



Kashipur Michael Madhusudan Mahavidyalaya

(Affiliated to Sidho-Kanho-Birsha University)

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e-mail: kashipur_mmm@yahoo.in, website: www.kashipurmmm.org

(Accredited NAAC with Grade “B”)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Meeting : KMM/IQAC/31/17

Dated:23.10.2017

(Analysis of Feedback from Students)

(2016-17 : Part I)

Part I students (Academic Year 2016-17) have given their feedback during their Test Examination on nine (09) different issues. Out of nine issues, six were related to teachers and three others related to library, office related issues and extra-curricular activities. The following issues were given in the self administered anonymous questionnaire:

1. Regularity of teachers
2. Punctuality of teachers
3. Coverage of the syllabus
4. Explanation of the topic by the teacher
5. Study-Materials provided by the teacher
6. Assistance beyond class room by the teacher
7. Overall feedback of the office staff
8. Books/Study Materials available in college library
9. Extra-curricular activities

Students were asked to provide individual teacher-wise feedback. Filled up feedback forms were discussed by the department and analyzed by the IQAC team members. Individual teacher-wise analysis was carried out for the six above stated indicators. Table 1 below represent the number of teachers who got more likes (75% or more) for the above mentioned six indicators.

Table 1: Department-wise Distribution of Teachers Favoured 75% or More

Departments (No of Teachers)	Indicators						Overall Feedback of the Department
	Regularity	Punctuality	Coverage of Syllabus	Explanation of the Topic	Study Materials	Assistance Beyond Class Room	
Bengali (05)	03	03	05	03	04	01	Good
Botany (02)	01	02	02	01	02	02	Good
Chemistry (02)	02	02	02	01	02	02	Excellent
Economics (04)	03	04	04	02	04	02	Good
Education (02)	02	02	02	01	02	02	Good
English (04)	03	02	04	02	04	02	Average
Geography (05)	04	04	05	04	03	04	Good
History (04)	03	03	04	04	03	02	Good
Mathematics (02)	01	01	02	01	01	02	Average
Music (02)	01	02	02	02	02	01	Good
Philosophy (04)	03	03	04	04	03	01	Good

contd/-



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IQAC Meeting : KMM/IQAC/31/17

Dated:23.10.2017

(2016-17 : Part I contd/-)

Departments (No of Teachers)	Indicators						Overall Feedback of the Department
	Regularity	Punctuality	Coverage of Syllabus	Explanation of the Topic	Study Materials	Assistance Beyond Class Room	
Physical Education (02)	02	02	02	02	02	02	Excellent
Physics (02)	01	01	02	01	01	01	Average
Political Science (04)	04	03	04	03	02	02	Good
Sanskrit (02)	02	02	02	02	02	01	Good
Santali (02)	01	01	02	02	02	01	Average
Sociology (04)	04	04	04	02	02	01	Good
Zoology (02)	01	02	02	02	01	01	Good

From Table I, it is found that teachers with below performance as per the students following the above 06 indicators are: two teachers of Bengali, one teacher from Botany, one teacher of Economics, two teachers of English, one teacher of Geography, one teacher of Mathematics, one teacher of Music, one teacher of Philosophy, one teacher of Political Science, one teacher of Sociology and one teacher of Zoology. Only two departments (Chemistry and Physical Education) had performed their task well as per indicators and feedback by the students.

Table 2: Performance of Library and Office of the College

Category of Office		Punctuality	Service Availability	ICT Facility	Overall Feedback
Office	Head Clerk	Yes	Good	Good	Good
	Cashier	Yes	Average	Good	Good
	Office Staffs	No	Average	Average	Average
Library	Librarian	Yes	Average	Good	Average
	Library Staff	Yes	Good	Good	Good

Table 2 indicates the performance of Library and office of the college as per students' feedback. The behaviour of the Library staffs and Office staffs also been under scanner of the students. Number of Books and Journals available for each course of study also be noticed by the students. There are need for improvement in the performance of Office Staffs and Librarian.

Table 3 highlighted the other facilities provided by the college for students. Most of the students had not participated in these extra-curriculum activities. IQAC of the College instructed the in-charge teachers to look into the matter with utmost care. There is need to improve the participation in Annual Sports and Cultural Competitions.

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Meeting : KMM/IQAC/31/17

Dated:23.10.2017

(2016-17 : Part I contd/-)

Table 3: Students Participation in Extra-Curricular Activities

Events / Programme	Organizers	No. of Students Participated		Overall Feedback
		Male	Female	
Seminar / Conference / Workshop	Various Department	> 50%	> 50%	Good
NSS	NSS Wings of the College	10	10	Good
Annual Sports	Sports Committee	15	10	Poor
Annual Cultural Competition	Cultural Committee	10	08	Below Average
Wall-Magazine	Cultural Committee	>50%	>50%	Average
Writings in College Magazine	Students' Union & Cultural Committee	03	10	Poor
Youth Parliament	YPC, KMMM	06	09	Good
Bratachari	Physical Education	02	06	Good
Observation of Important Days	Teachers' Council	>50%	>50%	Average

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Meeting : KMM/IQAC/31/17

Dated:23.10.2017

(Sample Students’ Feedback Form – Part I)

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(Internal Quality Assurance Cell)

STUDENTS' FEEDBACK (FORM - II)

This questionnaire is intended to collect information relating to your satisfaction towards the faculty, teaching, learning and evaluation. The information provided by you will be kept confidential and will be used as important feedback for quality improvement of the programme of studies/institution.

1. Name of the Teacher: *Animal Nutrition* Course Code: _____
2. Class: *B-A (2012-17)* Course Title: _____
3. Semester/Year/Professor: *1st year* Department: *Political Science*

Directions:
For each item please indicate your level of satisfaction with the following statement by choosing an a score between 1 and 5.
(1 – strongly disagree, 2 – disagree, 3 – neither agree nor disagree, 4 – agree, 5 – strongly agree)

Teaching, Learning and Evaluation:	1	2	3	4	5
1. The teacher completes the entire syllabus in time.					✓
2. The teacher discusses topics and interact in the class.					✓
3. The teacher communicates clearly and inspires me by his/her teaching.				✓	
4. The teacher is punctual in the class.					✓
5. The teacher comes well prepared for the class.					✓
6. The teacher encourages participation and discussion in class.					✓
7. The teacher uses modern teaching aids, handouts, suitable references, power point presentation, web-resources, etc.					✓
8. The teacher's attitude towards the students is friendly & helpful.					✓
9. The teacher is available and accessible in the Department.					✓
10. The evaluation process is fair and unbiased.					✓
11. Regular and timely feedback is given on our performance.					✓
12. Periodical assessments are conducted as per schedule.					✓
13. I have learnt and understood the subject material/s in this course.					✓

Any other comments:

contd/-



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Meeting : KMM/IQAC/31/17

Dated:23.10.2017

(Analysis of Feedback from Students)

(2016-17 : Part II)

Part II students (Academic Year 2016-17) have given their feedback during their Test Examination on nine (09) different issues. Out of nine issues, six were related to teachers and three others related to library, office related issues and extra-curricular activities. The following issues were given in the self administered anonymous questionnaire:

1. Regularity of teachers
2. Punctuality of teachers
3. Coverage of the syllabus
4. Explanation of the topic by the teacher
5. Study-Materials provided by the teacher
6. Assistance beyond class room by the teacher
7. Overall feedback of the office staff
8. Books/Study Materials available in college library
9. Extra-curricular activities

Students were asked to provide individual teacher-wise feedback. Filled up feedback forms were discussed by the department and analyzed by the IQAC team members. Individual teacher-wise analysis was carried out for the six above stated indicators. Table 1 below represent the number of teachers who got more likes (75% or more) for the above mentioned six indicators.

Table 1: Department-wise Distribution of Teachers Favoured 75% or More

Departments (No of Teachers)	Indicators						Overall Feedback of the Department
	Regularity	Punctuality	Coverage of Syllabus	Explanation of the Topic	Study Materials	Assistance Beyond Class Room	
Bengali (05)	03	03	05	03	04	01	Good
Botany (02)	01	02	02	01	02	02	Good
Chemistry (02)	02	02	02	01	02	02	Excellent
Economics (04)	03	04	04	02	04	02	Good
Education (02)	02	02	02	01	02	02	Good
English (04)	03	02	04	02	04	02	Average
Geography (05)	04	04	05	04	03	04	Good
History (04)	03	03	04	04	03	02	Good
Mathematics (02)	01	01	02	01	01	02	Average
Music (02)	01	02	02	02	02	01	Good
Philosophy (04)	03	03	04	04	03	01	Good

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IQAC Meeting : KMM/IQAC/31/17

Dated:23.10.2017

(2016-17 : Part II contd/-)

Departments (No of Teachers)	Indicators						Overall Feedback of the Department
	Regularity	Punctuality	Coverage of Syllabus	Explanation of the Topic	Study Materials	Assistance Beyond Class Room	
Physical Education (02)	02	02	02	02	02	02	Excellent
Physics (02)	01	01	02	01	01	01	Average
Political Science (04)	04	03	04	03	02	02	Good
Sanskrit (02)	02	02	02	02	02	01	Good
Santali (02)	01	01	02	02	02	01	Average
Sociology (04)	04	04	04	02	02	01	Good
Zoology (02)	01	02	02	02	01	01	Good

From Table I, it is found that teachers with below performance as per the students following the above 06 indicators are: two teachers of Bengali, one teacher from Botany, one teacher of Economics, two teachers of English, one teacher of Geography, one teacher of Mathematics, one teacher of Music, one teacher of Philosophy, one teacher of Political Science, one teacher of Sociology and one teacher of Zoology. Only two departments (Chemistry and Physical Education) had performed their task well as per indicators and feedback by the students.

Table 2: Performance of Library and Office of the College

Category of Office		Punctuality	Service Availability	ICT Facility	Overall Feedback
Office	Head Clerk	Yes	Good	Good	Good
	Cashier	Yes	Average	Good	Good
	Office Staffs	No	Average	Average	Average
Library	Librarian	Yes	Average	Good	Average
	Library Staff	Yes	Good	Good	Good

Table 2 indicates the performance of Library and office of the college as per students' feedback. The behaviour of the Library staffs and Office staffs also been under scanner of the students. Number of Books and Journals available for each course of study also be noticed by the students. There are need for improvement in the performance of Office Staffs and Librarian.

Table 3 highlighted the other facilities provided by the college for students. Most of the students had not participated in these extra-curriculum activities. IQAC of the College instructed the in-charge teachers to look into the matter with utmost care. There is need to improve the participation in Annual Sports and Cultural Competitions.

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Dated:23.10.2017

(2016-17 : Part II contd/-)

Table 3: Students Participation in Extra-Curricular Activities

Events / Programme	Organizers	No. of Students Participated		Overall Feedback
		Male	Female	
Seminar / Conference / Workshop	Various Departments	> 75%	> 75%	Excellent
NSS	NSS Wings of the College	10	10	Good
Annual Sports	Sports Committee	20	15	Poor
Annual Cultural Competition	Cultural Committee	02	05	Below Average
Wall-Magazine	Cultural Committee	>50%	>50%	Average
Writings in College Magazine	Students' Union & Cultural Committee	02	10	Poor
Youth Parliament	YPC, KMMM	01	02	Good
Bratachari	Physical Education	05	05	Good
Observation of Important Days	Teachers' Council	>50%	>50%	Average

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IQAC Meeting : KMM/IQAC/31/17

Dated:23.10.2017

(Sample Students’ Feedback Form – Part II)

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(Internal Quality Assurance Cell)

STUDENTS’ FEEDBACK (FORM I A)

This questionnaire is intended to collect information relating to your satisfaction towards facilities and services provided for creating conducive atmosphere for teaching and learning. The information provided by you will be kept confidential and will be used as important feedback for quality improvement of the programme of studies/institution.

1. Course: CS - II (DSE)
 2. Year: 2017-18
 3. Department: Electronics

Directions:
 For each item please indicate your level of satisfaction with the following statement by showing a score between 1 and 5.
 (1 – strongly disagree, 2 – disagree, 3 – not sure, 4 – agree, 5 – strongly agree)

Statement	1	2	3	4	5
1. The prescribed books/reading materials are available in the library/semester.					✓
2. Reading room and common room are available in the faculty/college building.					✓
3. Available reading space in library/semester is satisfactory.				✓	✓
4. The library/semester staff are cooperative and helpful.				✓	✓
5. Photocopying facility in the library/Department is available & satisfactory.				✓	✓
6. Internet facilities are available in the department.				✓	✓
7. Online educational resources are available and accessible.				✓	✓
8. The office staff in the department are helpful.				✓	✓
9. Results and attendance records are displayed on time.				✓	✓
10. Toilets/washrooms are hygienic and properly maintained.				✓	✓
11. Clean drinking water is available in the department and on the campus.				✓	✓
12. Grievances/problems are redressed/solved well in time.				✓	✓
13. The functioning of the placement cell(s) in the university/department is satisfactory.				✓	✓
14. Equipment (s) in the lab(s) are in working condition.				✓	✓
15. The campus is green and eco-friendly.				✓	✓
16. The buildings/classrooms are accessible to differently-abled persons.				✓	✓
17. The classrooms are clean and well maintained.				✓	✓
18. The campus has adequate power supply.				✓	✓
Any other comment(s):					

contd/-



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Meeting : KMM/IQAC/31/17

Dated:23.10.2017

(Analysis of Feedback from Students)

(2016-17 : Part III)

Part III students (Academic Year 2016-17) have given their feedback during their Test Examination on nine (09) different issues. Out of nine issues, six were related to teachers and three others related to library, office related issues and extra-curricular activities. The following issues were given in the self administered anonymous questionnaire:

1. Regularity of teachers
2. Punctuality of teachers
3. Coverage of the syllabus
4. Explanation of the topic by the teacher
5. Study-Materials provided by the teacher
6. Assistance beyond class room by the teacher
7. Overall feedback of the office staff
8. Books/Study Materials available in college library
9. Extra-curricular activities

Students were asked to provide individual teacher-wise feedback. Filled up feedback forms were discussed by the department and analyzed by the IQAC team members. Individual teacher-wise analysis was carried out for the six above stated indicators. Table 1 below represent the number of teachers who got more likes (75% or more) for the above mentioned six indicators.

Table 1: Department-wise Distribution of Teachers Favoured 75% or More

Departments (No of Teachers)	Indicators						Overall Feedback of the Department
	Regularity	Punctuality	Coverage of Syllabus	Explanation of the Topic	Study Materials	Assistance Beyond Class Room	
Bengali (05)	03	03	05	03	04	01	Good
Botany (02)	01	02	02	01	02	02	Good
Chemistry (02)	02	02	02	01	02	02	Excellent
Economics (04)	03	04	04	02	04	02	Good
Education (02)	02	02	02	01	02	02	Good
English (04)	03	02	04	02	04	02	Average
Geography (05)	04	04	05	04	03	04	Good
History (04)	03	03	04	04	03	02	Good
Mathematics (02)	01	01	02	01	01	02	Average
Music (02)	01	02	02	02	02	01	Good
Philosophy (04)	03	03	04	04	03	01	Good

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IQAC Meeting : KMM/IQAC/31/17

Dated:23.10.2017

(2016-17 : Part III contd/-)

Departments (No of Teachers)	Indicators						Overall Feedback of the Department
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Physical Education (02)	02	02	02	02	02	02	Excellent
Physics (02)	01	01	02	01	01	01	Average
Political Science (04)	04	03	04	03	02	02	Good
Sanskrit (02)	02	02	02	02	02	01	Good
Santali (02)	01	01	02	02	02	01	Average
Sociology (04)	04	04	04	02	02	01	Good
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Category of Office		Punctuality	Service Availability	ICT Facility	Overall Feedback
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Library	Librarian	Yes	Average	Good	Average
	Library Staff	Yes	Good	Good	Good

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Table 3 highlighted the other facilities provided by the college for students. Most of the students had not participated in these extra-curriculum activities. IQAC of the College instructed the in-charge teachers to look into the matter with utmost care. There is need to improve the participation in Annual Sports and Cultural Competitions.

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IQAC Meeting : KMM/IQAC/31/17

Dated:23.10.2017

(2016-17 : Part III contd/-)

Table 3: Students Participation in Extra-Curricular Activities

Events / Programme	Organizers	No. of Students Participated		Overall Feedback
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Bratachari	Physical Education	10	10	Excellent
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Meeting : KMM/IQAC/31/17

Dated:23.10.2017

(Sample Students’ Feedback Form A – Part III)

REDMI NOTE 5 PRO MI DUAL CAMERA

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(Internal Quality Assurance Cell)

STUDENTS’ FEEDBACK (FORM - A)

This questionnaire is intended to collect information relating to your satisfaction towards facilities and services provided for creating conducive atmosphere for teaching and learning. The information provided by you will be kept confidential and will be used as important feedback for quality improvement of the programme of studies/institution.

1. Course: B-A
2. Year: 3rd
3. Department: Ph. in St. Study

Directions:
For each item please indicate your level of satisfaction with the following statement by choosing a score between 1 and 5
(1 – strongly disagree, 2 – disagree, 3 – not sure, 4 – agree, 5 – strongly agree)

Statement	1	2	3	4	5
1. The prescribed books/reading materials are available in the library/campus				✓	✓
2. Reading room and common room are available in the faculty/college building				✓	✓
3. Available reading space in library/campus is satisfactory				✓	✓
4. The library/campus staffs are cooperative and helpful				✓	✓
5. Photocopying facility in the library/Department is available & satisfactory				✓	✓
6. Internet facilities are available in the department	✓	✓			
7. Online educational resources are available and accessible	✓	✓			
8. The office staff in the department are helpful					
9. Results and attendance records are displayed in time					
10. Toilets/washrooms are hygienic and properly maintained				✓	✓
11. Clean drinking water is available in the department and on the campus				✓	✓
12. Grievance/problems are addressed/ solved well in time					
13. The functioning of the placement cell(s) in the university/department is satisfactory					
14. Equipment (s) in the labs are in working condition					
15. The campus is green and eco-friendly					
16. The buildings/classrooms are sound (to different) - proof premises					
17. The classrooms are clean and well maintained					
18. The campus has adequate power supply					

Any other comment(s):
The office staff. ...

contd/-



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e-mail: kashipur_mmm@yahoo.in, website: www.kashipurmmm.org


(Accredited NAAC with Grade “B”)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Meeting : KMM/IQAC/31/17

Dated:23.10.2017

(Sample Students’ Feedback Form B – Part III)

 **Kashipur Michael Madhusudan Mahavidyalaya**
 Kashipur, P.O.: Panchakote Raj, Dist.: Purulia, Pin – 723132 (W.B.)
 Tel.: (03251) 246500, 246556 Fax: 03253 246500
 e-mail: kashipur_mmm@yahoo.in; website: www.kashipurmmm.org
(Internal Quality Assurance Cell)

STUDENTS’ FEEDBACK (FORM : B)

This questionnaire is intended to collect information relating to your satisfaction towards the faculty, teaching, learning and evaluation. The information provided by you will be kept confidential and will be used as important feedback for quality improvement of the programs of this/institution.

1. Name of the Teacher: Dr. P. S. Jaisankar Course Code: _____
 2. Class: 3rd year Course Title: _____
 3. Semester/Year/Professional: 2016-17 Department: Geography (Genl.)

Directions:
 For each item please indicate your level of satisfaction with the following statement by choosing a score between 1 and 5.
 (1 – strongly disagree, 2 – disagree, 3 – neither agree nor disagree, 4 – agree, 5 – strongly agree)

Teaching, Learning and Evaluation:	1	2	3	4	5
1. The teacher completes the entire syllabus in time.					✓
2. The teacher discusses topics and interact in the class.				✓	
3. The teacher communicates clearly and inspires me by his/her teaching.					✓
4. The teacher is punctual in the class.					✓
5. The teacher comes well prepared for the class.			✓		
6. The teacher encourages participation and discussion in class.					✓
7. The teacher uses modern teaching aids, handouts, suitable references, power point presentation, web-resources, etc.			✓		
8. The teacher's attitude towards the students is friendly & helpful.					✓
9. The teacher is available and accessible in the Department.		✓			
10. The evaluation process is fair and unbiased.				✓	
11. Regular and timely feedback is given on our performance.			✓		
12. Periodical assessments are conducted as per schedule.			✓		
13. I have learnt and understood the subject material/s in this course.					✓

Any other comments: Requirement wise – Bilibis Hostel, nearest busstand, Boundary wall and entry gates, available profession, available books of university, and also clean bathroom, big Singing room, girls common room