



1.4.2 Feedback process of the Institution may be classified as follows:

Options:

- 1.Feedback collected, analysed and action taken and feedback available on website
- 2.Feedback collected, analysed and action has been taken
- 3.Feedback collected and analysed
- 4.Feedback collected
5. Feedback not collected

DEPARTMENT-WISE ACTION TAKEN REPORT ON FEEDBACK

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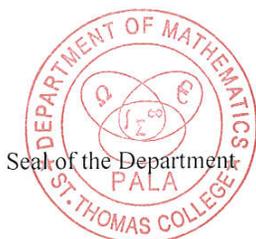
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Department-wise Action Taken Report on Feedback 2018-19

Department of Mathematics
St. Thomas College Palai
Action Taken Report on Feedback Received during 2018-2019

Feedback Received from Students	Action Taken
1. Work load is heavy for certain courses in the PG curriculum. 2. Inclusion of one computer application course at PG level 3. Inclusion of some application topics for the 'graph theory' course at PG level 4. Computer application courses also to be included in the UG curriculum.	1. Necessary changes are made in the revised syllabus of the University by the respective BoS. 2. A new course on Python Programming with Numerical Analysis is included in the revised syllabus of University as a result of decision taken by BoS members of the University 3. Such changes are reflected in the revised PG syllabus of Mathematics. 4. A course on Python Programming is included in the new UG syllabus.
Feedback Received from Teachers	Action Taken
1. Work load is heavy for certain courses both at UG and PG level. 2. Revision of the courses 'Differential Geometry' and 'Number Theory' at PG level 3. Inclusion of applied mathematics courses at UG and PG level	1. Discussed the matter with BoS members and such changes are made in the revised syllabus. 2. Such changes are made in the revised PG syllabus after decision taken by the BoS. 3. Courses are added at UG and PG level on these areas by the University
Feedback Received from Employers	Action Taken
1. Communication skills of students must be improved 2. Computer application courses also to be included in the UG curriculum. 3. Project work at the end of programme must include a case study also.	1. Students are advised to take seriously the communicative English course offered in the curriculum 2. A course on Python Programming is included in the new UG syllabus. 3. Students are encouraged to act accordingly as far as possible.
Feedback Received from Alumni	Action Taken
1. Capability in communication skills to be improved in the class rooms. 2. One computer application course is to be introduced in the UG curriculum 3. Students must be introduced to the industry requirements and job opportunities early in the UG period of study	1. Teachers are advised to improve the student communication skills in the classrooms. 2. A course on Python Programming and Latex is included in the new syllabus for both PG and UG 3. Students are advised to participate in placement drives conducted in the nearby colleges and also awareness on these facts are provided in the classrooms by respective teachers
Feedback Received from Parents	Action Taken
1. Development of soft skills should also be a part of curriculum 2. Syllabus to be revised once in three years according to the need of opportunities	1. Class teachers and mentors are advised to help students improve such skills. 2. Discussed the matter with BoS members and University is keen on making such changes in the syllabus



Seal of the Department

Thankachan
 Name and Signature of the HoD
Thankachan Augustine
Head of the Dept:
MATHEMATICS
St. Thomas College, Palai

Department of Statistics
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018 - 2019

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Field visits/Surveys 2. Need of more VET and value added courses 3. Number of working days is not sufficient. 	<p>Discussed the matter with BoS members More courses started in the college level Extra classes were arranged.</p>
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Surveys as part project 2. Number of working days is not sufficient. 3. More experience with data 	<p>Discussed the matter with BoS members Extra classes were arranged. Experts from alumina are invited for interaction</p>
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Need for more softwares/packages as part of course 2. More hands on experience 	<p>Discussed the matter with PG BoS members. Experts from alumina are invited to introduce different packages Discussed the matter with PG BoS members</p>
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. More job oriented courses are to be introduced 2. More experience with data is required 	<p>New online courses are suggested to meet this requirements Students are advised to participate in data analysis competitions</p>
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. Syllabus is heavy for some courses 2. More job oriented courses are to be introduced 	<p>Discussed the matter with PG BoS members. New online courses are suggested to meet this requirements</p>



Seal of the Department

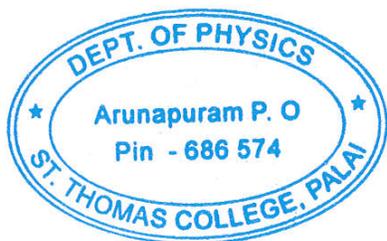

 Dr. K. M. Kumar
 Name and Signature of the HoD

Department of Physics
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018-19

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. The number of papers for IV Semester PG has to be reduced and more significance has to be given to project work. 2. Some more text books are needed for UG as their syllabus is scattered in various text books. 	<ol style="list-style-type: none"> 1. Suggestions were implemented by the University during syllabus restructuring, reducing the number of theory papers in IV sem to three. 2. Faculty members has written and published some more text books for the required papers.
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. The content of some of the PG papers like Electrodynamics, Statistical mechanics etc. has to be reduced. 	<ol style="list-style-type: none"> 1. Communicated the suggestion to the board of studies.
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Students are punctual and responsible. They performing their duties in time. 	<ol style="list-style-type: none"> 1. Appreciated.
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. Some teaching experience has to be given to the students. 	<ol style="list-style-type: none"> 1. Seminar has been a part of the curriculum, and students are encouraged to choose some relevant topics and perform the seminar regularly.
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. More assignments are needed to be given to the students related to their field of study. 	<ol style="list-style-type: none"> 1. Decided to provide relevant assignments to the students.

Seal of the Department



Name and Signature of the HoD

Dr. J. V. Vanchipuram

Department of ...CHEMISTRY...

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018- 2019

Feedback Received from Students	Action Taken
1. Need of more VET and value added courses 2. Contents of III Sem MSC Organic Chemistry course is too heavy 3. Need of more Environmentally benign chemical protocols. 4. Number of working days is not sufficient.	More courses started in the college level Discussed the matter with PG BoS members and modifications were done in the revised syllabus. Added in the III&IV Sem MSc chemistry practical courses. More special classes and extra classes during morning time were arranged.
Feedback Received from Teachers	Action Taken
1. Weekly hours for chemistry courses is not enough 2. Need for Question Bank 3. Contents of III Sem MSc Organic Chemistry course is too heavy 4. Need of more Environmentally benign chemical protocols. 5. Number of working days is not sufficient.	Discussed the matter with UG BoS members Started to implement in the University level Discussed the matter with PG BoS members and modifications were done in the revised syllabus. Added in the III&IV Sem MSc chemistry practical courses. More special classes and extra classes during morning time were arranged.
Feedback Received from Employers	Action Taken
1. Need of more Environmentally benign chemical protocols. 2. Need for more computational Chemistry topics 3. More hands on experience with sophisticated instruments	New protocols added in the syllabus of III&IV Sem MSc chemistry practical courses. Topics Introduced in the revised PG syllabus. Practical courses were designed to address this need
Feedback Received from Alumni	Action Taken
1. More laboratory experience required 2. Computational chemistry courses required 3. More job oriented courses are to be introduced	New practical courses introduced New courses introduced to meet this requirements VET, Add on and value added courses were introduced.
Feedback Received from Parents	Action Taken
1. Workload is too heavy for some courses 2. More job oriented courses are to be introduced	Made changes in the new syllabus VET, Add on and value added courses were introduced.

Seal of the Department


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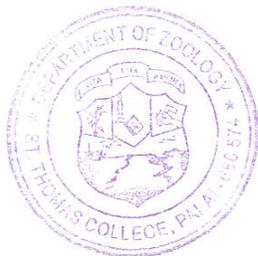
Department of Zoology
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018 -2019

Feedback Received from Students	Action Taken
1.Number of working days are not sufficient	1. More extra and special classes were arranged during morning and evening time.
Feedback Received from Teachers	Action Taken
1. Number of working days are not sufficient 2. More job oriented papers can be included in the revised syllabus 3. Can include more wet lab experiments	1. More extra and special classes were arranged during morning and evening time. 2. Discussed the matter with UG BoS members. 3. Discussed the matter with UG BoS members
Feedback Received from Employers	Action Taken
1. Good in subject knowledge but needs to improve language proficiency.	1. Decided to give an extended English speaking class. 2. Discussed the matter with UG BoS members.
Feedback Received from Alumni	Action Taken
1. Number of working days are not sufficient 2. More job oriented courses are to be included	1. More extra and special classes were arranged during morning and evening time. 2. Add on course was introduced
Feedback Received from Parents	Action Taken
1. More job oriented courses are to be included	1. An Add on course was introduced

Dr.Benny PJ

Seal of the Department



for. Name and Signature of the HoD

INTERNAL QUALITY ASSESSMENT CELL

ST.THOMAS COLLEGE, PALA

DEPARTMENT OF ECONOMICS

Action taken report from Feedback received for the year 2018-19

Feedback received from students	Action taken
<ol style="list-style-type: none">1. use of technology in learning2. avoid the problem of out of syllabus questions3. include mathematical application of theories4. timely completion of courses and issue of certificates	<ol style="list-style-type: none">1.set up smart classrooms2. decided to set up question bank at the university level3. addressed this issue to UG& PG board of studies4. raised this issue to university authority
Feedback received from Teachers	Action taken
<ol style="list-style-type: none">1. cautious in the selection of courses2. use technology to improve teaching3. need new teaching methods4. need question bank	<ol style="list-style-type: none">1. raised the issue to university syndicate2. discussed in the college council and asked for timely monitoring3. suggested for syllabus restructuring4. raised the issue to university
Feedback received from Parents	Action taken
<ol style="list-style-type: none">1. change the semester I course to some other semesters2. inadequate time under semester system3. need courses which address environmental issues and preservation of nature	<ol style="list-style-type: none">1. addressed this issues to board of studies2. arranged special classes3. new courses added in the syllabus
Feedback received from Alumni	Action taken
<ol style="list-style-type: none">1. bring courses which offer mathematical application2. avoid malpractices in question paper setting	<ol style="list-style-type: none">1. suggested to UG board of studies to revise syllabus2. Addressed this concern to university officials.
Feedback received from Employer	Action taken
<ol style="list-style-type: none">1.need employment oriented courses2. need additional skill enhancement courses	<ol style="list-style-type: none">1.Started more Add –on courses2. started skill development courses

Seal of the Department




Name and Signature of HOD

Dr. BIJU K.C.
HEAD
P.G. DEPT. OF ECONOMICS
ST. THOMAS COLLEGE
PALAI, KERALA

Department of Political Science

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018 - 2019

Feedback Received from Students	Action Taken
The course content should fulfil the need of students	Incorporated latest developments in to the discipline
Feedback Received from Teachers	Action Taken
The books prescribed / listed as reference materials should be relevant and updated	Purchased new books
Feedback Received from Employers	Action Taken
Curriculum should be effective in developing innovative thinking	Invited ideas for start-ups from interested students
Feedback Received from Alumni	Action Taken
Courses should meet contemporary requirements	Participated in socio economic survey
Feedback Received from Parents	Action Taken
Demand for more academic tasks	Instructed the students to conduct book reviews etc.

Seal of the Department

Name and Signature of the HoD

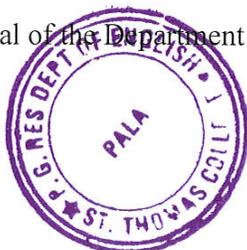
Dr. STANY THOMAS Ph. D
(Registrar & Supervisor)
Head of the Department &
Associate Professor of Political Science
St. Thomas College, Palai - 686 314

Department of English
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018 - 2019

Feedback Received from Students	Action Taken
1. Essays included in the PG semester 2 American literature paper are irrelevant.	Discussed the matter with PG BoS members
2. Common English textbook Fine tune your English lacks clarity in some areas.	Provided extra classes for students without proper background in English grammar.
3. Some of the examples in Fine tune your English are confusing.	Content explained with alternative examples.
4. Lack of content in the MA semester 2 essay Dimensions of the postmodern	Discussed the matter in Staff meeting
5. Literary theory and criticism textbook for 5 th semester students lacks content and focus	Thorough explanations were provided with the help of other textbooks
Feedback Received from Teachers	Action Taken
1. Stuart Sims essay is very lengthy and difficult to grasp for students.	Special classes were arranged.
2. Comparative literature textbook for 6 th semester UG students lacks content	Reference textbooks are provided and discussed.
3. Seminar presentations should be encouraged among the students	Seminars are being conducted in an efficient manner
Feedback Received from Employers	Action Taken
1. More encouragement needed in the field of paper presentation and participation in Seminars	Discussed the matter with PG and UGBoS members
2. Need for more student oriented programs in the syllabus.	Suggestion was discussed during the open forum.
Feedback Received from Alumni	Action Taken
1. A Value education paper should be included in the syllabus.	Suggestions submitted to BoS members.
2	
Feedback Received from Parents	Action Taken
1. Student-Teacher relationship should be enhanced.	Discussed the matter with Bos members

Seal of the Department



Rajj
Rajk. Sugandhi

Name and Signature of the HoD

Department of MALAYALAM

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018 - 2019

Feedback Received from Students	Action Taken
<ol style="list-style-type: none">1. Working days are not sufficient.2. Needed more extra-curricular activities and co-curricular3. Include Cultural & heritage site visits4. Syllabus is tough for both UG and PG	<ol style="list-style-type: none">1. Extra classes were arranged.2. Encouraged students to participate in the events organised by the institution and public3. Discussed the matter with department and implemented on February 2019 at Kerala Kalamandalam4. Discussed the matter with BoS members
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none">1. Number of working days is not sufficient.2. Syllabus is tough for both PG&UG	<ol style="list-style-type: none">1. Extra classes were arranged.2. Discussed the matter with BoS members
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none">1. Improve fluency in English language and writing skills2. Improve more certificate courses in curriculum	<ol style="list-style-type: none">1. Experts from alumina are invited to talk and suggested to hear and practice English2. Necessary directions were given to the students and discussed the matter with BoS
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none">1. Improve Library facility required2. Improve communicative skill	<ol style="list-style-type: none">1. Discussed the matter with Higher authority.2. Experts from alumina were invited to introduce new technic in communication
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none">1. More job oriented courses should be included	<ol style="list-style-type: none">1. Dept. Level discussion on Add on courses and VET, VAT certificate courses were implemented

Seal of the Department



Davis

Name and Signature of the Hood

Dr. Davis Xavier

DR. DAVIS XAVIER
Head of the Dept. of Malayalam
St. Thomas College, Pala

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Department of Hindi
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018- 2019

Feedback Received from Students	Action Taken
1. Teaching Aids and Teaching methods must be improved. 2. Need Special UGC Net Coaching in the campus at a low cost. 3. Topics related to Transgender issues should be introduced in the Syllabus 4. Number of working days are not sufficient 5. Topics related to Protection of the Ecosystem should be introduced in the Syllabus.	1. Request was given to make our classrooms ICT enabled class rooms. 2. Started special training in UGC Net coaching. 3. Discussed the matter with the P.G. Board of Studies members and included Topics related to Transgender issues in the new Syllabus 4. More special classes and extra classes were arranged during morning time. 5. Added topics like protection of the Ecosystem in the new Syllabus
Feedback Received from Teachers	Action Taken
1. Topics related to Indian culture and civilization are to be introduced 2. Heavy syllabus and workload. 3. Topics related to child psychology is to be added in the syllabus. 4. Number of working days is not sufficient 5. Need for Question Bank	1. Discussed the matter with the P.G. Board of Studies members and they have promised to include in the new syllabus. 2. Discussed the matter with the P.G. Board of Studies members and modifications were done in the revised syllabus. 3. Topics related to child psychology is added in the revised syllabus. 4. More special classes and extra classes were arranged during morning time. 5. Implemented Question Bank University level.
Feedback Received from Employers	Action Taken
1. Need more grammar oriented topics 2. Need more communicative Hindi oriented topics 3. More job oriented courses are to be introduced.	1. Promised to Included more grammar oriented topics in the new syllabus. 2. Included more communicative Hindi topics in the new syllabus. 3. Add on , VET courses were introduced.
Feedback Received from Alumni	Action Taken
1. Topics like cultural studies should be included in the syllabus. 2. Special attention to Spoken Hindi 3. More job oriented courses are to be introduced	1. Discussed the matter with the P.G. Board of Studies members 2. Classes were arranged for Spoken Hindi learning 3. Add on , VET courses were introduced.
Feedback Received from Parents	Action Taken
1. More job oriented courses are to be introduced 2. More courses on Translation Studies should be introduced. 3. irrelevant topics should be avoided from the syllabus	1. Add on , VET courses were introduced. 2. Planing to begin a PG Diploma course in Translation Studies 3. Discussed the matter with the P.G. Board of Studies members.



Anish Gyrac 

Name and Signature of the Departmental IQAC Coordinator

Department of Commerce

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018 - 2019

Feedback Received from Students	Action Taken
<ol style="list-style-type: none">1. Subjects are not enough to catch the industrial need.2. No application level practices are included in the syllabus3. Subjects related skill development activities are needed.4. Soft skills required for commercial practices are to be incorporated.5. Practical sessions in software are needed.	<ul style="list-style-type: none">• UG board members are requested to incorporate new aspects from commercial discipline in new syllabus.• Department level Skill development centre was started.• Learner centred activities are started in department level.• Group discussion and peer group discussions were arranged.• Special sessions for software skill were arranged.
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none">1. The content in the syllabus are not enough to meet the industrial need.2. Some practical sessions in industry are to be incorporated in the curriculum.3. Time allotted for the completion of syllabus is not enough.4. PG syllabus is not updated to meet the current professional requirement.5. Research promotion content should be incorporated in the PG syllabus.	<ul style="list-style-type: none">• Requested P G and UG board members they incorporated the things in the new syllabus.• Industrial visit for UG students are included in the new syllabus.• Morning and evening classes for UG and PG students were arranged at department level.• New PG syllabus is updated with many new professional content.• At least one paper presentation and methodological research works are compelled by the new revised PG syllabus.
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none">1. More practical knowledge should be imparted to the students2. Technical sessions should be organized.3. Industrial need should be satisfied.	<ul style="list-style-type: none">• Industrial oriented Special programmes were arranged in the department level.• People from the industry were met students.• Organizing the programme which helps the students to meet successful alumni form the department.
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none">1. More job oriented subjects should be included in the syllabus.2. Real life experiences in the industry should be included in the curriculum3. Number of Extracurricular activities related with subjects should be included	<ul style="list-style-type: none">• Job oriented training and industrial related sessions were arranged at department level.• Programme contains industry interaction and alumni interaction was arranged at department level.• Department fest and other extracurricular activities are organized with effective involvement of students.
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none">1. Students are not serious in their study matters.2. More work should be assigned to the students.	<ul style="list-style-type: none">• Number of assignments and case studies are given.• Personal interaction with students is encouraged.• Personal parents meeting at department level are encouraged.

Seal of the Department



Bobby Simon
Name and Signature of the HOD

Department of History
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018 - 2019

Feedback Received from Students	Action Taken
<ul style="list-style-type: none"> • Syllabus gives less scope for training/ research. • Exploration programmes should be included. • Wide and vast syllabus, hard to conceive on time. 	<ul style="list-style-type: none"> • Intimate the problems of the students to BoS members • More exploration programmes added. • Learner centred activities started for both PG and UG .
Feedback Received from Teachers	Action Taken
<ul style="list-style-type: none"> • Aims and objectives of the syllabus are not well defined. • Certain areas are not precise and specific, leads to confusion and misinterpretation. 	<ul style="list-style-type: none"> • Discussed the matter with BoS members. • Frequently contacted with subject experts for clarifications and purchased more books to library.
Feedback Received from Employers	Action Taken
<ul style="list-style-type: none"> • Awareness on the recent developments in the field is not provided. • Need to improve fluency in English language and writing skills 	<ul style="list-style-type: none"> • Orientation programs provided • Classroom discussions and extra classes for students about modern trends • Experts are invited to conduct English classes.
Feedback Received from Alumni	Action Taken
<ul style="list-style-type: none"> • Less oriented to competitive exams • Not effective in innovative thinking 	<ul style="list-style-type: none"> • Requested the PG and UG board members for syllabus change. • Add more effective skill oriented programs in the teaching learning interaction.
Feedback Received from Parents	Action Taken
<ul style="list-style-type: none"> • Students are not serious in their Studies • Encourage students for extra learning 	<ul style="list-style-type: none"> • Add more assignments and works to improve student's performance. • Personal interaction with students encouraged through mentoring and provided more library hours.

Seal of the Department



Manesh Varghese John

Name and Signature of the HoD

Manesh Varghese John

Department of Biostatistics

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018 - 2019

Feedback Received from Students	Action Taken
1. Heavy theory content may be reduced 2. A course on Research Methodology may be implemented.	Informed the University level Curriculum Committee and Board of Studies. However the University had a common curriculum structure with 5 courses during every semester followed by a project work during the 4 th semester. Quality Control & Research Methodology has been introduced as an elective course in the new syllabus.
Feedback Received from Teachers	Action Taken
1. A course on Demography and Vital statistics may be introduced for clearing UGC Test 2. Bioinformatics topics may be reduced	A course on Demography and Vital Statistics introduced during syllabus revision. Bioinformatics topics reduced and clubbed with clinical trials. Python introduced during syllabus revision..
Feedback Received from Employers	Action Taken
1. Data Science topics may be included 2. More electives may be provided.	Clinical data analysis included as a part of new syllabus. More elective groups are provided in the new syllabus.
Feedback Received from Alumni	Action Taken
1. Question Bank may be formed to avoid out of syllabus questions 2. Bioassays may be clubbed with Design of Experiments	University has started Question Bank system under the new curriculum system. Bioassays is included along with Design of Experiments.
Feedback Received from Parents	Action Taken
1. Classes may be started in June itself 2. Examinations may be conducted in time	We have informed this to the University The University had started first semester in June 2019. Examinations are conducted in the scheduled time in 2019.

Seal of the Department *



Free
Dr. K. K. Jose
Name and Signature of the HoD

Head, Dept. of Biostatistics
St. Thomas College, Palai
Kollayem DL., Kerala

Department of Applied Microbiology and Biotechnology

ST. THOMAS COLLEGE PALAI

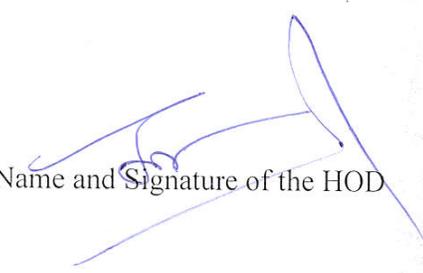
Action Taken Report on Feedback Received During 2018 - 2019

Feedback received from students	Action taken
1. Reading material and references regarding curriculum/ subject are not easily found 2. Requested time allocation for extracurricular activities	1. Purchased more reference books 2. Planned to conduct extracurricular activities once in a semester.
Feedback received from teachers	Action taken
1. Requested orientation programmes	1. Communicated with the institutional head
Feedback received from employers	Action taken
1. Curriculum should be effective in developing innovative thinking	1. Invited ideas for start-ups from interested students
Feedback received from alumni	Action taken
1. Courses should meet contemporary requirements	1. Planned to conduct awareness programmes about infectious viral diseases among school students
Feedback received from parents	Action taken
Demanded for more academic tasks	Instructed the students to carry out project proposal writing

Seal of the Department



Name and Signature of the HOD


Prot. JAMES JOSEPH
HEAD, DEPT. OF BIOTECHNOLOGY &
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PALAI - 688 574

Department of English and Communication Studies

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018 - 2019.

Feedback Received from Students	Action Taken
1. Need more extracurricular activities 2. Need more job oriented activities 3. More concentration for competitive exams	1. Fests and department cultural activities initiated 2. Extension and outreach programmes conducted 3. Competitive exam training started
Feedback Received from Teachers	Action Taken
1. Should reduce absenteeism of students 2. Need more ICT enabled classes 3. Need mental relief for students in busy curriculum schedule	1. Online attendance marking system initiated 2. ICT oriented classes arranged 3. Exertions initiated for students
Feedback Received from Employers	Action Taken
1. Industrial needs should be satisfied 2. Should be explored to industrial culture 3. Language and technical skills need to be improved	1. Industrial interactions and outdoor programmes arranged at department level 2. Industrial visits and internships made compulsory 3. special computer education classes entertained
Feedback Received from Alumni	Action Taken
1. Orientation programmes needed 2. Need more cultural events 3. Department level workshops & seminars should be organised	1. Orientation programmes initiated for 1 st year students 2. Department day organised for all students to show case their talents 3. Inter-collegiate Workshops organised in department level
Feedback Received from Parents	Action Taken
1. Need more placements 2. Should give sessions for improving moral values of students	1. Special training for placements and career development 2. Mentoring and special talks conducted to improve the morality of students



Seal of the Department


 Dr. JOY JACOB M.A., M.Phil, PhD
 Coordinator
 B.Com., B.C.A. & B.A. Co-ordinator
 English (S.T.)
 St. Thomas College, Pala

Name and Signature of the HOD

Department of Commerce(SF)

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018 - 2019.

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Subjects for enhancing competency should be include in the curriculum 2. Along with curriculum, training needed for competitive exams 3. Need certificate courses 4. Career enhancement training programmes required 	<ol style="list-style-type: none"> 1. Placements training programmes started in department levels 2. Aptitude training programmes through moodle introduced in department 3. Value added and Add on courses started
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Monthly exams required for better results. 2. More students involvement required in curricular aspects 3. Proper Academic planning required 	<ol style="list-style-type: none"> 1. Monthly exams initiated in department levels 2. Peer teaching introduced on subject related topics 3. Academic planning initiated in every semester
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Need more industrial skills and practical experience 2. Need more authorised certificate courses 	<ol style="list-style-type: none"> 1. Invited talks and classes by experienced officials from different fields arranged 2. Certificate courses in collaboration with authorised institutions initiated
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. Orientation programmes needed 2. Need more cultural events 3. Department level workshops & seminars should be organised 	<ol style="list-style-type: none"> 1. Orientation programmes initiated for 1st year students 2. Department day organised for all students to show case their talents 3. Inter-collegiate Workshops organised in department level
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. Students are not serious in study matters 2. Would like to know the academic status of students 	<ol style="list-style-type: none"> 1. Personal parents meeting at department level are initiated 2. Regular PTA's are encouraged



Seal of the Department

Name and Signature of the HoD

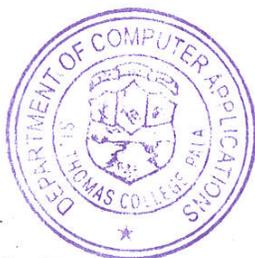
Dr. JOY JACOB, M.A.,
 Coordinator
 B.Com., B.C.A. & B.A. Comm. English (SF)
 St. Thomas College, Palai

Department of Computer Applications

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018 - 2019.

Feedback Received from Students	Action Taken
1. Need more extracurricular activities 2. Need more job oriented activities 3. More concentration for competitive exams	1. Fests and department cultural activities initiated 2. Extension and outreach programmes conducted 3. Competitive exam training started
Feedback Received from Teachers	Action Taken
1. Should reduce absenteeism of students 2. Need more ICT enabled classes 3. Need mental relief for students in busy curriculum schedule	1. Online attendance marking system initiated 2. ICT oriented classes arranged 3. Exertions initiated for students
Feedback Received from Employers	Action Taken
1. Industrial needs should be satisfied 2. Should be explored to industrial culture 3. Language and technical skills need to be improved	1. Industrial interactions and outdoor programmes arranged at department level 2. Industrial visits and internships made compulsory 3. special computer education classes entertained
Feedback Received from Alumni	Action Taken
1. Orientation programmes needed 2. Need more cultural events 3. Department level workshops & seminars should be organised	1. Orientation programmes initiated for 1 st year students 2. Department day organised for all students to show case their talents 3. Inter-collegiate Workshops organised in department level
Feedback Received from Parents	Action Taken
1. Need more placements 2. Should give sessions for improving moral values of students	1. Special training for placements and career development 2. Mentoring and special talks conducted to improve the morality of students



Seal of the Department

Dr. JOY JACOB M.A., M.Phil, PhD
Coordinator

B.Com., B.C.A. & B.A. Comm. English (S.F)

St. Thomas College Palai

Name and Signature of the HOD

Department of Vocational Education
ST. THOMAS COLLEGE PALAI
Action Taken Report on Feedback Received during 2018 - 2019

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. A special room for department library 2. Regular conduction of university examinations. 3. Revise the syllabus. 4. University question pattern may be identical to new model III system. 	The feedbacks received from students are discussed in the staff meeting with the presence of principal and officially reported to the principal's office
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Shortage of reference books related to syllabus. 2. Personality development classes for students 3. Placement training for students 	The feedbacks received from teachers are reported to the management and the principal
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Need to improve basic computer knowledge of students 2. More skill oriented courses must be included in the curriculum for better industrial performance. 3. Interested in signing MoU with institution 4. Issue the course certificate in time. 5. English speaking skills has to be improved. 	Reported to the principal and forwarded to BoS of B.Voc. Programme
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. Need to include subjects which deals with fundamentals of computer. 2. Regular conduction of university examinations. 3. Personality development classes for students 4. Placement training for students 	Discussed in the staff meeting and reported to the principal
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. Improve facilities for attracting employers to the college. 2. Regular conduction of university examinations. 3. Speedup the valuation procedure and publish the result as early as possible. 	Discussed in PTA meetings and the feedbacks are reported to the Principal and the University Vice Chancellor

Seal of the Department



Name and Signature of the HoD

M. S. JAYAPRASAD
HoD / Course Coordinator
Dept. of Voc. Education
St. Thomas College Palai

Department of Physical Education
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2018 - 2019

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Need of more VET and value added courses 2. No of Teachers for handling classes is less. 3. Contents of III Sem BSc Exercise Physiology course is too heavy. 4. Need of online courses in the new curriculum 	<p>More courses started in the college level</p> <p>Part time teachers engaged.</p> <p>Discussed the matter with UG BoS members and modifications were suggested.</p> <p>Students were encouraged to do more online courses</p>
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Need for Question Bank. 2. Course on Exercise Physiology (III Sem) is too heavy. 3. Contents of IV Sem BSC Sports Nutrition course is too heavy. 	<p>Started developing own set of question bank.</p> <p>Discussed the matter with BoS members and corrections were submitted.</p> <p>Discussed the matter with UG BoS members.</p>
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. More hands on experience with sophisticated instruments 	<p>Practical courses were designed to address this need.</p>
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. Residential facility (Hostel accommodation) may be extended to the programme students. 2. More Practical experience required 2. Sports Analytic courses required 3. More job oriented courses are to be introduced. 	<p>Informed Management.</p> <p>New practical courses introduced</p> <p>Suggestion put forward the BOS members VET, Add on and value added courses were introduced.</p>
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. Skill specific & job oriented programme, should be continued. 2. Workload is too heavy for some courses. 3. More job oriented courses are to be introduced. 	<p>In talk with the Government.</p> <p>Made changes in the new syllabus</p> <p>VET, Add on and value added courses were introduced.</p>

Seal of the Department




Name and Signature of the HoD
ASHISH JOSEPH
Assistant Professor
Dept. of Physical Education
St. Thomas College, Palai

Department-wise Action Taken Report on Feedback 2017-18

Department of MATHEMATICS,

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017- 2018

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Curriculum may be revised including new topics. 2. Need more extension activities 3. New job oriented courses may implemented 	<ol style="list-style-type: none"> 1. Discussed the topics with BOS 2. Decided to conduct several extension activities 3. VET and add on courses were introduced
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Remote access can be provided to e-Journals. 2. Group assignments and projects to be given 3. Inclusion of applied mathematics courses at UG and PG level 	<ol style="list-style-type: none"> 1. Discussed the matter with Librarian 2. Decided to conduct Group assignments and projects 3. Courses are added at UG and PG level on these areas by the University
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Group assignments and projects may be given 2. Employability skills may be improved. 3. Focus more on practical aspects. 	<ol style="list-style-type: none"> 1. Group assignments and projects were given 2. Various vocational and skill training programs were introduced 3. Students were encouraged to take up research based on application projects.
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. Involve alumni in BOS and take their Suggestions 2. Faculty-student interaction may be enhanced 3. Make the teaching more practical and interesting. 	<ol style="list-style-type: none"> 1. Discussed the topics with BOS 2. Discussed the matter in the department staff Meeting and necessary actions taken 3. Efforts are made to introduce more ICT enabled classes.
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. Additional effort should be made to teach tough topics. 2. Basic concepts should be cleared properly. 3. Case study approach may be introduced 	<ol style="list-style-type: none"> 1. Efforts are already being made to teach tough topics. 2. Efforts are already being made to clear basic topics. 3. Discussed the matter and necessary actions taken

Seal of the Department



Thankachan
 Name and Signature of the HoD
Thankachan Augustine
Head of the Dept:
MATHEMATICS
St. Thomas College, Palai

Department of Statistics
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 - 2018

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Syllabus is heavy for fourth semester MSc 2. More job oriented courses 3. Number of working days is not sufficient. 	<p>Discussed the matter with BoS members New online courses are suggested to meet this requirements Extra classes were arranged.</p>
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Syllabus is heavy for fourth semester MSc 2. Number of working days is not sufficient. 3. More job oriented courses 	<p>Discussed the matter with BoS members Extra classes were arranged. Students are advised to do online courses to meet this requirements</p>
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Need for more softwares/packages as part of course 2. More hands on experience 	<p>Discussed the matter with PG BoS members. Experts from alumina are invited to introduce different packages Discussed the matter with PG BoS members</p>
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. More job oriented courses are to be introduced 2. More experience with data is required 	<p>New online courses are suggested to meet this requirements Students are advised to participate in data analysis competitions</p>
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. Syllabus is heavy for some courses 2. More job oriented courses are to be introduced 	<p>Discussed the matter with PG BoS members. New online courses are suggested to meet this requirements</p>



Seal of the Department

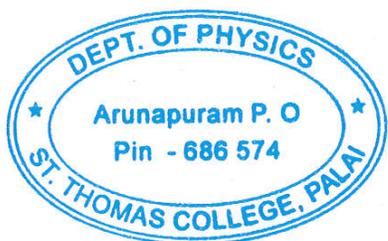

 Dr. K.M. Kurian
 Name and Signature of the HoD

Department of Physics
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017-18

Feedback Received from Students	Action Taken
<ol style="list-style-type: none">1. Some more advanced experiments are to be included in the UG syllabus2. Question bank is needed for each courses.	<ol style="list-style-type: none">1. Practical syllabus of UG has been revised incorporating more experiments.2. The suggestion was communicated to higher authorities and the University decided to prepare question bank for each courses.
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none">1. Opportunity to do the project work in some famous institutions has to be harnessed	<ol style="list-style-type: none">1. Decided to encourage students to do their project work in some institutions if they desire so.
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none">1. The students are to be familiarized with some laboratories or industry	<ol style="list-style-type: none">1. Industrial visit has been made a part of the UG syllabus during the syllabus revision.
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none">1. The practical papers has to be given specific name in accordance with the content	<ol style="list-style-type: none">1. The suggestion was discussed in syllabus revision workshop and decided to implement as such.
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none">1. More significance has to be given for problem solving.	<ol style="list-style-type: none">1. Pattern of question paper has been modified for both UG and PG giving a separate section of problems.

Seal of the Department



Name and Signature of the HoD

Dr. Isai V. Vanchiappan

Action Taken Report on Feedback Received during 20.17- 20.18

Feedback Received from Students	Action Taken
1. Contents of the Course on Methodology of Chemistry (UG level) is too heavy 2. New Course on Human Rights and Environmental studies was implemented at the cost of an important core course (V Sem BSc) 3. Contents of III Sem MSC Organic Chemistry course is too heavy 4. Number of working days is not sufficient. 5. Need of online courses in the new curriculum	Discussed the matter with BoS members and corrections were done in the revised syllabus. The important topics of this core course were included in the VI semester UG core courses. Discussed the matter with PG BoS members and modifications were suggested in the revised syllabus. More special classes and extra classes during morning time were arranged. Students were encouraged to do more online courses
Feedback Received from Teachers	Action Taken
1. Course on Methodology of Chemistry (UG level) is too heavy 2. New Course on Human Rights and Environmental studies was implemented at the cost of an important core course (V Sem BSc) 3. Contents of III Sem MSC Organic Chemistry course is too heavy 4. Number of working days is not sufficient.	Discussed the matter with BoS members and corrections were done in the revised syllabus. The important topics of this core course were included in the VI semester UG core courses. Discussed the matter with PG BoS members. More special classes and extra classes during morning time were arranged.
Feedback Received from Employers	Action Taken
1. Need for more computational Chemistry topics 2. More hands on experience with sophisticated instruments	Topics Introduced in the revised UG syllabus. Practical courses were designed to address this need
Feedback Received from Alumni	Action Taken
1. More laboratory experience required 2. Computational chemistry courses required 3. More job oriented courses are to be introduced	New practical courses introduced New courses introduced to meet this requirements VET, Add on and value added courses were introduced.
Feedback Received from Parents	Action Taken
1. Workload is too heavy for some courses 2. More job oriented courses are to be introduced	Made changes in the new syllabus VET, Add on and value added courses were introduced.

Seal of the Department


Name and Signature of the HoD
 Dr. SUNNY KURIAKOSE
 Associate Professor & Head
 Research & P.G. Dept. of Chemistry
 St. Thomas College
 Pala - 686 574, Kerala, India

Department of Botany

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received During 2017-2018

Feedback Received from Students	Action taken
<ol style="list-style-type: none"> 1. The Syllabus must be improved to be in line with global and industry needs/ employability. 2. Should provide adequate time and space for extracurricular activities. 3. Frequent Interaction with external subject experts must be arranged. 4. Classrooms/labs must be well maintained. 	<ol style="list-style-type: none"> 1. Communicated to concerned university authorities. 2. Organized several department level programs. 3. 4. Communicated to concerned people.
Feedback Received from Teachers	Action taken
<ol style="list-style-type: none"> 1. Staff tour must be arranged. 	<ol style="list-style-type: none"> 1. A two day staff tour was arranged.
Feedback Received from Employers	Action taken
<ol style="list-style-type: none"> 1. The skills to use modern technology must be enhanced. 2. The communicative skills must be improved. 	<ol style="list-style-type: none"> 1. Initiatives were taken to associate with skill development ventures of government. 2. Association with communicative English department to sharpen the speaking skills of students.
Feedback Received from Alumni	Action taken
<ol style="list-style-type: none"> 1. The college campus must be beautified to meet international standards. 	<ol style="list-style-type: none"> 1. A professional gardener was appointed, a pteridophyte garden was set up.
Feedback Received from Parents	Action taken
<ol style="list-style-type: none"> 1. Anti-drugs campaign must be organised. 	<ol style="list-style-type: none"> 1. Anti-drugs campaign was done.



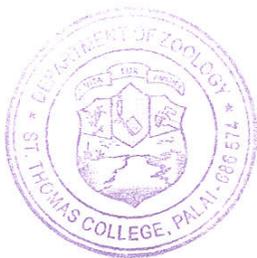
DR. JOSEY ROBERTINE
 Head of the Department of Botany
 St. Thomas College, Palai, 686 574, Kerala, India
 Ph: 0484 2232323 Fax: 0484 2232323
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Department of Zoology
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 -2018

Feedback Received from Students	Action Taken
1.Number of working days are not sufficient 2. More studies/ topics regarding local issues should be added.	1. More extra and special classes were arranged during morning and evening time. 2. Conveyed the message to the Syllabus revision workshops
Feedback Received from Teachers	Action Taken
1.Number of working days are not sufficient	1. More extra and special classes were arranged during morning and evening time.
Feedback Received from Employers	Action Taken
1.Communication skill is not up to the mark though good in theoretical knowledge	1. Students were asked to join the English speaking program in the college.
Feedback Received from Alumni	Action Taken
1. Number of working days are not sufficient 2. More co curricular activities should be conducted	1. More extra and special classes were arranged during morning and evening time. 2.Programmes like pet show, zoological exhibitions were conducted
Feedback Received from Parents	Action Taken
1.More job oriented courses are to be included	1.An add on course was introduced

Seal of the Department



Dr.Benny PJ

Name and Signature of the HoD

for.

INTERNAL QUALITY ASSESSMENT CELL

ST.THOMAS COLLEGE, PALA

DEPARTMENT OF ECONOMICS

Action taken report from Feedback received for the year 2017-18

Feedback received from students	Action taken
<ol style="list-style-type: none">1. need timely announcement of result2. access to online journals3. need fair valuation of answerscripts4. need vocational courses	<ol style="list-style-type: none">1. addressed this issue by the university2. students can now access to online journals like infibnet, shodhganga.3. university addressed this issue through strict monitoring and providing better scheme of valuation4. started new vocational courses
Feedback received from Teachers	Action taken
<ol style="list-style-type: none">1. need experiential learning2. timely completion of courses and issue of certificates3. make available E-resources in the library4. timely internal examinations	<ol style="list-style-type: none">1. raised the issue to Board of studies in the university2. Addressed the issue to university3. E-resources included in the library4. raised this issue to all teachers and examination wing
Feedback received from Parents	Action taken
<ol style="list-style-type: none">1. use of technology to teaching and learning2. need new value added courses3. enhance quality of teachers4. concern for slow learners	<ol style="list-style-type: none">1. addressed this issues to college council and management2. introduced new Value added courses3. brought to the notice of all teachers asked them to attend online courses and short term courses4. advanced mentoring system and remedial coaching
Feedback received from Alumni	Action taken
<ol style="list-style-type: none">1. need syllabus revision2. prepare syllabus which helps for competitive examinations3. smart classrooms	<ol style="list-style-type: none">1. suggested to UG board of studies to revise syllabus2. raised this issue to both UG & PG board of studies3. Suggested for smart classrooms.
Feedback received from Employer	Action taken
<ol style="list-style-type: none">1. need courses which provides job ethics2. need lifesaving skill courses	<ol style="list-style-type: none">1. Addressed this issue to both UG & PG Board of studies.2. Started more Add -on courses and vocational courses

Seal of the Department



Name and Signature of HOD


Dr. BIJU K.C.
HEAD
P.G. DEPT. OF ECONOMICS
ST. THOMAS COLLEGE
PALAI, KERALA

Department of Political Science

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 - 2018

Feedback Received from Students	Action Taken
New elective courses to be introduced	Communicated the matter to Board of Studies. New courses introduced
Feedback Received from Teachers	Action Taken
Curriculum should have good academic flexibility	The matter is referred to the university authorities
Feedback Received from Employers	Action Taken
Syllabus must be effective in developing skill oriented human resources	Encouraged students to join vocational education courses
Feedback Received from Alumni	Action Taken
The conduct of internal examinations and publication of results should be strictly according to a predetermined schedule	The matter is referred to the college authorities
Feedback Received from Parents	Action Taken
Demanded the availability of books at college store	New books made available

Seal of the Department

Department of Political Science
St. Thomas College, Palai

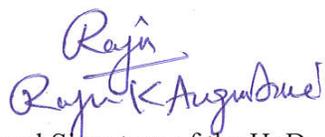

Name and Signature of the HoD
Dr. STANY THOMAS Ph. D
(Research Supervisor)
Head of the Department &
Associate Professor of Political Science
St. Thomas College, Palai - 686 574

Department of English
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 - 2018

Feedback Received from Students	Action Taken
1.No secondary sources are available for Cultural Studies: Two paradigms 2."Culture Industry Reconsidered" essay material was not available 3. The prescribed essay Post-post modernism by Jeffrey Nealon lacks clarity. 4.Include a paper on performing arts 5.Conduct field trips to places of literary significance	Discussed the matter with PG BoS members. Discussed the matter with PG BoS members. Extra information was provided with the aid of other textbooks. Discussed the matter with BoS members. Suggestions were discussed in the Open forum.
Feedback Received from Teachers	Action Taken
1. Insufficient number of working days. 2. Essays in the paper Post Modernism are Irrelevant. 3. Review the project system for PG students.	Special classes were arranged. Discussed the matter with PG BoS members. Suggestion submitted to BoS members.
Feedback Received from Employers	Action Taken
1.Provide UGC NET coaching classes	Coaching classes were conducted.
Feedback Received from Alumni	Action Taken
1.Include Study tour in every academic year	Suggestions were submitted to the BoS members.
Feedback Received from Parents	Action Taken
1.Include some courses related to personality development.	Suggestions were submitted to the BoS members.




 Name and Signature of the HoD

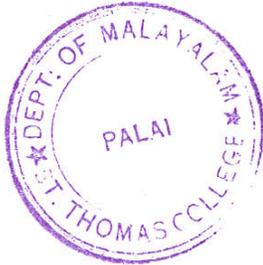
Department of MALAYALAM

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 - 2018

Feedback Received from Students	Action Taken
1. Working days are not sufficient. 2. Include more extracurricular activities and games 3. Include more site visits of Cultural and heritage site 4. Syllabus is tough for both UG and PG	1. Extra classes were arranged. 2. Encouraged students to participate in the events organised by the institution.&public 3. Discussed the matter in department and implemented in 2019 February 24 4. Discussed the matter with BoS members
Feedback Received from Teachers	Action Taken
1. Number of working days is not sufficient. 2. Syllabus is tough for both PG&UG	1. Extra classes were arranged. 2. Discussed the matter with BoS members
Feedback Received from Employers	Action Taken
1. Lack proficiency in English 2. Need more certificate courses	1. Suggested better English resources to improve English and Invited talks were conducted from experts in Alumina 2. Students were encouraged to enrol various courses
Feedback Received from Alumni	Action Taken
1. Improve Library facility 2. Improve communicative skill	1. Discussed the matter with Higher authority. 2. Experts from alumina were invited to introduce new technic in the field
Feedback Received from Parents	Action Taken
1. Discussion on job opportunities should be included	,Dept. Level discussion on Add on courses& VETcertificate courses were suggested.

Seal of the Department




Name and Signature of the Hood

Dr. Davis Xavier
DR. DAVIS XAVIER
Head of the Dept. of Malayalam
St. Thomas College, Pala

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Department of Hindi
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017- 2018

Feedback Received from Students	Action Taken
1. Counselling and career guidance classes 2. Need for conducting mock tests and interviews 3. computer based learning 4. Number of working days is not sufficient 5. Topics related to Protection of the Ecosystem should be introduced in the Syllabus	1. Insisted and reported the need for counselling and career guidance classes. 2. Conducted mock tests and interviews for the students. 3. Discussed the matter with the P.G. Board of Studies members 4. More special classes and extra classes were arranged during morning time. 5. Added topics like protection of the Ecosystem in the Syllabus
Feedback Received from Teachers	Action Taken
1. Campus must be made Eco-friendly. 2. Heavy syllabus and workload. 3. Topics related to child psychology is to be added in the syllabus. 4. Number of working days is not sufficient 5. Formative approach towards students.	1. The institution initiated serious effort to make the Campus Eco-friendly. 2. Discussed the matter with the P.G. Board of Studies members and modifications were done in the revised syllabus. 3. Topics related to child psychology is added in the revised syllabus. 4. More special classes and extra classes were arranged during morning time. 5. Special classes were given to the students to make their studies more effective and do better in the examination.
Feedback Received from Employers	Action Taken
1. The faculty should be given research oriented training 2. Suggestion for giving special training to students for better employment opportunities. 3. More job oriented courses are to be introduced.	1. Encouraged and supported to faculty to attend research oriented trainings 2. Special training was given to all students for better employment opportunities. 3. Add on , VET courses were introduced.
Feedback Received from Alumni	Action Taken
1. Topics related to Protection of the Ecosystem should be included in the syllabus. 2. Special attention to Spoken Hindi 3. More job oriented courses are to be introduced	1. Discussed the matter with the P.G. Board of Studies members. 2. Classes were arranged for Spoken Hindi learning 3. Add on , VET courses were introduced.
Feedback Received from Parents	Action Taken
1. More job oriented courses are to be introduced 2. More courses on Translation should be introduced. 3. Syllabus should be made more students friendly and relevant.	1. Add on , VET courses were introduced. 2. Planning to begin a PG Diploma course in Translation Studies 3. Discussed the matter with the P.G. Board of Studies members and promised to make changes in the new syllabus.



Anish Gyrac

Name and Signature of the Departmental IQAC Coordinator

Department of Commerce

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 - 2018

Feedback Received from Students	Action Taken
<ol style="list-style-type: none">1. Subjects are not related to real business issues2. Application level contents are very less3. Subject contents are not completed in the allotted time.4. Industrial related topics should be included in the syllabus.5. Experienced learning methodology should be included in the PG syllabus.	<ul style="list-style-type: none">• UG board members are requested to include industrial related subjects in the syllabus.• Updated commerce contents and relevant topics were taken by the faculty members in special classes.• Recent trends of all commerce fields were incorporated in the new UG syllabus by the University.• Requested to the PG board members to include industrial visit and other related experiential leaning methodology in syllabus.
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none">1. The content in the syllabus are not enough to equip the students appropriate to industry.2. Modern and updated contents should be included in the syllabus.3. Time allotted for each paper is not enough.4. PG syllabus is not updated to meet the present industrial need.5. Content should be incorporated to promote research.	<ul style="list-style-type: none">• Requested P G and UG board members they incorporated the things in the new syllabus.• Industrial visit for UG students are included in the new syllabus.• Morning and evening classes for UG and PG students were arranged at department level.• Requested to PG board members to update the PG syllabus.• Approached PG board members and research guides to make changes in the PG syllabus to encourage research.
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none">1. More practical knowledge should be imparted to the students2. Technicall sessions should be organized.3. Industrial need should be satisfied.4. Advanced techniques should be included in the syllabus.	<ul style="list-style-type: none">• Industrial oriented Special programmes were arranged in the department level.• People from the industry met students.• Organizing the programmes which help the students to meet successful alumni from the department.• VET course were started with new contents and technologies.
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none">1. More job oriented subjects should be included in the syllabus.2. Real life experiences in the industry should be included in the curriculum3. Number of Extracurricular activates related with subjects should be included	<ul style="list-style-type: none">• Job oriented training and industrial related sessions were arranged at department level.• Programme contains industry interaction and alumni interaction was arranged at department level.
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none">1. Stuedents are not serious in their study matters.2. Subjects contents are more than the student's capacity.	<ul style="list-style-type: none">• Number of assignments and case studies are given.• Personal interaction with students is encouraged.• Personal parents meeting at department level are encouraged.

Seal of the Department



Bobby Simon

Name and Signature of the HoD

Department of History

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 - 2018

Feedback Received from Students	Action Taken
<ul style="list-style-type: none">• Less number of working days.• Exploration programmes should be included..• Wide and vast syllabus, hard to conceive on time.	<ul style="list-style-type: none">• Time management has been enhanced and conducted more extra classes• Exploration activities along with extra courses has been systemically executed• Intimate the issues with BoS members. In the revised syllabus paper informatics is removed.
Feedback Received from Teachers	Action Taken
<ul style="list-style-type: none">• Course contents have less number of corresponding reference materials.• Aims and objectives of the syllabus are not well defined.• Certain areas are not precise and specific, leads to confusion and misinterpretation.	<ul style="list-style-type: none">• More reference sources made available. purchased more books to department library• Contact with subject expertise has been maintained for clarifications.• Faculties participated in various workshops to rectify the doubts.
Feedback Received from Employers	Action Taken
<ul style="list-style-type: none">• Awareness on the recent developments in the field is not provided.• Less competent• Less employability specific	<ul style="list-style-type: none">• Orientation programs provided• Initiation taken for improving competencies.• Intimate the higher authorities for revising the syllabus to meet employability.
Feedback Received from Alumni	Action Taken
<ul style="list-style-type: none">• Effective in innovative thinking• Less oriented to competitive exams	<ul style="list-style-type: none">• Effective skill oriented Programme were conducted• UGC NET coaching started
Feedback Received from Parents	Action Taken
<ul style="list-style-type: none">• Students are not serious in their studies• Difficult to qualify test like UGC NET Exams in history and other competitive exams.	<ul style="list-style-type: none">• Assignments were given to students as well as personal interaction with students encouraged.• Intimate the Higher authorities to start coaching programmes, and started coaching.

Seal of the Department



Manesh Varghese John

Name and Signature of the HoD

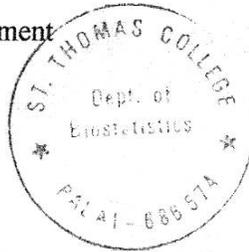
Department of Biostatistics

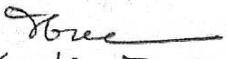
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 - 2018

Feedback Received from Students	Action Taken
Industrial experience for Clinical Trials needed	Interaction with industry employed alumni and other experts are organised
Feedback Received from Teachers	Action Taken
Internships may be provided during semester breaks	There is a minor research project during the second semester break and the major research project is done as internship at reputed institutes during the 4 th semester break.
Feedback Received from Employers	Action Taken
Workshop on Clinical Data Management may be organised.	Workshops on Current topics like Clinical trials, data analysis etc. are conducted with the help of international experts
Feedback Received from Alumni	Action Taken
Discussion on Journal articles and Publications may be introduced.	Journal club is started for discussing Journal articles and to train students for writing research papers for publication
Feedback Received from Parents	Action Taken
Distant learning may be offered	Distant learning MOOC Program offered during 2019-20

Seal of the Department




Name and Signature of the HoD

Head, Dept. of Biostatistics
St. Thomas College, Palai
Kottayam

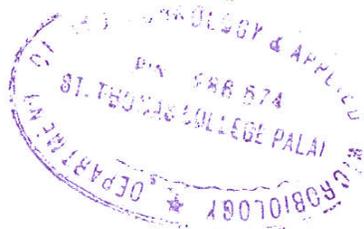
Department of Applied Microbiology and Biotechnology

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received During 2017 - 2018

Feedback received from students	Action taken
<ol style="list-style-type: none">1. Topics of JRF/NET need to be included in syllabus2. Relevant topics of statistics need to be included in syllabus	<ol style="list-style-type: none">1. JRF/NET topics were included in new syllabus2. Communicated with syllabus draft committee insisted by University
Feedback received from teachers	Action taken
<ol style="list-style-type: none">1. Basic topics from biochemistry need to be eliminated2. More precise study need to be included in Virology paper	<ol style="list-style-type: none">1. Communicated with syllabus draft committee insisted by University2. Communicated with syllabus draft committee insisted by University
Feedback received from employers	Action taken
<ol style="list-style-type: none">1. Requested improvement of leadership qualities	<ol style="list-style-type: none">1. Planned to conduct classes on leadership qualities by expert trainers
Feedback received from alumni	Action taken
<ol style="list-style-type: none">1. More practical sessions need to be included2. More lab visits and industry oriented tour to be conducted	<ol style="list-style-type: none">1. Included more practical sessions in time table2. Decided to conduct more lab visits ,and IV
Feedback received from parents	Action taken
<ol style="list-style-type: none">1. Need placement assistance2. Need to start career orientation classes	<ol style="list-style-type: none">1. Communicated with Placement cell2. Implemented career orientation classes

Seal of the Department



Name and Signature of the HOD

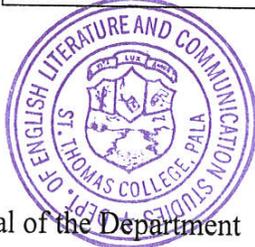
Prot JAMES JOSEPH
HEAD, DEPT. OF BIOTECHNOLOGY &
APPLIED MICROBIOLOGY
ST. THOMAS COLLEGE
Arunapattanam P. O
PALA - 588 574

Department of English and Communication Studies

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 - 2018.

Feedback Received from Students	Action Taken
1.Subjects for enhancing competency should be include in the curriculum 2. Along with curriculum, training needed for competitive exams 3.Need certificate courses 4.Career enhancement training programmes required	1.Placements training programmes started in department levels 2. Aptitude training programmes through moodle introduced in department 3. Value added and Add on courses started
Feedback Received from Teachers	Action Taken
1. Monthly exams required for better results. 2. More students involvement required in curricular aspects 3. Proper Academic planning required	1.Monthly exams initiated in department levels 2. Peer teaching introduced on subject related topics 3.Academic planning initiated in every semester
Feedback Received from Employers	Action Taken
1.Need more industrial skills and practical experience 2. Need more authorised certificate courses	1.Invited talks and classes by experienced officials from different fields arranged 2.Certificate courses in collaboration with authorised institutions initiated
Feedback Received from Alumni	Action Taken
1.Placement training should be added in curriculum 2.Certificate courses should be implemented 3. Regular exams should be conducted after each module	1.Placement training programmes initiated in department level 2. Valued added and Add on programmes started 3.Exams after each module organised in department level
Feedback Received from Parents	Action Taken
1. Students are not serious in study matters 2.Would like to know the academic status of students	1. Personal parents meeting at department level are initiated 2.Regular PTA's are encouraged



Seal of the Department


 Dr. JOY JACOB, M.A., M.F.,
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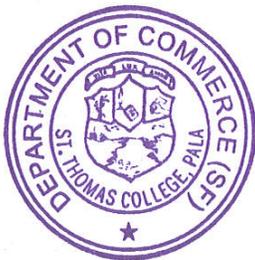
Name and Signature of the HoD

Department of Commerce(SF)

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 - 2018.

Feedback Received from Students	Action Taken
1. Need more extracurricular activities 2. Need more job oriented activities 3. More concentration for competitive exams	1. Fests and department cultural activities initiated 2. Extension and outreach programmes conducted 3. Competitive exam training started
Feedback Received from Teachers	Action Taken
1. Should reduce absenteeism of students 2. Need more ICT enabled classes 3. Need mental relief for students in busy curriculum schedule	1. Online attendance marking system initiated 2. ICT oriented classes arranged 3. Exertions initiated for students
Feedback Received from Employers	Action Taken
1. Industrial needs should be satisfied 2. Should be explored to industrial culture 3. Language and technical skills need to be improved	1. Industrial interactions and outdoor programmes arranged at department level 2. Industrial visits and internships made compulsory 3. special computer education classes entertained
Feedback Received from Alumni	Action Taken
1. Placement training should be added in curriculum 2. Certificate courses should be implemented 3. Regular exams should be conducted after each module	1. Placement training programmes initiated in department level 2. Valued added and Add on programmes started 3. Exams after each module organised in department level
Feedback Received from Parents	Action Taken
1. Need more placements 2. Should give sessions for improving moral values of students	1. Special training for placements and career development 2. Mentoring and special talks conducted to improve the morality of students



Seal of the Department

Dr. JOY JACOB M.A., M.Phil, PhD
 Coordinator
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 St. Thomas College, Palai

Name and Signature of the HOD

Department of Computer Applications

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 - 2018.

<p>Feedback Received from Students</p> <ol style="list-style-type: none"> 1. Subjects for enhancing competency should be include in the curriculum 2. Along with curriculum, training needed for competitive exams 3. Need certificate courses 4. Career enhancement training programmes required 	<p>Action Taken</p> <ol style="list-style-type: none"> 1. Placements training programmes started in department levels 2. Aptitude training programmes through moodle introduced in department 3. Value added and Add on courses started
<p>Feedback Received from Teachers</p> <ol style="list-style-type: none"> 1. Monthly exams required for better results. 2. More students involvement required in curricular aspects 3. Proper Academic planning required 	<p>Action Taken</p> <ol style="list-style-type: none"> 1. Monthly exams initiated in department levels 2. Peer teaching introduced on subject related topics 3. Academic planning initiated in every semester
<p>Feedback Received from Employers</p> <ol style="list-style-type: none"> 1. Need more industrial skills and practical experience 2. Need more authorised certificate courses 	<p>Action Taken</p> <ol style="list-style-type: none"> 1. Invited talks and classes by experienced officials from different fields arranged 2. Certificate courses in collaboration with authorised institutions initiated
<p>Feedback Received from Alumni</p> <ol style="list-style-type: none"> 1. Placement training should be added in curriculum 2. Certificate courses should be implemented 3. Regular exams should be conducted after each module 	<p>Action Taken</p> <ol style="list-style-type: none"> 1. Placement training programmes initiated in department level 2. Valued added and Add on programmes started 3. Exams after each module organised in department level
<p>Feedback Received from Parents</p> <ol style="list-style-type: none"> 1. Students are not serious in study matters 2. Would like to know the academic status of students 	<p>Action Taken</p> <ol style="list-style-type: none"> 1. Personal parents meeting at department level are initiated 2. Regular PTA's are encouraged



Seal of the Department


 Name and Signature of the HoD
 Coordinator
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 St. Thomas College, Palai

Department of Vocational Education

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 - 2018

Feedback Received from Students	Action Taken
<ol style="list-style-type: none">1. A special room for department library with reference books as per syllabus2. Regular conduction of university examinations for better continuity.3. Higher studies facilities may improve	The feedbacks received from students are discussed in the staff meeting with the presence of principal and officially reported to the principal's office
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none">1. Arrange combined valuation camp2. Personality development classes for students3. Placement training for students.4. Spacious rooms required for improve lab facilities	The feedbacks received from teachers are reported to the management and the principal
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none">1. Interested in signing MoU with institution2. Issue the course certificate in time.3. More skill oriented courses must be included in the curriculum for better industrial performance.4. English speaking skills has to be improved.	Discussed in staff meeting Reported to the principal and forwarded to BoS of B.Voc. Programme
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none">1 Exams and results are to be declared in time2. Regular conduction of university examinations.3. Personality development classes for students4. Placement training for students	Discussed in the staff meeting and reported to the principal
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none">1. Improve facilities for attracting employers to the college.2. Regular conduction of university examinations.3. Speedup the valuation procedure and publish the result as early as possible.	Discussed in PTA meetings and the feedbacks are reported to the Principal and the University Vice Chancellor

Seal of the Department



Name and Signature of the HoD

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Dept. of Voc. Education
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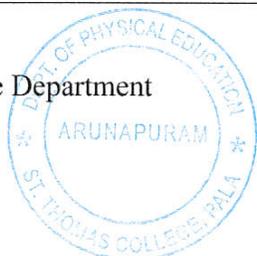
Department of Physical Education

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2017 – 2018

Feedback Received from Students	Action Taken
1. No of Teachers for handling classes is less. 2. Contents of II Sem BSc Anatomy Physiology course is too heavy. 3. Need of online courses in the new curriculum	More part time teachers engaged. Discussed the matter with UG BoS members and modifications were suggested. Students were encouraged to do more online courses
Feedback Received from Teachers	Action Taken
1. Need for more practical sessions. 2. Course on Exercise Physiology (III Sem) is too heavy. 3. 3. Contents of IV Sem BSC Sports Nutrition course is too heavy.	Started more practical sessions Discussed the matter with BoS members and corrections were submitted. Discussed the matter with UG BoS members.
Feedback Received from Employers	Action Taken
1. No feedback received from Employers	Tried to contact few employers but they did not respond
Feedback Received from Alumni	Action Taken
1. Residential facility (Hostel accommodation) may be extended to the programme students. 2. More Practical experience required 3. Sports Analytic courses required 4. More job oriented courses are to be introduced.	Informed Management. New practical courses introduced Suggestion put forward the BOS members VET, Add on and value added courses were introduced
Feedback Received from Parents	Action Taken
1. Should have more faculty members. 2. Workload is too heavy for some courses. 3. More job oriented courses are to be introduced.	Since UGC aid is only upto 2018, need to look for financial commitments. Made changes in the new syllabus VET, Add on and value added were designed.

Seal of the Department



Name and Signature of the HoD

ASHISH JOSEPH
Assistant Professor
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Department-wise Action Taken Report on Feedback 2016-17

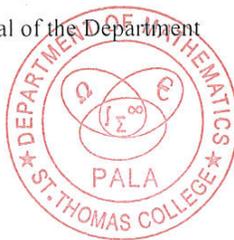
Department of MATHEMATICS

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 20.16 - 20.17

Feedback Received from Students	Action Taken
1. A course on the history of Mathematics also to be included in the UG curriculum. 2. Syllabus is heavy for the course on Advanced Topology at PG level 3. Not having sufficient time to do the project work for UG students.	1. Such a change is suggested to appear in the next revision of syllabus. 2. This request is noted and suggested for necessary changes. 3. Topics are suggested well in advance and students are encouraged to work on that early.
Feedback Received from Teachers	Action Taken
1. Work load is heavy for 'Basic' and 'Advanced' Topology courses at PG level 2. Revision of the courses 'Differential Geometry' and 'Number Theory' at PG level 3. Inclusion of one document preparation course to be included at the UG level.	1. Discussed the matter with BoS members and such changes are suggested in the syllabus. 2. Such changes are requested to the concerned BoS. 3. A course in 'Latex' is suggested to be included in the syllabus.
Feedback Received from Employers	Action Taken
2. Computer application courses also to be included in the UG curriculum. 3. Project work at the end of programme must include a case study also.	1. Such a change is requested to the concerned BoS and received positive response to it. 2. Students are encouraged to act accordingly as far as possible.
Feedback Received from Alumni	Action Taken
1. Learning mathematics should be more enjoyable. 2. The UG syllabus should be framed as it is a bridge between Plus two and PG 3. Students must be introduced to the industry requirements and job opportunities early in the UG period of study	1. Teachers are advised to work on this idea. 2. Revision of syllabus is suggested in accordance with this idea of thought. 3. Students are advised to participate in placement drives conducted in the nearby colleges and also awareness on these facts are provided in the classrooms by respective teachers
Feedback Received from Parents	Action Taken
1. Development of soft skills should also be a part of curriculum 2. Syllabus to be revised once in three years according to the need of opportunities 3. Courses that improve numerical ability also must include in the curriculum	1. Class teachers and mentors are advised to help students improve such skills. 2. Discussed the matter with BoS members and University is keen on making such changes in the syllabus 3. Class teachers and mentors are advised to collect materials on this and provided it with the students.

Seal of the Department



Thankachan
 Name and Signature of the HoD
Thankachan Augustine
Head of the Dept
MATHEMATICS
St. Thomas College, Palai

Department of Statistics
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016 - 2017

Feedback Received from Students	Action Taken
1. Online courses to be introduced 2. Number of working days is not sufficient 3. Syllabus is heavy for fourth semester MSc 4. More hands on experience	Discussed the matter in the staff meeting and students are encouraged to join Extra classes were arranged. Discussed the matter with BoS members Advised to use lab in the morning and evening
Feedback Received from Teachers	Action Taken
1. Working days is not sufficient 2. Online courses to be introduced 3. Workload is heavy for fourth semester MSc	Extra classes were arranged. Discussed the matter in the staff meeting and students are encouraged to join Discussed the matter with PG BoS members
Feedback Received from Employers	Action Taken
1. Need for more software/packages as part of course 2. More hands on experience	Discussed the matter with PG BoS members. Experts from alumina are invited to introduce different packages Discussed the matter with PG BoS members
Feedback Received from Alumni	Action Taken
1. More laboratory experience required 2. More job oriented courses are to be introduced	Advised students to use lab in the morning and evening New online courses are suggested to meet this requirements
Feedback Received from Parents	Action Taken
1. Syllabus is heavy for some courses 2. More job oriented courses are to be introduced	Discussed the matter with PG BoS members. New online courses are suggested to meet this requirements



Seal of the Department

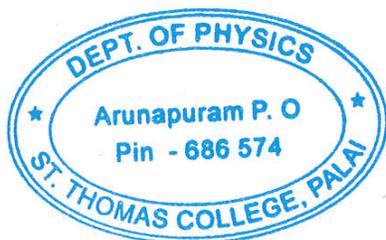
K. M. K...
Dr. K. M. K...
Name and Signature of the HoD

Department of Physics
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016-17

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Shifting the course on "Electrodynamics and Electricity" from fourth semester UG to the fifth semester. 2. Need of including a paper on basic physics applicable in everyday life in the syllabus 	<ol style="list-style-type: none"> 1. The matter was reported to the board of studies. During the syllabus restructuring, the suggestion was implemented. 2. Included a paper "physics in everyday life" as open course during the syllabus revision.
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. More time is needed for some courses. 2. Astrophysics has to be included in some part of the core UG syllabus. 	<ol style="list-style-type: none"> 1. It is decided to conduct Special classes during the mornings for those courses. 2. Implemented during the syllabus revision
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Computer skills of the students are to be improved. 	<ol style="list-style-type: none"> 1. Value added courses are started for making the students experts in computer technology.
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. Some career prospects in Physics are to be familiarized. 	<ol style="list-style-type: none"> 1. The teachers decided to make the students aware of the career prospects in the subject.
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. Some more campus recruitment drives has to be conducted. 	<ol style="list-style-type: none"> 1. Activities of Career and placement cell was strengthened and students were given some training as well as encouraged to participate in placement drives.

Seal of the Department



Name and Signature of the HoD

Dr. J. V. Vanchingonnel

Action Taken Report on Feedback Received during 20.16- 20.17

Feedback Received from Students	Action Taken
1. MOOCs courses to be introduced 2. Number of working days is not sufficient 3. Contents of the Course on Methodology of Chemistry (UG level) is too heavy 4. Contents of III Sem MSC Organic Chemistry course is too heavy 5. Need of more Environmentally benign chemical protocols.	Discussed the matter in the staff meeting and with the Principal More special classes and extra classes during morning time were arranged. Discussed the matter with BoS members and corrections were suggested. Discussed the matter with PG BoS members and modifications were suggested Suggested to be added in the III&IV Sem MSC chemistry practical courses.
Feedback Received from Teachers	Action Taken
1. Number of working days is not sufficient 2. Contents of the Course on Methodology of Chemistry (UG level) is too heavy 3. Contents of III Sem MSc Organic Chemistry course is too heavy 4. Need of more Environmentally benign chemical protocols.	More special classes and extra classes during morning time were arranged. Discussed the matter with BoS members and corrections were suggested. Discussed the matter with PG BoS members and modifications were suggested Suggested to be added in the III&IV Sem MSc chemistry practical courses.
Feedback Received from Employers	Action Taken
1. Need for more computational Chemistry topics 3. More hands on experience with sophisticated instruments	Suggestions submitted Practical courses were designed to address this need
Feedback Received from Alumni	Action Taken
1. More laboratory experience required 2. Computational chemistry courses required 3. More job oriented courses are to be introduced	New practical courses introduced New courses introduced to meet this requirements VET, Add on and value added courses were introduced.
Feedback Received from Parents	Action Taken
1. Workload is too heavy for some courses 2. More job oriented courses are to be introduced	Suggestions submitted VET, Add on and value added courses were introduced.

Seal of the Department

Name and Signature of the HoD


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Department of Botany

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received During 2016-2017

Feedback Received from Students	Action taken
<ol style="list-style-type: none"> 1. The department must initiate a recruitment drive specifically for the Botany students. 2. Interests outside academics must be encouraged. 	<ol style="list-style-type: none"> 1. Background preparations are done to study the feasibility of such a subject specific recruitment drive. 2. Students are encouraged to take part in various arts and science fests and competitions and events all over India.
Feedback Received from Teachers	Action taken
<ol style="list-style-type: none"> 1. The syllabi can be improved further to be at par with international standards. 2. Correlation between the content of the syllabi and time schedule must be improved. 3. The ambiance of the College for effective delivery of the syllabus can be enhanced to meet excellence. 	<ol style="list-style-type: none"> 1. Communicated to teachers who are in the board of studies. 2. Communicated to the concerned authority. 3. The department allows the students to suggest and make changes in their classrooms according to their artistic skills.
Feedback Received from Employers	Action taken
<ol style="list-style-type: none"> 1. The soft skills of the wards can be enhanced. 2. The English language proficiency needs to be polished. 3. Job oriented approach can be adopted in the curriculum. 	<ol style="list-style-type: none"> 1. Soft skill development seminars were organized. 2. English training and tutorials are arranged with the help of teachers who are able in the respective area. 3. Communicated to the concerned teachers.
Feedback Received from Alumni	Action taken
<ol style="list-style-type: none"> 1. Better communication with teachers must be ensured. 2. Extra-curricular activities must be promoted. 	<ol style="list-style-type: none"> 1. Teachers are instructed to spend time to talk with and understand the needs of students. 2. More programs were organized by the department within the available time schedule.
Feedback Received from Parents	Action taken
<ol style="list-style-type: none"> 1. Remedial classes for weak students must be arranged. 	<ol style="list-style-type: none"> 1. Remedial classes are effectively undertaken by all the teachers.




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Department of Zoology
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016 -2017

Feedback Received from Students	Action Taken
1. As a Zoology student, more information on local organisms are needed. 2. More Application oriented courses should be offered.	1. Addition of local specimen in the practicals, conveyed the demand to the UG BOS. 2. Discussed the matter with UG BoS members and modifications were done in the revised syllabus
Feedback Received from Teachers	Action Taken
1. More advanced topics along with classical ones can be included 2. Number of working days are not sufficient	1. Discussed the matter with UG BoS members and modifications were done in the revised syllabus 2. More extra and special classes were arranged during morning and evening time.
Feedback Received from Employers	Action Taken
1. Good theoretical knowledge but need to improve communication skills.	1. Special coaching for language proficiency was designed.
Feedback Received from Alumni	Action Taken
1. More laboratory experience required 2. More co curricular activities should be conducted	1. New practicals were included 2. Programmes like zoofest, quiz competitions were conducted
Feedback Received from Parents	Action Taken
1. More Job oriented courses should be added	1. Made changes in the new syllabus

Dr. Benny PJ

Name and Signature of the HoD

Seal of the Department



for

INTERNAL QUALITY ASSESSMENT CELL

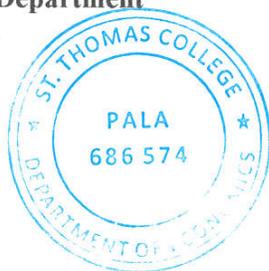
ST.THOMAS COLLEGE, PALA

DEPARTMENT OF ECONOMICS

Action taken report from Feedback received for the year 2016-17

Feedback received from students	Action taken
1. avoid questions from out of syllabus 2. need question bank 3. ensure timely completion of syllabus 4. fair and transparent valuation	1. addressed this issue to university question paper setting wing 2. addressed to controller of examinations 3. addressed this issue to the teachers 4. raised this issue to university authority
Feedback received from Teachers	Action taken
1. need courses on human rights 2. arrange timely publication of results 3. need syllabus revision	1. suggested to Board of studies 2.raised the issue to university syndicate 3. suggested for syllabus restructuring
Feedback received from Parents	Action taken
1. timely publication of result 2. need regular PTA 3. need job oriented courses	1. addressed this issues to university 2. arranged special PTA 3. started add-on and value added courses
Feedback received from Alumni	Action taken
1. need a question bank system 2. avoid malpractices in question paper setting	1. suggested to board of studies to set up question bank 2. Addressed this concern to university officials.
Feedback received from Employer	Action taken
1.need courses to increase employability 2. need communication skill enhancement courses 3. regular career orientation class	1.suggested to syllabus restructuring committee 2. commenced add on courses 3. set up placement cell at the college level

Seal of the Department




Name and Signature of HOD

Dr. BIJU K.C.
HEAD
P.G. DEPT. OF ECONOMICS
ST. THOMAS COLLEGE
PALAI, KERALA

Department of Political Science

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016 - 2017

Feedback Received from Students	Action Taken
There is a need to include skill based content in current syllabus	Communicated to the Board of Studies
Feedback Received from Teachers	Action Taken
There is a need of review of the syllabus	Revision of the syllabus of the undergraduate course
Feedback Received from Employers	Action Taken
Curriculum is effective for development of communication skills	Encouraged club activities
Feedback Received from Alumni	Action Taken
The curriculum should be relevant to the job opportunities and the future aspirations	Curriculum is under continuous revision
Feedback Received from Parents	Action Taken
Uniform to be introduced in all programmes	Communicated to the college authorities

Department of Political Science
ST. THOMAS COLLEGE PALAI

Seal of the Department



Name and Signature of the HoD

Dr. S. Anand, M.A., Ph.D.

(Research Supervisor)

Head of the Department &

Associate Professor of Political Science

St. Thomas College, Palai - 686 574

Department of English
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016 - 2017

Feedback Received from Students	Action Taken
1. Introduction to Literature textbook for semester two students lacks focus. 2. Review internal mark system 3. Lack of a proper textbook for semester four linguistics paper 4. Encourage the use of Language Lab 5. The textbook 'Shakespeare across culture' wasn't available.	Discussed the matter with UG BoS members. Issue discussed during Open house proceedings Discussed the matter with UG BoS members. More time has been devoted for the use of Language lab Printed notes were arranged.
Feedback Received from Teachers	Action Taken
1. Review Internal mark system 2. Getting the textbooks on time 3. American Literature essays are repetitive. 4. Include popular works in the syllabus.	Suggestion was submitted to BoS members. Notified the university about the laxity in distributing textbook Discussed the matter with PG BoS members. Suggestions were submitted to BoS members.
Feedback Received from Employers	Action Taken
1. Start an effective grievance redressal mechanism for the department 2	An email id has been entirely devoted for addressing the grievance of students
Feedback Received from Alumni	Action Taken
1. Inter collegiate competitions must be organised	Special care had been taken for conducting inter college competitions
Feedback Received from Parents	Action Taken
1. Enhance teacher-student interaction 2. 3.	Mentor -Mentee program was introduced

Seal of the Department



Raja
Rajni K. Arjunan

Name and Signature of the HoD

Department of MALAYALAM

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016 - 2017

Feedback Received from Students	Action Taken
<ol style="list-style-type: none">1. Working days are not sufficient.2. Include more extracurricular activities3. Needed more site visits of Cultural importance4. Syllabus is tough for sixth semester for UG and all Semester to PG	<ol style="list-style-type: none">1. Extra classes were arranged.2. Encouraged students to participate in the events organised by the institution.3. Discussed the matter in department Staff Meeting4. Discussed the matter with BoS members
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none">1. Number of working days is not sufficient.2. Syllabus is tough for both PG&UG	<ol style="list-style-type: none">1. Extra classes were arranged.2. Discussed the matter with BoS members
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none">1. Lack of Communicative Skill and Fluency in English2. Need of more certificate courses	<ol style="list-style-type: none">1. Invited to talks from Alumina regarding the matter were conducted2. Necessary directions were given to the students
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none">1. Improve Library facility required2. Improve communicative skill	<ol style="list-style-type: none">1. Discussed the matter with Higher authority.2. Experts from alumina were invited to introduce new technics in communication
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none">1. Discussion on job opportunities should included	<ol style="list-style-type: none">1. Discussed the matter in department level.

Seal of the Department



Davis
Name and Signature of the Hood

Dr. Davis Xavier

DR. DAVIS XAVIER
Head of the Dept. of Malayalam
St. Thomas College, Pala

[Type text]

Department of Hindi
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016- 2017

Feedback Received from Students	Action Taken
1. Faculty Student Interaction should be enhanced 2. Need Special UGC Net Coaching in the campus at a low cost. 3. computer based learning 4. Number of working days is not sufficient 5. Training for how to effectively prepare for interview and other competitive examinations.	1. Learning Management System through interactive enhanced . 2. Started special training in UGC Net coaching. 3. ICT enables classes started by the faculty. 4. More special classes and extra classes were arranged during morning time. 5. Training was given to all students for how to effectively prepare for interview and other competitive examinations .
Feedback Received from Teachers	Action Taken
1. Topics related to Gender studies are to be introduced 2. Heavy syllabus and workload. 3. Topics related to child psychology is to be added in the syllabus. 4. Number of working days is not sufficient 5. Teachers should be given more freedom and should have faith in their deeds and abilities.	1. Discussed the matter with the P.G. Board of Studies members and they have promised to include in the new syllabus. 2. Discussed the matter with the P.G. Board of Studies members and modifications were done in the revised syllabus. 3. Topics related to child psychology is added in the revised syllabus. 4. More special classes and extra classes were arranged during morning time. 5. Reported and given the suggestion to the college management.
Feedback Received from Employers	Action Taken
1. Need more grammar oriented topics 2. Need more Grammar oriented topics 3. More job oriented courses are to be introduced	1. Promised to Included more grammar oriented topics in the new syllabus. 2. Included more Grammar oriented topics in the new syllabus. 3. Add on , VET courses were introduced.
Feedback Received from Alumni	Action Taken
1. The Alumni suggested that special focus on improving communication skills, personality development, self-motivation and confidence and good mentoring should be given to all students. 2. Special attention to Spoken Hindi 3. More job oriented courses are to be introduced.	1. Classes were arranged on improving communication skills, personality development, self-motivation and confidence and good mentoring of all students. 2. Classes were arranged for Spoken Hindi learning 3. Add on , VET courses were introduced.
Feedback Received from Parents	Action Taken
1. More job oriented courses are to be introduced 2. More courses on Translation should be introduced. 3. Library hours should be increased , so that the students may get more time for self studies.	1. Add on , VET courses were introduced. 2. Planning to begin a PG Diploma course in Translation Studies 3. Discussed the matter with the college management and implement it as early as possible.



Anish Gyan

Name and Signature of the Departmental IQAC Coordinator

Department of Commerce

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016 - 2017

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Application level contents are very less 2. Industrial related topics should be included in the syllabus. 3. Lower exposure to different levels of competition 4. Need for professional orientation 	<ul style="list-style-type: none"> • Teachers decided to give more emphasis to practical based assignments. • The lectures were redesigned to include industry orientation • Students were given chances to attend different intercollegiate management fests • Students were encouraged to join for professional courses like CA, CMA, etc. during their study period itself.
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Even though, being a research centre, no much awareness about PhD regulations of the university was persisting 2. Lower social orientation to students 3. Fresher students are not easily absorbing the academic culture in the department 4. Time allotment for each course was insufficient 	<ul style="list-style-type: none"> • Details of PhD Regulations and practices in the university were collected and distributed among all teachers and research scholars • Social orientation were given to students under the auspicious of Centre for Academic Social Responsibility (CASR) • Designed induction programmes for I DC and I PG students, during their first days in the department • Special classes were arranged for timely proper completion of syllabus
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Lack of practical orientation in the syllabus 2. Lack of industry orientation 3. Low level of communication skills for students 4. Lower industry preparedness 	<ul style="list-style-type: none"> • Assignments to students were redesigned in such a way that they meet practitioners or professionals before they submit assignment reports • Industry visits were arranged for different classes • Communication skills were imparted through constant trainings • Group Discussion and Personal Interview training were given to students
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. Job orientation should be part of the subjects in the syllabus. 2. Exposure to real industrial life experiences should be part of the curriculum 3. Need for increased co-curricular and extracurricular activities related with courses of study 	<ul style="list-style-type: none"> • Subjects were introduced to students with its applicability to jobs in the industry • Industry experts and successful alumni of the department were invited to interact with students • ComArena, ComAvid and ComNox were redesigned to suit the industry needs of the current time
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. Students are not of much environmental concerns 2. Increased and uncontrollable use of mobile phones by students 3. Lack of seriousness in the study 4. Lack of effective time management by students 	<ul style="list-style-type: none"> • Awareness were given to students with special emphasis on need of environmental protection • Class teachers imparted special talks on the drawback of use of mobile phones • Students were given personal counselling by the class teachers and those who were in need of extra attention and care were sent for counselling with clinical psychologists and other practitioners • Number of assignments were increased

Seal of the Department



Bobby Simon
Name and Signature of the HOD

Department of History
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016 - 2017

Feedback Received from Students	Action Taken
<ul style="list-style-type: none"> • The syllabus should improve the ability to formulate and analyse problems. • The examinations and assignments should be graded fairly. • Difficult to get the ideas of the subject properly. • Less number of invited talks and seminars 	<ul style="list-style-type: none"> • Reported the problems of the students to BoS members. • Ensures the transparency in evaluation process. • Give more chances to contact with subject experts. • Plans for the programmes in consideration
Feedback Received from Teachers	Action Taken
<ul style="list-style-type: none"> • The objectives were not well defined • Absence of core contents from the syllabus will directly lead to the weakness of knowledge in the respective area. 	<ul style="list-style-type: none"> • Recommendations have been made for the up-gradation of the syllabus • Discuss the matter with BoS members.
Feedback Received from Employers	Action Taken
<ul style="list-style-type: none"> • Less employability specific. • Less orientation offered regarding employability. 	<ul style="list-style-type: none"> • More training programmes were added. • Initiation taken for orientation.
Feedback Received from Alumni	Action Taken
<ul style="list-style-type: none"> • Less number of working days • Add more field visits and study tours. 	<ul style="list-style-type: none"> • Extra classes were arranged. • More field visits and study tours were included
Feedback Received from Parents	Action Taken
<ul style="list-style-type: none"> • Lack of coaching programmes for competitive exams. • Counselling and mentoring programmes helped the students for their all- round development. 	<ul style="list-style-type: none"> • Steps were taken for the commencement of UGC NET coaching programme. • .Continued the counselling and the mentoring programme .

Manesh Varghese John

Name and Signature of the HoD

Seal of the Department



Department of Biostatistics

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016 - 2017

Feedback Received from Students	Action Taken
One full course on SAS Programming may be given	Informed the University level Curriculum Committee and Board of Studies. However the University had a common curriculum structure with 5 courses during every semester followed by a project work during the 4 th semester. International conferences and workshops are organised at the college level.
Feedback Received from Teachers	Action Taken
A course on Python may be introduced	More training workshops are arranged at the college level.
Feedback Received from Employers	Action Taken
Data Science topics may be included	Clinical data analysis included as a part of new syllabus.
Feedback Received from Alumni	Action Taken
Workshops on Current topics on research may be introduced.	Interaction with industry employed alumni and other experts are organised at college level.
Feedback Received from Parents	Action Taken
Certificate/ Diploma programme may be included Distant learning and MOOC programmes may be offered	Diploma and Certificates on R, SPSS, Python, SAS etc. have been started at college level. Distant learning MOOC Program offered during 2019-20

Seal of the Department



Jose
Dr. K. K. Jose
Name and Signature of the HoD

Head, Dept. of Biostatistics
St. Thomas College, Pala
Kottayam Dt., Kerala

Department of Applied Microbiology and Biotechnology

ST. THOMAS COLLEGE PALAI

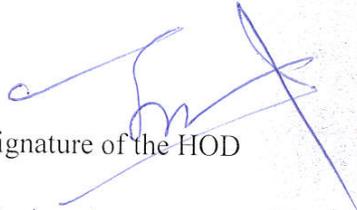
Action Taken Report on Feedback Received During 2016 - 2017

Feedback received from students	Action taken
1. Requested more books in department library 2. Requested fieldwork studies in agricultural microbiology	1. More books were added in dept. library 2. Informed syllabus draft committee
Feedback received from teachers	Action taken
1. Requested redistribution of work load 2. Requested faculty enrichment programmes	1. Workload redistributed 2. Communicated to head of the institution
Feedback received from employers	Action taken
1. Requested of certificate programme for industrial licence	1. HACCP certificate course was conducted
Feedback received from alumni	Action taken
1. Requested for department level alumni association family meet 2. Requested video conference seminar hall	1. Starting data collection for the alumni family meet 2. Communicated with management
Feedback received from parents	Action taken
1. Requested for terminal PTA meeting 2. Requested language class	1. Decided to conduct situational meetings in addition to annual meeting 2. Students were directed to attend language class conducted by the college

Seal of the Department



Name and Signature of the HOD


PROF. JAMES JOSEPH
HEAD, DEPT. OF BIOTECHNOLOGY &
APPLIED MICROBIOLOGY
ST. THOMAS COLLEGE
Arunapuram P. O
PALAI - 686 574

Department of English and Communication Studies

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016 - 2017.

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> Lack of recognition for curricular achievements Inclusion of more outdoor training as part of the syllabus Less oriented to competitive exams 	<ol style="list-style-type: none"> Merit day organized in department level Extension and outreach programmes conducted Competitive exam training started
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> Should develop research attitude of students. Practical sessions in software are needed More Job oriented subjects should be included in syllabus 	<ol style="list-style-type: none"> Research oriented projects are assigned to final year students Special sessions for software skills were arranged Job oriented trainings arranged in department level
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> Industrial needs should be satisfied Should be explored to industrial culture 	<ol style="list-style-type: none"> Industrial interactions and outdoor programmes arranged at department level Industrial visits and internships made compulsory
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> Department fest should be organised More practical oriented subjects should be incorporated in the syllabus Industrial aspects should be added in syllabus 	<ol style="list-style-type: none"> Fest initiated in department level Syllabus revised by university with more practical aspects
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> Number of Extracurricular activities related with subjects should be included Should give sessions for improving moral values of students 	<ol style="list-style-type: none"> Department fests and other extracurricular activities are organized Mentoring and special talks conducted to improve the morality of students



Seal of the Department


 Dr. JOY JACOB M.A. M.Phil.
 Name and Signature of the HOD
 B.Com., B.C.A. & B.A. Comm. English (S.F)
 St. Thomas College, Pala

Department of Commerce(SF)

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016 - 2017.

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Subjects for enhancing competency should be include in the curriculum 2. Along with curriculum, training needed for competitive exams 3. Need certificate courses 4. Career enhancement training programmes required 	<ol style="list-style-type: none"> 1. Placements training programmes started in department levels 2. Aptitude training programmes through moodle introduced in department 3. Value added and Add on courses started
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Monthly exams required for better results. 2. More students involvement required in curricular aspects 3. Proper Academic planning required 	<ol style="list-style-type: none"> 1. Monthly exams initiated in department levels 2. Peer teaching introduced on subject related topics 3. Academic planning initiated in every semester
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Need more industrial skills and practical experience 2. Need more authorised certificate courses 	<ol style="list-style-type: none"> 1. Invited talks and classes by experienced officials from different fields arranged 2. Certificate courses in collaboration with authorised institutions initiated
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. Department fest should be organised 2. More practical oriented subjects should be incorporated in the syllabus 3. Industrial aspects should be added in syllabus 	<ol style="list-style-type: none"> 1. Fest initiated in department level 2. Syllabus revised by university with more practical aspects
Feedback Received from Parents	Action Taken.
<ol style="list-style-type: none"> 1. Students are not serious in study matters 2. Would like to know the academic status of students 	<ol style="list-style-type: none"> 1. Personal parents meeting at department level are initiated 2. Regular PTA's are encouraged



Seal of the Department


 Dr. JOY JACOB M.A., M.Phil, PhD
 Coordinator
 B.A. Comm. English (SF)
 St. Thomas College, Palai

Name and Signature of the HoD

Department of Computer Applications

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016 - 2017.

Feedback Received from Students	Action Taken
1. Lack of recognition for curricular achievements 2. Inclusion of more outdoor training as part of the syllabus 3. Less oriented to competitive exams	1. Merit day organized in department level 2. Extension and outreach programmes conducted 3. Competitive exam training started
Feedback Received from Teachers	Action Taken
1. Should develop research attitude of students. 2. Practical sessions in software are needed 3. More Job oriented subjects should be included in syllabus	1. Research oriented projects are assigned to final year students 2. Special sessions for software skills were arranged 3. Job oriented trainings arranged in department level
Feedback Received from Employers	Action Taken
1. Industrial needs should be satisfied 2. Should be explored to industrial culture	1. Industrial interactions and outdoor programmes arranged at department level 2. Industrial visits and internships made compulsory
Feedback Received from Alumni	Action Taken
1. Department fest should be organised 2. More practical oriented subjects should be incorporated in the syllabus 3. Industrial aspects should be added in syllabus	1. Fest initiated in department level 2. Syllabus revised by university with more practical aspects
Feedback Received from Parents	Action Taken
1. Number of Extracurricular activities related with subjects should be included 2. Should give sessions for improving moral values of students	1. Department fests and other extracurricular activities are organized 2. Mentoring and special talks conducted to improve the morality of students



Seal of the Department


 Dr. JOY JACOB M.A., M.Phil, PhD
 Coordinator
 B.Com. English (SF)
 St. Thomas College, Pala

Name and Signature of the HOD

Department of Vocational Education
ST. THOMAS COLLEGE PALAI
Action Taken Report on Feedback Received during 2016 - 2017

Feedback Received from Students	Action Taken
1. Regular conduction of university examinations. 2. Higher studies facilities 3. Reduce the number of papers per semester	The feedbacks received from students are discussed in the staff meeting with the presence of principal and officially reported to the principal's office
Feedback Received from Teachers	Action Taken
1. Arrange combined valuation camp 2. Personality development classes for students 3. Placement training for students 4. Syllabus may be revised with updations	The feedbacks received from teachers are reported to the management and the principal
Feedback Received from Employers	Action Taken
Not Applicable	Not Applicable
Feedback Received from Alumni	Action Taken
Not Applicable	Not Applicable
Feedback Received from Parents	Action Taken
1. Regular conduction of university examinations. 2. Speedup the valuation procedure and publish the result as early as possible. 3. Arrange skill oriented trainings for students. 4. Include papers that enhance the students communication skill	Discussed in PTA meetings and the feedbacks are reported to the Principal and the University Vice Chancellor

Seal of the Department




 Name and Signature of the HoD

M. S. JAYAPRASAD
HoD / Course Coordinator
Dept. of Voc. Education
St. Thomas College Palai

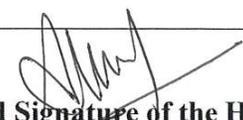
Department of Physical Education
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2016 - 2017

Feedback Received from Students	Action Taken
1. Afternoon break time resting place for day scholars is needed.	Indoor stadium opened for the day scholars to rest & change dress.
2. Contents of I Sem BSc Methodology course is too heavy.	Discussed the matter with UG BoS members and modifications were suggested.
3. Need of online courses in the new curriculum	Students were encouraged to do more online courses
Feedback Received from Teachers	Action Taken
1. Need for conduct of Intramural.	Intramurals conducted.
2. Course on Methodology (I Sem) is too heavy.	Discussed the matter with BoS members and corrections were submitted.
3. Contents of III Sem BSC Kinesiology & Biomechanics course is too heavy.	Discussed the matter with UG BoS members
Feedback Received from Employers	Action Taken
1. NIL	Contacted few employers for their feedback. Assured of response soon.
Feedback Received from Alumni	Action Taken
1. Should start higher education course in the same field.	Looking for options.
2. More job oriented courses are to be introduced.	Suggestion put forward the BOS members VET, Add on and value added courses were discussed.
Feedback Received from Parents	Action Taken
1. Skill specific & job oriented programme, higher education courses need to be started.	Need to look for financial commitments before starting new courses.
2. Workload is too heavy for some courses.	Made changes in the new syllabus
3. More job oriented courses are to be introduced.	VET, Add on and value added were designed.

Seal of the Department




Name and Signature of the HoD
 ACHISH JOSEPH
 Assistant Professor
 Dept. of Physical Education
 St. Thomas College, Palai

Department-wise Action Taken Report on Feedback 2015-16

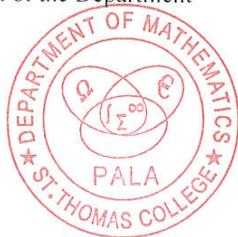
Department of ...MATHEMATICS...

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 20.15- 20.16

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Work load is heavy for certain courses in the PG curriculum. 2. Inclusion of one computer application course at PG level 3. A course in environment science is to be included in the UG curriculum. 	<ol style="list-style-type: none"> 1. Necessary changes suggested to the concerned BoS. 2. This request is also noted and suggest to appear in the next PG revision of syllabus. 3. This request is also decided to present before the concerned people.
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Work load is heavy for certain courses both at UG and PG level. 2. Revision of the courses 'Differential Geometry' and 'Number Theory' at PG level 3. Inclusion of applied mathematics courses at UG and PG level 	<ol style="list-style-type: none"> 1. Discussed the matter with BoS members and such changes are suggested in the revision of syllabus. 2. Such changes are also suggested to appear in the next revision. 3. This request is seriously put up in the BoS.
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Communication skills of students must be improved 2. A course in human rights is suggested for at UG level. 3. Project work at the end of programme must include a case study also. 	<ol style="list-style-type: none"> 1. Students are advised to take seriously the communicative English course offered in the curriculum 2. This request is seriously taken up. 3. Students are encouraged work on such application domains.
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. The UG syllabus should be framed as it is a bridge between Plus two and PG 2. The UG syllabus should be framed as it is a bridge between Plus two and PG 	<ol style="list-style-type: none"> 1. Revision of syllabus is suggested in accordance with this idea of thought. 2. Revision of syllabus is suggested in accordance with this idea of thought.
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. Students must be provided with interesting problems as home work 2. Syllabus to be revised once in three years according to the need of opportunities 	<ol style="list-style-type: none"> 1. Teachers are requested to work on this idea. 2. Discussed the matter with BoS members and University is keen on making such changes in the syllabus

Seal of the Department



Thankachan
Name and Signature of the HoD

Thankachan Augustine
Head of the Dept:
MATHEMATICS
St. Thomas College, Palai

Department of Statistics
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015 - 2016

Feedback Received from Students	Action Taken
1. Syllabus is heavy for fourth semester MSc 2. More extracurricular activities 3. Field visits and surveys 4. Working days is not sufficient.	1. Discussed the matter with PG BoS members 2. Encouraged to participate in the events organised by the institution. 3. Discussed the matter with PG BoS members 4. Extra classes were arranged.
Feedback Received from Teachers	Action Taken
1. Number of working days is not sufficient. 2. Workload is heavy for fourth semester MSc	1. Extra classes were arranged. 2. Discussed the matter with PG BoS members
Feedback Received from Employers	Action Taken
1. Need for more hands on experience with packages 2. Need of online/certificate courses	1. Experts from alumina are invited to introduce different packages 2. Necessary directions were given to the students
Feedback Received from Alumni	Action Taken
1. More laboratory experience required 2. More job oriented courses are to be introduced	1. Discussed the matter with PG BoS members 2. VET, Add on and value added courses were introduced.
Feedback Received from Parents	Action Taken
1. Syllabus is heavy for some courses 2. More job oriented courses are to be introduced	1. Discussed the matter with PG BoS members 2. VET, Add on and value added courses were introduced.



Seal of the Department

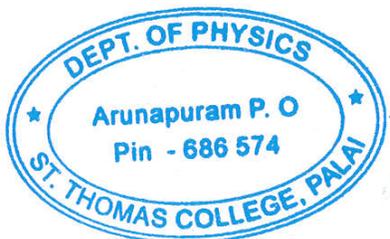

 Dr. K. M. Kumar
 Name and Signature of the HoD

Department of Physics
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015-16

Feedback Received from Students	Action Taken
<ol style="list-style-type: none">1. The content of the first semester core paper "Methodology of Physics" has to be revised.2. Students undergoing their studies in the complementary courses in physics enquired about the possibility of a single text book for their studies as their syllabus is scattered in various text books.	<ol style="list-style-type: none">1. Suggestions for improvement were formulated and communicated to the board of studies of the University.2. Faculty members decided to write text books for the required papers.
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none">1. More experiments has to be included in UG practicals.	<ol style="list-style-type: none">1. Suggested more experiments to the board of studies that can be included in the coming syllabus revision
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none">1. The reasoning capacity of our students are good.	<ol style="list-style-type: none">1. Appreciated.
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none">1. The curriculum needs to address some social issues like pollution, climate changes, waste management etc.	<ol style="list-style-type: none">1. Noticed the suggestion and decided to discuss such issues in the syllabus revision workshops.
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none">1. Students are not using the library much for their studies.	<ol style="list-style-type: none">1. Directed the students to use the library well in the mornings as well as during their free time.

Seal of the Department



Name and Signature of the HoD

Dr. J. V. Vanchingurackal

Action Taken Report on Feedback Received during 2015 - 2016

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Need for credit based online courses 2. Contents of the Course on Methodology of Chemistry (UG level) is too heavy 3. Contents of III Sem MSC Organic Chemistry course is too heavy 4. Need of more Environmentally benign chemical protocols. 5. Number of working days is not sufficient. 	<p>Necessary directions were given to the students</p> <p>Discussed the matter with BoS members and corrections were suggested.</p> <p>Discussed the matter with PG BoS members and modifications were suggested.</p> <p>Added in the III&IV Sem MSc chemistry practical courses.</p> <p>More special classes and extra classes during morning time were arranged.</p>
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Course on Methodology of Chemistry (UG level) is too heavy 2. Contents of III Sem MSC Organic Chemistry course is too heavy 3. Need of more Environmentally benign chemical protocols. 4. Number of working days is not sufficient. 	<p>Discussed the matter with BoS members and corrections were suggested.</p> <p>Discussed the matter with PG BoS members and modifications were suggested.</p> <p>Added in the III&IV Sem MSc chemistry practical courses.</p> <p>More special classes and extra classes during morning time were arranged.</p>
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Need for updation of knowledge 2. Need of more Environmentally benign chemical protocols. 3. Need for more computational Chemistry topics 4. More hands on experience with sophisticated instruments 	<p>Suggestions submitted to the concerned BoS</p> <p>New protocols were designed to be added in the proposed syllabus of III&IV Sem MSc chemistry practical courses.</p> <p>Topics Introduced in the revised PG syllabus.</p> <p>Practical courses were designed to address this need</p>
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. More laboratory experience required 2. Computational chemistry courses required 3. More job oriented courses are to be introduced 	<p>New practical courses introduced</p> <p>New courses introduced to meet this requirements</p> <p>VET, Add on and value added courses were introduced.</p>
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. Workload is too heavy for some courses 2. More job oriented courses are to be introduced 	<p>Made changes in the new syllabus</p> <p>VET, Add on and value added courses were introduced.</p>

Seal of the Department

Name and Signature of the HoD

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 Associate Professor & Head
 Research & P.G. Dept. of Chemistry
 St. Thomas College
 Pala - 686 574, Kerala, India

Department of Botany

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received During 2015-2016

Feedback Received from Students	Action taken
<ol style="list-style-type: none"> 1. Training for developing inter-personal skills required. 2. Department level competitions must be organized. 3. A career induction program will be helpful. 	<ol style="list-style-type: none"> 1. Multiple sessions of group events were organized. 2. Department level quiz and debate competitions were conducted. 3. On site visit to the research labs and live talks with scientists and employees were arranged to give the students a real work time experience.
Feedback Received from Teachers	Action taken
<ol style="list-style-type: none"> 1. The syllabi can be improved further to be at par with international standards. 2. Teachers must be given opportunities to develop their non-academic skills. 	<ol style="list-style-type: none"> 1. Communicated to teachers who are in the board of studies. 2. Teachers were given several opportunities to lead classes in different areas of interest within the college and at other organizations.
Feedback Received from Employers	Action taken
<ol style="list-style-type: none"> 1. Inter-personal skills need to be improved. 	<ol style="list-style-type: none"> 1. Group activities were organized to give the students opportunity to cooperate and develop social skills.
Feedback Received from Alumni	Action taken
<ol style="list-style-type: none"> 1. Teachers must continue to give guidance to freshly pass out students in career development. 	<ol style="list-style-type: none"> 1. Regular follow up of passed out students is ensured.
Feedback Received from Parents	Action taken
<ol style="list-style-type: none"> 1. Teachers must be more friendly 2. Anti-narcotics awareness must be effectively given. 	<ol style="list-style-type: none"> 1. A teacher cum friend approach is adopted by the teachers in the department. 2. Live propaganda, talks and events are organized to make the students aware of the harms of narcotics.



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Department of Zoology
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015 -2016

Feedback Received from Students	Action Taken
1.Number of working days are not sufficient 2. A more detailed study of Invertebrates in Practicals are needed	1. More extra and special classes were arranged during morning and evening time. 2. Restructured the practical & included more specimen for identification
Feedback Received from Teachers	Action Taken
1. Recent developments in the concerned papers should be added to the syllabus 2. Number of working days are not sufficient	1. Discussed the matter with UG BoS members 2. More extra and special classes were arranged during morning and evening time.
Feedback Received from Employers	Action Taken
1. Writing and language skills need improvement.	1. Special English speaking and writing skill development programs were planned in the curriculum.
Feedback Received from Alumni	Action Taken
1.More laboratory experience required 2. Visits to subject related institutes / Places are needed	1. Discussed the matter with UG BoS members. 2. Arranged study tours and field visits.
Feedback Received from Parents	Action Taken
1.Focus can be given for starting self employment programme after the completion of course or along the course/Programme	1.Discussed the matter with UG BoS members

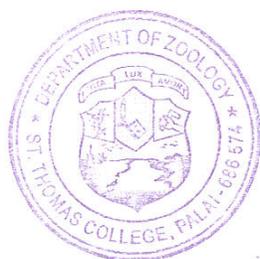
Dr.Benny PJ

Name and Signature of the HoD

for.



Seal of the Department



INTERNAL QUALITY ASSESSMENT CELL

ST.THOMAS COLLEGE, PALA

DEPARTMENT OF ECONOMICS

Action taken report from Feedback received for the year 2015-16

Feedback received from students	Action taken
1. tight semester system for UG 2. need new and good journals in the library 3. revise syllabus which excels students in competitive examinations 4. timely completion of courses and issue of certificates	1.arranged additional and compensation classes 2.added new journals to library 3. addressed this issue to UG& PG board of studies 4. raised this issue to university authority
Feedback received from Teachers	Action taken
1. timely announcement of results 2. revise internal assessment system 3. need courses which addresses human values and ethics 4. need question bank	1. raised the issue to university syndicate 2. discussed in the college council and asked for timely monitoring 3. suggested for syllabus restructuring 4. raised the issue to university
Feedback received from Parents	Action taken
1. heavy syllabus 2. inadequate time under semester system 3. need job oriented courses	1. addressed this issues to board of studies 2. arranged special classes 3. started add-on and value added courses
Feedback received from Alumni	Action taken
1. periodic revision of syllabus 2. avoid malpractices in question paper setting	1. suggested to UG board of studies to revise syllabus 2. Addressed this concern to university officials.
Feedback received from Employer	Action taken
1.need employment oriented courses 2. need additional skill enhancement courses	1.Started more Add –on courses 2. started skill development courses

Seal of the Department



Name and Signature of HOD

Dr. BIJU K.C.
HEAD
P.G. DEPT. OF ECONOMICS
ST. THOMAS COLLEGE
PALAI, KERALA

Department of Political Science

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015 - 2016

Feedback Received from Students	Action Taken
Skill development and job oriented courses were requested	Certificate course introduced
Feedback Received from Teachers	Action Taken
Teaching methods and teaching aids must be improved	Smart class rooms ,projectors etc. introduced
Feedback Received from Employers	Action Taken
Preparation for Interviews –Aptitude Test, Group Discussions and Personal Interviews exposure is needed	Conducted group discussion debates etc.
Feedback Received from Alumni	Action Taken
Exposure to latest developments and advances should be known to the students	Conducted budget discussion, Election survey etc.
Feedback Received from Parents	Action Taken
Transportation issues of day scholars	Informed concerned authorities

Department of Political Science
ST. THOMAS COLLEGE PALAI

Seal of the Department

Name and Signature of the HoD

Dr. STANY THOMAS Ph. D
(Research Supervisor)
Head of the Department &
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St. Thomas College, Palai - 686 574

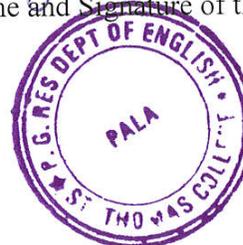
Department of English
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015 - 2016

Feedback Received from Students	Action Taken
1. Harold bloom "Shakespeare's Universalism" is a confusing essay for the students 2. Lack of material for the essay 'Introduction to Homo sacer" by Giorgio Agamben 3. Try to prescribe textbooks which are available in the market	Alternative textbooks were suggested. Discussed the matter with PG BoS members. Suggestion submitted to BoS members.
Feedback Received from Teachers	Action Taken
1. Review the semester system 2. Lots of classes are lost due to the semester system 3. Check for Plagiarism in the Dissertations 4. Include more field studies	Suggestion submitted to BoS members. Special classes were arranged. Plagiarism checking mechanisms are implemented Suggestion submitted to Principal.
Feedback Received from Employers	Action Taken
1. Dearth of extra-curricular activities.	Extra-Curricular activities are being promoted
Feedback Received from Alumni	Action Taken
1. Provide more employment opportunities	Placement cell of the College is actively conducting drives
Feedback Received from Parents	Action Taken
1. Avoid classes on Saturdays.	Suggestion submitted to BoS

Seal of the Department
DEPARTMENT OF ENGLISH
ST. THOMAS COLLEGE, PALAI

Rajiv K. Angudue
Name and Signature of the HoD



Department of MALAYALAM

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015 - 2016

Feedback Received from Students	Action Taken
<ol style="list-style-type: none">1. Working days are not sufficient.2. Include more extracurricular activities3. Needed site visits of Cultural & heritage sites4. Syllabus is tough for sixth semester UG and all Semester PG	<ol style="list-style-type: none">1. Extra classes were arranged.2. Encouraged Students to participate in the events organised by the institution.3. Discussed the matter in department Staff meeting4. Discussed the matter with BoS members
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none">1. Number of working days is not sufficient.2. Syllabus is tough for both PG&UG	<ol style="list-style-type: none">1. Extra classes were arranged.2. Discussed the matter with BoS members
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none">1. Lack of Communicative Skill and Fluency in English2. Need of more certificate courses	<ol style="list-style-type: none">1. Invited to talk from Alumina were conducted regarding the matter2. Necessary directions were given to the students
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none">1. Improve Library facility required2. Improve more communicative skill	<ol style="list-style-type: none">1. Discussed the matter with Higher authority.2. Experts from alumina are invited to introduce new technics
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none">1. Discussion on job oriented courses and opportunities should be included	<p>Discusses the matter in department level.</p>

Seal of the Department



Davis
Name and Signature of the Hood

Dr. Davis Xavier

DR. DAVIS XAVIER
Head of the Dept. of Malayalam
St. Thomas College, Pala

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Department of Hindi
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015 - 2016

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Need more Hindi spoken Hindi programmes 2. Need Special UGC Net Coaching in the campus at a low cost. 3. computer based learning 4. Number of working days is not sufficient 5. Library should be working all throughout the day. 	<ol style="list-style-type: none"> 1. Started spoken Hindi programmes 2. Started special training in UGC Net coaching. 3. Discussed the matter with the P.G. Board of Studies members 4. More special classes and extra classes were arranged during morning time. 5. Made this point to college management.
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Topics related to Indian culture and civilization are to be introduced 2. Heavy syllabus and workload. 3. Topics related to women writing is to be added in the syllabus. 4. Number of working days is not sufficient 5. The faculty should be given more exposure in their own subject. 	<ol style="list-style-type: none"> 1. Discussed the matter with the P.G. Board of Studies members and they have promised to include in the new syllabus. 2. Discussed the matter with the P.G. Board of Studies members and modifications were done in the revised syllabus. 3. Topics related to child psychology is added in the revised syllabus. 4. More special classes and extra classes were arranged during morning time. 5. Special Motivational classes were arranged for Teachers
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Classes to improve the confidence level of the students should be given. 2. Need more Grammar oriented topics 3. More job oriented courses are to be introduced 	<ol style="list-style-type: none"> 1. Organized Motivational and personality development classes for all the students. 2. Included more Grammar oriented topics in the new syllabus. 3. Add on , VET courses were introduced.
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. Extension activities should be arranged for the students. 2. Special attention to Spoken Hindi 3. More job oriented courses are to be introduced 	<ol style="list-style-type: none"> 1. Planned to make visit some universities in Delhi. 2. Classes were arranged for Spoken Hindi learning 3. Add on , VET courses were introduced.
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. More job oriented courses are to be introduced 2. More courses on Translation should be introduced. 3. Examinations system must be improved 	<ol style="list-style-type: none"> 1. Add on , VET courses were introduced. 2. Planning to begin a PG Diploma course in Translation Studies 3. Proper Guidance and instructions were given to students before the examination.



Seal

Anish Gaiac

Name and Signature of the Departmental IQAC Coordinator

Department of Commerce

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015 - 2016

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Need to improve presentation skills 2. Need coaching for professional courses 3. Syllabus of PG programme outdated 4. Women students demanded more active participation in organisation of events and other departmental activities. 5. Need an awareness programmes on educational opportunities abroad 6. Demanded industry experiences 7. Demanded a platform for showcasing talents. 	<ol style="list-style-type: none"> 1. Arranged cross teaching sessions for PG students 2. Arranged CA-CPT oral coaching for UG students 3. Discussed the matter with PG BoS and hosted two-day syllabus revision workshop of M. Com Programme under CSS 4. "Mission Parivarthan" – a programme to empower women students is introduced. 5. Arranged an invited lecture of a professor in Northampton University, U.K on educational opportunities abroad. 6. Arranged industrial visit to sophomores in the department. 7. ComAvid – one-month intra-department fest was conducted to nurture talents of students
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Need to assess students' knowledge in the basics of commerce and business studies in general in order to impart the curriculum effectively. 2. Need to inculcate research aptitude among PG and UG students 3. Students are to be more informed about departmental activities and planning. 4. Students and researchers are to be aware of the recent trends in social science researches. 5. Students are to be awareness of latest technology products in banking. 	<ol style="list-style-type: none"> 1. Conducted an entry level examination for first year B. Com Students 2. Started a Research Club in the department to give students research orientation and to ensure students' interaction with researchers of the department. 3. Prepared and published an academic calendar of the department in addition to College calendar 4. Organised a UGC sponsored three-day national workshop on Research Methodology for Commerce, Economics & Management 5. Organised a seminar on Technology products in Banking.
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Practical knowledge of students to be improved. 2. Employability of the students to be enhanced. 3. Organisation skills of the students are to be polished 	<ol style="list-style-type: none"> 1. Provided one month on the job industrial training to selected B. Com Students 2. Continue to offer career-oriented add-on programme Financial accounting using tally 3. Organised All Kerala Commerce and Management Fest with 9 events in order to sharpen the organisation skills of the students
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. Expecting initiatives to support local Agro-based entrepreneurs 2. Promote social interaction, awareness and commitment among students 	<ol style="list-style-type: none"> 1. Organised Business Plan Presentation Contest on Value Addition in Agro and Dairy Products for local entrepreneurs 2. Organised a clean city campaign as part of the academic social responsibility of the students.
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. Demanded guidance to their children to select a successful career. 2. Students are to be disciplined in managing cash. 	<ol style="list-style-type: none"> 1. A seminar on strategies for successful career was organised for UG and PG students 2. Continue to maintain Students Self Supporting Scheme to solve financial issues of students.

Seal of the Department




 Name and Signature of the HoD

Department of History
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015- 2016

Feedback Received from Students	Action Taken
<ul style="list-style-type: none"> • Unable to qualify competitive exams • Add more exploration programme as a part of the syllabus. • Complicated syllabus made mental stress and anxiety. 	<ul style="list-style-type: none"> • Recommended for syllabus revision • Exploration programmes as well as extension programmes are systematically executed. • Various motivation classes and counselling programmes were organised.
Feedback Received from Teachers	Action Taken
<ul style="list-style-type: none"> • Content of the syllabus are not satisfactory to meet the subject needs of the students. • Aims and objectives are not well defined. • Certain areas of the syllabus are not precise and specific, leads to confusion 	<ul style="list-style-type: none"> • Recommendations made for syllabus revision and offered more extra classes. • Intimate the problem to subject experts in History. • Make necessary arrangements to contact with subject experts in History to rectify the teachers problems related to syllabus.
Feedback Received from Employers	Action Taken
<ul style="list-style-type: none"> • Less employability specific. • Less orientation offered regarding employability 	<ul style="list-style-type: none"> • Requested PG and UG board members to revise the syllabus for enhancing employability • Offer more orientation programmes
Feedback Received from Alumni	Action Taken
<ul style="list-style-type: none"> • Enhance orientation for research • Improve library facilities 	<ul style="list-style-type: none"> • Conducted more invited talks on research. • Purchased more books and offered more library hours.
Feedback Received from Parents	Action Taken
<ul style="list-style-type: none"> • Conduct more class tests • More job oriented courses should be included 	<ul style="list-style-type: none"> • Conducted more periodic class tests • Dept. Level Add on courses and VET courses were started.

Seal of the Department



Manesh Varghese John

Name and Signature of the HoD

Manesh Varghese John

Department of Biostatistics

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015 - 2016

Feedback Received from Students	Action Taken
1. Major project work may be given one full semester	The University agreed to have a minor project at the end of second semester
Feedback Received from Teachers	Action Taken
1. Professional competency may be enhanced in collaboration with professional societies and associations.	Students are encouraged to participate in ISMS Conference to interact with experts and present papers and posters.
Feedback Received from Employers	Action Taken
1. Steps may be taken to improve aptitude and communication skills	In order to improve aptitude and communication skills more model interviews and aptitude tests as well as group discussions are organised at college level under the leadership of campus placement cell and department association.
Feedback Received from Alumni	Action Taken
1. Incubation centre may be provided	Incubation centre is introduced at the college level and alumni are encouraged to start industries and Start Up firms.
Feedback Received from Parents	Action Taken
Certificate/ Diploma programme may be included in the college level	Initiate steps to start certificate courses at department level. Diploma and Certificates on R, SPSS, Python, SAS etc. have been developed at college level and will be offered soon.

Seal of the Department



Dr. K. K. Jose
Name and Signature of the HoD

Head, Dept. of Biostatistics
St. Thomas College, Pala
Kottayam, Kerala

Department of Applied Microbiology and Biotechnology

ST. THOMAS COLLEGE PALAI

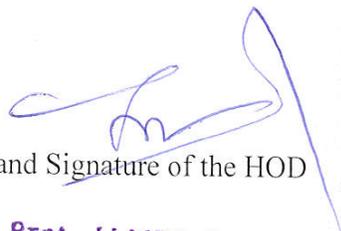
Action Taken Report on Feedback Received During 2015 - 2016

Feedback received from students	Action taken
1. Requested weekly test papers 2. requested more laboratory glassware	1. weekly test papers were conducted 2. new laboratory glassware purchased
Feedback received from teachers	Action taken
1. Requested ICT class room 2. Requested new printer in department 3. Requested new equipments in laboratory	1. ICT class room was arranged 2. New printer was bought 3. New equipments were bought
Feedback received from employers	Action taken
1. Suggested add on course 2. Requested incorporation of industrial oriented practicals in syllabus	1. Steps were taken to start add on course 2. Informed board of studies (BOS) of Syllabus committee.
Feedback received from alumni	Action taken
1. Requested syllabus restructuring as per the industrial needs 2 Requested in campus hostel facility for Girls	1. Informed board of studies 2. Informed college management
Feedback received from parents	Action taken
1. Requested renovation works in infrastructure 2. Requested NET-JRF coaching	1. Infrastructure was renovated 2. Coaching classes were started

Seal of the Department



Name and Signature of the HOD


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Arunapuram
PALAI - 894 574

Department of English and Communication Studies

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015 - 2016.

Feedback Received from Students	Action Taken
1. More practical exposure needed 2. Skill enhanced classes required 3. language lab	1. Internships started for final years 2. Language Lab started
Feedback Received from Teachers	Action Taken
1. The syllabus generates interest in the subject area 2. Curriculum enhances employability 3. More involvement from students required in teaching- learning process	1. More reference sources made available 2. Student centric learning methods implemented
Feedback Received from Employers	Action Taken
1. More practical knowledge should be imparted to students 2. Communication skills should be improved	1. Industrial oriented programmes were arranged in department 2. Special training programmes implemented
Feedback Received from Alumni	Action Taken
1. Timely Completion of syllabus 2. More job oriented subjects should be included in the syllabus 3. Real life experiences in the industry should be included in the curriculum	1. Job oriented training implemented 2. Industry interaction and alumni interaction arranged in department 3. Industrial visits arranged in department
Feedback Received from Parents	Action Taken
1. Vast syllabus increases stress level of students 2. Lack of involvement of parents in curricular activities	1. Stress management classes provide along with mentoring 2. Open Houses conducted



Seal of the Department


Dr. JOY JACOB M.A., M.Phil., Ph.D.
Asst. Prof., B.C.A. & B.A. Comm. English (SF)
St. Thomas College, Pala

Department of Commerce(SF)

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015 - 2016.

<p>Feedback Received from Students</p> <ol style="list-style-type: none"> 1. Less skill oriented courses. 2. Subjects are not enough to catch the industrial need 3.No application level practices are included in the syllabus 4. Less use of ICT facilities 5. Wide and vast syllabus, hard to conceive on time 	<p>Action Taken</p> <ol style="list-style-type: none"> 1. Department level skill development centre was started 2. UG board members are requested to incorporate new aspects for industrial need 3. Learner Centered activities are started 4. ICT classes provided 5. UG board members are requested to take initiative
<p>Feedback Received from Teachers</p> <ol style="list-style-type: none"> 1. Time allotted for the completion of syllabus is not enough. 2.Aims and objectives of the syllabus are not well maintained 3. English speaking skills of students should be improved 	<p>Action Taken</p> <ol style="list-style-type: none"> 1.Morning and evening classes for students arranged in department 2. Contacts with subject experts for clarifications 3.Spoken English classes started
<p>Feedback Received from Employers</p> <ol style="list-style-type: none"> 1. More practical knowledge should be imparted to students 2. Language skills should be improved 	<p>Action Taken</p> <ol style="list-style-type: none"> 1. Industrial oriented programmes were arranged in department 2. Spoken English classes started
<p>Feedback Received from Alumni</p> <ol style="list-style-type: none"> 1.More extra curricular activities should be included 2.Competitive exam training should be provided 3. Industrial aspects should be incorporated in syllabus 	<p>Action Taken</p> <ol style="list-style-type: none"> 1.Extra curricular activities started in department level 2. Weekly aptitude programs started for 3rd year students 3. Invited talks by industrial officials
<p>Feedback Received from Parents</p> <ol style="list-style-type: none"> 1. Curriculum should ensures overall development of students. 2. Students are not serious in their studies. 3.Increased stress of students 	<p>Action Taken</p> <ol style="list-style-type: none"> 1.Assignments and case studies implemented 2. Personal interactions with students 3. Mentoring system initiated



Seal of the Department


 Dr. JOY JACOB M.A., M.Phil, PhD
 Coordinator
 B.Com., B.C.A. & B.A. Comm. English (SF)
 St. Thomas College, Palai
 Name and Signature of the HOD

Department of Computer Applications

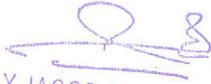
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015 - 2016.

Feedback Received from Students	Action Taken
1. More practical exposure needed 2. Skill enhanced classes required 3. language lab	1. Internships started for final years 2. Language Lab started
Feedback Received from Teachers	Action Taken
1. The syllabus generates interest in the subject area 2. Curriculum enhances employability 3. More involvement from students required in teaching- learning process	1. More reference sources made available 2. Student centric learning methods implemented
Feedback Received from Employers	Action Taken
1. More practical knowledge should be imparted to students 2. Communication skills should be improved	1. Industrial oriented programmes were arranged in department 2. Special training programmes implemented
Feedback Received from Alumni	Action Taken
1. Timely Completion of syllabus 2. More job oriented subjects should be included in the syllabus 3. Real life experiences in the industry should be included in the curriculum	1. Job oriented training implemented 2. Industry interaction and alumni interaction arranged in department 3. Industrial visits arranged in department
Feedback Received from Parents	Action Taken
1. Vast syllabus increases stress level of students 2. Lack of involvement of parents in curricular activities	1. Stress management classes provide along with mentoring 2. Open Houses conducted



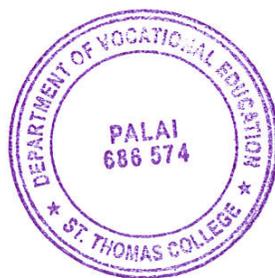
Seal of the Department


Dr. JOY JACOB M.A., M.Phil, PhD
Coordinator
Name and Signature of the HOD
B.Com., Comm. English (S.F)
St. Thomas College, Palai

Department of Vocational Education
ST. THOMAS COLLEGE PALAI
Action Taken Report on Feedback Received during 2015 - 2016

Feedback Received from Students	Action Taken
1. Require industrial trainings in relation with the syllabus 2. Synchronize B.Voc. schedule with other regular courses of the college 3. Regular conduction of university examinations.	The feedbacks received from students are discussed in the staff meeting with the presence of principal and officially reported to the principal's office
Feedback Received from Teachers	Action Taken
1. Declare the 1 st and 2 nd sem university exam as soon as possible. 2. Include soil science in the syllabus of B.Voc. Sustainable Agriculture.	The feedbacks received from teachers are reported to the management and the principal Letter forwarded to university
Feedback Received from Employers	Action Taken
Not Applicable	Not Applicable
Feedback Received from Alumni	Action Taken
Not Applicable	Not Applicable
Feedback Received from Parents	Action Taken
1. Regular conduction of university examinations. 2. Speedup the valuation procedure and publish the result as early as possible. 3. Arrange skill oriented trainings for students. 4. Simplify the B.Voc. Syllabus	Discussed in PTA meetings and the feedbacks are reported to the Principal and the University Vice Chancellor

Seal of the Department




 Name and Signature of the HoD

M. S. JAYAPRASAD
HoD / Course Coordinator
Dept. of Voc. Education
St. Thomas College Palai

Department of Physical Education

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2015 - 2016

Feedback Received from Students	Action Taken
1. Need for syllabus revision. 2. Contents of II Sem BSc Applied Physiology of Sport & Exercise course is too heavy. 3. Need of online courses in the new curriculum	New syllabus designed and submitted for university approval. Discussed the matter with UG BoS members and modifications were suggested. Students were encouraged to do more online courses
Feedback Received from Teachers	Action Taken
1. Need for conduct of adventure training. 2. Syllabus need revision with more skill oriented courses	Adventure training sessions conducted at Munnar. Discussed the matter with UG BOS.
Feedback Received from Employers	Action Taken
1. NIL (first batch yet to pass out)	NA
Feedback Received from Alumni	Action Taken
1. NA (course started in 2013 only)	NA
Feedback Received from Parents	Action Taken
1. Need for residential facility. 2. Workload is too heavy for some courses. 3. More job oriented courses are to be introduced.	Looking for funding options for new sports hostel. Changes to be made in the new syllabus. Starting of Add on and value added were discussed.

Seal of the Department



Name and Signature of the HoD

(Signature)
ACINCH JOSEPH
Assistant Professor
Dept. of Physical Education
St. Thomas College, Palai

Department-wise Action Taken Report on Feedback 2014-15

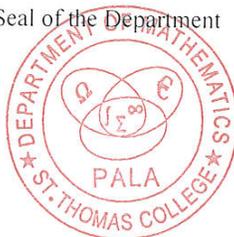
Department of ...MATHEMATICS

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 20.14- 20.15

Feedback Received from Students	Action Taken
1. Awareness of open courses available in the network is to be provided to the students. 2. Work load is heavy for certain courses in the PG curriculum. 3. Inclusion of one computer application course at PG level	1. Information regarding such courses is provide to the students also they are advised to utilize the online resources available in the University Study Centre 2. Necessary changes are suggested to the BoS. 3. A new course on Python Programming is suggested to meet this purpose.
Feedback Received from Teachers	Action Taken
1. Students must be advised to utilize the online resources available in the University Study Centre functioning in the College campus. 2. Students must be exposed to the Mathematical journals of their capacity which are available in the College Library. 3. The course 'Applicable Mathematics' offered as an open course needs to be revised.	1. This suggestion is well taken and students are advised to utilize the resources available over there 2. This suggestion is also well taken and students are directed to spend some time on such journals. 3. This suggestion is also taken up to the concerned body.
Feedback Received from Employers	Action Taken
1. Communication skills of students must be improved 2. A course on human rights must be included in the UG curriculum 3. Project works and reports must be well studied and documented.	1. Students are advised to take seriously the communicative English course offered in the curriculum 2. This suggestion is well taken and decided to put up in the next revision. 3. This suggestion is also well taken and students are directed to do accordingly.
Feedback Received from Alumni	Action Taken
1. To develop concentration skills, students may be exposed to some meditation courses or programs in their UG period of study. 2. More job oriented courses need to be included 3. The UGC NET syllabus may be completely covered in the PG syllabus.	1. Students are advised to participate or listen to such programs. 2. This suggestion is well appreciated and put up in the BoS. 3. This matter is also well appreciated and discussed.
Feedback Received from Parents	Action Taken
1. Development of soft skills should also be a part of curriculum 2. Work load is heavy for some PG subjects. 3. Job oriented training in Mathematics must be provided.	1. Class teachers and mentors are advised to help students improve such skills. 2. Discussed the matter with BoS members and University is keen on making such changes in the syllabus 3. Teachers are advised to provide such training.

Seal of the Department



Thankachan

Name and Signature of the HoD

Thankachan Augustine

Head of the Dept.

MATHEMATICS

St. Thomas College, Palai

Department of Statistics
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014 - 2015

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Working days is not sufficient. 2. More extracurricular activities 3. Field visits and surveys 4. Syllabus is heavy for fourth semester MSc 	<ol style="list-style-type: none"> 1. Extra classes were arranged. 2. Encouraged to participate in the events organised by the institution. 3. Discussed the matter with PG BoS members 4. Discussed the matter with PG BoS members
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Number of working days is not sufficient. 2. Syllabus is heavy for fourth semester MSc 	<ol style="list-style-type: none"> 1. Extra classes were arranged. 2. Discussed the matter with PG BoS members
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Need for more hands on experience with packages 2. Need of online/certificate courses 	<ol style="list-style-type: none"> 1. Experts from alumina are invited to introduce different packages 2. Necessary directions were given to the students
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. More laboratory experience required 2. Need for more hands on experience with packages 	<ol style="list-style-type: none"> 1. Discussed the matter with PG BoS members 2. Experts from alumina are invited to introduce different packages
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. More job oriented courses are to be introduced 	VET, Add on and value added courses were suggested.



Seal of the Department

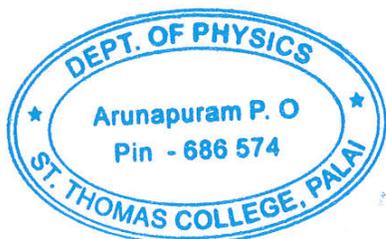

 Dr. K. M. Kamesh
 Name and Signature of the HoD

Department of Physics
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014-2015

Feedback Received from Students	Action Taken
<ol style="list-style-type: none">Several issues were found, that is very common in most of the university question papers like, repetition of questions in the same question paper, typing errors, incomplete questions, omission of certain parts of the syllabus, etc.Pattern of questions is not good.	<ol style="list-style-type: none">The problems identified were listed with supporting evidences and were reported to the University authorities and the board of studies.Suggested the possibility of changing the question paper pattern to make it more analytical type.
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none">Question papers are not enough to measure the knowledge of students	<ol style="list-style-type: none">Suggested the possibility of changing the question paper pattern and include more problems.
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none">The communication skill of students need to be improved.	<ol style="list-style-type: none">It is decided to organize Special training classes for communication skill improvement.
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none">There is the need of the curriculum to be more job oriented.	<ol style="list-style-type: none">Decided to start some add-on programs and vocational education training.
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none">Students are spending a lot of time on writing practical records	<ol style="list-style-type: none">It has been decided that the records are to be written and submitted regularly so that the burden can be avoided

Seal of the Department



Name and Signature of the HoD

Dr. Jey. V. Vanchipurackal

Department of Chemistry.

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014- 20.15

Feedback Received from Students	Action Taken
<ol style="list-style-type: none">1. Content of the Course on Methodology of Chemistry (UG level) is too heavy2. Contents of III Sem MSc Organic Chemistry course is too heavy3. Need of more Environmentally benign chemical protocols.4. Number of working days is not sufficient.	<p>Discussed the matter with BoS members and corrections were suggested.</p> <p>Discussed the matter with PG BoS members and modifications were suggested.</p> <p>Suggested changes in the proposed syllabus.</p> <p>More special classes and extra classes during morning time were arranged.</p>
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none">1. Content of the Course on Methodology of Chemistry (UG level) is too heavy2. Contents of III Sem MSc Organic Chemistry course is too heavy.3. Need of more Environmentally benign chemical protocols.4. Number of working days is not sufficient.	<p>Discussed the matter with BoS members and corrections were suggested.</p> <p>Discussed the matter with PG BoS members and modifications were suggested.</p> <p>Discussed the matter with PG BoS members.</p> <p>More special classes and extra classes during morning time were arranged.</p>
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none">1. Need for more computational Chemistry topics2. Need for more hands on experience with sophisticated instruments	<p>Discussed the matter with UG and PG BoS members.</p> <p>Practical courses were designed to address this need</p>
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none">1. More laboratory experience required2. Computational chemistry courses required3. More job oriented courses are to be introduced	<p>Suggestions submitted to BoS members.</p> <p>Suggestions submitted to BoS members.</p> <p>VET, Add on and value added courses were suggested.</p>
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none">1. Workload is too heavy for some courses2. More job oriented courses are to be introduced	<p>Discussed the matter with BoS members.</p> <p>VET, Add on and value added courses were suggested.</p>

Seal of the Department


Name and Signature of the HoD

Dr. SUNNY KURIAKOSE
Associate Professor & Head
Research & P.G. Dept. of Chemistry
St. Thomas College
Pala - 686 574, Kerala, India

[Type text]

Department of Botany

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received During 2014-2015

Feedback Received from Students	Action taken
<ol style="list-style-type: none"> 1. Teachers must develop more personal relationship with students. 2. Career guidance for the changed employment scenario required. 3. More reference texts and study material need to be arranged. 4. Better lab facilities are required. 	<ol style="list-style-type: none"> 1. Mentoring days arranged for convenience to get to know each student better. 2. Special hours arranged for giving awareness and guidance in subject related job opportunities. 3. A department library was set up with all the relevant and new edition reference texts. 4. All the necessary glasswares and equipments were bought with the available funds.
Feedback Received from Teachers	Action taken
<ol style="list-style-type: none"> 1. The books prescribed/listed as reference materials should be updated. 2. Interaction with parents must be made effective 3. The syllabi can be improved further to be at par with international standards. 4. Correlation between the content of the syllabi and time schedule needs to be improved. 	<ol style="list-style-type: none"> 1. Communicated to teachers who are in the board of studies. 2. Effective meetings with parents are arranged. 3. Suggestions and corrections intimated to the concerned teachers. 4. Communicated to teachers who are in the board of studies.
Feedback Received from Employers	Action taken
<ol style="list-style-type: none"> 1. The soft skills of the wards can be enhanced. 2. The English language proficiency needs to be polished. 3. Job oriented approach can be adopted in the curriculum. 	<ol style="list-style-type: none"> 1. Soft skill development seminars were organized. 2. Spoken English training and tutorials are arranged with the help of teachers who are able in the respective area. 3. Communicated to the concerned teachers.
Feedback Received from Alumni	Action taken
<ol style="list-style-type: none"> 1. Better communication with teachers must be ensured. 2. Extra-curricular activities must be promoted. 	<ol style="list-style-type: none"> 1. Teachers are instructed to spend time to talk with and understand the needs of students. 2. More programs were organized by the department within the available time schedule.
Feedback Received from Parents	Action taken
<ol style="list-style-type: none"> 1. Career guidance must be given. 	<ol style="list-style-type: none"> 1. Career guidance classes were organized.




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Department of Zoology
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014 -2015

Feedback Received from Students	Action Taken
1.Number of working days are not sufficient 2.A more detailed study of Protozoans are needed in Paper I	1. More extra and special classes were arranged during morning and evening time. 2.Discussed the matter with UG BoS members and modification were done in the revised syllabus
Feedback Received from Teachers	Action Taken
1. Correlation between the content of the syllabi and time schedule is to be improved 2. The balance between theory and application in the syllabus has to be improved more 3.Weekly hours for zoology is not enough 4. Number of working days are not sufficient	1,2,3. Discussed the matter with UG BoS members and modifications were done in the revised syllabus 4. More extra and special classes were arranged during morning and evening time.
Feedback Received from Employers	Action Taken
1.Poor communication skill 2. Theoretical knowledge are satisfactory but managerial skills needs improvement.	1. Communicative English coaching classes were designed. 2. Decided to conduct special training exercise to develop basic managerial.
Feedback Received from Alumni	Action Taken
1. More laboratory experience required 2. Meetings with external experts needed	1.Discussed the matter with UG BoS members 2.Invited lectures were arranged to satisfy this requirement
Feedback Received from Parents	Action Taken
1.More advanced topics can be included in the syllabus	1.Discussed the matter with UG BoS members

Seal of the Department



Dr.Benny PJ

Name and Signature of the HoD

Benny PJ

[Handwritten Signature]

INTERNAL QUALITY ASSESSMENT CELL

ST.THOMAS COLLEGE, PALA

DEPARTMENT OF ECONOMICS

Action taken report from Feedback received for the year 2014-15

Feedback received from students	Action taken
1. need timely announcement of result 2. lack of time for extracurricular activities due to tight curriculum schedule 3. need fair valuation	1. addressed this issue to the university 2. Prepared academic calendar to give time for extracurricular activities. 3. addressed this issue to all teachers
Feedback received from Teachers	Action taken
1. heavy syllabus 2. low academic freedom as the syllabus is rigid 3. need outcome based programmes	1. raised the issue to Board of studies in the university 2. suggested for syllabus restructuring 3. planned to start new courses under self-finance scheme and B.voc courses
Feedback received from Parents	Action taken
1.fair and transparent valuation 2. speedy announcement of results 3. hectic time schedule	1. addressed this issues to university syndicate 2. addressed this issue to examination wing 3. arranged special classes
Feedback received from Alumni	Action taken
1. need syllabus revision 2. need new and more books in the library 3. prepare syllabus which helps for competitive examinations	1. suggested to UG board of studies to revise syllabus 2. purchased new books to library 3. addressed this issue to UG and PG board of studies
Feedback received from Employer	Action taken
1.need employment oriented courses 2. need soft skill development activities 3.need job oriented content in the courses	1. Addressed this issue to both UG & PG Board of studies. 2. Started more Add –on courses for soft skill development. 3. proposed to initiate VET courses at college level.

Seal of the Department



Name and Signature of HOD

Dr. BIJU K.C.
HEAD
P.G. DEPT. OF ECONOMICS
ST. THOMAS COLLEGE
PALAI, KERALA

Department of Political Science

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014 - 2015

Feedback Received from Students	Action Taken
Reading material and references regarding curriculum / subject are not easily found	Purchased more reference books
Feedback Received from Teachers	Action Taken
Curriculum is not relevant for the solution of local problems	Reported the matter to the university
Feedback Received from Employers	Action Taken
Need to include skill based content in current syllabus	Conducted debates, quiz competition etc.
Curriculum should be relevant for employability	Encouraged students to participate in career guidance and coaching classes
Feedback Received from Alumni	Action Taken
Curriculum helped them to excel in their profession	Invited them to share their experience with students
Feedback Received from Parents	Action Taken
Delay in declaring university examination results	Communicated the matter to the relevant authorities

Seal of the Department


Name and Signature of the HoD
DR. THOMAS Ph. D
(Research Supervisor)
Head of the Department &
Associate Professor of Political Science
St. Thomas College, Palai - 686 574

Department of English
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014 - 2015

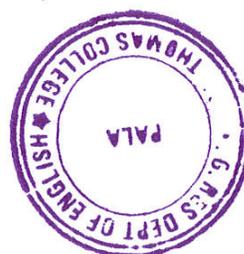
Feedback Received from Students	Action Taken
1. Shapers of Destiny, complimentary text book of Semester 3 should be brief 2. Post modernism essays are irrelevant 3. Lack of material for the essay 'uMabatha' in Shakespeare across culture 4. Syllabus should include a paper on Value education 5. Include a course on Functional English.	Discussed the matter with UG BoS members. Discussed the matter with PG BoS members. Original textbooks were provided for reference. Suggestions were submitted to BoS members. Suggestions were submitted to BoS members.
Feedback Received from Teachers	Action Taken
1. Insufficient hours to complete prescribed PG syllabus 2. Common English textbooks should be reviewed	Morning and evening special classes were provided Discussed the matter with UG BoS members.
Feedback Received from Employers	Action Taken
1. Syllabus should include more student centric activities	Suggestions were discussed with BoS members.
Feedback Received from Alumni	Action Taken
1. University must include a paper on performing arts	Suggestion was discussed with BoS MEMBERS.
Feedback Received from Parents	Action Taken
1. There should be a mechanism for parents to monitor academics related activity.	Regular PTA meetings are being conducted.

Seal of the Department

HEAD
DEPARTMENT OF ENGLISH
ST. THOMAS COLLEGE, PALAI

Raju
Raju K. Angudine

Name and Signature of the HoD



Department of MALAYALAM

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014 - 2015

Feedback Received from Students	Action Taken
1. Working days are not sufficient. 2. Include more extracurricular activities 3. needed more site visits Cultural importance 4. Syllabus is tough for sixth semester for UG and all Semester to PG	1. Extra classes were arranged. 2. Encouraged students to participate in the events organised by the institution. 3. Discussed the matter with Higher Authority 4. Discussed the matter with BoS members
Feedback Received from Teachers	Action Taken
1. Number of working days is not sufficient. 2. Syllabus is tough for both PG&UG	1. Extra classes were arranged. 2. Discussed the matter with BoS members
Feedback Received from Employers	Action Taken
1.Lack of Communicative Skill 2Include more certificate courses	1.Invited talk from Alumina regarding the matter were conducted 2. Necessary directions were given to the students
Feedback Received from Alumni	Action Taken
1. Improve Library facility 2. Improve communicative skill	1. Discussed the matter with Higher authority. 2. Experts from alumina were invited to introduce new technics
Feedback Received from Parents	Action Taken
1.Include more job oriented courses	Discussed the matter in department level.

Seal of the Department



Davis
Name and Signature of the HoD

Dr.Davis Xavier

DR. DAVIS XAVIER
Head of the Dept. of Malayalam
St. Thomas College, Pala

[Type text]

Department of Hindi
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014- 2015

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Computer based Hindi Learning is to be introduced. 2. Need Special UGC Net Coaching in the campus at a low cost. 3. Number of working days are not sufficient 4. Women Empowerment Topics should be added in the Syllabus 5. Topics related to Protection of the Ecosystem should be introduced in the Syllabus 	<ol style="list-style-type: none"> 1. Given request to the college management to avail more computers. 2. Started special training in UGC Net coaching. 3. More special classes and extra classes were arranged during morning time. 4. Discussed the matter with the Hindi P.G. Board of Studies and they have Promised to include more women Empowerment Topics in the Syllabus 5. Discussed the matter with the Hindi P.G. Board of Studies and they have Promised to include it in the Syllabus.
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Topics related to old age criticism works should be introduced in the Syllabus 2. Organize cultural exchange programmes for teachers. 3. Topics related to child psychology is to be added in the syllabus. 4. Number of working days are not sufficient 5. Cultural activities should be given more importance. 	<ol style="list-style-type: none"> 1. Discussed the matter with the Hindi P.G. Board of Studies and they have Promised to include it in the Syllabus 2. Discussed the matter with the college management and given permission to organize a cultural exchange programmes for teachers from north India. 3. Discussed the matter with the Hindi P.G. Board of Studies and they have Promised to include more child psychology Topics in the Syllabus 4. More special classes and extra classes were arranged during morning time. 5. Special time was allotted to the students for the cultural activities.
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. Promotion of Hindi as National and official Language 2. Need more Grammar oriented topics 3. More job oriented courses are to be introduced 	<ol style="list-style-type: none"> 1. Included more topics on Promotion of Hindi as National and official Language 2. Included more Grammar oriented topics in the new syllabus. 3. Add on , VET courses were introduced.
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1. Alumni Associations should be strengthened 2. Special attention should be given for Spoken Hindi learning. 3. More job oriented courses are to be introduced 	<ol style="list-style-type: none"> 1. Decided to have Alumni Gathering occasionally. 2. Classes were arranged for Spoken Hindi learning. 3. Add on, VET courses were introduced.
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. More job oriented courses are to be introduced 2. More courses on Translation studies should be introduced. 3. Motivational and personality development classes should be arranged. 	<ol style="list-style-type: none"> 1. Add on , VET courses were introduced. 2. Planning to begin a PG Diploma course in Translation Studies 3. Motivational and personality development classes are arranged for the students.



Anish Gyaraac 

Name and Signature of the Departmental IQAC Coordinator

Department of Commerce

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014-2015

Feedback Received from Students	Action Taken
<ol style="list-style-type: none">1. Need professional orientation in studies2. Need Industry Experience/ Exposure3. Women students demanded counselling4. Advanced Learners needed challenging learning experience	<ol style="list-style-type: none">1. Strengthened CA-CPT coaching2. Industrial visits were arranged3. Arranged a Lady mentor for PG students4. Arranged weekly Business Quiz
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none">1. Felt the need for more personal understanding of students to solve the issues of students2. Demanded for LCD Projectors for handling classes more effectively3. Suggested to impart Research orientation among M.Com Students4. Students presentation skills are to be sharpened5. Felt a need for quick reference of students6. Felt the need to impart social commitment among the young generation	<ol style="list-style-type: none">1. Started a programme called Know Your Student @ Home.2. Arranged Projectors in all classes to ensure that the classes are ICT enabled.3. Organised a 3 day workshop on Research Methodology4. Workshops were organised under the auspices of Research Club5. Created a student personal data card for quick access to student information6. Organised Banking Literacy programme for Rural school children by the centre for academic social responsibility
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none">1. Skills of the students are to be sharpened2. Career oriented programmes were expected to yield good results3. Soft skills of the passing out students are to be polished	<ol style="list-style-type: none">1. Remedial classes were arranged apart from additional classes2. The Career oriented add on programme continued with vigour3. GD Training sessions were arranged
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none">1. Increased awareness on social entrepreneurship was felt2. Appreciated the empowerment gained by the students during the organisation of Inter collegiate commerce fests3. A platform for Agro based food products was suggested	<ol style="list-style-type: none">1. An invited talk on social entrepreneurship was arranged2. Arranges ComArena fest with more number of events3. Organised a business plan competition for food processors and seminars were conducted on value addition in Agro food processing
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none">1. Demanded guidance to their children on moral principles and practices2. Students are to be taught on how to handle cash, How important it is to manage personal finance etc	<ol style="list-style-type: none">1. Engaged moral classes and value education sessions2. Student Self Supporting Scheme was designed in such a way that students themselves manage their small savings and maintain the accounts also under the supervision of the faculty coordinator.

Seal of the Department



Bobby Simon
Name and Signature of the HoD

Department of History
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014 - 2015

Feedback Received from Students	Action Taken
<ul style="list-style-type: none"> • Syllabus gives less scope for new ideas and methodologies. • .Exploration programmes should be included. • Syllabus is not relevant • Recommended texts are not available. • Include more field visits. 	<ul style="list-style-type: none"> • Recommended for syllabus updation. • More exploration programmes were added. • Discussed the matter with BoS members • Purchased more books to Department library • More field visits were included.
Feedback Received from Teachers	Action Taken
<ul style="list-style-type: none"> • Lack of systematic execution of the exact terms and objectives of the syllabus creates difficulty in teaching. • Absence of core contents from the syllabus will directly lead to the weakness of knowledge in the respective area. 	<ul style="list-style-type: none"> • More recommendations have been made for the up gradation of the syllabus. • Discussed the matter with BoS members.
Feedback Received from Employers	Action Taken
<ul style="list-style-type: none"> • Less competent. • Value based education must be provided. • Awareness on the recent developments in the field must be provided. 	<ul style="list-style-type: none"> • Orientation programmes provided. • College provided value based education. • Department offered more invited talks.
Feedback Received from Alumni	Action Taken
<ul style="list-style-type: none"> • Unrevised syllabus did not create any interest to pursue post graduation or research works. • Museum is an essential part for the study of History. Its scope should be more enlarged. 	<ul style="list-style-type: none"> • Recommended for syllabus revision and discussed the matter with BoS members. • Department take necessary steps for the up-gradation of the development of our Museum.
Feedback Received from Parents	Action Taken
<ul style="list-style-type: none"> • Less number of working days. • Lack of training programmes for competitive exams. 	<ul style="list-style-type: none"> • Extra classes are taken. • Students have been given enough opportunities for developing their talents and abilities to attempt various competitive examinations.

Seal of the Department



Manesh Varghese John

Name and Signature of the HoD

Department of Biostatistics

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014 - 2015

Feedback Received from Students	Action Taken
1. More applied topics and practical may be introduced 2. More interaction with International experts may be provided	More practical are offered. International conferences and workshops are organised at the college level. International conferences and workshops are held every year in collaboration with Department of Statistics of the college.
Feedback Received from Teachers	Action Taken
1. Training workshops on Advanced topics in R, SPSS etc. may be provided	More training workshops are arranged at the college level. Training workshops are organised at college level.
Feedback Received from Employers	Action Taken
1. More importance on Data analysis may be provided	Four courses on Practicals are introduced in the syllabus and practicals are conducted regularly. Students have to submit practical records regularly without delay.
Feedback Received from Alumni	Action Taken
1. Industrial visits may be organised	Interaction with industry employed alumni and other experts are organised at college level.
Feedback Received from Parents	Action Taken
1. Campus interviews may be held annually	Campus interviews are held every year under the leadership of Career Placement Cell

Seal of the Department



Jose
Dr. K. K. Jose
Name and Signature of the HoD

Head, Dept. of Biostatistics
St. Thomas College, Pala
Kottayam Dist., Kerala

Department of Applied Microbiology and Biotechnology

ST. THOMAS COLLEGE PALAI

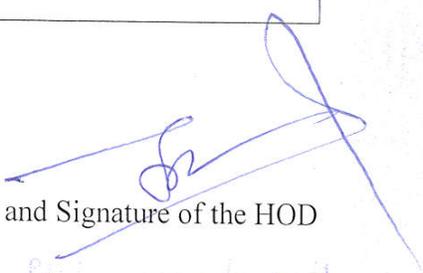
Action Taken Report on Feedback Received During 2014 - 2015

Feedback received from students	Action taken
<ol style="list-style-type: none"> 1. Requested more Seminars 2. Requested more assignments 3. Requested group discussion on advanced topics 	<ol style="list-style-type: none"> 1. More seminars were conducted 2. More assignments were given 3. Group discussions were conducted
Feedback received from teachers	Action taken
<ol style="list-style-type: none"> 1. Requested more time allocation for practical classes 2. Requested new books in department library 3. Required new computer 	<ol style="list-style-type: none"> 1. Time allotted by introducing zero hours in time table 2. New books were added 3. New computer was provided
Feedback received from employers	Action taken
<ol style="list-style-type: none"> 1. Demanded improved language skills 	<ol style="list-style-type: none"> 1. Students were advised to read & understand language books, conduct group discussion etc
Feedback received from alumni	Action taken
<ol style="list-style-type: none"> 1. Suggested intra department quiz programmes 2. Demanded Infrastructure development 	<ol style="list-style-type: none"> 1. Intra department quiz program started 2. Infrastructure were improved
Feedback received from parents	Action taken
<ol style="list-style-type: none"> 1. Requested special class for slow learners 2. Requested in campus hostel facility for Girls 	<ol style="list-style-type: none"> 1. Special class started for slow learners 2. Informed college management

Seal of the Department



Name and Signature of the HOD


 HEAD, DEPARTMENT OF APPLIED MICROBIOLOGY & APPLIED BIOTECHNOLOGY
 ST. THOMAS COLLEGE
 PALAI

Department of English and Communication Studies

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014 - 2015.

Feedback Received from Students	Action Taken
<ol style="list-style-type: none"> 1. Less skill oriented courses. 2. Subjects are not enough to catch the industrial need 3.No application level practices are included in the syllabus 4. Less use of ICT facilities 5. Wide and vast syllabus, hard to conceive on time 	<ol style="list-style-type: none"> 1. Department level skill development centre was started 2. UG board members are requested to incorporate new aspects for industrial need 3. Learner Centered activities are started 4. ICT classes provided 5. UG board members are requested to take initiative
Feedback Received from Teachers	Action Taken
<ol style="list-style-type: none"> 1. Time allotted for the completion of syllabus is not enough. 2.Aims and objectives of the syllabus are not well maintained 3. English speaking skills of students should be improved 	<ol style="list-style-type: none"> 1.Morning and evening classes for students arranged in department 2. Contacts with subject experts for clarifications 3.Spoken English classes started
Feedback Received from Employers	Action Taken
<ol style="list-style-type: none"> 1. More practical knowledge should be imparted to students 2. Language skills should be improved 	<ol style="list-style-type: none"> 1. Industrial oriented programmes were arranged in department 2. Spoken English classes started
Feedback Received from Alumni	Action Taken
<ol style="list-style-type: none"> 1.More extra curricular activities should be included 2.Competitive exam training should be provided 3. Industrial aspects should be incorporated in syllabus 	<ol style="list-style-type: none"> 1.Extra curricular activities started in department level 2. Weekly aptitude programs started for 3rd year students 3. Invited talks by industrial officials
Feedback Received from Parents	Action Taken
<ol style="list-style-type: none"> 1. Curriculum should ensures overall development of students. 2. Students are not serious in their studies. 3.Increased stress of students 	<ol style="list-style-type: none"> 1.Assignments and case studies implemented 2. Personal interactions with students 3. Mentoring system initiated



Seal of the Department


 Dr. JOY JACOB M.A., M.Phil, PhD
 Coordinator
 B.Com., B.C.A., B.B.A., English (SF)
 St. Thomas College, Palai

Name and Signature of the HOD

Department of Commerce(SF)

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014 - 2015.

Feedback Received from Students	Action Taken
1. More practical exposure needed 2. Skill enhanced classes required 3. language lab	1. Internships started for final years 2. Language Lab started
Feedback Received from Teachers	Action Taken
1. The syllabus generates interest in the subject area 2. Curiculum enhances employability 3. More involvement from students required in teaching- learning process	1. More reference sources made available 2. Student centric learning methods implemented
Feedback Received from Employers	Action Taken
1. More practical knowledge should be imparted to students 2. Communication skills should be improved	1. Industrial oriented programmes were arranged in department 2. Special training programmes implemented
Feedback Received from Alumni	Action Taken
1. Timey Completion of syllabus 2. More job oriented subjects should be included in the syllabus 3. Real life experiences in the industry should be included in the curriculum	1. Job oriented training implemented 2. Industry interaction and alumni interaction arranged in department 3. Industrial visits arranged in department
Feedback Received from Parents	Action Taken
1. Vast syllabus increases stress level of students 2. Lack of involvement of parents in curricular activities	1. Stress management classes provide along with mentoring 2. Open Houses conducted



Seal of the Department


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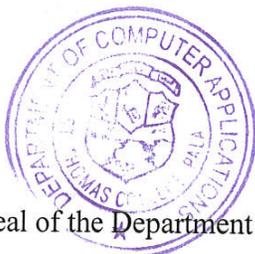
Name and Signature of the HOD

Department of Computer Applications

ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014 - 2015.

<p>Feedback Received from Students</p> <ol style="list-style-type: none"> 1. Less skill oriented courses. 2. Subjects are not enough to catch the industrial need 3.No application level practices are included in the syllabus 4. Less use of ICT facilities 5. Wide and vast syllabus, hard to conceive on time 	<p>Action Taken</p> <ol style="list-style-type: none"> 1. Department level skill development centre was started 2. UG board members are requested to incorporate new aspects for industrial need 3. Learner Centered activities are started 4. ICT classes provided 5. UG board members are requested to take initiative
<p>Feedback Received from Teachers</p> <ol style="list-style-type: none"> 1. Time allotted for the completion of syllabus is not enough. 2.Aims and objectives of the syllabus are not well maintained 3. English speaking skills of students should be improved 	<p>Action Taken</p> <ol style="list-style-type: none"> 1.Morning and evening classes for students arranged in department 2. Contacts with subject experts for clarifications 3.Spoken English classes started
<p>Feedback Received from Employers</p> <ol style="list-style-type: none"> 1. More practical knowledge should be imparted to students 2. Language skills should be improved 	<p>Action Taken</p> <ol style="list-style-type: none"> 1. Industrial oriented programmes were arranged in department 2. Spoken English classes started
<p>Feedback Received from Alumni</p> <ol style="list-style-type: none"> 1.More extra curricular activities should be included 2.Competitive exam training should be provided 3. Industrial aspects should be incorporated in syllabus 	<p>Action Taken</p> <ol style="list-style-type: none"> 1.Extra curricular activities started in department level 2. Weekly aptitude programs started for 3rd year students 3. Invited talks by industrial officials
<p>Feedback Received from Parents</p> <ol style="list-style-type: none"> 1. Curriculum should ensures overall development of students. 2. Students are not serious in their studies. 3.Increased stress of students 	<p>Action Taken</p> <ol style="list-style-type: none"> 1.Assignments and case studies implemented 2. Personal interactions with students 3. Mentoring system initiated



Seal of the Department


 Dr. JOY JACOB M.A., M.Phil, PhD
 Coordinator
 B.Com., B.C.A. & B.A. Comm, English
 St. Thomas College, Palai
 Name and Signature of the HOD

Department of Vocational Education
ST. THOMAS COLLEGE PALAI
Action Taken Report on Feedback Received during 2014 - 2015

Feedback Received from Students	Action Taken
1. Synchronize B.Voc. schedule with other regular courses of the college 2. Regular conduction of university examinations. 3. Arrange Industrial trainings for better understanding of curriculum	The feedbacks received from students are discussed in the staff meeting with the presence of principal and officially reported to the principal's office
Feedback Received from Teachers	Action Taken
1. Declare the 1 st semester university exam as soon as possible. 2. Personality development classes for students 3. LCD projectors are required for better conduction of classes.	The feedbacks received from teachers are reported to the management and the principal Letter forwarded to university
Feedback Received from Employers	Action Taken
Not Applicable	Not Applicable
Feedback Received from Alumni	Action Taken
Not Applicable	Not Applicable
Feedback Received from Parents	Action Taken
1. Regular conduction of university examinations. 2. Speedup the valuation procedure and publish the result as early as possible. 3. Doubts about higher studies and placements 4. Equivalency of B.Voc. Courses with other degree programme.	Discussed in PTA meetings and the feedbacks are reported to the Principal and the University Vice Chancellor

Seal of the Department



Name and Signature of the HoD


M. S. JAYAPRASAD
 HoD / Course Coordinator
 Dept. of Voc. Education
 St. Thomas College Palai

Department of Physical Education
ST. THOMAS COLLEGE PALAI

Action Taken Report on Feedback Received during 2014 - 2015

Feedback Received from Students	Action Taken
1. Teaching lesson plans to be conducted in schools. 2. Contents of II Sem BSc Applied Physiology of Sport & Exercise course is too heavy.	Teaching practise lesson plans conducted in nearby schools. Discussed the matter with UG BoS members
Feedback Received from Teachers	Action Taken
1. ICT enabled classrooms. 2. Syllabus need revision with more skill oriented courses	ICT equipment's procured and in use. Discussed the matter with UG BOS.
Feedback Received from Employers	Action Taken
1. NIL (Course started in 2013 only)	NA
Feedback Received from Alumni	Action Taken
1. NA (Course started in 2013 only)	NA
Feedback Received from Parents	Action Taken
1. Full time teachers required.	Two new teachers employed as per UGC norms

Seal of the Department




Name and Signature of the HoD
 Assistant Professor
 Dept. of Physical Education
 St. Thomas College, Pala