# Minutes of Staff Meeting & ATR 2012-13

An IQAC meeting was held on 27th March, 2013 in the Principal's chamber at 12.30 p.m. Principal of the institution and all the professor guardians were present. The meeting began with "Gayatri Path" & reading of the minutes of the previous meeting. The agenda was to analyse  feedback and take necessary action.  It was discussed in the meeting to distributed feedback and communicably with the students.  At the end of the session  duly filled feedback form should be received from the student. The analysis of the feedback forms collected was done by the committee. From the analysis it was observed that 12% students felt that the syllabus was in adequate, 9% felt that it was irrelevant.  Since the syllabus is designed by the university. It was decided by the faculty members who are members of board of studies of the university to give suggestions to the board to make necessary changes in syllabus.

The meeting ended with "Shanti Path".

# Minutes of Staff Meeting & ATR  2013-14

An IQAC meeting was held on 28th March, 2014 in the Principal's chamber at 12.30 p.m. Principal of the institution and all the professor guardians were present. The meeting began with "Gayatri Path" & reading of the minutes of the previous meeting. The agenda was to analyse  feedback and take necessary action.  It was discussed in the meeting to distributed feedback and communicably with the students.  From the analyses it was observed that 74% of the students found library reading material adequate, 18% found inadequate and 8% rated it as an poor. From the above inferences it was decided by the Principal, librarian and faculty members to upgrade the Library ICT facilities and make e-resources accessible to the student.

The meeting ended with "Shanti Path".

# Minutes of Staff  Meeting & ATR  2014-15

An IQAC meeting was held on 26th March, 2015 in the Principal's chamber at 12.30 p.m. Principal of the institution and all the professor guardians were present. The meeting began with "Gayatri Path" & reading of the minutes of the previous meeting. The agenda was to analyse  feedback and take necessary action.  It was discussed in the meeting to distributed feedback and communicably with the

students.  The rating of the relevance of course to real life situation was 3, that is was moderately good. The depth of course content wad rated to be good. From observation it was felt that it is necessary to make the course more relevant for which changes in course content is necessary, hence certificate courses introduced in earlier years were revived students were motivated to enroll for the same

The meeting ended with "Shanti Path".

# Minutes of Staff Meeting & ATR  2015-16

An IQAC meeting was held on 25th March, 2016 in the Principal's chamber at 12.30 p.m. Principal of the institution and all the professor guardians were present. The meeting began with "Gayatri Path" & reading of the minutes of the previous meeting. The agenda was to analyse  feedback and take necessary action.  It was discussed in the meeting to distributed feedback and communicably with the students.  80% of the student rated the existing theory course content as good, 19% average and 1% as poor. As the course is designed by university, the teachers who are members of board of studies of the university took the responsibility of placing the matter before the board for necessary amendments in the course content in future.

The meeting ended with "Shanti Path".

# Minutes of Staff Meeting & ATR 2016-17

An IQAC meeting was held on 27th March, 2017 in the Principal's chamber at 12.30 p.m. Principal of the institution and all the professor guardians were present. The meeting began with "Gayatri Path" & reading of the minutes of the previous meeting. The agenda was to analyse  feedback and take necessary action.  It was discussed in the meeting to distributed feedback and communicably with the students. 56% the student proffered choice based credit system programme, 40% preferred elective system programme, while 04% were indifferent. Since number of students preferred choice based credit system programme, it was felt that more number choice based option should be introduced in the institution in coming years.

The meeting ended with "Shanti Path".

# Student feedback analysis

1) Poor  2) Moderate  3) Moderately good  4) Good  5) Very Good  6) Extremely good

1. Please give rating of your course on the following

|  | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | Avg |
|---|---|---|---|---|---|---|
| 1. Learning value (in terms of skills knowledge) | 5 | 6 | 6 | 4 | 6 | 5.6 |
| 2. Relevance to real life situations | 4 | 5 | 5 | 4 | 5 | 4.6 |
| 3. Depth of course content | 4 | 5 | 5 | 6 | 5 | 5 |
| 4. Extent of coverage of course | 5 | 6 | 6 | 4 | 4 | 5.4 |

2. The syllabus was

|  | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | Avg |
|---|---|---|---|---|---|---|
| Adequate | 79% | 80% | 82% | 84% | 81% | 82.4% |
| Inadequate | 12% | 12% | 11% | 10% | 10% | 11% |
| irrelevant | 09% | 08% | 07% | 06% | 03% | 6.6% |

3. How much of the syllabus was taught.

|  | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | Avg |
|---|---|---|---|---|---|---|
| a) 90 – 100% | 17% | 20% | 19% | 20% | 23% | 19.8% |
| b) 75-90% | 69% | 70% | 75% | 75% | 74% | 72.6% |
| c) 50-70% | 14% | 10% | 06% | 05% | 03% | 7.6% |

4. Opinion about library

|  | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | Avg |
|---|---|---|---|---|---|---|
| i. Adequate | 72% | 74% | 75% | 75% | 76% | 74.4% |
| ii. Inadequate | 20% | 18% | 18% | 17% | 16% | 17.8% |
| iii. Poor | 08% | 08% | 07% | 08% | 08% | 19.5% |

5. How do you find the theory course content?

|  | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | Avg |
|---|---|---|---|---|---|---|
| i. Good | 74% | 75% | 78% | 80% | 82% | 77.8% |
| ii. Average | 24% | 24% | 21% | 19% | 17% | 21% |
| iii. Poor | 02% | 01% | 01% | 01% | 01% | 1.2% |

6. Value to internal assessment

|  | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | Avg |
|---|---|---|---|---|---|---|
| i. Good | 75% | 75% | 73% | 70% | 77% | 75.8% |
| ii. Average | 20% | 21% | 24% | 19% | 21% | 21% |
| iii. Poor | 05% | 04% | 03% | 02% | 02% | 3.2% |

7. What is your opinion about field visits?

|  | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | Avg |
|---|---|---|---|---|---|---|
| i. Helpful | 68% | 70% | 74% | 75% | 76% | 72.6% |
| ii. Unhelpful | 20% | 20% | 16% | 17% | 15% | 17.6% |
| iii. Indifferent | 12% | 10% | 10% | 08% | 09% | 9.8% |

8. In your opinion which is of the two is preferable CBCS or elective program?

|  | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | Avg |
|---|---|---|---|---|---|---|
| i. CBCS | 20% | 19% | 21% | 18% | 19% | 19.4% |
| ii. Elective | 30% | 40% | 32% | 35% | 40% | 35.4% |
| iii. Indifferent | 50% | 39% | 57% | 47% | 41% | 46.8% |