (NAAC) Student Satisfaction Survey For BA 5th Semester Philosophy Honours Students 2023-24.

Key Indicator - 2.7.1

Under Criterion II of Teaching – Learning and Evaluation

Guidelines for Students

NAAC (National Assessment and accreditation council) is conducting a Student Satisfaction Survey regarding Teaching – Learning and Evaluation, which will help to upgrade the quality in higher education. A student will have to respond to all the questions given in the following format with her/his sincere effort and thought. Her/his identity will not be revealed.

After section 1

Continue to next section

After section 1

Continue to next section

Section 2 of 4

National Assessment and Accreditation Council (NAAC) Student Satisfaction Survey For BA  
5th Semester Philosophy Honours Students

Key Indicator - 2.7.1

Under Criterion II of Teaching – Learning and Evaluation

Guidelines for Students

NAAC (National Assessment and accreditation council) is conducting a Student Satisfaction Survey regarding Teaching – Learning and Evaluation, which will help to upgrade the quality in higher education. A student will have to respond to all the questions given in the following format with her/his sincere effort and thought. Her/his identity will not be revealed.

After section 2

Continue to next section

Section 3 of 4

Untitled Section

Description (optional)

A) Please confirm this is the first and only time you answer this survey

\*

B) Age:

\*

Short-answer text

C) College Name:

\*

Short-answer text

D) Gender:

\*

E) What degree program are you pursuing now?

\*

F) What subject area are you currently pursuing?

\*

After section 3

Continue to next section

Section 4 of 4

Instructions to fill the questionnaire

- All questions should be compulsorily attempted.
- Each question has five responses, choose the most appropriate one.
- The response to the qualitative question no. 21 is student's opportunity to give suggestions or improvements; she/he can also mention weaknesses of the institute here. (Kindly restrict your response to teaching learning process only)

Criterion II – Teaching–Learning and Evaluation

Student Satisfaction Survey on Teaching Learning Process

Following are questions for online student satisfaction survey regarding teaching learning process.

1. How much of the syllabus was covered in the class?

\*

2. How well did the teachers prepare for the classes?

\*

3. How well were the teachers able to communicate?

\*

4. The teacher's approach to teaching can best be described as

\*

5. Fairness of the internal evaluation process by the teachers.

\*

6. Was your performance in assignments discussed with you?

\*

7. The institute takes active interest in promoting internship, student exchange, field visit opportunities for students.

\*

8. The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.

\*

9. The institution provides multiple opportunities to learn and grow.

\*

10. Teachers inform you about your expected competencies, course outcomes and programme outcomes.

\*

11. Your mentor does a necessary follow-up with an assigned task to you.

\*

12. The teachers illustrate the concepts through examples and applications.

\*

13. The teachers identify your strengths and encourage you with providing right level of challenges.

\*

14. Teachers are able to identify your weaknesses and help you to overcome them.

\*

15. The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.

\*

16. The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.

\*

17. Teachers encourage you to participate in extracurricular activities.

\*

18. Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work.

\*

19. What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.

\*

20. The overall quality of teaching-learning process in your institute is very good.

\*

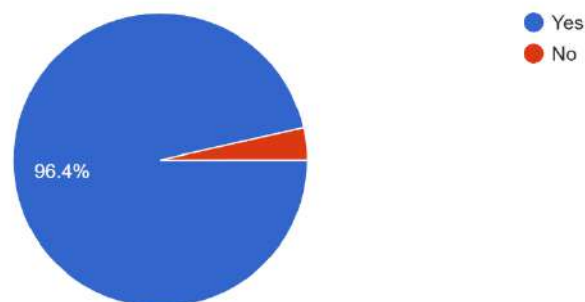
21. Give three observations / suggestions to improve the overall teaching – learning experience in your institution.

\*

Long-answer text

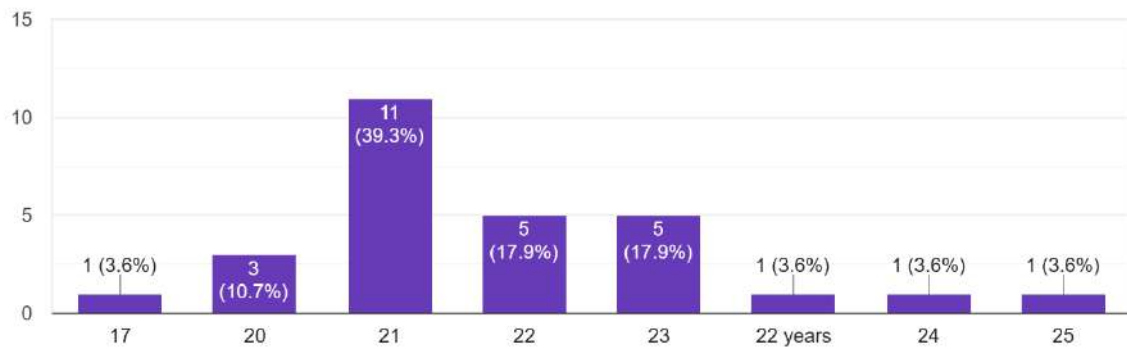
A) Please confirm this is the first and only time you answer this survey

28 responses



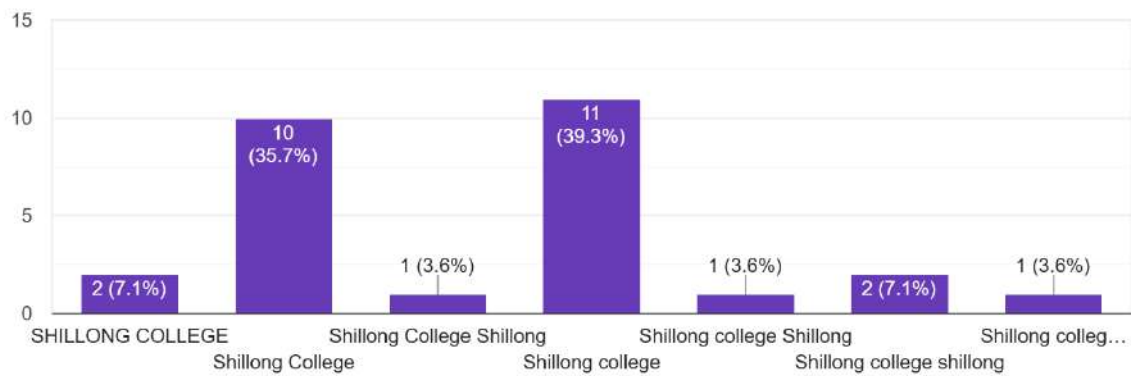
### B) Age:

28 responses



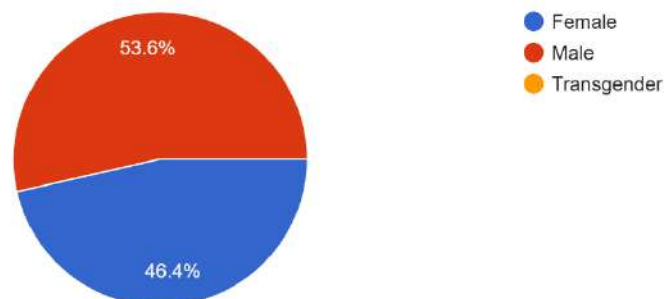
### C) College Name:

28 responses



### D) Gender:

28 responses



E) What degree program are you pursuing now?

28 responses



- a) Bachelor's
- b) Master's
- Others

F) What subject area are you currently pursuing?

28 responses

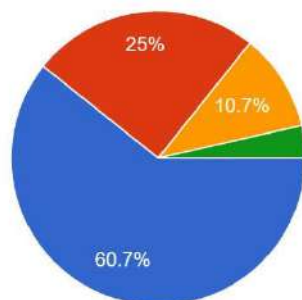


- Arts
- Commerce
- Science
- Professional
- Other

### Instructions to fill the questionnaire

1. How much of the syllabus was covered in the class?

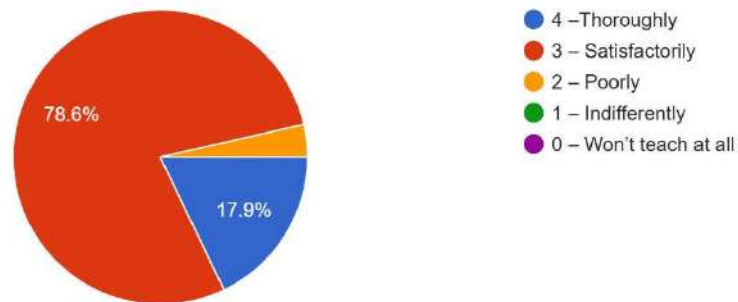
28 responses



- 4 – 85 to 100%
- 3 – 70 to 84%
- 2 – 55 to 69%
- 1 – 30 to 54%
- 0 – Below 30%

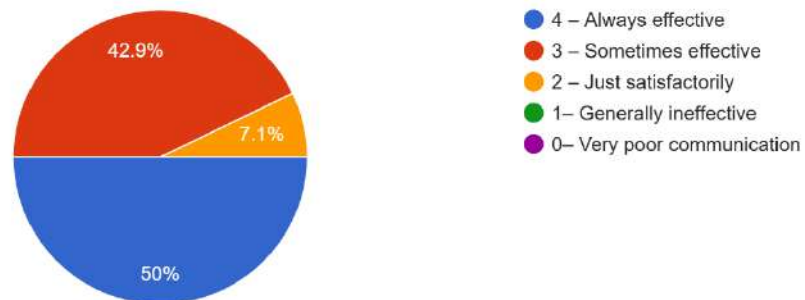
## 2. How well did the teachers prepare for the classes?

28 responses



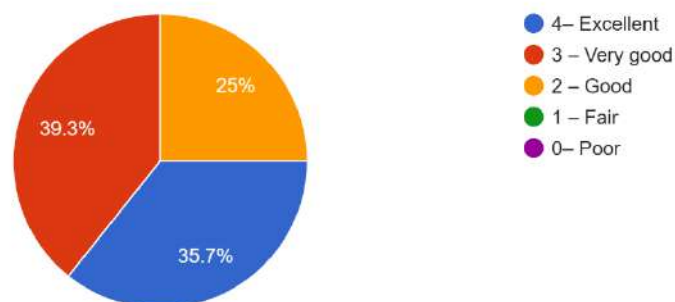
## 3. How well were the teachers able to communicate?

28 responses



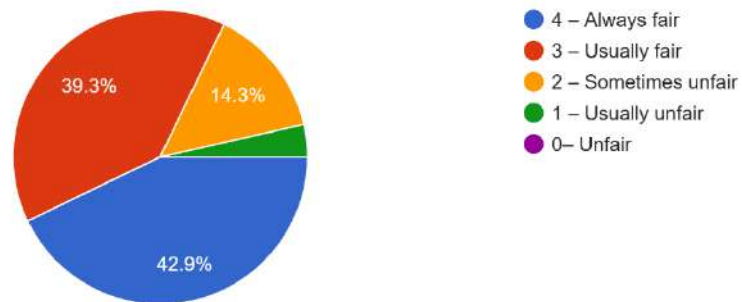
## 4. The teacher's approach to teaching can best be described as

28 responses



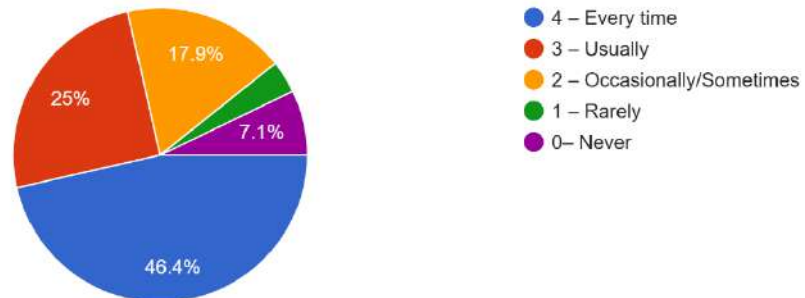
5. Fairness of the internal evaluation process by the teachers.

28 responses



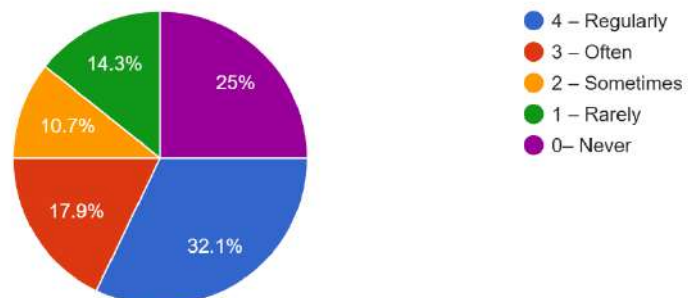
6. Was your performance in assignments discussed with you?

28 responses



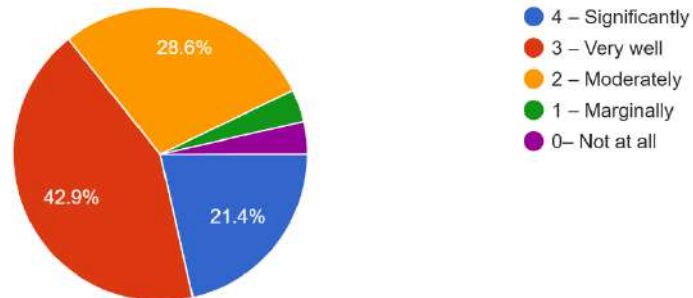
7. The institute takes active interest in promoting internship, student exchange, field visit opportunities for students.

28 responses



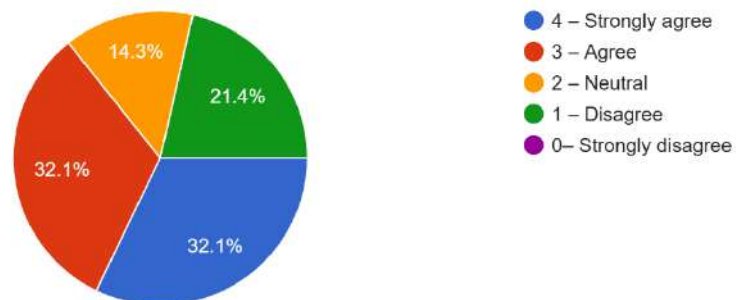
8. The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.

28 responses



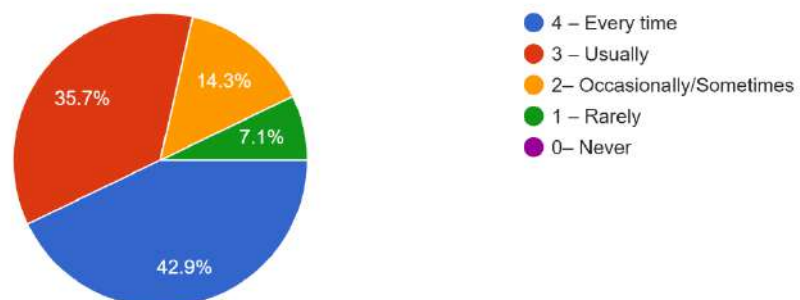
9. The institution provides multiple opportunities to learn and grow.

28 responses



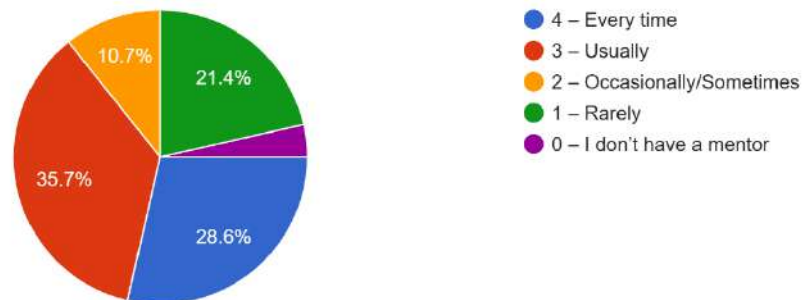
10. Teachers inform you about your expected competencies, course outcomes and programme outcomes.

28 responses



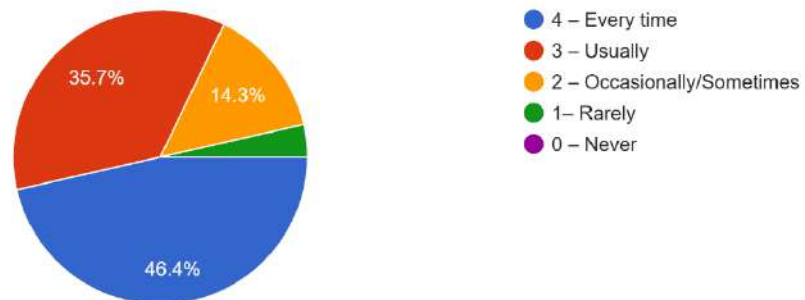
11. Your mentor does a necessary follow-up with an assigned task to you.

28 responses



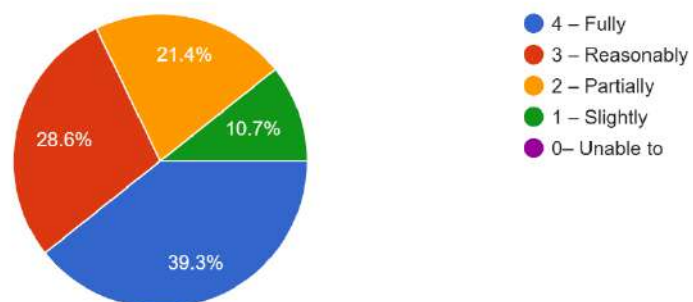
12. The teachers illustrate the concepts through examples and applications.

28 responses



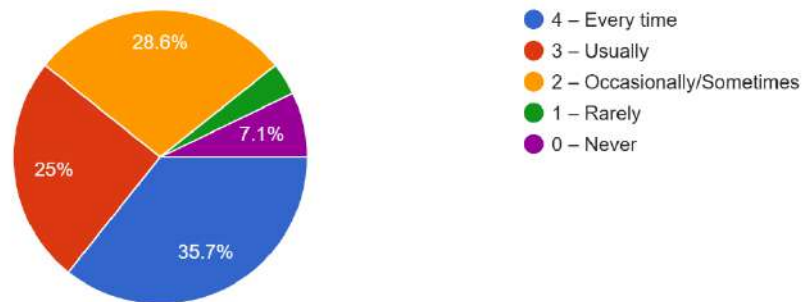
13. The teachers identify your strengths and encourage you with providing right level of challenges.

28 responses



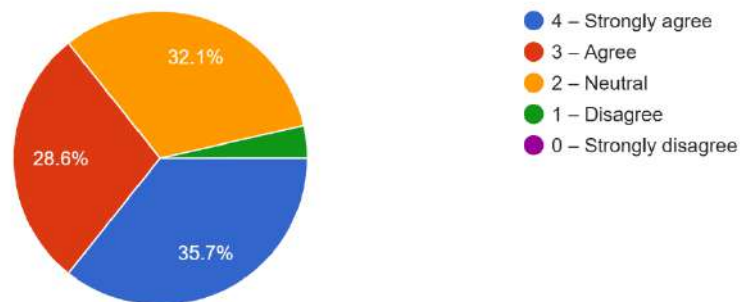
14. Teachers are able to identify your weaknesses and help you to overcome them.

28 responses



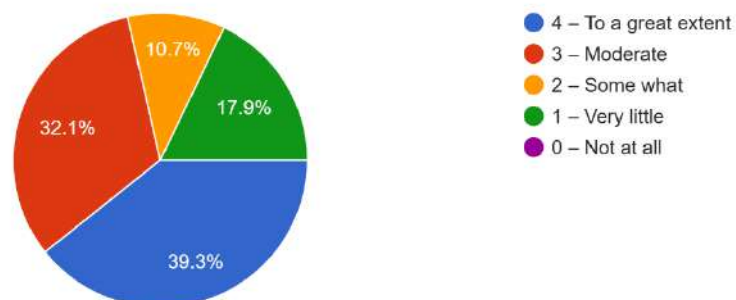
15. The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.

28 responses



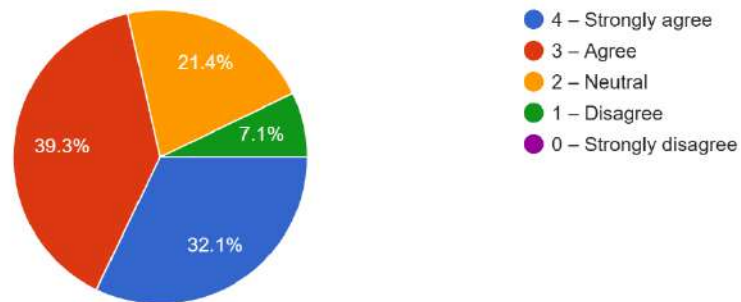
16. The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.

28 responses



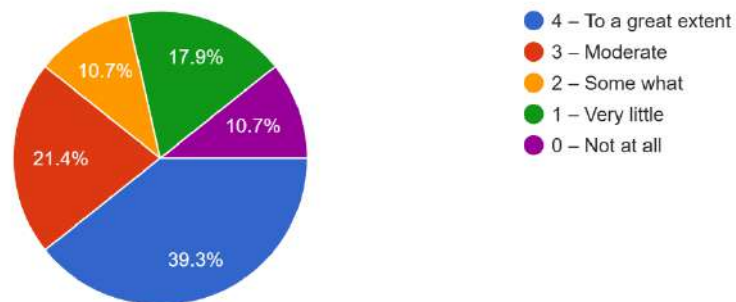
17. Teachers encourage you to participate in extracurricular activities.

28 responses



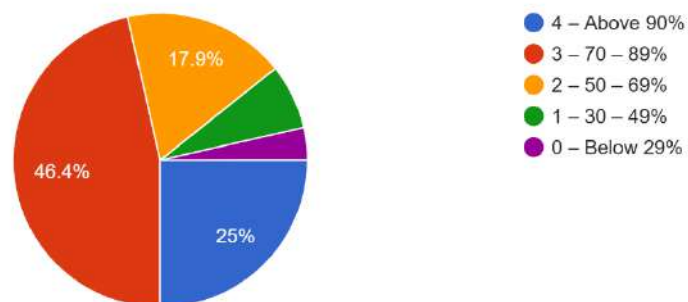
18. Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work.

28 responses



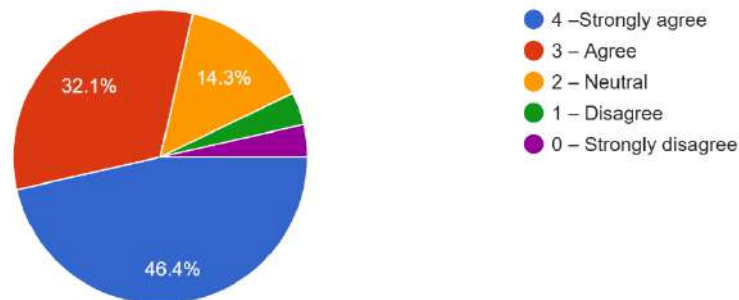
19. What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.

28 responses



20. The overall quality of teaching-learning process in your institute is very good.

28 responses



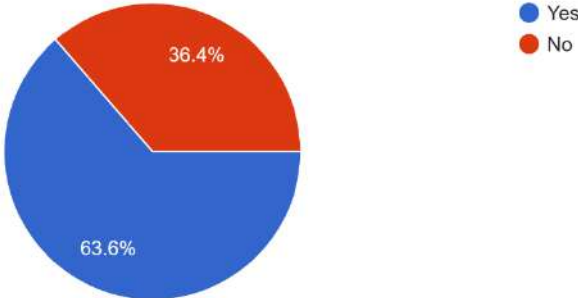
21. Give three observations / suggestions to improve the overall teaching – learning experience in your institution. 28 responses

- Everything is fine and good to me.
- My personal the Three suggestion to improve every teaching is that the teachers use ICT tool and teachers to inculcate soft skills, life skills and employability skills to make us ready for the world of work and provides multiple opportunities to learn and grow.
- (1) To provide Wi-Fi in every department  
(2). To use Smart Learning in every subject  
(3). To provide extra curriculum or extra activities
- Good
- Sometimes attention for students
- Include more curricular activities.
- (1) Interaction with students can be improved.  
(2) Presentations  
(3) Class activity

STUDENTS SATISFACTION SURVEY (2021 BATCH)

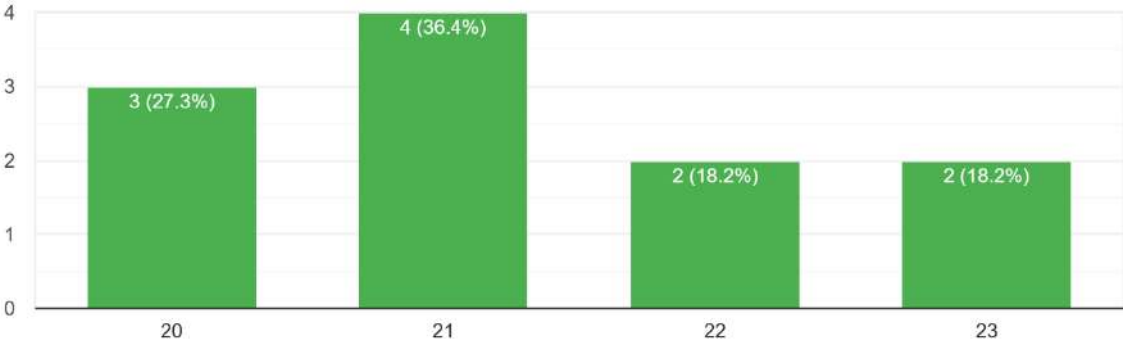
A) Please confirm this is the first and only time you answer this survey.

11 responses



Age

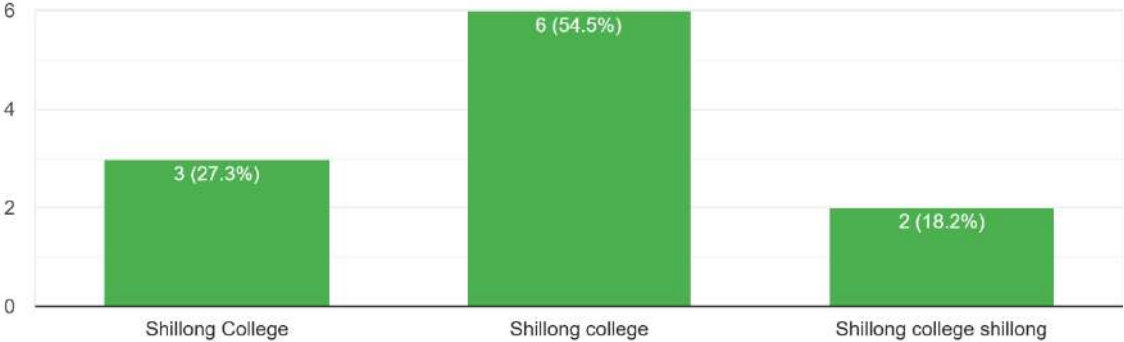
11 responses



STUDENTS SATISFACTION SURVEY (2021 BATCH)

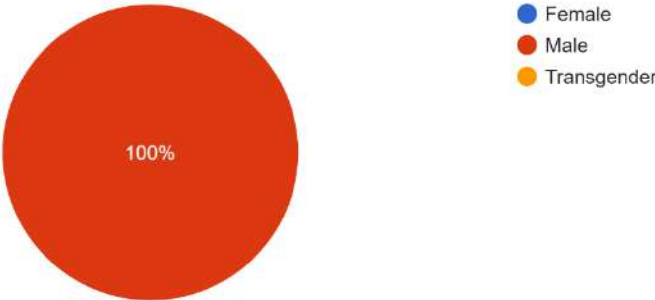
C) College Name:

11 responses



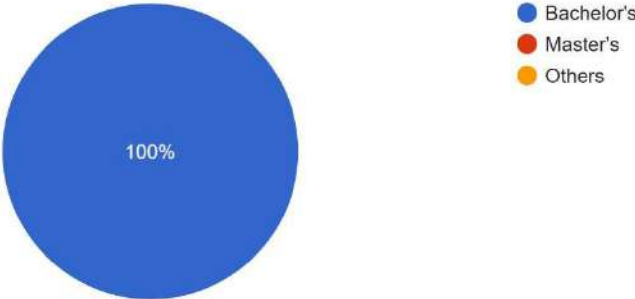
D) Gender:

11 responses



E) What degree program are you pursuing now?

11 responses



## STUDENTS SATISFACTION SURVEY (2021 BATCH)

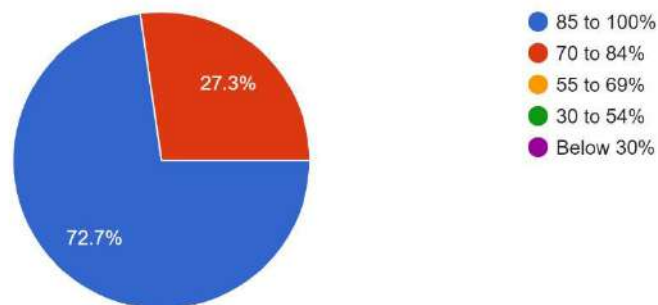
F) What subject area are you currently pursuing?

11 responses



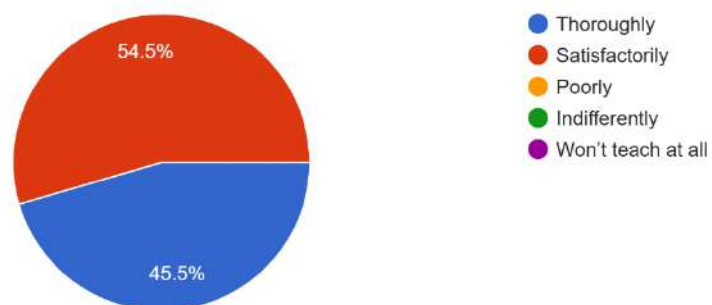
How much of the syllabus was covered in the class?

11 responses



How well did the teachers prepare for the classes?

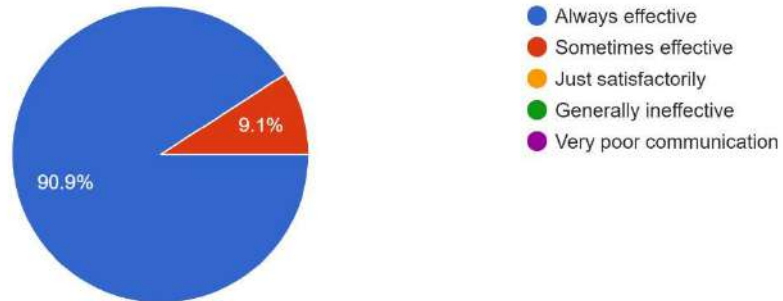
11 responses



## STUDENTS SATISFACTION SURVEY (2021 BATCH)

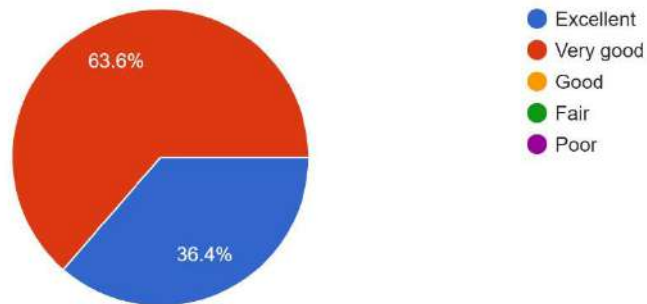
How well were the teachers able to communicate?

11 responses



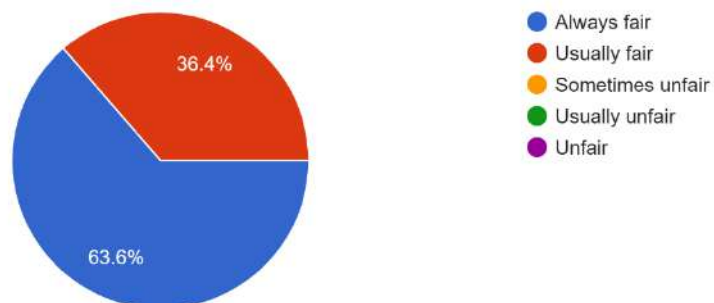
The teacher's approach to teaching can best be described as:

11 responses



Fairness of the internal evaluation process by the teachers.

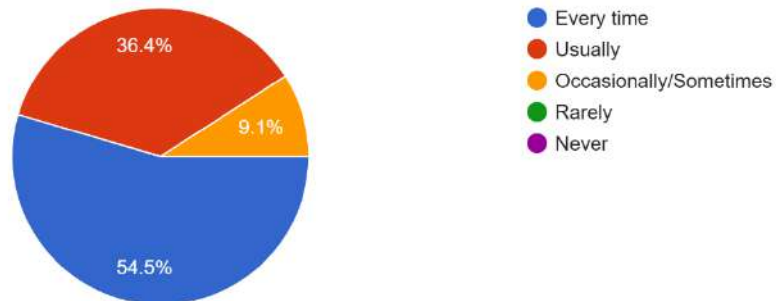
11 responses



## STUDENTS SATISFACTION SURVEY (2021 BATCH)

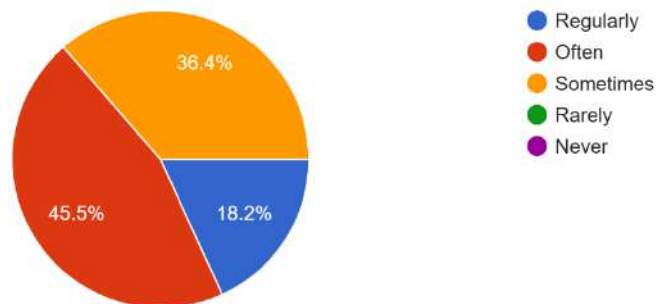
Was your performance in assignments discussed with you?

11 responses



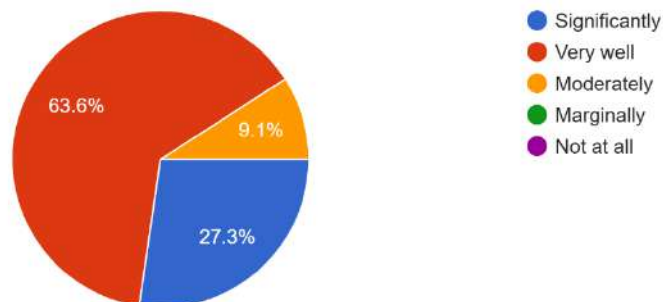
The institute takes an active interest in promoting internships, student exchange, field visit opportunities for students.

11 responses



The teaching and mentoring process in your institution facilitates you in cognitive, social, and emotional growth.

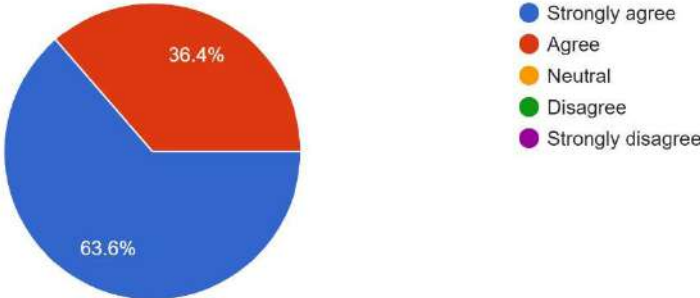
11 responses



STUDENTS SATISFACTION SURVEY (2021 BATCH)

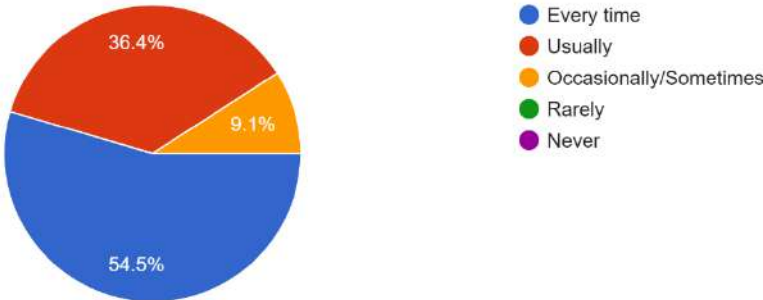
The institution provides multiple opportunities to learn and grow.

11 responses



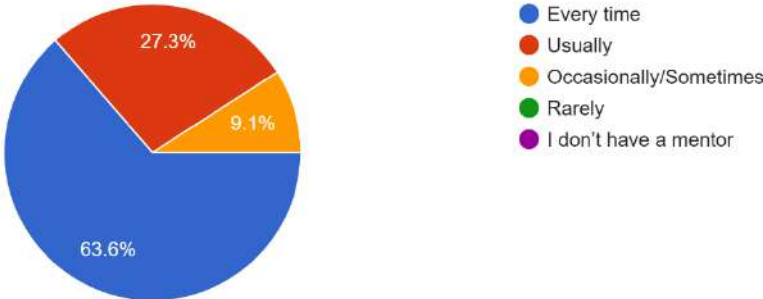
Teachers inform you about your expected competencies, course outcomes, and program outcomes.

11 responses



Your mentor does a necessary follow-up with an assigned task to you.

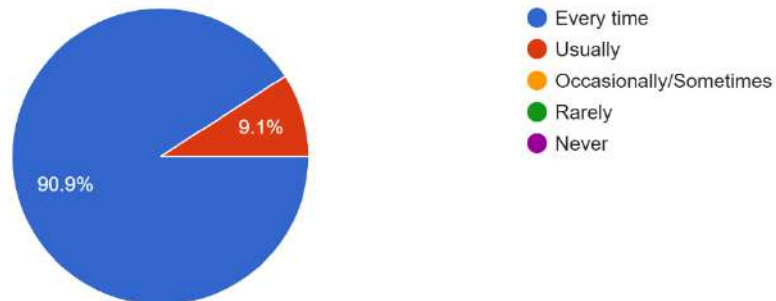
11 responses



## STUDENTS SATISFACTION SURVEY (2021 BATCH)

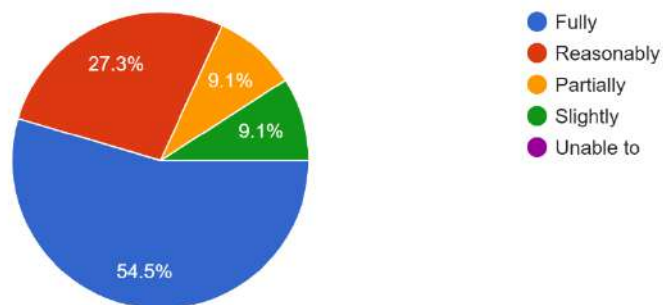
The teachers illustrate the concepts through examples and applications.

11 responses



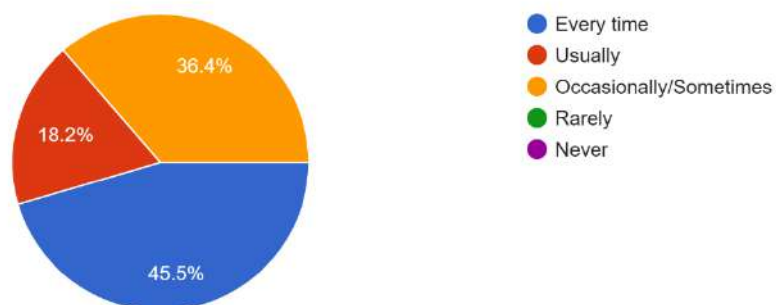
The teachers identify your strengths and encourage you with providing the right level of challenges.

11 responses



Teachers are able to identify your weaknesses and help you to overcome them.

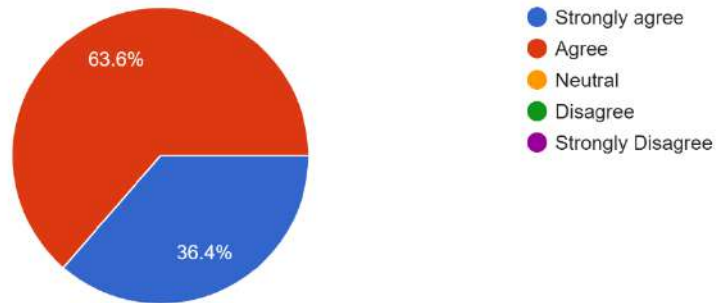
11 responses



## STUDENTS SATISFACTION SURVEY (2021 BATCH)

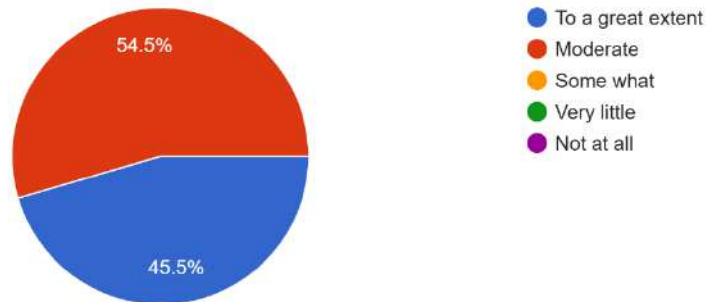
The institution makes effort to engage students in the monitoring, review, and continuous quality improvement of the teaching-learning process.

11 responses



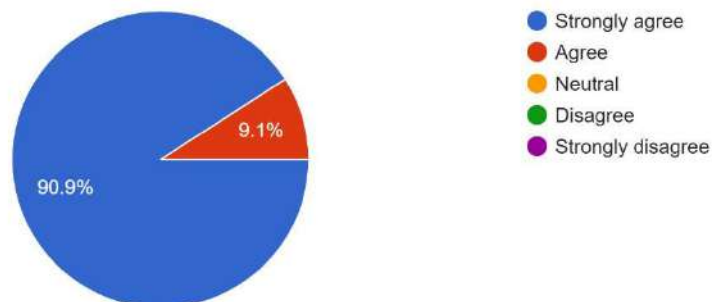
The institute/ teachers use student-centric methods, such as experiential learning, participative learning, and problem-solving methodologies for enhancing learning experiences.

11 responses



Teachers encourage you to participate in extracurricular activities.

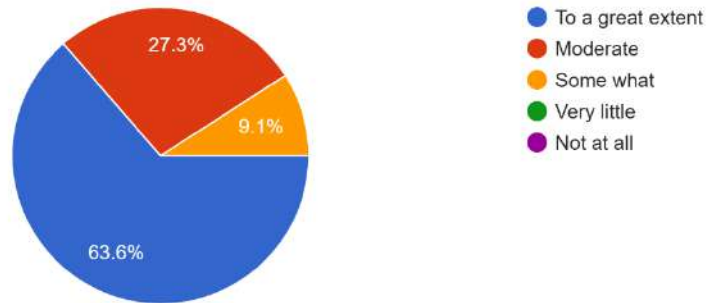
11 responses



## STUDENTS SATISFACTION SURVEY (2021 BATCH)

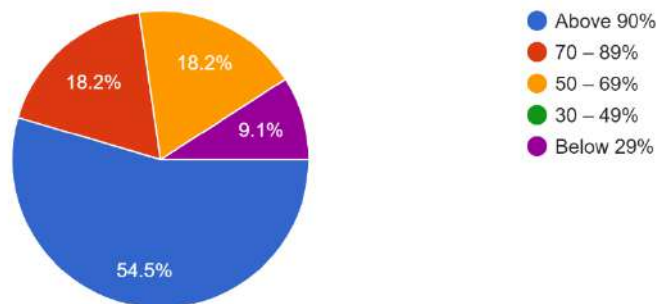
Efforts are made by the institute/ teachers to inculcate soft skills, life skills, and employability skills to make you ready for the world of work.

11 responses



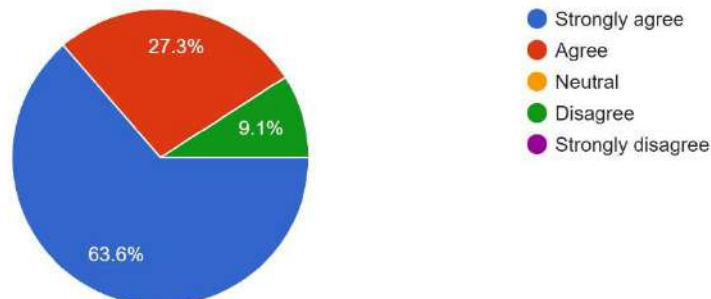
What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.

11 responses



The overall quality of the teaching-learning process in your institute is very good.

11 responses



## STUDENTS SATISFACTION SURVEY (2021 BATCH)

Give three observations/suggestions to improve the overall teaching-learning experience in your institution. (Kindly restrict your response to the teaching-learning process only)11 responses

Yes

Qw

1. Interact more. 2. Be friendly so that it would encourage us to be open.

Short break after every period

More co curricular clubs

Excellent,strongly agree

They are excellent

As a Science student I would suggest to 1)Explain Mathematical Expressions and Numerical Problems on blackboard with stepwise for better understanding (for this teachers must not use the projectors and simply read).

2)Make students confident to interact with teachers more freely (some teachers used to get angry when students ask questions). 3) Explain the practicals(experiments) more clearly and freely, it is because if we learn something through experiment we understand much better about the subject matter. THANK YOU

1. Use better graphics and visual media to engage students well. 2. Try to reach every student and ask for their doubts. 3. Make teaching a two way interaction.

Do everything in love

Even if our teachers are excellent in teaching. There's always a room to grow.

## STUDENTS SATISFACTION SURVEY (2021 BATCH)

### **ACTION TAKEN REPORT:**

Based on the feedback analysis provided by the students, efforts are being made to mitigate the negative observations by taking proactive steps in the various categories of unsatisfactory responses given and as observed by the students. Students are encouraged to ask questions and clarify their doubts, to interact and take part more often in the classroom. Teachers are making efforts to make the classroom more friendly, lively and interactive.

**ACTION TAKEN REPORT**  
**DEPARTMENT OF POLITICAL SCIENCE**  
**SHILLONG COLLEGE**  
**2023-2024**

Based on students' feedback, the Department of Political Science has undertaken the following initiatives:

1. **Regular Student Paper Presentations:** Organized consistently for Honours courses to enhance students' academic writing skills, broaden their knowledge, and build confidence.
2. **Engagement with Eminent Personalities:** Hosted distinguished academicians and social activists as resource persons to deliver talks and facilitate discussions on diverse social and political topics.
3. **ICT Proficiency Development:** Teachers have participated in workshops on Information and Communication Technology to enhance their expertise and incorporate ICT effectively in their teaching practices.
4. **Commemoration of Significant Days:** Conducted programs to observe important national and international days, fostering values associated with nation-building and civic responsibility.
5. **Alumni Network Management:** Established active connections with alumni through WhatsApp groups and social media platforms to maintain a strong network.
6. **Faculty Development Initiatives:** Faculty members regularly engage in Faculty Development Programs (FDPs) and workshops to stay updated and refine their teaching methodologies.
7. **Strategic Teaching Plans:** Ensured timely completion of the syllabus by adhering to a well-structured teaching plan.
8. **Mentor-Mentee System:** Prioritized the mentorship program to provide personalised guidance and support to students.
9. **Orientation for New Students:** Organized orientation programs for first-semester students to familiarise them with the semester system, program objectives, and course outcomes.
10. **Fostering Student Interaction:** Encouraged ongoing interaction and meaningful discussions with students within and beyond the classroom environment.

# National Assessment and Accreditation Council (NAAC)

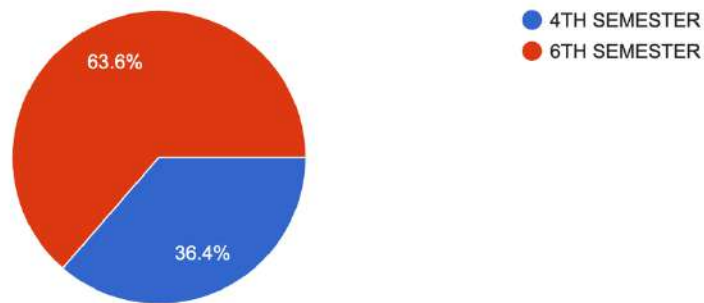
## Student Satisfaction Survey

### BA Political Science Honours Students

(CONDUCTED IN THE MONTH OF APRIL 2024)

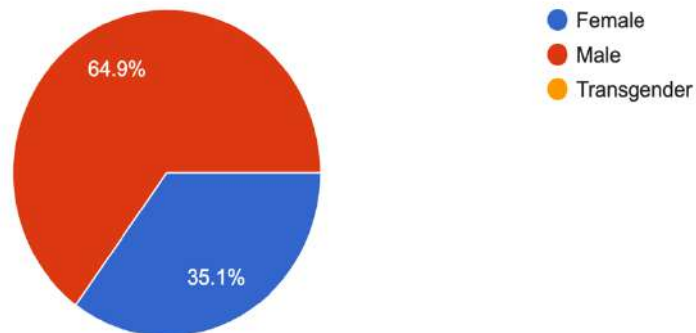
#### CLASS

77 responses



#### D) Gender:

77 responses



# National Assessment and Accreditation Council (NAAC)

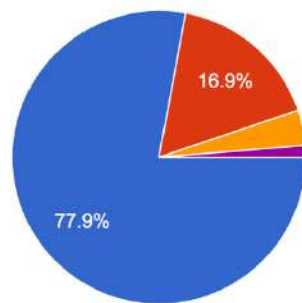
## Student Satisfaction Survey

### BA Political Science Honours Students

(CONDUCTED IN THE MONTH OF APRIL 2024)

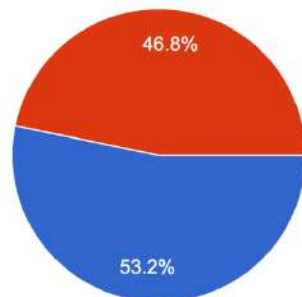
1. How much of the syllabus was covered in the class?

77 responses



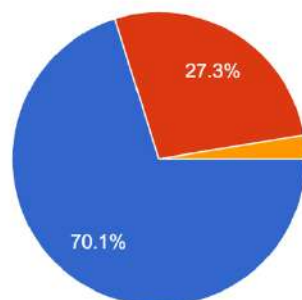
2. How well did the teachers prepare for the classes?

77 responses



3. How well were the teachers able to communicate?

77 responses



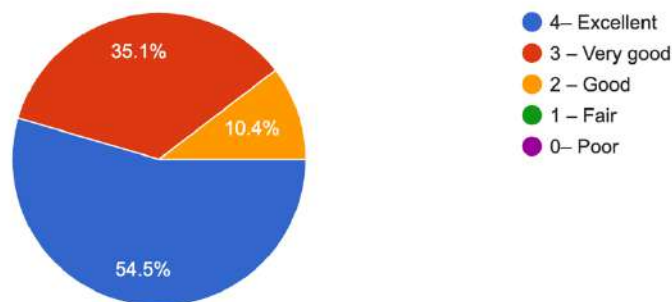
# National Assessment and Accreditation Council (NAAC)

## Student Satisfaction Survey BA Political Science Honours Students

(CONDUCTED IN THE MONTH OF APRIL 2024)

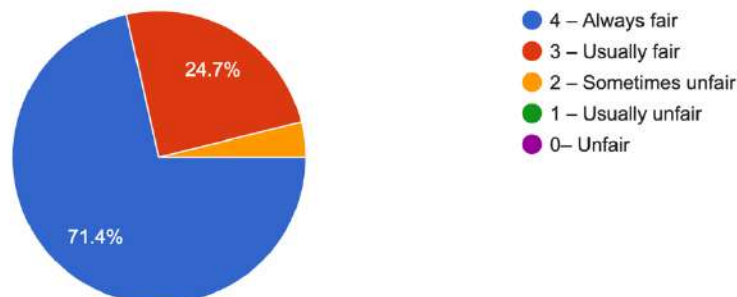
4. The teacher's approach to teaching can best be described as

77 responses



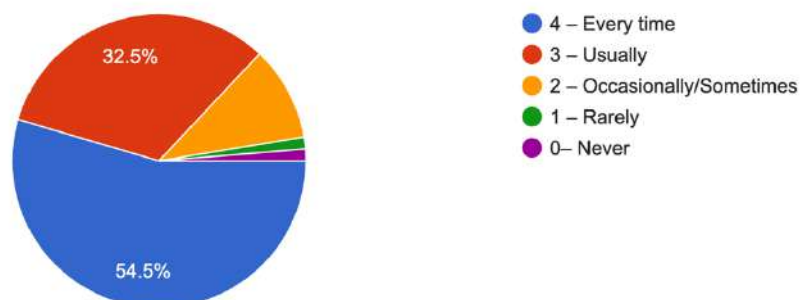
5. Fairness of the internal evaluation process by the teachers.

77 responses



6. Was your performance in assignments discussed with you?

77 responses



# National Assessment and Accreditation Council (NAAC)

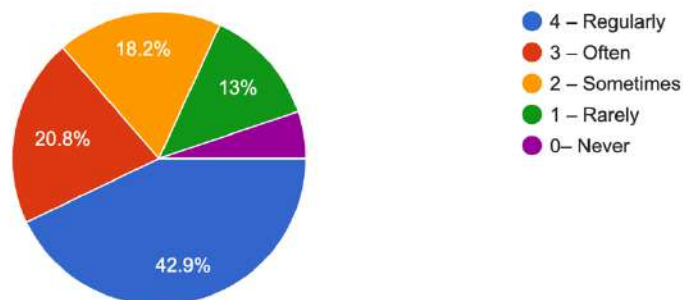
## Student Satisfaction Survey

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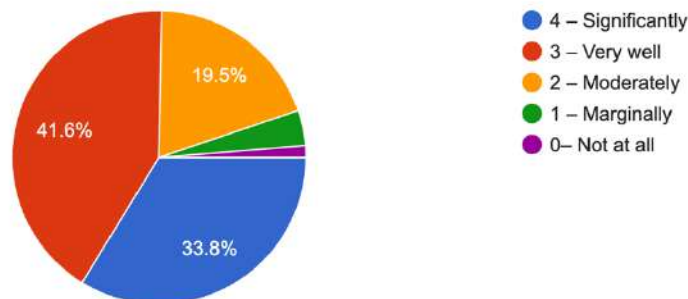
7. The institute takes active interest in promoting internship, student exchange, field visit opportunities for students.

77 responses



8. The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.

77 responses



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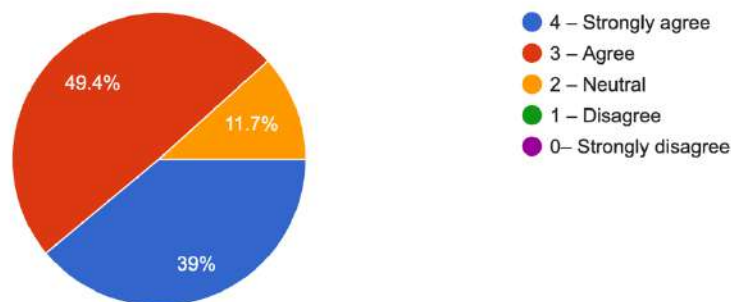
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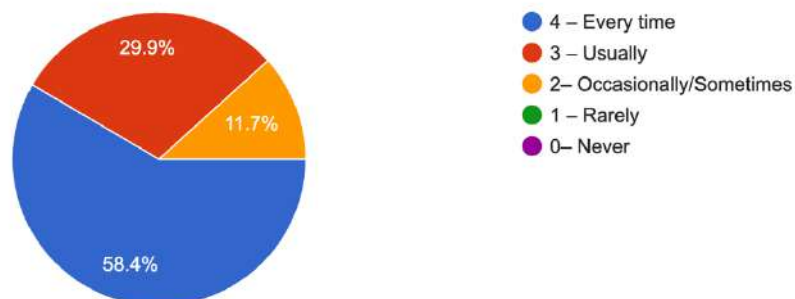
9. The institution provides multiple opportunities to learn and grow.

77 responses



10. Teachers inform you about your expected competencies, course outcomes and programme outcomes.

77 responses



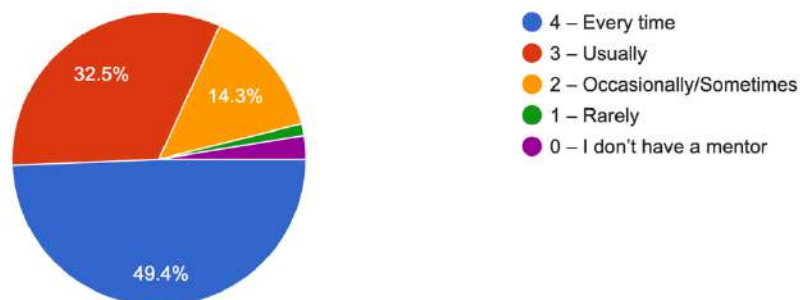
# National Assessment and Accreditation Council (NAAC)

## Student Satisfaction Survey BA Political Science Honours Students

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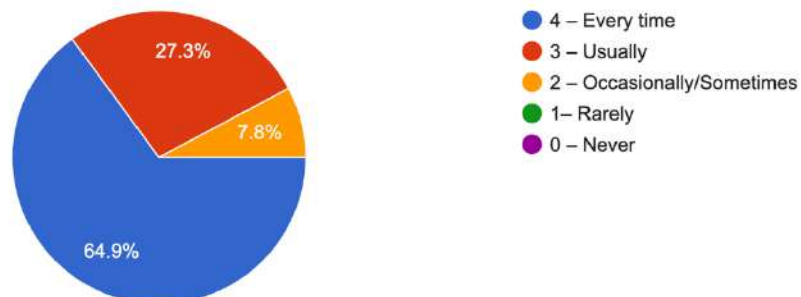
11. Your mentor does a necessary follow-up with an assigned task to you.

77 responses



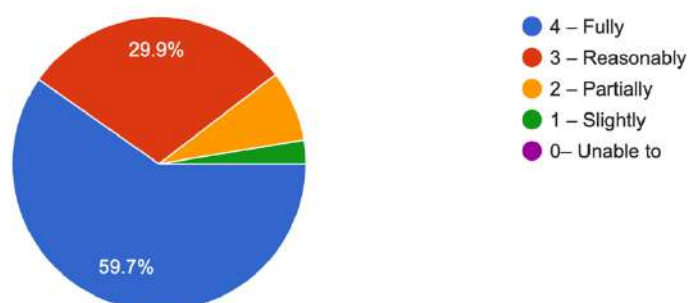
12. The teachers illustrate the concepts through examples and applications.

77 responses



13. The teachers identify your strengths and encourage you with providing right level of challenges.

77 responses



# National Assessment and Accreditation Council (NAAC)

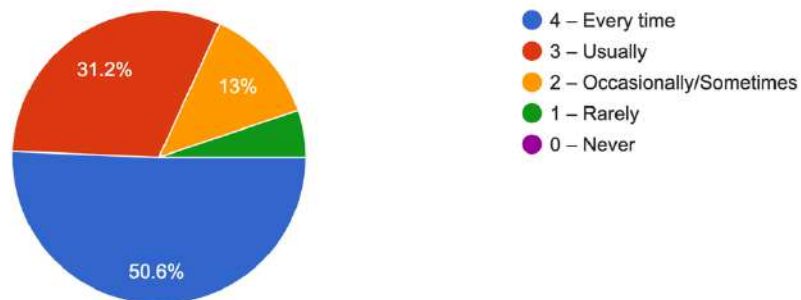
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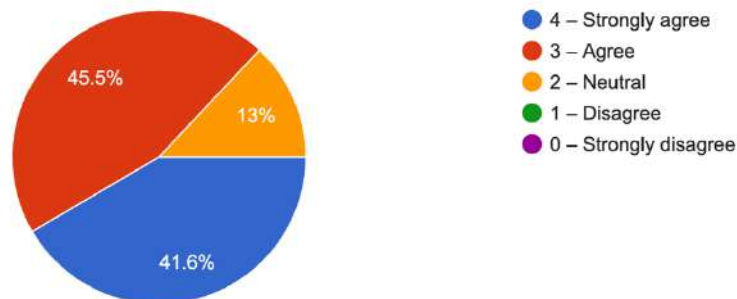
14. Teachers are able to identify your weaknesses and help you to overcome them.

77 responses



15. The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.

77 responses



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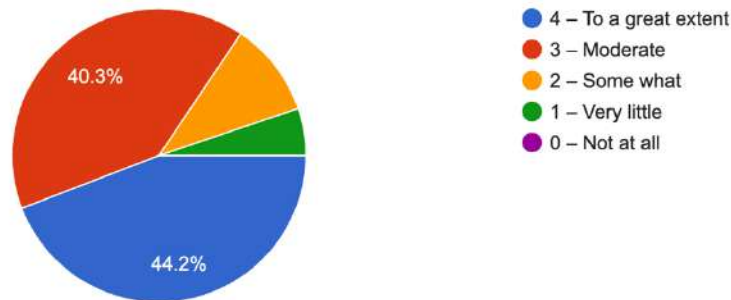
## Student Satisfaction Survey

### BA Political Science Honours Students

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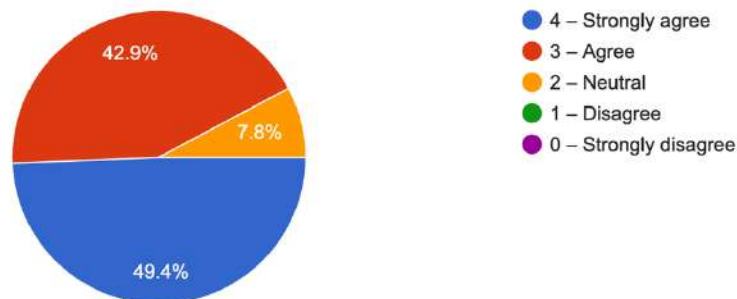
16. The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.

77 responses



17. Teachers encourage you to participate in extracurricular activities.

77 responses



# National Assessment and Accreditation Council (NAAC)

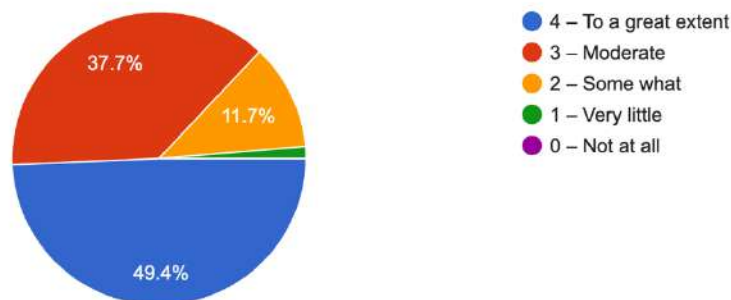
## Student Satisfaction Survey

### BA Political Science Honours Students

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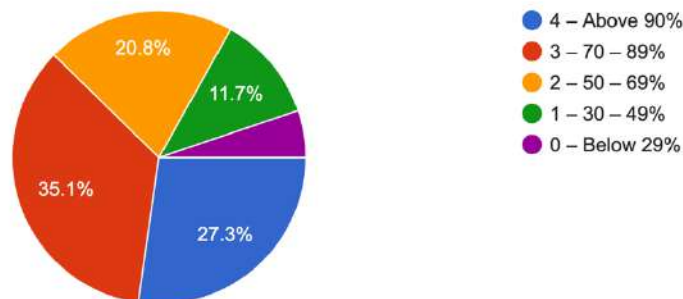
18. Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work.

77 responses



19. What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.

77 responses



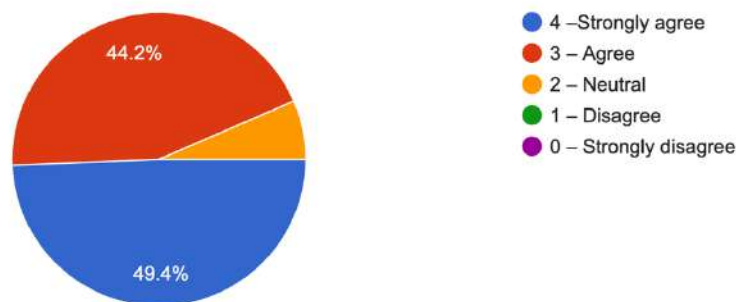
# National Assessment and Accreditation Council (NAAC)

## Student Satisfaction Survey BA Political Science Honours Students

(CONDUCTED IN THE MONTH OF APRIL 2024)

20. The overall quality of teaching-learning process in your institute is very good.

77 responses



21. Give three observations / suggestions to improve the overall teaching –

1.learning experience in your institution.77 responses

Good

None

2. To improve in using of lcd projector.

Always to have well communication with student

Concentrate on students ideas as well ,

3. Have felllowsip in college

Every thing is going well

1) Kindly request the MC to make all CCTV camera effective

Revision should be compulsory after completing the course.

More activities

1. More activities

Some teacher is very good and some is average

Know more about the students.

1.Inform us if classes are there or not 2.They should be in time. That's all

1communicate well with the students 2help them with their internal mark

1.more activities basis rather than theoretical.

# National Assessment and Accreditation Council (NAAC)

## Student Satisfaction Survey

### BA Political Science Honours Students

(CONDUCTED IN THE MONTH OF APRIL 2024)

2. .using modern technology in classroom. 3.having mentoring session will be more helpful for students.

Strongly excellent.

1. They should take us for sightseeing sometimes.

Guiding in exam preparation, more outdoor activity and field work and teachers should encourage students to participate in classroom activity example, students (thoughts and doubts)

Best teachers are found only in shillong college

(1)Make teaching a two way interaction.(2)Try to reach every student and ask for their doubts.(3)Use better graphics and visual media to engage students well.

Providing of LCD projector for the classes

1. Try to reach every student and ask for their doubt
2. Used of technology in the classroom
3. Two ways teaching method

To make students understand better in their studies

Used modern technology

Understanding, quality and concepts

Availability of projector in all classes

- 1) Use better graphics and visual media to engage students well
- 2) Try to reach every student and ask for their doubts.
- 3) Use active learning in class

1.They should organise field trips which will be beneficial for more effective learning with regards to a particular topic.

1.identify the strength and weakness of the student 2. Encouraging active participation of student in the learning process

Teaching & learning experience in my institute were very well

At the current situation, there are no reason that i can state, for the improvement.

1. To raise a question oftentimes.
2. To let the student discuss on certain topics.
3. Give privilege to perform on class

# National Assessment and Accreditation Council (NAAC)

## Student Satisfaction Survey

### BA Political Science Honours Students

(CONDUCTED IN THE MONTH OF APRIL 2024)

Good teacher More experience Clarification of doubt  
Use of technology,vitual field trip,feedback  
I don't have any idea

The teaching process is well good and understandable...  
The teachers were well train with skills and equip.. I  
ts totally good.

Everything was great and excellent.  
1. Engage well with the students .  
2. Ask the students if they have any doubts.  
3. Two ways interaction.

Quality, understanding and concepts clear  
1. Don't grade everything  
2. Socialize with colleagues is good for you  
3. Keep your sense of humour

Create a lots of activities Participate in various programmes  
To help us with 1. Communication skills 2. Development of skills 3. Mental awareness  
1.Giving test 2.

Guide the students well, Teach well, and make them understand  
1.Use cooperative learning. ...2.Assessment and evaluation of teaching quality....3.Use  
cooperative learning. ...

First I'll say that the institute is very well mannered in Shillong College secondly the teachers  
are very helpful in this institute thirdly i really don't have any objections in my observation they  
are all good in this institute.....

I don't have any suggestions as everything are excellent and perfect  
More interaction ,  
Having more communications, class discussions, and knowing more about each other  
I don't find any improvement reason but teacher much take presentation  
The teaching process now is good enough .  
Use better graphic, visual media to engage students well and try to reach every student and  
ask their doubts.  
The personality of the teachers The commitment of the teachers

# National Assessment and Accreditation Council (NAAC)

## Student Satisfaction Survey

### BA Political Science Honours Students

(CONDUCTED IN THE MONTH OF APRIL 2024)

1) To have practical studies. 2) Interaction between students and teachers during classes. 3) Some teachers to encourage the weak students to be more confident.

1. More activity basis 2. Using modern technology 3. Mentoring will be helpful  
To encourage students to be more confident

1. More activities 2. Study tour  
Activities outside classroom. Modernize Temperature Control.  
As for now the political science department is exceptional

The teaching was already good  
Interaction between teacher and student  
Teach slowly

We would like to have more field trips or excursions We'd like to have AC's or air blowers installed in our class rooms as classes during winter are really cold..

To be friendly with the student  
First of all i will to suggest some, is to make the college looking more and more attractive in term of technology to teach

1: The teacher should post a question to the students after every topic so that the 1 students can answer to show how much they have understood.

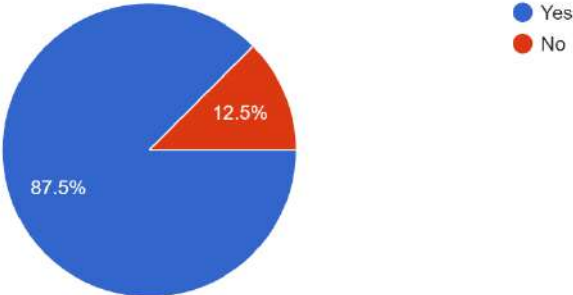
I have no suggestions at all

1) I suggest our students counter should be open early or by 10 PM 2) To improve boys' common room 3) to clean our classroom. every time our classroom and bench is very dusty  
Nothing

# STUDENTS SATISFACTION SURVEY DATA 2024

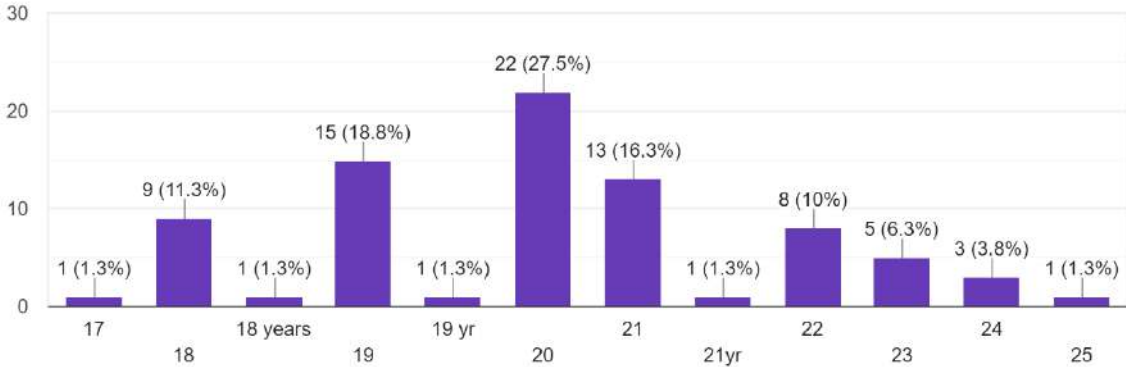
A) Please confirm this is the first and only time you answer this survey.

80 responses



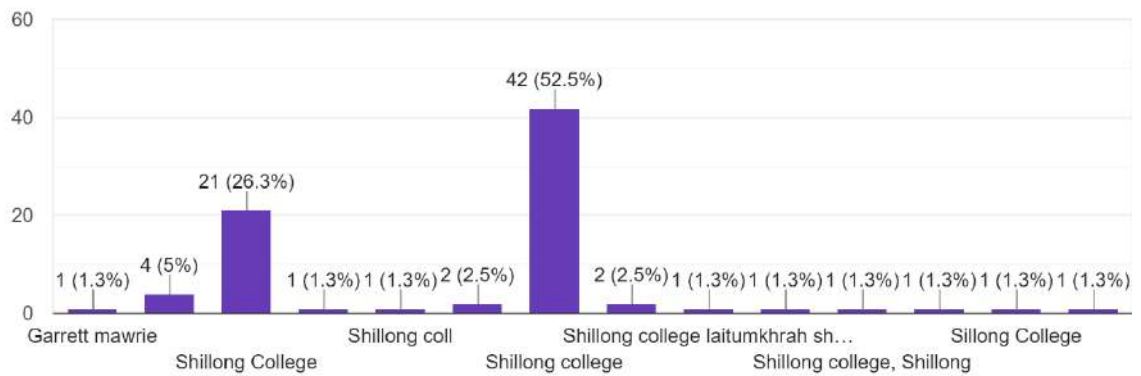
B) Age:

80 responses



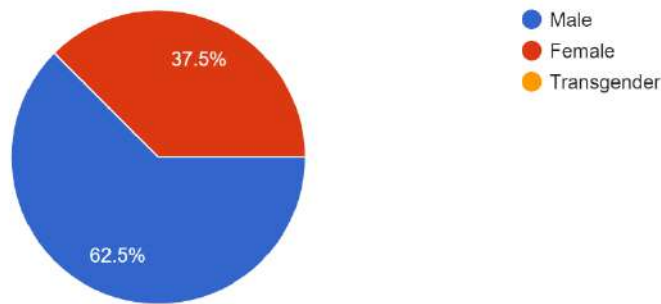
C) College Name:

80 responses



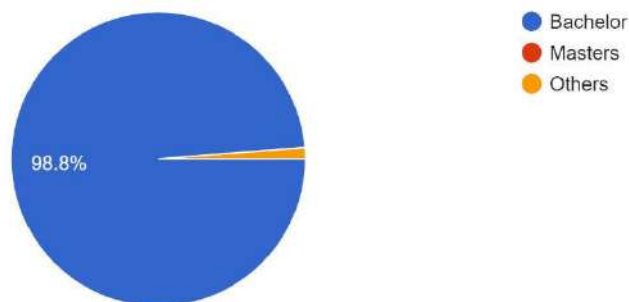
D) Gender:

80 responses



E) What degree program are you pursuing now?

80 responses



F) What subject area are you currently pursuing?

80 responses



G) What subject area are you currently pursuing?

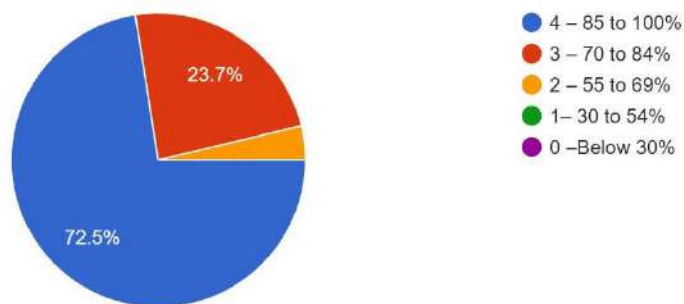
0 responses

No responses yet for this question.

Criterion II – Teaching–Learning and Evaluation Student Satisfaction Survey on Teaching Learning Process Following are questions for online student satisfaction survey regarding teaching learning process.

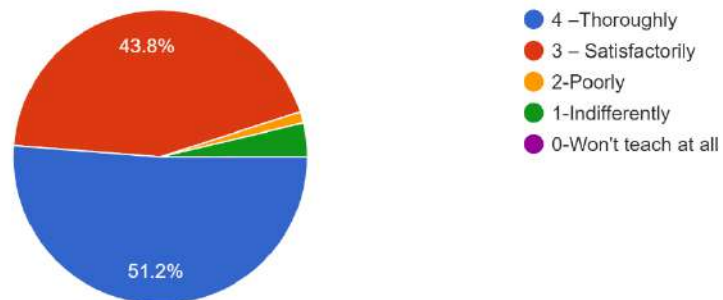
1. How much of the syllabus was covered in the class?

80 responses



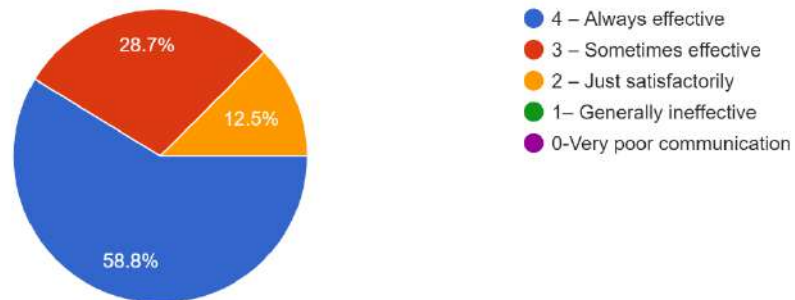
## 2. How well did the teachers prepare for the classes?

80 responses



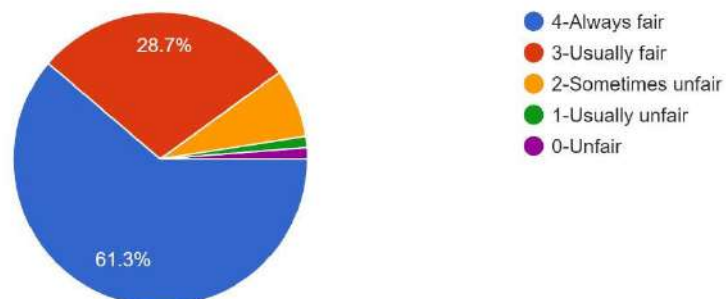
## 3. How well were the teachers able to communicate?

80 responses



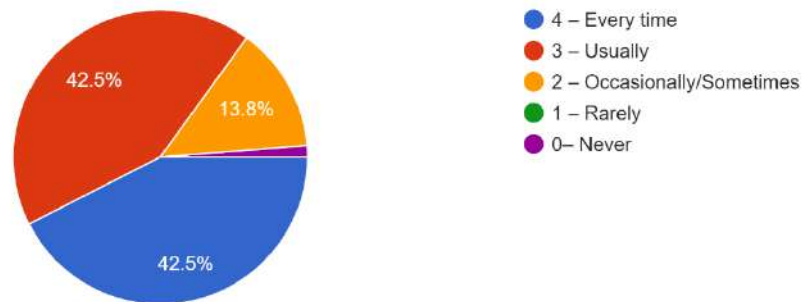
## 5. Fairness of the internal evaluation process by the teachers.

80 responses



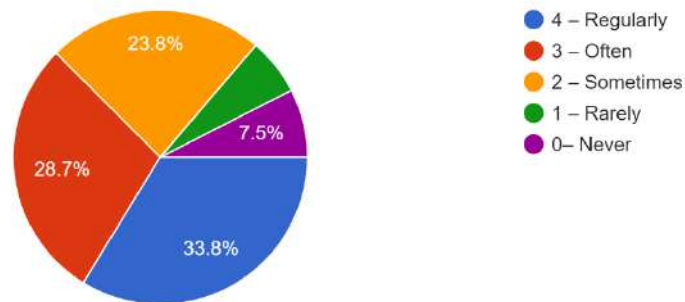
6. Was your performance in assignments discussed with you?

80 responses



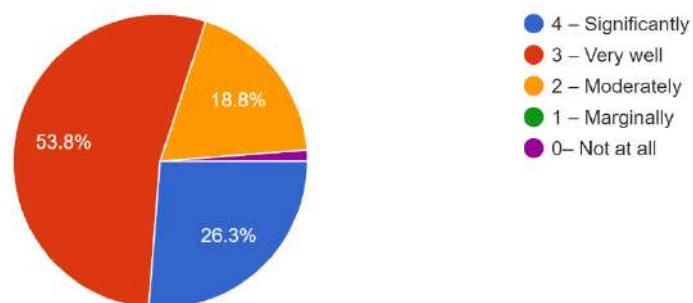
7. The institute takes active interest in promoting internship, student exchange, field visit opportunities for students.

80 responses



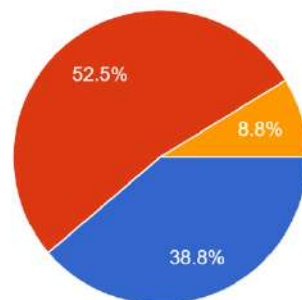
8. The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.

80 responses



9. The institution provides multiple opportunities to learn and grow.

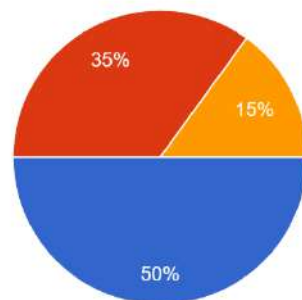
80 responses



- 4 - Strongly agree
- 3 - Agree
- 2 - Neutral
- 1 - Disagree
- 0 - Strongly disagree

10. Teachers inform you about your expected competencies, course outcomes and programme outcomes.

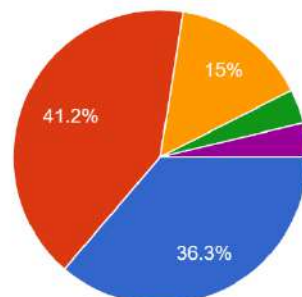
80 responses



- 4 - Every time
- 3 - Usually
- 2 - Occasionally/Sometimes
- 1 - Rarely
- 0 - Never

11. Your mentor does a necessary follow-up with an assigned task to you.

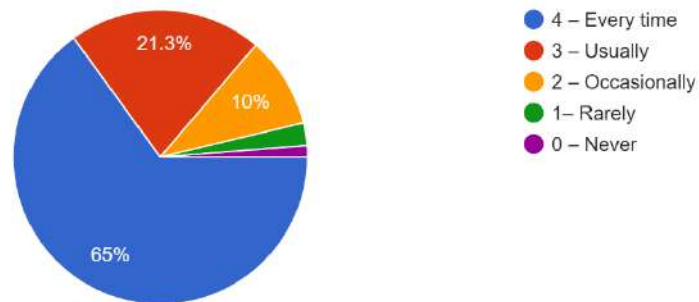
80 responses



- 4 - Every time
- 3 - Usually
- 2 - Occasionally/Sometimes
- 1 - Rarely
- 0 - I don't have a mentor

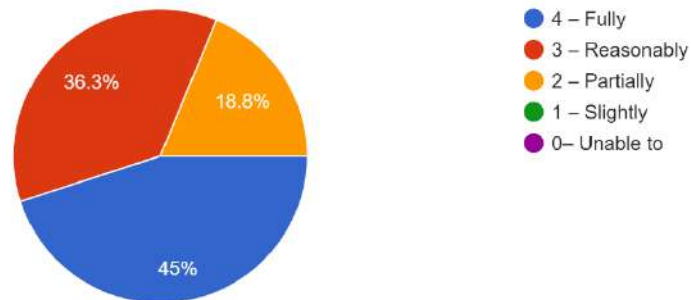
12. The teachers illustrate the concepts through examples and applications.

80 responses



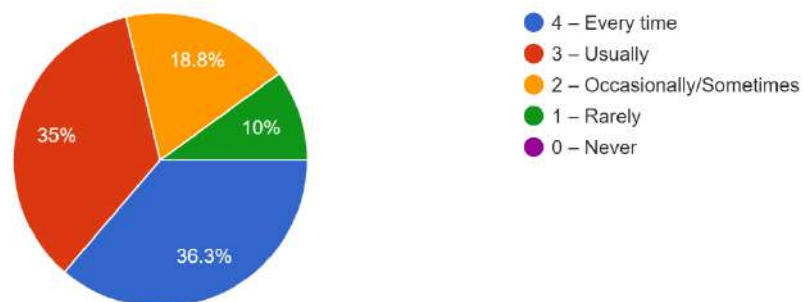
13. The teachers identify your strengths and encourage you with providing right level of challenges.

80 responses



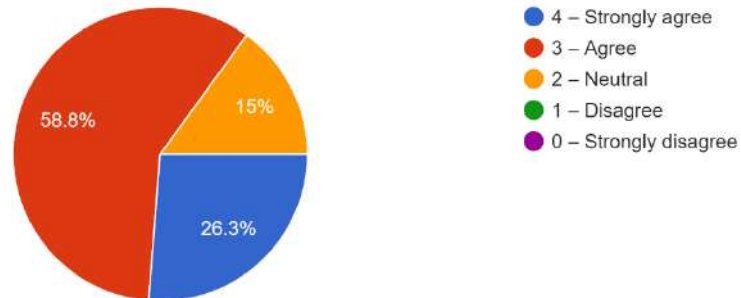
14. Teachers are able to identify your weaknesses and help you to overcome them.

80 responses



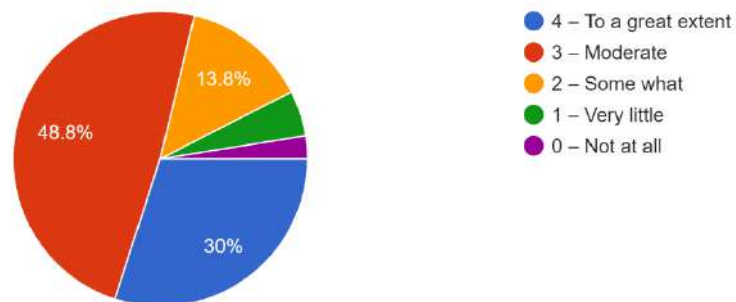
15. The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.

80 responses



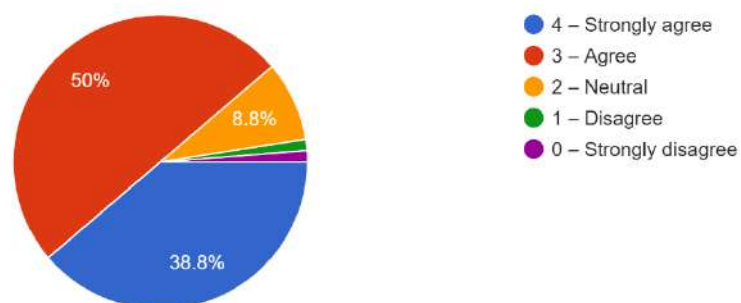
16. The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.

80 responses



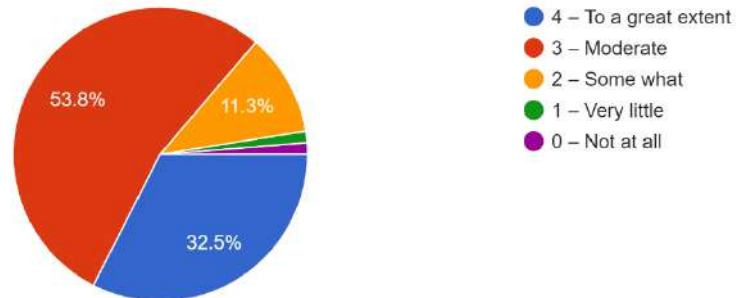
17. Teachers encourage you to participate in extracurricular activities.

80 responses



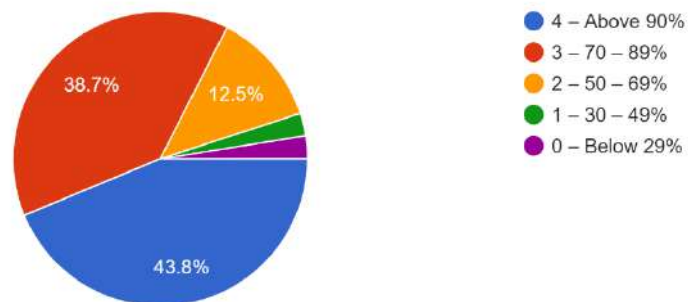
18. Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work.

80 responses



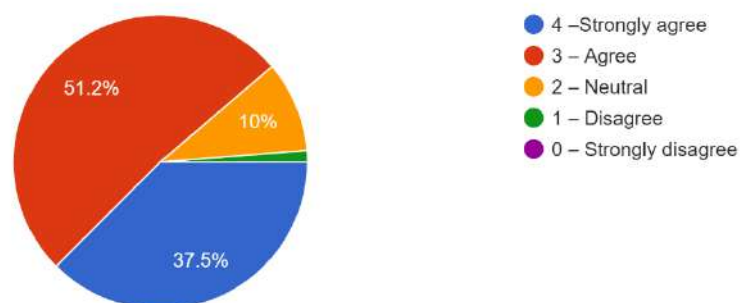
19. What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.

80 responses



20. The overall quality of teaching-learning process in your institute is very good.

80 responses



## SUMMARY

### Student Survey Conducted by the Department of Sociology (2023-2024)

Class tests Pattern of discussion answer writing	<ol style="list-style-type: none"> <li>1. Sending important notes after every online class.</li> <li>2. Video lectures some what not necessary</li> <li>3. Sending notes through pdf not by images</li> </ol>
	<ol style="list-style-type: none"> <li>1) Preparing student for their better future</li> <li>2) gives the students more assignments to keep them active all the time</li> <li>3) Students and teachers should be in touch at all times. When needed</li> </ol>
Briefly explain Facilitate in-class discussion groups and group work	<ol style="list-style-type: none"> <li>1 Used better' graphics and usual media to engage students well</li> <li>2 Try to reach every student and ask for their doubts</li> <li>3 Make teaching a two way interaction</li> </ol>
	Create study groups Ask the students to share information Ask the students to prepare together for classes
	<ol style="list-style-type: none"> <li>1. Teachers should co-operate with students</li> <li>2. 2 Giving surprised test after the end of every months</li> <li>3. 3.Teachers should give some suggestions about the upcoming exam to students</li> </ol>
	<ol style="list-style-type: none"> <li>1. The teacher should use a microphone as the classroom is pretty big and students sitting in the back can't hear properly.</li> <li>2. Teachers should make use of the projector and show us slide shows often as it'll be easier for us to catch up and understand properly.</li> </ol>
	<ol style="list-style-type: none"> <li>1.Encourage active and practical learning</li> <li>2.provide for meaningfull teacher - student interactions</li> <li>3.Make course expectations clear</li> </ol>
	<ol style="list-style-type: none"> <li>1. To simplify and concise the notes.</li> <li>2. To explain the concepts with more examples.</li> <li>3. To give more tests.</li> </ol>
	<ol style="list-style-type: none"> <li>(1) learn students name</li> <li>(2) listen to students concern and respond immediately</li> <li>(3) provides for meaningful teacher students interaction</li> </ol>
	<ol style="list-style-type: none"> <li>1- To improve mentoring for each student.</li> <li>2- -To provide field visit opportunities.</li> <li>3- 3- To be encouraged in extra curricular activities.</li> </ol>
	To have a closer interaction with them and to have them to focus more on average and low students, and with low thinking abilities.. to help them to be able to handle life more effectively in the near future...

Give three observations / suggestions to improve the overall teaching – learning experience in your institution.	1. Usage of LCD projector should be more during offline classes. 2. Sometimes there should be some more interaction between the students and teachers like storytelling with regard to the topic in the syllabus, it would be more enjoyable.
	1. Encourage active and practical learning 2. Provide for meaningful teacher student interaction. 3. Make course expectation clear and base on learning outcome.

Give three observations / suggestions to improve the overall teaching – learning experience in your institution.	Field work Visual examples and Presentation
	1. Inculcate life skills and employability skills for students 2. Providing good opportunities for students 3. Improve high percentage using ICT tools such as multimedia etc

### **Action Taken Report:**

Based on the findings of the survey, the Department has made the following decisions for improvements:

- ❖ Faculties have attended the ICT Training programmes and Moocs Online Workshop to equip themselves with ICT tools.
- ❖ Student Mentor and Mentee list are prepared for better coordination and interaction with respect to Academic matters. With the implementation of the FYUP from the academic session August, 2023 students were oriented and counsel with regards to MDC, VAC, SEC, AEC etc.
- ❖ Guest Lectures on relevant topics were conducted by inviting renowned speakers in specialized areas/fields to interact with students for a more in-depth knowledge of the subjects.
- ❖ Since Sociology as a subject is in demand for competitive exams, the department has identified in the future plans to conduct Coaching and Counsellings for 6th Semester Students by approaching the Government through the management for financial assistance to conduct such courses.

Dr S. Khyriemujat

HOD, Department of Sociology, Shillong College