

# **FEEDBACK ACTION TAKEN**

## **REPORT:-**

- 2022-2023
- 2021-2022
- 2020-2021
- 2019-2020
- 2018-2019

## **Feedback Action Taken Report (Session 2022-23)**

The feedback committee has collected feedback from all four stakeholders including students, teachers, alumni, and employers. On analyzing the feedback forms suggestions were laid down and action was taken on relevant issues.

The students should be informed about various government scholarship schemes. The curriculum must be designed according to the current job opportunities. There must be more workshops, seminars, and extensional lectures on the latest career options, soft skills, and on latest technology. There must be workshops for female students for self-defense training, health, hygiene, folk dance, professional grooming, interior -designing, etc. As stress level in today's generation is increasing fast there must be a workshop on stress management, yoga, etc.

The teachers suggested new textbooks, reference books, and the latest magazines. The Internet connectivity must be strong on college campus for conducting smart classes. The curriculum must be modified in reference to the current job scenario. More faculty should be encouraged to carry out independent research.

The alumni suggested more workshops on technical aspects, spoken English, and soft skills. The library must be expanded with the latest competitive books, reference material, etc. There must be more emphasis on professional ethics, spoken English, and extension lectures by eminent personalities.

The Parent Teacher Meetings were held at regular intervals, suggestions were collected and analyzed. The main concern of parents was transport for female students. The early marriage of female students due to societal conditions in rural areas. The safety and security of female students in college premises. There must be a focus on extracurricular activities for their ward.

In adhering to the above suggestions provided by all four stakeholders, the following steps were taken:-

- The scholarship in charge had formed a WhatsApp group of students regarding the latest updates of government schemes related to scholarships. The notices were circulated regarding the same.
- The placement cell had organized workshops on soft skills, professional ethics, latest job options. Further steps will be taken for campus placement in the upcoming session.
- The presentation will be given to the Maharshi Dayanand University UG curriculum designing meeting regarding the curriculum modifications.

- The Women cell had actively organized various events for female students like workshops on professional grooming, home décor, cybercrime, Haryanvi folk dance, and extension lectures regarding health and sanitation.
- The college had been under 24/7 CCTV surveillance.
- The female students were informed about the Haryana government's latest free bus facilities.
- Geography department organized a GEOINFORMATICS workshop.
- The various other cells and societies were on their toes for conducting activities related to quizzes, speech, literary aspects, news reading, poem recitation, etc.
- The NCC, NSS, and YRC units had actively carried out rallies and campaigns regarding cleanliness, road safety, environmental issues, tree plantation drives, etc.
- The library has been converted into an e-library and updated with the latest magazines, competitive reference materials, etc. The library regularly took a requirement list for purchasing books every year.
- The college ground was maintained by the PWD department at regular intervals.
- The workshop on mindfulness, yoga, and meditation was conducted by the psychology department to see the increased stress levels in students.

## **Feedback Action Taken Report (Session 2021-22)**

The feedback committee has collected filled feedback forms from all three stakeholders including students, teachers, and alumni. On analyzing the feedback forms suggestions were laid down and action was taken on relevant issues.

As the stress level in today's generation has increased at a fast pace, there must be a workshop on stress management, yoga, etc. There must be more workshops, seminars, and extensional lectures on the latest career options, soft skills, and on latest technology. There must be workshops for female students for self-defense training, health, hygiene, folk, professional grooming, interior -designing, etc. There must be workshops on ATMANIBHAR Bharat and new entrepreneurship. More information must be delivered to the students regarding employment opportunities.

The teachers suggested for new textbooks, reference books, and the latest magazines. The Internet connectivity must be strong on college campus for conducting smart classes. The curriculum must be modified in reference to the current job scenario.

The alumni suggested more workshops on technical aspects, spoken English, and soft skills. The library must be expanded with the latest competitive books, reference material, etc. There must be more emphasis on professional ethics, spoken English, and extension lectures by eminent personalities.

The Parent Teacher Meetings were held at regular intervals, suggestions were collected and analyzed. The main concern of parents was transport for female students. The safety and security of female students in college premises. There must be a focus on extracurricular activities for their ward for the overall growth and development.

In adhering to the above suggestions provided by all the three stakeholders, the following steps were taken:-

- NCC and NSS units organized awareness rally on COVID-19 guidelines.
- Students had participated in tree plantation drive in college campus.
- Various cells and societies organized online activities like poster making, slogan writing, essay writing during post pandemic time.
- The memorandum days were celebrated like Independence Day, Republic Day, Gandhi Jayanti, Navy Day, Army Day, Martyrdom Day, etc.
- Celebration of Azadi Ka Amrit Mahotsav with full pomp and show.
- A movement was launched by NSS unit for fitness of youth as “Fit India Freedom Run”.
- Cultural cell organized Talent Hunt, Mehndi competition, Diwali Mela, etc.
- YRC organized awareness campaign on road safety and environment.
- Women cell organized workshop on home décor, art and craft.
- Library had placed orders for new books for all courses.
- The request for P.G courses will be sent to DGHE in upcoming session.
- Women cell organized seminar for female students regarding crime and safety. The information of toll -free number, Durga Shakti app, etc was provided.



## **Feedback Action Taken Report (Session 2020-21)**

The year has been extremely tough for mankind as the COVID-19 pandemic was at its peak. The college teaching and learning were both online and offline mode.

The students faced a lot of issues during this time. The poor connectivity of the internet was the main cause of online mode from students and teachers. The limited data pack facilities from both the above ends. The competition must be organized online. The doubt classes must be taken on a weekend basis. The students were not very comfortable with the online mode.

The teachers had taken classes through the online platform but poor connectivity to the internet hindered their performance. They suggested better connectivity and more equipped resources.

The parents were a little financially burdened by buying laptops and new smartphones. They complained about more screen time for their ward. They suggested for offline mode study adhering to COVID-19 protocol.

In adhering to the above suggestions provided by all four stakeholders, the following steps were taken:-

- The students were encouraged to attend online classes.
- Various activities like quizzes, news reading, and poem recitation were organized for students during the lockdown period.
- Many teachers had provided financial aid to their students regarding buying smartphones and data packs.
- Many online modes were used to deliver the curriculum effectively like YouTube channels, Google Classroom, Google Meet, developing e-content, etc.
- NCC AND NSS units were active throughout the pandemic era by visiting old homes, and providing information telephonically.
- Once the lockdown was over, regular classes started adhering to the protocols.
- Various cells and societies organized activities like declamations, shalok writing, essay writing, poster making, etc.
- The YRC unit conducted an awareness rally regarding wearing masks and social distancing.
- The Science Exhibition was held at the college and zonal level.
- Women cell organized a five-day self-defense training workshop.

- Essay writing competition on National Education Policy.

## **Feedback Action Taken Report 2019 -2020**

The feedback committee analyzed the feedback forms submitted by the students and suggestions were laid down. The students focused on conducting more workshops, seminars, and extension lectures on various topics like self-defense, women's safety, career advancement, health, and hygiene. College should conduct more field trips, visit to job fairs, soft skills program, etc. There must be a focus on organizing more cultural events and departmental activities like speeches, declamation, quizzes, and debates on current topics.

The teachers laid focus on better implementation of the curriculum through advanced technology by internet facilities. They mainly laid stress on more collection of textbooks in the library and converting that into an e-library. Teaching staff should be allowed to participate in national and international conferences, seminars, and symposiums.

Parents had been concerned about the safety and security of their female ward. Transport was also a main concern for them. They had a vision that there must be easy job options.

In adhering to the above suggestions following steps were taken:-

- Women cell had conducted self-defense training, and lectures on health and sanitation.
- Placement cell had conducted a workshop on career advancements, soft skills, visits to job fairs, etc.
- Organized Falguni Mahotsav and Talent Hunt.
- SWACCH BHARAT INTERNSHIP.
- Organized RANG-TARANG Utsav.
  - Various departments organized competitions like quizzes, debates, declamation, poem reception, news reading, etc.
  - Science society organized college-level Science Exhibition.
  - Organized a PRABHAT PHERI.
  - Educational tour had been taken to Rajasthan for students.
  - NCC and NSS units were fully active during the session.

- Many staff members participated in various national and international seminars, conferences, and symposiums.
- FIT INDIA MOVEMENT
- Lecture on Legal Rights of Women.
- Participation in Youth Festival Zonal level at Vaish College of Engineering.
- Internet bandwidth was enhanced in college.
- Various lectures were organized on cybercrime, safety, and security etc.
- Free bus pass facilities had been provided to female students by the Haryana Government under the scheme “BETI BACHO BETI PADHAO”
- Extension lecture on Crime Against Women by A.S.I.
- Awareness of POSCO ACT.
- Cultural events like talent hunt, youth festival, Falguni Utsav, memorandum days, etc. were organized.
- The classes were converted in offline mode due to lockdown of COVID-19.

## **Feedback Action Taken Report 2018 -2019**

The feedback committee analyzed the feedback forms submitted by the students and suggestions were laid down. The students focused on conducting more workshops, seminars, and extension lectures on various topics like self-defense, women's safety, career advancement, health, and hygiene. College should conduct more field trips, visit to job fairs, soft skills program, etc. There must be a focus on organizing more cultural events and departmental activities like speeches, declamations, quizzes, and debates on current topics.

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- Women cell had conducted self-defense training, and lectures on health and sanitation.

- **Placement cell had conducted a workshop on career advancements, soft skills, visit to job fair, etc.**
- **Various departments organized competitions like quizzes, debates, declamations, poem reception, news reading, etc.**
- **Science society organized college-level Science Exhibition.**
- **Educational tour had been taken to Rajasthan for students.**
- **NCC and NSS units were fully active during the session.**
- **Many staff members participated in various national and international seminars, conferences, and symposiums.**
- **Internet bandwidth was enhanced in college.**
- **Various lectures were organized on cybercrime, safety, and security, etc.**
- **Free bus pass facilities had been provided to female students by the Haryana Government under the scheme “BETI BACHO BETI PADHAO”**
- **Cultural events like talent hunt, youth festival, Falguni Utsav, memorandum days, etc. were organized.**



**IQAC MEETINGS**


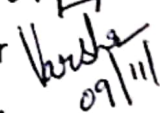


**FROM**


**2018-2023**

Under the chairmanship of Respectable, Principal, a meeting of IQAC was held on 09/11/2020. The minutes of meeting are as follows:-

- (i) Under the guidance of College Council and IQAC Cell, a new cell must be constituted IPR. (
- (ii) Feedback Committee must submit the feedback forms of three stakeholders to IQAC Cell.
- (iii) Action taken report must be submitted to office by IQAC cell and accordingly action must be taken.
- (iv) All the staff & students must adhere to Covid-19 Protocols.
- (v) All the cells & societies must conduct online activities. Regular Online classes must be maintained.

Under the chairmanship of Respectable Principal, a meeting of IQAC was held on 09/11/2020 and the IQAC members were finalized as follows:-

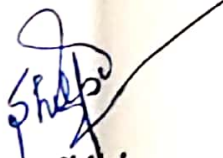
1. Dr. Shilpi, Coordinator  09/11/2020
2. Dr. Varsha Rani, Co-coordinator  09/11/2020
3. Mrs. Jyoti Sharma, Member 
4. Mrs. Pinki Rani, Member 

  
Principal  
Govt. College Meham  
Govt. College  
Meham (Rohtak)

27/11/21

Under the chairmanship of the Respectable Principal, a meeting of IQAC was held on 27/11/21. The minutes of the meeting are as follows:-

- The college will organize College Level Science Exhibition.
- Five Departments will be taking part in the above event.
- Financial matters were discussed.
- Date and time were finalized regarding the event.
- Stationery items lists were distributed department-wise.
- Refreshment committee was constituted.
- Result committee was constituted.
- The students must follow the COVID-19 protocol.
- Classes must be taken regularly as per the timetable following the lesson plans.
- Performance of each staff member is strictly monitored.
- The meeting concluded with thanks to all present.


  
Dr. Shilpi  
Coordinator

Members:

1. Dr. Varsha Rani 

2. Mrs. Jyoti Sharma 

3. Mrs. Pinki Rani 

  
Principal  
Govt. College  
Meham (Rohtak)



02/22

Date: 02/04/22  
Page: 17

Under the chairmanship of Respectable Principal, a meeting of IQAC was held on 02/04/22

The minutes of meeting are as follows:-

The college will be organizing an ANNUAL PRIZE DISTRIBUTION AND COVOCATION.

The list of topper students would be made class-wise, course-wise and university topper.

- Financial matters were discussed.
- Date and time was finalized.
- List of invitation of passout students.
- Chief Guest was finalized.
- Invitation and Memento for Chief Guests were decided.
- Discussion on welcome ceremony.
- Refreshment committee was constituted.
- Discussion on formatting of certificate.
- Students will be adhering COVID-19 norms.
- Proper classes should be addressed through lesson plan.
- Students must be guided regarding career opportunities.

  
Dr. Shilpi  
Coordinator

Members:

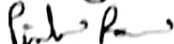
1. Dr. Varsha Rani



2. Mrs. Jyoti Sharma



3. Mrs. Pinki Rani



  
Principal  
Govt. College  
Meham (Rohtak)



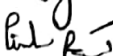
Under the chairmanship of Respectable Principal, a meeting of IQAC was held on 25/06/22

The minutes of meetings are as follows :-

- ALUMINI MEET will be held in college. So, date and time was finalized.
- List of invitation of passout students.
- Chief Guest was finalized.
- Invitation and Memento for Chief Guests were decided.
- Detailed discussion on curriculum and implementation of syllabus.
- Refreshment committee was constituted.
- Discussion was laid regarding the filling of feedback form.
- Students must be aware regarding the health and sanitization.
- Staff members must adhere to COVID -19 norms.
- Online activities must be encouraged in each and every department.

  
Dr. Shilpi  
Coordinator

Members:

1. Dr. Varsha Rani 
2. Mrs. Jyoti Sharma 
3. Mrs. Pinki Rani 

  
Principal  
Govt. College  
Meham (Rohtak)

Under the chairmanship of Respected Principal, a meeting of IQAC was held on 20<sup>th</sup> Aug 2022.

The minutes of meeting were as follows.

- 1) A IQAC committee was constituted for the session 2022-23.
- 2) The teaching session must be started as per M.D.U guidelines.
- 3) Some staff-members will be assigned the admission duties along with teaching.
- 4) Each staff-member must make a lesson-plan class-wise for the effective delivery of curriculum.
- 5) The students must be motivated for regular classes and a whats app group must be formed either classwise or subject wise.
- 6) All the cells, societies and departments must make their annual activity calendar for the fresh session.

er the chairmanship of Respectable Principal, a meeting of IQAC was held on 20/08/2022  
the IQAC members were finalized as follows:-

1. Dr. Shilpi, Coordinator

*Shilpi*

2. Dr. Varsha Rani, Co-coordinator

*Varsha*

3. Mrs. Jyoti Sharma, Members

*Jyoti Sharma*

4. Mrs. Pinki Rani, Members

*Pinki Rani*

*Ravi*  
Principal  
Govt. College  
Mehamn  
Principal  
Govt. College  
Mehamn



Under the chairmanship of the Respectable Principal, a meeting of IQAC was held on 17/10/2022


The minutes of the meeting are as following :-

- The feedback committee must collect feedback forms from all three stakeholders and must be submitted to the IQAC committee .
- On the basis of the feedback report submitted, IQAC will analyze the feedback , action taken report will be complied and respective action will be taken accordingly .
- The college will organize a Science Exhibition. Hence a committee must be constituted for the same. Five departments will take. part in it and each department must make at least five models.
- Classes must be taken regularly and the focus must be on enhancing ICT technique.
- Each department, cell and society must carry out extracurricular activities for the overall development of students.
- Proper care must be taken regarding health and hygiene in college campus.
- There must be extension lectures for carrier advancement by the placement cell

  
Dr. Shilpi  
Coordinator

Members:

1. Dr. Varsha Rani




2. Mrs. Jyoti Sharma



3. Mrs. Pinki Rani



  
Principal  
Govt. College  
Meham (Rohtak)

Under the chairmanship of Respectable Principal, a meeting of IQAC was held on 12/04/2023 and the minutes of meeting are as follows:-

1. A discussion was held on NEP and how the college is going to implement the new policy ? The staff members must be guided regarding the same during meetings.
2. Students must be guided regarding carrier advancement courses and skill development courses.
3. All the trees in college campus must be marked area-wise. There must be a tree planation drive for campus beautification and awareness .
4. NSS and NCC will carry out rallies regarding cleanliness, road safety, Save Soil and Save Rivers .
5. Staff must do protorial duties sincerely and effectively.
6. All the students must wear ID cards. Absentee register must be updated regularly and a struck off list must be submitted after every fifteen days.
7. Curriculum must be delivered effectively by adhering to the lesson plan.

  
Dr. Shilpi  
Coordinator

Members:

1. Dr. Varsha Rani 

2. Mrs. Jyoti Sharma 

3. Mrs. Pinki Rani 

  
Principal  
Govt. College  
Meham (Rohtak)

Under the chairmanship of Respectable Principal, a meeting of IQAC was held on 10/06/23

The minutes of meetings were as follows:-

- Examinations will be held in college.
- There will be two centres as 814 and 815 in college for proper functioning of examinations.
- Staff members will be equally distributed in both the centres.
- Staff members going on leave must prior sanction his/her leaves from the centre superintendent and then from Principal.
- Financial matters were discussed.
- Staff members must be on discipline duties.
- Examinations must be conducted in clean and fair manner.

  
Dr. Shilpi  
Coordinator

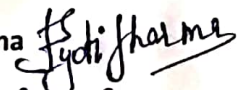
Members:

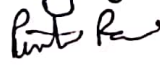
1. Dr. Varsha Rani

2. Mrs. Jyoti Sharma

3. Mrs. Pinki Rani









  
Dr. Santosh Hooda  
Chairperson

Govt. College Meham  
Principal  
Govt. College  
Meham (Rohtak)

Under the chairmanship of Respectable Principal, a meeting of IQAC was held on 04/07/23

The minutes of the meeting were as follows:-

- A draft was made for NAAC and AQAR of the college.
- A committee was constituted which includes one convenor and seven co-convenors.
- Convenors were instructed to maintain the necessary documentation required for AQAR.
- Staff members going on leave must prior sanction his/her leaves from the center superintendent and then from the Principal.
- Financial matters were discussed.
- Staff members must be on discipline duties during the examination.
- Examinations must be conducted in a clean and fair manner.

  
Dr. Shilpi  
Coordinator



Members:

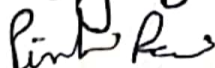
1. Dr. Varsha Rani



2. Mrs. Jyoti Sharma



3. Mrs. Pinki Rani



Dr. Santosh Hooda  
Chairperson

Principal  
Govt. College Mehram  
Mehrauli (Kohatak)



Under the chairmanship of respected Principal meeting of IQAC was held whose meeting minutes are as follows:

- 1) Duties of NAAC SSR 2023-24 were allotted.
- 2) The date and time of student's Induction Programme 2023-24 was finalized by the Principal Mam and Committee Members.
- 3) Incharges of EUS, Health and sanitization Committee are advised and instructed to proper sanitization of Campus for preparation of Independence Day Celebration.
- 4) Health checkup camp will be conducted on 18<sup>th</sup> Aug., 2023 for the Staff members and students.
- 5) Recj Celebration will also be conducted on 18<sup>th</sup> Aug., 2023 with Cultural activities.

# like Mehndi Competition & Rangoli Competition

## Committee:-

- 1) Mr Rohit Kumar (Convenor)
- 2) Ms Manisha (Co-Convenor)
- 3) Dr Neeraj Solanki
- 4) Dr Priyanka (Com.)
- 5) Dr Vansha Rani
- 6) Dr Shilpi
- 7) Ms. Syoti Sharma
- 8) Ms. Pinki

Rohit  
11/8/23

Neeraj  
11/8/23

Priyanka  
11/8/23

Vansha  
11/8/23

Shilpi  
11/8/23

Syoti Sharma  
11/8/23

Pinki  
11/8/23

Chairperson  
11/8/23

Chairperson

Principal  
Govt. College  
Meham (Rohtak)



Under the Chairmanship of respected Principal meeting of IQAC was held whose minutes of are as follows:-

- 1) NAAC must be completed in next two months.
- 2) The data required for NAAC must be collected timely.
- 3) All the cells, departments and societies must conduct the various activities.
- 4) There must be more workshops, webinars on weekend.
- 5) All departments must organise the extension lectures for students.
- 6) All the cells and societies must do handover and taken over.
- 7) There must be employee feedback session 2022-2023.
- 8) There must be a health check-up camp organised in college along with a blood donation camp.
- 9) The societies like NSS, NCC, YRC and



must conduct activities on weekend basis like awareness on female foeticide, cleanliness, tree plantation, water conservation

10) All the classes must be conducted regularly in college by each staff members.

11) All the students participating in various activities must be given refreshments (Kela Healthy).

12) A meditation programme will be conducted by psychology department.

13) A talent hunt must be organized in college for fresher students. dated on 11<sup>th</sup> & 12<sup>th</sup> Sept. 2023 and screening on 11<sup>th</sup> & 12<sup>th</sup> Sept. 2023. A committee was constituted regarding the same.

my asump  
28/08/23



Attn



Activities - Workshop, Webinar,

Record Collect → Dr Neeraj Solanki <  
(Individual Collect)

2018-23

Workshop  
Webinar/Seminar/Conference  
Books  
Journals  
BOS members  
Invigilator/Paper checking  
External Viva

Mr Suresh - Result Collect - Student Meritorious (University level)  
Dr Harsha Rani - Placement - Admissions in Ph level Vardha  
All Activity Incharge - Activity Record [Report + Permission letter  
Sanction letter  
Student list  
Newspaper Cutting]

Mr Deepak - Audit of Infrastructure/Argumentation  
Mrs Manisha - Feedback of Employees  
All Criteria Convenor - Two Activities per Month  
RRC Convenor - Blood Donation Camp/Health checkup.  
NSS/NCC/YRC - Rally, cleanliness, (Village, girls) Extension  
Mr Rohit/Dr Philpi - Schedule of Calendar of Activities  
Ritu - Mentor-Mentee list  
Organize Talent Hunt

## Committee :-

- 1) Ms. Manisha Hooda (Co-Convenor) ~~Hooda~~
- 2) Dr. Nirmaj Solanki
- 3) Dr. Varsha Rani Varsha
- 4) Dr. Shilpi ~~Shilpi~~
- 5) Ms. Jyoti ~~Jyoti~~
- 6) Ms. Pinki Rani ~~Pink~~



*Chairperson*  
Principal  
Govt. College  
Meham (Rohtak)