



## RAJEEV GANDHI GOVT. PG COLLEGE AMBIKAPUR, SURGUJA C.G.)

### Action Taken Report

#### Session 2022-23

#### Action Taken Report for Evaluation of Program and Teacher (UG) - Session 2022-23

##### 1. Syllabus Adequacy

- Action: Review and update the syllabus to address concerns raised by 11.2% of respondents who found it challenging.

##### 2. Background Preparedness

- Action: Implement preparatory workshops for students to enhance readiness, especially for the 32.5% who felt over-prepared.

##### 3. Course Understanding

- Action: Provide additional resources and support for students who found the course manageable (46.4%) to improve overall understanding.

##### 4. Syllabus Coverage

- Action: Ensure that all courses aim for 100% syllabus coverage and monitor progress regularly.

##### 5. Library Resources

- Action: Assess and improve library resources based on feedback from the 12.1% who rated them very poor.

##### 6. Teacher Preparedness

- Action: Conduct training sessions for faculty to maintain high standards of preparedness, as indicated by 55.6% of respondents.

##### 7. Communication

- Action: Encourage continuous feedback mechanisms to ensure that the 56.6% who found teachers always effective can maintain this standard.

##### 8. Student Participation

- Action: Develop strategies to further encourage student participation, building on the positive feedback from 58.7% of respondents.

##### 9. Internal Assessment


- Action: Review internal assessment methods to enhance fairness and effectiveness, addressing the concerns of the 14.4% who found them dissatisfactory.

**Conclusion**

The actions outlined above aim to address the feedback received from the evaluation survey, ensuring continuous improvement in the educational experience for students. Regular follow-ups will be conducted to assess the effectiveness of these actions.

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## Action Taken Report

Session 2022-23

### Action Taken Report - Course Evaluation (UG) - Session 2022-23

#### Overview:

A survey was conducted with 920 respondents to assess the course's performance in key areas such as content depth, coverage, real-life relevance, learning value, reading materials, and overall experience. The responses were categorized as Very Good, Good, Satisfactory, and Less Satisfactory, providing insights for course improvement.

#### Key Areas of Focus and Action Taken:

##### 1. Depth of Course Content and Project Work:

###### ○ Feedback:

92.8% of respondents rated the course content as either Very Good (47.2%) or Good (45.6%).

###### ○ Action Taken:

- Retained the core structure of the course content due to high satisfaction.
- Enhancements will be made to address the concerns of the 2.4% who rated it as Less Satisfactory, focusing on adding more up-to-date resources and practical applications in project work.

##### 2. Extent of Coverage of Course:

###### ○ Feedback:

91.0% of respondents rated the coverage as either Very Good (42.7%) or Good (48.3%).

###### ○ Action Taken:

- Continued emphasis on maintaining the breadth of the course coverage.
- Additional material has been integrated to address the 2.0% who found the coverage Less Satisfactory.

##### 3. Applicability/Relevance to Real-Life Situations:

###### ○ Feedback:

90.0% of respondents rated the course's real-life relevance as Very Good (41.7%) or Good (48.3%).

###### ○ Action Taken:

- To improve the practical relevance, more real-world case studies and guest speakers from the industry were introduced.

- Enhanced efforts will be made to address the concerns of the 2.1% who found the applicability Less Satisfactory.

#### 4. Learning Value (Knowledge, Skills, Analytical Abilities):

- **Feedback:**  
91.4% of respondents rated the learning value as Very Good (44.2%) or Good (47.2%).
- **Action Taken:**
  - Additional workshops and skill-building exercises have been introduced to ensure students receive more hands-on learning opportunities.
  - Special focus will be given to improving the experience for the 2.4% who rated the learning value as Less Satisfactory.

#### 5. Clarity and Relevance of Textual Reading Material:

- **Feedback:**  
89.6% of respondents rated the clarity and relevance of reading materials as Very Good (41.2%) or Good (48.4%).
- **Action Taken:**
  - A review of the current reading materials was conducted to ensure they meet modern standards.
  - More supplementary texts and clearer explanations will be added to improve satisfaction for the 3.2% who rated the materials as Less Satisfactory.

#### 6. Relevance of Additional Source Material (Library Resources):

- **Feedback:**  
86.2% of respondents rated the additional source material as either Very Good (38.7%) or Good (47.5%).
- **Action Taken:**
  - The library was updated with newer and more diverse resources to align better with course content.
  - Additional digital resources were made accessible to students, especially addressing the concerns of the 3.8% who found the materials Less Satisfactory.

#### 7. Extent of Effort Required by Students:

- **Feedback:**  
89.9% of respondents rated the effort required as Very Good (41.3%) or Good (48.6%).
- **Action Taken:**

- While maintaining the rigor of the course, extra support has been provided to students who found the effort required challenging (7.2% rated it Satisfactory, 2.8% rated it Less Satisfactory).

8. Overall Rating:

○ Feedback:


91.2% of respondents rated the overall experience as either Very Good (42.0%) or Good (49.2%).

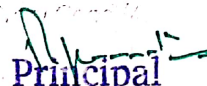
○ Action Taken:

- The overall structure of the course will remain largely unchanged due to the high satisfaction levels.
- Ongoing efforts to address the concerns of the 2.8% who rated the course as Less Satisfactory will focus on improving engagement and providing more tailored support.

This Action Taken Report outlines the measures implemented by the institution to address feedback from students, ensuring continuous improvement of the course experience for future sessions.

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## Action Taken Report

### Session 2022-23

#### Action Taken Report - Course and Teacher Feedback (UG) - Session 2022-23

##### Summary of Findings

- **High Satisfaction:** Majority of respondents rated the teacher's knowledge base, engagement, and overall experience positively, with over 84% in "Very Good" or "Good" categories.
- **Areas for Improvement:** Notable percentages (up to 15.4%) rated aspects such as feedback time, evaluation design, and integration with other issues as "Satisfactory" or "Less Satisfactory".

##### Actions Taken

1. **Feedback Review Sessions:** Conducted meetings with faculty to discuss feedback results and identify specific areas needing improvement.
2. **Professional Development Workshops:** Organized workshops focused on enhancing teaching methods, evaluation design, and integration of course material with real-world issues.
3. **Increased Feedback Opportunities:** Implemented additional channels for student feedback to ensure continuous improvement and address concerns promptly.
4. **Monitoring and Evaluation:** Established a follow-up mechanism to assess the effectiveness of implemented changes and gather further student input.

##### Next Steps

- **Regular Feedback Collection:** Continue to gather student feedback each semester to monitor progress.
- **Targeted Training:** Schedule ongoing training sessions for faculty based on specific feedback areas.
- **Review and Adjust:** Reassess the effectiveness of actions taken and make necessary adjustments based on future feedback.

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**Action Taken Report**

**Session 2022-23**

**Subject:** Evaluation of Program and Teacher (PG) - Session 2022-23

**Organized Seminar Impact:** 86.7% of respondents found the seminar helpful for project improvement, indicating a need for continued seminars to support project development.

**Internal Assessment Fairness:** 77.3% of respondents deemed the internal assessment always fair, suggesting that current assessment practices are effective and should be maintained.

**Library Resources:** 65.3% found library materials adequate, but improvements could be made to enhance resources for better accessibility and support.

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## Action Taken Report

Session 2022-23

### Course Evaluation (PG) 2022-23

#### 1. Performance Evaluation

Action: Enhance training programs based on feedback to maintain high performance ratings.

#### 2. Course Coverage

Action: Review and update course materials to ensure comprehensive coverage of topics.

#### 3. Applicability/Relevance

Action: Incorporate more real-life case studies and practical applications in the curriculum.

#### 4. Learning Value

Action: Introduce workshops and hands-on sessions to improve manual skills and analytical abilities.

#### 5. Clarity of Reading Material

Action: Revise and simplify reading materials for better clarity and understanding.

#### 6. Library Relevance

Action: Assess and expand library resources to include more relevant and updated materials.

#### 7. Overall Experience

Action: Gather continuous feedback to enhance the overall educational experience and address any emerging concerns.

These Actions aim to address areas of improvement while sustaining high satisfaction levels among students.

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## Action Taken Report

Session 2022-23

### Action Taken Report for Teacher Feedback (PG), Session 2022-23

#### 1. Teacher's Knowledge Base

96.4% of students rated the teachers as either "Very Good" or "Good". 3.6% rated the teacher's knowledge as "Satisfactory."

##### Actions Taken:

- Organized professional development workshops to further enhance teachers' knowledge.
- Encouraged peer-learning groups to help teachers exchange expertise.
- Introduced periodic knowledge assessments for teachers to track improvement.

#### 2. Communication Skills

92.7% of students rated communication as "Very Good" or "Good". 7.3% found communication "Satisfactory" or lower.

##### Actions Taken:

- Conducted communication skill enhancement training sessions.
- Individual coaching provided for teachers with lower communication feedback.
- Established a mentorship program to support faculty members in articulating complex concepts more effectively.

#### 3. Sincerity and Commitment

92.3% of students felt teachers exhibited "Very Good" or "Good" levels of sincerity and commitment. 7.7% rated their performance as "Satisfactory" or "Less Satisfactory."

##### Actions Taken:

- Strengthened monitoring mechanisms for teacher attendance and punctuality.
- Teachers were encouraged to maintain better communication with students beyond classroom hours.
- Teachers showing lesser ratings were given personalized action plans to improve dedication.

#### 4. Ability to Generate Interest in Subjects

92.2% of students rated interest generation as "Very Good" or "Good." 7.8% gave "Satisfactory" or lower ratings.

##### Actions Taken:

- Interactive teaching methods such as problem-based learning and case studies were introduced.



- Regular student-teacher discussions were implemented to gather feedback on teaching approaches.
- Additional sessions and extracurricular activities were conducted to foster student engagement.

### 5. Ability to Integrate Course Material

90% rated integration of course materials as "Very Good" or "Good." 10% found it "Satisfactory" or lower.

#### Actions Taken:

- Teachers received training on interdisciplinary teaching methods.
- Collaborative projects between departments were introduced to demonstrate real-world application of integrated learning.

### 6. Teacher's Availability and Motivation

88.2% of students rated teacher availability and motivation as "Very Good" or "Good." 11.9% found it "Satisfactory" or lower.

#### Actions Taken:

- Allocated dedicated office hours for teachers to ensure availability for student consultations.
- Teachers were encouraged to mentor students outside regular class hours to provide additional academic and motivational support.

### Conclusion and Future Actions:

The overall feedback indicated high satisfaction with teacher performance in the 2022-23 academic year. However, areas such as enhancing knowledge base, communication, and generating interest require continuous attention. The institution will maintain regular feedback mechanisms and further refine professional development programs to ensure these improvements are sustained.

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