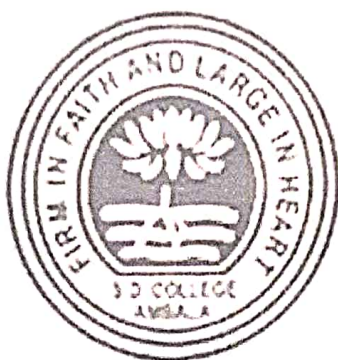


# Sanatan Dharma College, Ambala Cantt.

NAAC Re-accredited Grade 'A+' with CGPA 3.51 | College with Potential for Excellence - UGC, New Delhi

email: [principal.sdcol@gmail.com](mailto:principal.sdcol@gmail.com), Website: [www.sdcollegeambala.org](http://www.sdcollegeambala.org)

(Affiliated to Kurukshetra University, Kurukshetra)



## GENERAL FEEDBACK ANALYSIS REPORT

(Students & Alumni)

Session 2018-19

# Samples of the Feedback Forms filled

## Academics

1. How much syllabi was taught in the class?

- a) 90-100%
- b) 80-90%
- c) 70-80%
- d) Less than

ANS:

2. The internal assessment system operated

- a) is fair
- b) is biased
- c) needs some improvement
- d) needs radical improvement

ANS:

3. How well teachers prepared & communicated their lectures?

- a) thoroughly
- b) satisfactorily
- c) ineffectively
- d) sometimes effectively

ANS:

4. How teachers encouraged students to participate in the class?

- a) through questions and answers
- b) through discussions
- c) through course-related games
- d) through inviting suggestions

ANS:

5. Are the college messaging facility effective and informative?

- a) Yes
- b) No

ANS:

6. How do you rate the student-teacher relationship in your institution as a whole?

- a) Very Good
- b) Good
- c) satisfactory
- d) Poor

ANS:

7. Were teacher Punctual and Regular in classes?

- a) Always
- b) Sometime
- c) Almost Never

ANS:

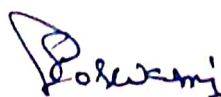
8. How much Personality Development (PD) program helps in improving your personality?


- a) Very Good
- b) Just Satisfactory
- c) Inadequate
- d) Poor

ANS:

9. What teaching method is best for you during your course?

- a) Blackboard

  
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- b) PPT's
- c) Smart board

ANS:

10. What are your comments on social atmosphere of Institution/Department?

- a) Very Good
- b) Good
- c) Very Poor
- d) d) Poor

ANS:

Suggestions:-


### Library

11. what is your opinion of the library materials for your subject?

- a) Excellent
- b) adequates
- c) Inadequate
- d) Very poor

ANS:

12. What is your opinion regarding issue/ Return Procedure of Books?

- a) Very Good
- b) Good
- c) Very Poor
- d) Poor

ANS:

13. Was the Library Staff?

- a) Courteous
- b) Rude
- c) Indifferent

ANS:

Suggestions:-

### Extra Curricular Activities

14. Did you participate in any of the extracurricular activities of the department/ Institution?

- a) Often
- b) sometimes
- c) rarely
- d) never

ANS:

15. What are your views regarding variety, quality & cleanliness of items in college canteen?

- a) Very Good
- b) Good
- c) Very Poor
- d) Poor

ANS:

*P. K. Sharma*

Coordinator, IQAC  
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Ambala Cantt

*Rajinder Singh*

Principal  
Sanatan Dharma College  
Ambala Cantt.

16. What are your views regarding variety, quality & cleanliness of items in college canteen?

- a) Very Good
- b) Good
- c) Very Poor
- d) Poor

ANS:

Suggestions:-

### Office Services

17. How do you find the institutions administration?

- a) always helpfull
- b) generally helpfull
- c) indifferent
- d) not helpfull

ANS:

18. Did you get required information on Notice board regarding fee submission, roll no in time?

- a) Always
- b) Sometimes
- c) No
- d) Not at all

ANS:

Suggestions:-

### General

19. When you meet students who have taken a similar programme at other institutions how do you feel?

- a) Superior
- b) Equal
- c) Inferior

ANS:

20. How do you rate the health- care facilities provided by the institution?

- a) Very good
- b) Just satisfactory
- c) Inadequate
- d) Poor

ANS:

21. Are the urinals and toilets Ventilated and Clean?

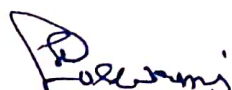
- a) Very Good
- b) Good
- c) Very poor
- d) Poor

ANS:

22. Was there a parking facility in college?

- a) Very good
- b) Good
- c) Very poor
- d) Poor

ANS:

  
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*Rajinder Singh*  
Principal  
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**SANATAN DHARMA COLLEGE**  
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**Student Feedback(2018-19)**

502

POONAM DEVI  
Name: SHRI KAMESH KUMAR Roll No./Reg. No. 1412001  
Mobile No. 7082988143  
Email ID: 121420782152  
Completed from College: B.COM Year of Passing Out: 2017

**PLEASE TICK YOUR CHOICE**

What is your current status? (Give Details)

- ☒ a) Higher Studies  
☐ b) Private Job  
☐ c) Private Job through Placement Cell of SD College  
☐ d) Government Job  
☐ e) Self Employed Any Other

Details: M.COM

Whether cleared any entrance exam.(NET/SLET/JAM/GMAT/GRE/Bank/Defence Service/State Govt. etc)?

Details: No

The Curriculum is helping you in your Job Field.

- ☒ a) Strongly Agree  
☐ b) Agree  
☒ c) Neutral  
☐ d) Disagree  
☐ e) Strongly Disagree

1. The curriculum creates an interest to pursue post graduation/ research in/on the particular topic.

- ☐ a) Strongly Agree  
☒ b) Agree  
☐ c) Neutral  
☐ d) Disagree  
☐ e) Strongly Disagree

2. You are intellectually stimulated by the curriculum.

- ☐ a) Strongly Agree  
☒ b) Agree  
☒ c) Neutral  
☐ d) Disagree  
☐ e) Strongly Disagree

6. The curriculum was Informative and knowledgeable.

- ☐ a) Strongly Agree  
☒ b) Agree  
☐ c) Neutral  
☐ d) Disagree  
☐ e) Strongly Disagree

7. The curriculum created any skill.

- ☐ a) Strongly Agree  
☒ b) Agree  
☒ c) Neutral  
☐ d) Disagree  
☐ e) Strongly Disagree





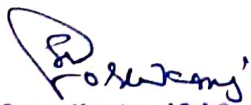
**SANATAN DHARMA  
COLLEGE AMBALA  
CANTT  
END TERM FEEDBACK  
REPORT 2018-19**


In recent times, the higher education institutions have paid increasing attention to the views of students to obtain feedback on their experience of learning, teaching, infrastructure and other facilities provided by the college through internal surveys. Student feedback is considered as the backbone of any institution for strengthening the overall performance of an organization. S.D College is one of the premiere colleges of Haryana and has been awarded Grade "A" with CGPA 3.51 by NAAC in the third cycle of its Accreditation. S.D College has its very own online feedback student system. It is an automatic feedback generation system that provides proper feedback to the Principal, respective departments and the non-teaching staff. The Institute collects feedback from students twice in a session, once in September, second in the month of February.

In the existing system students can give feedback through online system without waste of their time in writing. So, the existing system carries more time to do a piece of work, for this reason the online system feedback is implemented. The system makes the availability of the feedback any time anywhere with ease of use and also provides easy and secure storage with access restrictions.

**Focus Area:**

1. Infrastructure & facilities
2. Faculty Performance
3. Library
4. Non-Teaching Staff
5. Curriculum
6. Syllabus
7. Teaching Aids

  
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**Principal  
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**Objectives:**

- To provide students a platform to express their views & experiences in relation to teaching-learning process and suggest improvement areas.
- To boost student moral and confidence by giving a chance to freely interact with the administration regarding the weak areas of learning environment.
- To develop the art of critical thinking and evaluation amongst students.
- To give students a sense of belongingness.
- Continual improvement of the Teaching-Learning process, College Infrastructure, Staff and Supporting Services.

**Phases of Student Feedback Mechanism:**

- Collection of Student Feedback
- Interpretation & analysis of Results
- Communication of Results to Principal.
- Communication of Results to Person/In-charge/Department Concerned.
- Action Plan
- Action Taken Report

  
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## Interpretation & Analysis of End- Term Feedback (Students) Session 2018-19


**Total Strength:** 3200

**Sample Size:** Students were selected from the stream of Commerce, Arts and Science. (15.62% of the total Strength)

**Student Selection Criterion:** Students are selected on the basis of Attendance and Academic record

S.No	Component	Response in terms of %	Proposed Action Plan
1	Syllabi Taught	66.7% said that above 90% syllabi were being taught.	For the completion of syllabi teachers should adhere to the Lesson plan of their respective subject.
2	Internal Assessment system	56.6 % of students were of the view that it was fair.	Teachers should ensure timely upload of internal assessment marks.
3	Preparation & Communication of lecture	82.5 % said that lectures are thoroughly prepared and delivered satisfactorily.	Compulsory visit of Faculty to Library during vacant periods should be ensured and use of MOOC Resources to deliver lectures effectively should be encouraged.
4	Encouragement for participation	50.7 % said that discussions are the main source of participation followed by questions and answers.	Role playing, case studies, etc. can be introduced to encourage participation.
5	College Messaging Facility	85.1% said that it is effective and informative.	Timely update of contact numbers should be done to make messaging effective and informative.
6	Student-teacher relationship	90.6 % said that it is good.	Teaching-Learning mechanism should be more interactive and participative. Policy should be made regarding Teacher-student ratio in a section

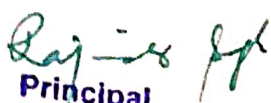
  
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7	Punctuality and Regularity	98.4% said that teachers are punctual and regular in taking their classes	Teachers should be mentored by an expert on How to do Time-Management.
8	Personality Development Program	70.9% said that it was very good and satisfactory as well.	Attendance in PDP should be ensured and it should be made compulsory for all the classes.
9	Best teaching method	38.60% said that the black board teaching is the best among all the teaching practices which is followed by teaching through smart board.	Teachers should be counseled to make effective and balanced blend of traditional and modern teaching practices.
10	Social Atmosphere	88.1% said that it is good.	A Representative group of Senior students should be trained to counsel and help juniors regarding different college matters.
11	Library material for your subject	90.1% said sufficient subject related books are available	Faculty should check availability of books of their concerned subjects and should give list of books to be bought well in time.
12	Issue and return procedure of Books	89.6 % were of the view that it is good.	Different period slots/days can be fixed for the issue and return of books to avoid rush in library.
13	Attitude of Library Staff	67.9% said that they are courteous	Orientation Programs for Library staff on Interpersonal relationship, public dealing etc. should be strengthened.
14	Participation in Extra- curricular activities	74.1% participate sometimes in the extra-curricular activities of the college	Prof-in charges of different Associations should encourage students for participation.

  
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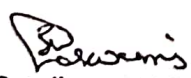
15	Variety, quality & Cleanliness of College canteen	60.3% said that the college canteen is clean and there is a variety of food items available.	Canteen committee should counsel Canteen Contractor to further improve the hygiene of the canteen premises.
16	Attitude of Institutions Administration	80.6% said that it is always helpful	Administrative and support staff should be counseled for further strengthening the delivery of quality services.

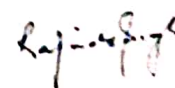
  
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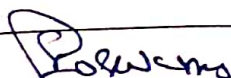


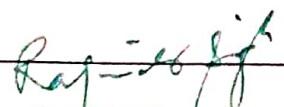
17	Information on Notice Board	91.1% said it was useful	Notice boards should be made attractive and updated on regular basis.
18	Similar Program at other institutions	32.6 % felt superior and 55.8 % felt equal	Innovative ventures should be initiated by teachers to make students feel different in terms of personality and placements.
19	Health-care facilities	84.2% said that it is just satisfactory	It can be strengthened further. YRC can take the lead in this direction. First-Aid kits should be made available.
20	Ventilation and cleanliness of Toilets	57.8% said that toilets are very good in terms of cleanliness and ventilation	Students should be imparted sessions on the importance of hygiene and accountability of sweepers should be fixed.
21	Parking facility in the college	72.5% said that it is good	Proper security measures should be taken to ensure safe parking.
22	Observations regarding grievance handling procedure	88.7% were of the opinion that it is good	Awareness regarding Grievance handling cell should be shared among students.
23	Availability of equipment and furniture	85.0% said that there is sufficient and desired availability of equipment and furniture	Repair and Maintenance of equipment and furniture in labs should be ensured.
24	Behavior of Lab staff	86.1% said that they are courteous	Training programs should be organized to groom their personality.

  
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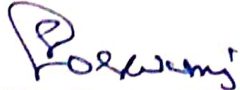
  
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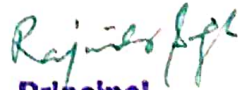
S.N O	ACTION PLAN	ACTION TAKEN
1.	Extra classes. Availability of course related video lectures and study material	<ul style="list-style-type: none"> <li>a. Extra classes were taken up by those teachers who found it necessary to complete the syllabus.</li> <li>b. Regular Study Material in the form of video lectures, Notes, PPTs, Quiz. Question Bank were uploaded on CIMS for the students on ERP of the college from wherein they can study and access subject related topics.</li> <li>c. Notes uploaded on CIMS by the faculty can also be accessed by the students on their smart phones.</li> </ul>
2.	Timely display of internal assessment Timely handling of grievances related to internal assessment	<ul style="list-style-type: none"> <li>a. Awards and Internal Assessment is uploaded on the CIMS where it can be accessed by the student.</li> <li>b. Before CIMS was developed, the same was displayed on the college notice boards. For more transparency the assignments, class tests are shown to the students. They have the option to post their grievances regarding this on CIMS.</li> <li>c. Students can check their internal assessment through their respective ERP accounts</li> </ul>
3.	More Faculty Development Programs/orientation, courses/workshops for improving	<ul style="list-style-type: none"> <li>a. An Orientation Programme for faculty was organized by Career Guidance cell of the college on 18/07/19. Mr. Narender Aggarwal from Gurukul Drona, Ludhiana was the Trainer.</li> <li>b. Workshop on "Mentorship" by Mr. Vikas Sethi on 29/8/2019 to 30/8/2019 for the Faculty Members from Arts Commerce</li> <li>c. Workshop on "Mentorship" by Mr. Vikas Sethi on 05/09/19-06/09/2019 for the Faculty Members From Science.</li> <li>d. Workshop on "Education 2020" by Mr. Narender Aggarwal, trainer on 17/12/2019 and 18/12/2019 for all the Faculty Members.</li> </ul>

  
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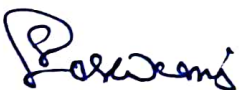
4.	<p>Role playing activities, Competitions Inviting suggestions from students Encouragement for participation</p>	<p>a. Poster Making, Slogan Writing, Essay Writing, Play and Group Discussion were organized on the theme "Water Conservation" on 1 Aug 2019.</p> <p>b. Poetry Competition on the topic: "Emotions". Card Making Competition, Bookmark Making Competition, Trash Competition and Planter Making Competitions were organized.</p> <p>c. Competitions like Skit, Eco-Quiz, Caption Writing, Treasure Hunt and Plantation Drive was organized on the occasion of "Eco- Fest 2019" on 17 September, 2019.</p> <p>d. Kahani Lekhan, Kavita Lekhan and Bujho to Jaane competitions to celebrate Hindi Utsav on August 27, 2019.54-55.</p> <p>e. Poster Making Competition on the topic "Feminism in Guru Nank Bani, Social Equality in Nanak Bani, Doing Away with Superstition in Nank Bani" in March, 2020.</p> <p>f. Science Article Writing Competition was organized on 20 February, 2020.</p> <p>g. Power Point Presentation was organized on 28 Feb 2020</p> <p>h. Essay Writing, Power Point Presentation and Poster Making Competitions on 25 September, 2019.</p> <p>i. 18-09-2019 Awareness Rally and Painting Competition Swachh Bharat Mukat.</p> <p>j. A working model on Food Adulteration was prepared and two students participated in Chemistry Section in "Inter District Science Exhibition" held at Naraingarh from 10-11 Jan., 2020.</p> <p>k. Science Article Writing Competition was organized on 20 February, 2020.</p> <p>l. Diya &amp; Pot Decoration was organized on October 04, 2019.</p> <p>m. Fabric Painting Activity was organized on October 10, 2019.</p>
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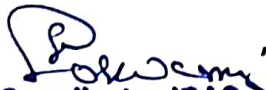
		<p>n. Mehendi Competition was organized on October 16, 2019.</p> <p>o. Best out of Waste Competition Cum Exhibition was organized on October 23, 2019.</p> <p>p. Handicraft Decorative Material Preparation for Household was organized on November 02, 2019.</p> <p>q. Event Decoration on Inter Zonal Youth Festival done by students with art &amp; craft and decorative material on November 06, 2019.</p> <p>r. Guest Lecture on Skill of Resume Writing by MS Ritika, Ainty Globle Business School</p> <p>s. Project Granted by Kurukshetra University Technical Innovation Competition (KUTIC), Kurukshetra to the students of Department; Ajay Chauhan, Vishal Saini, Rajat Kumar on "Home Appliance Control Using Speech Recognition" vide File No KUTIC/II/12 dated 16.10.2019.</p>
5	<ul style="list-style-type: none"> <li>• Timely Communication through college website. <ul style="list-style-type: none"> <li>• Text Message</li> </ul> </li> <li>• Social Media usage such <ul style="list-style-type: none"> <li>• as WhatsApp.</li> </ul> </li> </ul>	<p>a. Entire schedule of academic activities are uploaded on CIMS well in advance to inform students about college activities.</p> <p>b. It is regularly updated and it gives information about the college, managing committee, staff, library, courses taught, syllabi, teaching facilities etc.</p> <p>c. The website of the college can be accessed at <a href="http://www.sdcollegeambala.org">www.sdcollegeambala.org</a></p> <p>d. . The college follows the practice to inform students through text message on continuous basis about admissions, issue of roll no's, holidays, University Examination forms.</p>


  
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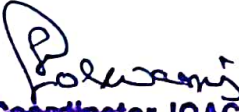



6.	Involving students in different associations Making a personal rapport with students through Social media platform. Allocation of mentors	<ul style="list-style-type: none"> <li>a. Students have been the part of various activities conducted by different associations of the college</li> <li>b. WhatsApp groups have been created by teachers of their respective classes to have prompt communication with students.</li> <li>c. Teachers have been allocated as mentors for different classes to have direct communication with them.</li> <li>d. Identification of Slow and Advanced learners from every class to give personal attention to students.</li> </ul>
7.	Punctuality and regularity of Teachers.	<ul style="list-style-type: none"> <li>a. The principal and his team of teachers monitors the punctuality and regularity of teachers</li> </ul>
8.	More workshops, seminars, guestlectures and competitions for personality enhancement	<ul style="list-style-type: none"> <li>a. From July.2019, Regular Classes of Personality development course were started by Career Guidance cell of the college by Mr. Narender Aggarwal for the students of All IInd year and IIIrd year Ms. Jyoti Sharma, Ms. Sahiba students Ms. Pushpinder</li> <li>b. 25/07/19 Lecture on "Career Opportunities" Ms. Arti, Asst Prof in Electronics, B.Sc IT S.D College, Ambala Cantt.</li> <li>c. 22/08/19 Seminar on "Personality Development" Ms. Ruchika, MEDIA (NGO) B.A I,II,III</li> <li>d. 09/08/19 &amp; 10/08/2019, Lecture on " Career Opportunities Ms. Zeenat Madan, Asst Prof in Zoology, Biotech, S.D College, Ambala Cantt for the students of B.Sc Med &amp; Biotech.</li> <li>e. 27/08/19 &amp; 28/08/19, Lecture on " Career Opportunities &amp; Job Options" " by Ms. Ruchi, Asst Prof in Comp. S.D College, Ambala Cantt for the students of B.Sc &amp; C.Sc.</li> <li>f. Oct &amp; Training Classes for UGC NET Bulls Eyes All Students Nov 2019</li> <li>g. January, (Every Wed.) 2020 Workshop on "Professional &amp; Personal Etiquettes" by Mr. Narender Aggarwal, trainer, Gurukul Drona, Ludhiana for the Final Year Students.</li> <li>h. 29/01/20, 02/02/2019, 05/02, 12/02 &amp; 26/02/20, Workshop on " Interview Skills" by Mr. Narender Aggarwal, trainer, Gurukul Drona, Ludhiana for Final Year Students</li> <li>i. 22/02/2019, "Presentation Skills Competition" by CGC for all the students.</li> <li>j. 02/03/20. Competition on "Speak your Mind" by CGC for all the Students.</li> <li>k. March 2020, Competition on "Thinking out of Box" by CGC</li> </ul>

  
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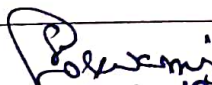
  
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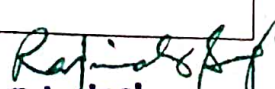
9.	<p>ICT based Teaching-Learning.</p> <p>Online/offline workshops for teachers</p>	<p>a. Online Workshop on "Education Through Virtual Classrooms and E-Learning Technologies" on 04-05 2020 to 10 -05-2020 organized by Sanatan Dharma College, Ambala Cantt to train faculty members.</p> <p>b. Online Webinar on "Digital Transformation in Education during Covid-19 Pandemic" was organised on 05-05-2020 by Sanatan Dharma College, Ambala Cantt for faculty members.</p> <p>c. Faculty Development Program on Moodle was conducted from 13-05-2020 to 17 -05-2020 by IIT Bombay Spoken Tutorial to train teachers. There were 252 participants.</p> <p>d. Faculty Development Program on Moodle was conducted from 22-05-2020 26 -05-2020 by IIT Bombay Spoken Tutorial to train teachers from all over India. There were 350 participants.</p> <p>e. Faculty Development Program on Moodle was conducted from 03-06-2020 07 -06-2020 by IIT Bombay Spoken Tutorial to train teachers from all over India. There were 140 participants.</p> <p>f. Faculty Development Program On E Content Development on 06-06-2020 12 -06-2020 DH E, Haryana was attended by the faculty of S.D College along with faculty members of different colleges of Haryana. There were total 390 participants.</p>
10.	Social atmosphere	<p>a. Separate Common room for girls has been made and more facilities have been provided.</p> <p>b. Sitting space for students has been increased in gardens and library.</p>

  
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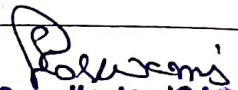
11.	Open access to E-books Workshops/seminars on Access and Use of E- Resources. Addition to book collection	<p>a. E-books subscribed McGraw hill Express Library: 53 titles McGraw hill Express Library: 53 titles</p> <p>b. Multimedia Collection CD ROMs - 1000</p> <p>c. E-Resources (N-LIST/ e-Shodh Sindhu Consortium) (e-journals and E-books)</p> <p>Collection (Printed) Library Books = 60000</p> <p>Periodicals = 85</p> <p>Newspapers = 25</p> <p><b>Books Added in current session</b></p> <p>Library = 902</p> <p>Book Bank = 2237</p>
12.	Review of Library Management system (Issue and return procedure of books)	<p>Library management system, KOHA was introduced with the help of bar coding system.</p> <p>Library books are issued to every student on Library Tickets. The number of books which a student can borrow is as under:</p> <ul style="list-style-type: none"> <li>o PG Classes: Five</li> <li>o UG Classes: Three</li> </ul> <p>Meritorious students are allowed to get as many books issued from the Library as are recommended by the tutor/HOD.</p> <p>e-Library catalogue is available from where a student can check the availability of books, journals, CDs and DVDs.</p>
13.	Orientation Programs for Library staff on Interpersonal relationship, public dealing etc. to be organized	<p>Workshop on "Personality Mr. Narender Aggarwal, Trainer, Administrative and Enhancement" Gurukul Drona, Ludhiana Library Staff on 12/06/19.</p> <p>A staff development session was organized for the Library Staff on 08-02-2020. Dr. Rajinder Singh, Principal of the college delivered a motivational talk on the occasion.</p>
14.	Participation in Extra-curricular activities	<p>Students got a lot of opportunities to participate in extracurricular activities organized by the following clubs &amp; cells of the college:</p> <ul style="list-style-type: none"> <li>• National Cadet Corps</li> <li>• Youth Red Cross</li> <li>• YSC &amp; CSA</li> <li>• Entrepreneurship Development Club</li> <li>• Environment Club</li> <li>• Adhyatmic Sabha</li> <li>• Blood Donation</li> </ul>

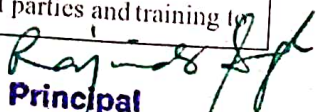
  
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		<ul style="list-style-type: none"> <li>• Rotaract Club</li> <li>• National Service Scheme</li> <li>• Legal Literacy Cell</li> <li>• Women Cell</li> <li>• Road Safety Club</li> <li>• Red Ribbon Club</li> </ul>
15.	Variety, quality & Cleanliness of College canteen	Canteen committee has counseled canteen contractor regarding improvement in the Variety, quality & Cleanliness of College canteen
16.	Orientation Programs for administrative staff based on Interpersonal relationship, public dealing etc. be organized	<p>a. 12/06/19. Workshop on "Personality Enhancement" by Mr. Narender Aggarwal, Trainer, Gurukul Drona, Ludhiana for Administrative and Library Staff.</p> <p>b. One week online Training Programme for Admin Staff from April 21 May 01, 2020 by Career guidance Cell</p> <p>c. Administrative Training Programme on Data Management using Collaborative Tools, 15-06-2020 19 -06-2020</p> <p>d. UGC PARAMARSH Scheme Mentee Colleges under UGC PARAMARSH Scheme.</p>
17.	Information on Notice Board	<p>a. Timely display of information on Notice boards regarding fee submission, roll no in time was ensured.</p> <p>b. Information was also displayed on college website and text messages were also sent to students about the same.</p>
18.	Similar Programme at other institutions	<p>a. Student centric programme Hands on Training on Vermi-compost and Aquaculture by Department of Zoology.</p> <p>b. Practical Training on Floriculture and grafting techniques by Department of Botany.</p> <p>c. Workshop cum training on Solar Study Lamp and practical on Adulteration of Food Materials by Chemistry Department.</p> <p>d. Eye Testing Training and Water Quality Testing &amp; CCTV installation training by Physics Department.</p> <p>e. Training of online portals (like Swayam, NPTEL, Spoken Tutorials etc.) for their study through MOOCs and skills of programming in Python and other programming languages by Computer Science Department</p> <p>f. Coaching for logical based questions in competitive exams and specialization in creating Mathematics based puzzles and games by Mathematics Department</p> <p>g. Training to file Income Tax Return (ITR), Different schemes of Insurance and Financial Advisor by Commerce Department.</p> <p>h. Data analysis programme for political parties and training to</p>

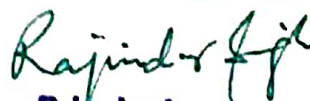
  
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		<p>type different legal documents by Political Science Department.</p> <p>i. Computational Hindi and Hindi typing training to students by Hindi Department.</p> <p>j. Communication Skills, Spoken English Workshop and Drafting Skill Enhancement workshop by Department of English.</p>
19	Health care facilities	<ul style="list-style-type: none"> <li>• A qualified part-time visiting doctor is available for the students and the staff daily Dr R K Kapoor, MBBS</li> <li>• A new Medical Room with First-Aid Facility has been added to the existing facilities</li> <li>• First-Aid is available at the following places in the college campus for any sort of emergency- <ul style="list-style-type: none"> <li>• Sports Department</li> <li>• NSS Office</li> <li>• Biology Department</li> <li>• Main Gate</li> <li>• Youth Red Cross Unit of the College</li> </ul> </li> <li>• Regular HB Testing and health check-up Camps are organized in the college.</li> <li>• Guest Lectures by eminent doctors of the area are organized.</li> <li>• YRC organizes workshops on First-aid to increase awareness among students.</li> </ul>
20	Ventilation and cleanliness of Toilets	Duties have been allocated to ensure proper cleanliness and proper ventilation of toilets.
21	Parking facility in the college	<p>a. More area has been allotted</p> <p>b. Separate parking for students and teachers</p>
22	Observations regarding grievance handling procedure	<p>a. Students were made aware about the grievance handling Procedure.</p> <p>b. Students can post their grievances directly to the Principal of the college through their respective ERP account.</p> <p>c. Student grievances are observed and communicated to the Persons promptly.</p>
23	Availability of equipment and furniture	a. New equipment and furniture has been purchased according to the internal audit done by IQAC
24	Behaviour of Lab staff	<p>a. Workshop has been organized to counsel library staff.</p> <p>b. 12/06/19. Workshop on "Personality Enhancement" by Mr. Narender Aggarwal, Trainer, Gurukul Drona, Ludhiana</p>

  
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# Alumni (Convocation) General Feedback Analysis & Action Taken

## I. Analysis of Feedback by Students on their Current Status

Online Feedback was collected from the students at the time of the convocation of the college on Curriculum and other important aspects related to them. A five-point scale feedback form on the curriculum was developed for the same. A total 337 number of responses from the students of Arts, Commerce and Science were received.

Table showing Feedback by Students on their current status

Sr. No	Particulars	Responses in %				
		Higher Studies	Private Job	Private Job through Placement Cell of SD College	Government Job	Self- Employee/ any other
1.	What is your current status?	77.4%	9.8%	1.5%	1.5%	9.8%

Most of the students are doing higher studies. Few of the students are in private sector jobs and the rest are in government jobs or got employed through the placement cell of the S.D College.

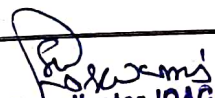
**Action Plan:** The following actions will be implemented:

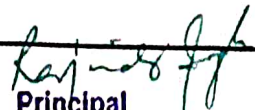
- More student-centric career-oriented workshops, seminars, guest lectures.
- Awareness programs related to career opportunities.

## ii. Analysis of Student Feedback on the Curriculum

Table showing Student Feedback on the Curriculum

Sr. No	Particulars	Response in %				
		Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
2.	Curriculum is helping you in your Job Field	10.1%	59.1%	22.3%	8.0%	0.6%

  
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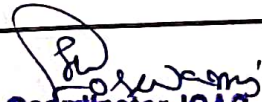
3.	Curriculum creates an interest to pursue post-graduation/research in/on the particular topic	14.5 %	63.5%	19.0%	3.0%	0.0%
4.	You are intellectually stimulated by the curriculum.	30.6%	30.9%	22.3%	13.1%	3.3%
5.	The curriculum was informative and knowledgeable	72.1 %)	14.5%	8.3%	5.0%	0.0%
6.	The curriculum created any skill	19.3 %	63.2%	15.4%	2.1%	0.0%
7.	The curriculum helped develop your personality.	17.2%	65.0%	13.9%	3.0%	0.9%
8.	The curriculum has a relationship between theory and practical.	19.6%	59.1%	18.4%	1.8%	1.2%

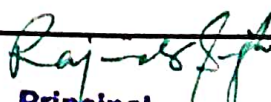
Most of the students gave a positive response about all the questions asked to them related to the curriculum and agreed that the curriculum has proved beneficial for them. According to them the curriculum is interesting, stimulating, and informative, created skills, developed their personality and has got a perfect relationship between theory and practical.

#### Action Plan

- Placement Cell to call organizations/companies for Campus recruitment.
- Workshops/guest lectures on research methodology and skill development to make students employable.
- Spoken English classes to be conducted for final year students to improve their employability and personality.
- A proper balance between theory and practical lectures should be made.

Sr. No.	Particulars	Fair	Biased	Needs some improvement	Needs radical improvements
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9.	The internal assessment system as prescribed by the university is	69.7%	11.3%	17.5%	1.5%
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The feedback analysis shows that the college follows the internal assessment system strictly as prescribed by the university.

#### Action Plan:

- Timely display of internal assessment through the ERP system of the college.
- Timely handling of grievances related to internal assessment

Sr. No	Particulars	Very effectively	Just satisfactorily	Sometimes effectively	Needs radical improvements
10.	How well teachers were able to communicate	58.8%	26.4%	13.4%	1.5%

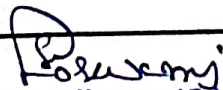
The majority of the students is happy with their teachers and believes that the teachers are well prepared for the classes, have good subject knowledge as well as good communication skills.

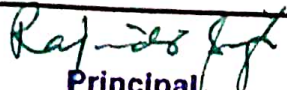
#### Action Plan

- Teachers to attend Faculty Development Programs on teaching methodology and use of ICT to communicate better

Sr. No	Particulars	Excellent	Adequate	Inadequate	Very Poor
11.	What is your opinion about the library resources available for your subjects?	42.4%	51.0%	5.9%	0.6%

The above data shows that the majority of the students are satisfied with the availability of the library resources for their respective subjects.

  
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**Action Plan:**

- More addition to library resources in terms of books, journals and magazines related to the courses offered by the college.

Sr. No	Particulars	Yes	No	Partially
12.	Did you get the required information from the Career Guidance Cell of the college?	12.8%	87.2%	0.0%

The feedback analysis revealed that students didn't get the required information from the Career Guidance Cell of the college.

**Action Plan:**

- Orientation programme for all the students at the outset of the new academic year by the career guidance cell.
- Proper mechanism to inform students well in advance about the upcoming activities of the cell.

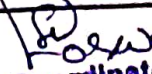
Sr No	Particulars	Superior	Equal	Inferior	Cannot say
13.	When you meet students who have taken a similar program at another institution, how do you rate yourself?	8.0%	92.0%	0.0%	0.0%

The above table shows that all the students who had filled this questionnaire felt equal to the other students studying similar programs at some other institution.

**Action plan:**

- Motivational programs for the faculty to deliver quality content to students.
- Making available course-related books entirely free of cost for the students of post-graduate classes.
- Provide quality infrastructure to students.

Sr. No	Particulars	Yes	No
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14.	Would you like to add any New Content/Paper/Course to the existing curriculum?	12.2%	87.8%
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The majority of the students was found to be happy with the existing curriculum and didn't like to add any new content/paper/course to the existing curriculum.

**Action Plan:**

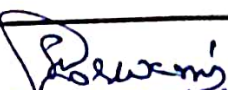
- Despite positive response from students, the college authority always strives to introduce new courses and content for students.
- New courses and content to make students skilled and market ready to be introduced.

Sr No	Particulars	Yes	No
15.	Would you like to delete any Content/Paper/Courses in the existing curriculum?	8.0%	92.0%

The feedback table shows that students even don't want to get any Content/Paper/Courses in the existing curriculum deleted. They are satisfied with the existing courses/content/paper.

**Action plan:**

- Minor revision in the existing courses/content/paper to be introduced.

  
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## ACTION TAKEN REPORT

**Parameter: Feedback by Students on their current status**

**Action Plan:**

- More student-centric career-oriented workshops, seminars, guest lectures to motivate them to go for higher studies or job.
- Awareness programs related to career opportunities.


**Action Taken:**

- 25/07/19 Lecture on "Career Opportunities" Ms. Arti, Asst. Prof in Electronics, B.Sc IT S.D College, Ambala Cantt.
- 22/08/19 Seminar on "Personality Development" Ms. Ruchika, MEDHA (NGO) B.A I,II,III.
- 09/08/19 & 10/08/2019, Lecture on "Career Opportunities Ms. Zeenat Madan, Asst Prof in Zoology, Biotech, S.D College, Ambala Cantt for the students of B.Sc Med & Biotech.
- 27/08/19 & 28/08/19, Lecture on "Career Opportunities & Job Options" " by Ms. Ruchi, Asst Prof in Comp. S.D College, Ambala Cantt for the students of B.Sc & C.Sc.
- Oct & Training Classes for UGC NET Bulls Eyes All Students Nov 2019.
- January, (Every Wed.) 2020 Workshop on "Professional & Personal Etiquettes" by Mr. Narender Aggarwal, trainer, Gurukul Drona, Ludhiana for the Final Year Students.
- 29/01/20, 02/02/2019, 05/02,12/02 & 26/02/20. Workshop on " Interview Skills" by Mr. Narender Aggarwal, trainer, Gurukul Drona, Ludhiana for Final Year Students.
- 22/02/2019. "Presentation Skills Competition" by CGC for all the students.
- 02/03/20. Competition on "Speak your Mind" by CGC for all the Students.
- March2020. Competition on "Thinking out of Box" by CGC for all the Students.

**Parameter: Feedback on the Curriculum**

**Action Plan:**

- Placement Cell to call organizations/companies for Campus recruitment.

  
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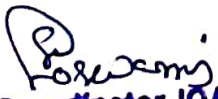
- Workshops/guest lectures on research methodology and skill development to make students employable.
- Spoken English classes to be conducted for final year students to improve their employability and personality.
- A proper balance between theory and practical lectures should be made.

#### **Action Taken:**

- From July, 2019, regular Classes of Personality development course by Career Guidance cell.
- A working model on Food Adulteration was prepared and two students participated in Chemistry Section in "Inter District Science Exhibition" held at Naraingarh from 10-11 Jan., 2020.
- Demonstration on "How to Use Usha Sewing Machine" was given by Usha Machine Company on August 10, 2019.
- Conducted **Bakery Workshop** of all Bakery products by Bakery artist Ms. Geetika on January 21, 2020.
- Extension Lectures and Workshop (Electronics & IT):

Sr. No	Topic	Resource Person
1.	Introduction to Microprocessors:	Dr. Rajinder Singh
2.	Project Development:	Prof Praveen Mathur
3.	Project Development:	Ms. Amandeep Kaur
4.	Career Opportunities in Electronics:	Dr. Arti Arora
5.	A Three Day Workshop "From Discrete to Assembly- A Hardware Project in Collaboration with Multi- Electronical Co. Systems	Mr. Gulzar Singh

Date	Guest/Resource person(if any)	Topic	Strength
19.09.2019	Mr. Sanchit Soni, Director Creative Way (Ambala Cantt.)	Emergence in I.T Sector	80
5.10.19	Mr. Amandeep Grover, Branch Manager Pehowa & Ms. Sugghanda Star Solutions(Canada)	Digital Marketing	App. 100
22.01.2020	Ms. Gurpreet Kaur, Eorian Solution, Mohali	PHDCRUD Operations	22
31.01.2020	Mr. Sanchit Soni, Director Creative Way (Ambala Cantt)	Photoshop	52
3.02.2020	Dr. Pardeep Kumar, DCSA, KUK	Introduction to Linux	50
6.02.2020	Dr. Kanwal Garg, DCSA, KUK	Advanced Database applications	25
8.02.2020	Mr. Shubham Kumar	Code Development Centre, Gaziabad Python	110

  
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12.02.2020	Mr. Vishal Tandon, Sebiz Infotech Pvt. Ltd, Mohali Digital Marketing	198
14.02.2020	Ms. Vandana, Sebiz PHP form Handling	24
15.02.2020	Mr. Pardeep Kumar, DCSA, KUK Concurrent Processing	51

**Parameter: Internal assessment system prescribed by the university**

**Action Plan:**

- Timely display of internal assessment through the ERP system of the college.
- Timely handling of grievances related to internal assessment

**Action Taken:**

- Awards and Internal Assessment is uploaded on the CIMS where it can be accessed by the student.
- Before CIMS was developed, the same was displayed on the college noticeboards. For more transparency the assignments, class tests are shown to the students. They have the option to post their grievances regarding this on CIMS.
- Students can check their internal assessment through their respective ERP accounts

**Parameter: Ability of the teachers to communicate**

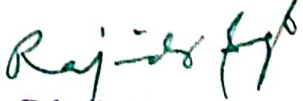
**Action Plan:**

- Teachers to attend Faculty Development Programs on teaching methodology and use of ICT to communicate better.

**Action Taken:**

- An Orientation Programme for faculty was organised by Career Guidance cell of the college on 18/07/19. Mr. Narender Aggarwal from Gurukul Drona, Ludhiana was the Trainer.
- Workshop on "Mentorship" by Mr. Vikas Sethi on 29/8/2019 to 30/8/2019 for the Faculty Members from Arts and Commerce.
- Workshop on "Mentorship" by Mr. Vikas Sethi on 05/09/19-06/09/2019 for the Faculty Members from Science.
- Workshop on "Education 2020" by Mr. Narender Aggarwal, trainer on 17/12/2019 and 18/12/2019 for all the Faculty Members.
- Online Workshop on "Education through Virtual Classrooms and E-Learning Technologies" 04-05-2020 -10 -05-2020.

  
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- Online Webinar on "Digital Transformation in Education during Covid-19 Pandemic" 05-05-2020 05 -05-2020.
- Faculty Development Program on Moodle 13-05-2020 17 -05-2020 IIT Bombay Spoken Tutorial All India (participants:252)
- Faculty Development Program on Moodle 22-05-2020 26 -05-2020 IIT Bombay Spoken Tutorial All India ( participants: 350)
- Faculty Development Program on Moodle 03-06-2020 07 -06-2020 IIT Bombay Spoken Tutorial All India ( participants: 140)
- Faculty Development Program on E-Content Development 06-06-2020 12 -06-2020 DH E, Haryana Haryana ( participants: 390)

**Parameter: Opinion about the library resources available for students' subjects**

**Action Plan:**

- More addition to library resources in terms of books, journals and magazines related to the courses offered by the college.

**Action taken:**

- E-books subscribed  
McGrawhill Express Library: 53 titles  
McGrawhill Express Library: 53 titles
- Multimedia Collection  
CD ROMs -1000
- E-Resources (N-LIST/ e-Shodh Sindhu Consortium) (e-journals and E-books)  
Collection (Printed)

My library- McGraw Hill (1124 titles)

World -ebooks Library (30,00,000 titles)

South Asia Archive (though NDL)

Library Books = 60000

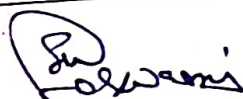
Periodicals = 85

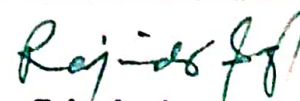
Newspapers = 25

**Books Added in current session**

Library = 902

Book Bank = 2237

  
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**Parameter: Information from the Career Guidance Cell of the college**

**Action Plan:**

- Orientation program for all the students at the outset of the new academic year by the career guidance cell.
- Proper mechanism to inform students well in advance about the upcoming activities of the cell.

**Action Taken:**

- An introductory orientation program for all the students at the outset of the new academic year was organised by the career guidance cell to let students know about the activities and practices of the career guidance cell.
- Career guidance cell of the college has opted different platforms to inform students timely about the upcoming activities of the cell such as the website of the college, SMS, notices on notice boards, WhatsApp.

**Parameter: When you meet students who have taken a similar program at another institution, how do you rate yourself?**

**Action plan:**

- Making available course-related books entirely free of cost for the students of post-graduate classes.
- Book bank facility to be enhanced.
- Provide quality infrastructure to students.

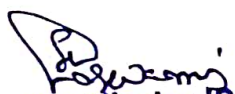
**Action taken:**

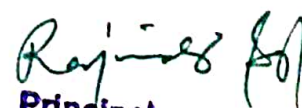
- Book Bank facility was extended to 863 students and free distribution of book set to the students of M.Com. Upgradation of rooms, furniture and gardens, safe drinking water for students and installation of air-conditioners in library and reading room has been done.

**Parameter: Addition/Deletion of any New Content/Paper/Course to the existing curriculum?**

**Action Plan:**

- Despite positive response from students, the college authority always strives to introduce new courses and content for students.
- New courses and content to make students skilled and market ready to be introduced.

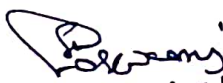
  
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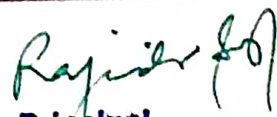
  
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- Minor revision in the existing courses/content/paper to be introduced.

#### **Action Taken:**

- **Value Added Course has been introduced by the Department of Physical Education**
  1. Self-defence Training Course (VPE 102) 10-09-2019 To 24-09-2019
  2. Yoga and Meditation Training Course (VPE 101) 06-02-2020 To 22-02-2020
- Training of online portals (like Swayam, NPTEL, Spoken Tutorials etc.) for their study through MOOCs and skills of programming in Python and other programming languages by Computer Science Department Coaching for logical based questions in competitive exams and specialization in creating Mathematics based puzzles and games by Mathematics Department.
- Training to file Income Tax Return (ITR), Different schemes of Insurance and Financial Advisor by Commerce Department.
- Data analysis programme for political parties and training to type different legal documents by Political Science Department.
- Computational Hindi and Hindi typing training to students by Hindi Department.
- Communication Skills, Spoken English Workshop and Drafting Skill Enhancement workshop by Department of English.
- Skill Development Programme on Tally ERP.9 organised by the Department of Commerce for all the students of commerce.
- **Add-on-courses on**
  1. Marketing
  2. International Trade Management
  3. Office Management and Secretarial Practice
  4. Computer Maintenance
  5. Computer Applications
  6. Cosmetology
  7. Functional English
  8. Web Designing
- **UGC Sponsored Vocational Courses- B.Voc (Software Development) & B.Voc (Business Process Outsourcing) are already operational.**

  
**Coordinator, IQAC**  
**Sanatan Dharma College**  
**Ambala Cantt**

  
**Principal**  
**Sanatan Dharma College**  
**Ambala Cantt.**