

Don Bosco College Kohima

I. Action Taken Report on Students' Feedback on Syllabus for the year 2021-2022

SL. NO	FOCAL POINT	STUDENTS' SUGGESTIONS	ACTION TAKEN
1	Clarity of stated course objectives	The courses' objective stated are clear and simple. Needed expansion of objectives for courses with vast contents	The PSOs and CSOs (Program Specific Objectives and Course Specific Objectives) created by the faculty to be uploaded in the website. The first day of class to be orientation day on the POs and COs department wise.
2	Structure and sequence of the course in the curriculum	Students suggested that the structure and sequence of some courses needed to be updated as per the relevance of the course	The curriculum is designed by the affiliating University. The college decided to send the feedback report to the BOS of the University for further action.
3	Fulfillment of Learner's needs	The students show satisfaction with the institutional efforts of introducing skill-based activities and suggested more to be initiated in the form of assignment or projects.	Continue to include those activities along with making the activities assignment/project as part of internal marks. To initiate more internship programmes
4	Employment probability	Students suggested that the present curriculum fulfills cognitive skills however practical, skilled based abilities still need to be updated	Different committees to be set up to follow up the two different level of learners. Leadership based programmes/quiz for advance learners and remedial programme for slow learners.

2. Action Taken Report on Parent's Feedback on Syllabus for the year 2021-2022

SL. NO	FOCAL POINT	PARENT'S SUGGESTIONS	ACTION TAKEN
1	Structure and sequence of the course in the curriculum	The parents expressed in satisfaction with the absence of present updated knowledge in the curriculum as per the need of the hour of competency in the world of work.	Certificate courses on TALLY LEVEL 1 was introduced to one semester students.
2	Clarity of stated course objectives	The parents suggested that the objectives needed to be more practical as theory-based objective is outdated.	The PTA Committee convenor was given in charge to communicate the objectives of their ward opted programmes during admission. Parents Grievance cell to be introduced to address any issues related to parents.
3	Employment probability	The parents suggested to provide training on jobs and placement opportunity to students as the present course curriculum is not enough	Internship programmes to be introduced for students. MoUs to be signed with various organizations for this purpose The career and Placement cell to organized career guidance programme for six semesters

3. Action Taken Report on Teachers' Feedback on Syllabus for the year 2021-2022

SL. NO	FOCAL POINT	PARENT'S SUGGESTIONS	ACTION TAKEN
1	Clarity of objectives of the courses relevant to employment	The present curriculum needs to be updated or revised at the earliest. The curriculum should be made to meet the present demands and requirements.	The curriculum is designed by the affiliating University. As such, the Academic council of the college to convene a meeting for further action and to communicate the same to the BUGS department wise.
2	Contents structure of the curriculum	The contents also require updation and resequencing as per the objectives of the programme and course.	Academic Council of the college was created to follow up the feedbacks on curriculum The curriculum is designed by the affiliating University. As such, the Academic council of the college to convene a meeting for further action. To communicate to the affiliating university.
3	Availability of Teaching Learning Materials	The Teachers suggested that learning materials in the college need to be upgraded as per the enrollment of students.	The teachers were instructed to list the courses on which text and material are less available in the college library as per the total number of students.

4. Action Taken Report on Alumni Feedback on Syllabus for the year 2021-2022

SL. NO	FOCAL POINT	PARENT'S SUGGESTIONS	ACTION TAKEN
1	Competency of the syllabus in meeting the demand of employment	The curriculum should be updated with more skill oriented content to give employability skills to students.	The curriculum is designed by the affiliating University. As such, the Academic council of the college to convene a meeting for further action and to communicate the same to the BUGS department wise.
2	Certificate courses and extra courses offered by the college	The suggested that the college should continue to provide the students access to various certificate and add-on courses to enhance their skills.	MoUs are signed to provide internship opportunities to students. Each department to introduce one certificates course for the department students.
3	Create interest to pursue research	The Alumni express satisfaction in institutional efforts on activity based on research initiated by the college	Internal sponsored and supervised field visits/awareness programmes/survey etc were initiated for studnets

Notice

7th Academic Council Meeting

11th February 2022

Dear members, the Academic council will hold a meeting on 14th February 2022, at 12:30 PM at IQAC room. All are kindly requested to make yourself available for the same.

Agenda:

1. Project/Field work for students.
2. Research room
3. Curriculum Feedback

Meeting Minutes

1. The council decided to assign three different field works for students, semester wise. This work will be taken in lieu of their second assignment (10 marks).
2. The council decided to let the office of the Controller of Examination decide on the procedure and planning of the aforementioned activity.
3. Keeping in mind the need for a separate room and computer facility for research work in the campus, the council decided to make a proposal to the college authority to provide the same.
4. The council decided to follow the same format by all the departments in analyzing the feedback report. Orientation to the staff for analyzing will be conducted.
5. The council further decided to send a report of the feedback to the affiliating University as per NAAC requirements.

Tsutshowe-ii Sekhamo
Coordinator
Academic Council, DBCK

Attendance

	Name	Designation	Signature
1.	Tsutshowe-ii Sekhamo	Coordinator, AC	
2.	Dr. Imtinaro Longkumer	Member	
3.	Dr. Toshimenla	Member	
4.	Dr Tovika	Member	
5.	Mr. Sanihe Ariijii	Member	
6.	Ms. Razouneinuo	Member	
7.	Ms. Nancy	Member	