

**ETHIRAJ COLLEGE FOR WOMEN (Autonomous)**

**Chennai – 600 008**

*Affiliated to the University of Madras*

*College with Potential for Excellence*

*Reaccredited with A Grade by NAAC*



## **1.4 FEEDBACK SYSTEM**

### **1.4.1 STRUCTURED FEEDBACK FOR CURRICULUM DESIGN & REVIEW OF SYLLABUS**

#### **\* ACTION TAKEN REPORT**

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### CURRICULUM FEEDBACK

The institution ensures that the curriculum is up to date with contemporary expectations. The standard that serves as the College's trademark is upheld through the application of a methodical process.

#### **The quality preservation and improvement initiatives implemented are:**

1. Strict adherence to the guidelines issued from time to time by the regulatory authorities
2. Gathering feedback from various stakeholders
3. Discussing and quickly resolving curriculum-related issues in meetings with Academic Deans and Heads of Departments
4. Revisiting and revising the curriculum on occasion
5. Convening meetings of various statutory bodies on a regular basis to enable the timely approval of curriculum changes

All programs' curricula are reviewed every three years. Feedback on the curriculum is gathered from stakeholders. The IQAC has created a formal process to collect feedback on the program from all stakeholders. Reputable specialists serve as external members of the Boards of Studies for each department, and they offer input on the curriculum.

#### **The steps adopted in the systematic feedback process are:**

1. Consulting experts from other academic institutions, industries, and alumni.
2. Consulting the model curriculum proposed by UGC, the curriculum for NET and SET, TANSCH, and the curriculum of reputed institutions.
3. Organizing workshops to prepare the draft curriculum.
4. Feedback from students, teachers, employers, parents, and alumni is taken into account.
5. Reviewing and finalizing the draft syllabus in the Board of Studies consisting of the Institute faculty, external experts are drawn from reputed academic institutions, industries and alumni

*S. Kothari*  
Principal & Secretary

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*Altha Kumari*



6. Seeking the Academic Council's and the Board of Management's approval of the curriculum.

The IQAC developed standardized questionnaires to gather curriculum feedback from various stakeholders while keeping in mind the most recent topic advancements, industry standards, and societal needs. Students' opinions on various areas of the curriculum that is made available to them in the classroom were collected by the Departments. The Departments facilitated the collection of feedback from alumni and parents. The opinions of employers and educators are gathered through the placement officer.

### **Student Feedback on Course**

- Students have found the syllabus suitable to the Programme and it is need based
- The syllabi's goals and objectives are clearly stated, and the course content includes enough appropriate readings.
- The Library has a sufficient selection of required books and reference materials.
- There is a good balance between theory and application in the curriculum.
- The curriculum promotes interest in the subject.
- The curriculum offers opportunities for higher education and employment.
- The curriculum offers opportunities for internships, training, and research.

### **Faculty Feedback on Course**

- The syllabus is Suitable for the Course
- A need-based syllabus
- The curriculum's goals and objectives are clearly stated and well-defined.
- There are corresponding references for the course content.
- The Library has a sufficient selection of required books and reference materials.
- There is a good balance between theory and application in the curriculum.
- The curriculum promotes interest in the subject.
- The course material offers opportunities for higher education and employment
- One can complete the syllabus on time.
- The curriculum allows for study, training, and internships.

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### **Parent Feedback on Programme**

- The curriculum guarantees the holistic growth of a student
- The syllabus is appropriate for the programme
- The syllabus fosters interest in the subject area
- The curriculum offers opportunities for higher education and employment

### **Employer Feedback on Programme**

- Syllabus is based on the latest trends in Industry
- The balance between theory and application in the curriculum is good
- The curriculum inspires interest in the field
- The curriculum offers opportunities for further study and employment
- Knowledge of current advances in the industry is given
- The programme equips the learner with competence
- The curriculum provides opportunities for research, training, and internships.

### **Alumni Responses to the Program**

- The curriculum strikes a good balance between theory and application.
- The curriculum promotes interest in the subject.
- The curriculum has helped me with my current position, employment, or higher education
- The curriculum ensures the student's holistic growth.

*Santa Kumari*

*S. Kothai.*  
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**2015-2017**

**ACTION TAKEN REPORT**

Based on the feedback and recommendation from all stakeholders the action taken report for the period 2015-2017 is as follows

S.NO.	RECOMMENDATION / SUGGESTION	ACTION TAKEN
1	Syllabus should incorporate more contemporary elements.	The revised syllabus of 2018-2021 caters to the needs of the students in this regard
2	Syllabus can include summer internships as a mandatory part of all courses	Summer internship for all Business Studies has been implemented. Internship for all PG Programmes is implemented.
3	Classes to be more interactive, use ICT tools.	ICT enabled learning and more interactive sessions with students are possible with added IT Infrastructure.
4	Analytical and practical applicability skills to be given more weightage	Case studies, problem solving and analytical skill-oriented course work has been included in the new syllabus of 2018
5	Increase the number of skill-based courses	Skill based course work is integrated across the curriculum in the 2018 revision.
6	The institution to bridge the gap between institution and industrial needs.	Inputs from industry expert on BOS have been taken while preparing the syllabus. Internship Industry visit, skills training are given more weightage across all programmes. Expert lectures and workshops with people from the industry have been organized.
7	Extra attention for slow learners	Special classes are arranged to improve the academic performance of weak students

*Follow-up and action may  
be initiated.*

*Delta Kumari*

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**2018-2020**

**ACTION TAKEN REPORT**

Based on the feedback and recommendation from all stakeholders the action taken report for the period 2018-2020 is as follows

S.NO.	RECOMMENDATION / SUGGESTION	ACTION TAKEN
1	Curriculum to have scope for more interdisciplinary courses	Intra and Interdisciplinary electives have been introduced into the curriculum.
2	Self-learning and application of knowledge to enhance skills	OBE SMART Curriculum has been adopted which is learner-centric and caters to the needs of the students of the 21 <sup>st</sup> century.
3	Internship and on-the-job training	All Business Studies, PG Departments and Computer Science have integrated internship and on-the-job training into the curriculum. Students of B.Com Hons have internships for two years. Science Departments have intensive field study and project work.
4	Students from non-business studies backgrounds requested money management skills.	Value-added courses focus on money management. A Financial Literacy Club has been functional addressing the needs of the students. Proposal to introduce a compulsory course on money management for all students.
5	Parents insisted upon improving communication skills and employability skills.	The soft skills programme offered by the Department of English focusses on communication and employability skills.
6	Professional Skills should be given extra focus.	Personality Enrichment for Women, Courses in Professional Ethics and Units on Skill Development are integral to the curriculum.
7	Advanced Learners – Create challenging avenues to tap potential of students with higher learning curve.	Advanced courses for self-study with extra credits have been introduced in the curriculum. Students are encouraged to undertake summer projects.

Follow-up and the action may be initiated.

*Kalra Kumari*

CO-ORDINATOR  
IQAC

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