

RESEARCH AND POSTGRADUATE DEPARTMENT OF COMMERCE

HENRY BAKER COLLEGE, MELUKAVU

Curriculum Feedback Analysis

Action Taken Report 2019-20

- As students get benefitted in peer teaching and cross-age teaching, these two practices were continued.
- Many talented students of the department pointed out in their feedback that they wanted more platforms to exhibit their talents, gifts and skills. Therefore, our students under the aegis of Fine Arts and Crafts Club organized a number of exhibitions.
- To enrich the curriculum, the department conducted seven certificate courses
- One day seminar on (1) "Entrepreneurship Changes and Challenges" (2) "Project. Work Preparation: A Methodological Introduction" (3) Next Generation Bookkeeping: Skills for Accountants" (4) Building Entrepreneurial Skills (5) Career Opportunities in Commerce (6) a webinar on "Online Plagiarism Checking: An Easy Approach" and (7) a webinar on "Aatma Nirbhar Bharat Abhiyan" were conducted.
- "Millennium Batch 1998-2001" Alumni Meet was conducted
- As per the demands of our students, the department meeting suggested IQAC to conduct at least one career guidance programme a year.


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Dr. Gireesh Kumar G. S.
Principal



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**RESEARCH AND POSTGRADUATE DEPARTMENT OF COMMERCE
HENRY BAKER COLLEGE, MELUKAVU**

Curriculum Feedback Analysis

Action Taken Report 2018-19

- A few students asked for study notes for the preparation of exams conducted by Co-operative Services Examination Board, the department fulfilled their needs by providing them the requisite materials.
- Mentor – Mentee programs were carried on as per the norms
- Feedback from the stakeholders on curriculum were collected and communicated to the University
- A few PG students asked for Solutions of UGC NET previous question papers and the department provided them printed materials of the same.
- Remedial classes were continued as students and parents found it very useful.
- Special classes were arranged to compensate lost days during the flood.
- One-day seminar on “Research Designs and Methods” was conducted.
- Programs of Commerce Association, Students Tours and Industrial Visits were conducted as per the schedule.


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HENRY BAKER COLLEGE, MELUKAVU

Curriculum Feedback Analysis

Action Taken Report 2017-18

- As part of remedial coaching, peer teaching and cross-age teaching were continued since we could measure its progress and importance based on students' feedback.
- Many of the first semester PG students requested the department to provide classes relating to NET coaching in working days between 9 am to 10 pm and on holidays from 10 am to 4 pm. This duty was assigned to Mr. Jenipher Carlos Hosanna, Assistant Professor of our department and he co-ordinated all these classes.
- Students and parents were worried about the lost days during Kerala flood and accordingly we provided them a number of additional classes to compensate the same.
- In their feedback, students asked for more opportunity to interact with the people in industry. Accordingly, the department gave opportunity to our students each year to visit an industrial undertaking.
- Internal examinations and model examinations were conducted as per the schedule.
- One day seminar on "Human Rights and Intellectual Property Rights" was conducted by the department.


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**RESEARCH AND POSTGRADUATE DEPARTMENT OF COMMERCE
HENRY BAKER COLLEGE, MELUKAVU**


**Curriculum Feedback Analysis
Action Taken Report 2016-17**

- Since the teachers and students commented that the PG syllabus needs to be revised, the department meeting suggested the IQAC to communicate the same to the University.
- To improve students' regularity of attendance in classes and maintain discipline, the department published monthly attendance summary report on the notice board.
- We identified our slow and fast learners and activities were assigned to them to build up a feeling of self-actualization.
- The department provided study materials to the needy students. The study materials given to PG students also include NET coaching materials.
- As students wanted more guidance of teachers in academic matters, the department, along with the Mentoring Cell, enhanced the reach of the mentoring programme.
- Conducted remedial coaching as per the prescribed timetable after college regular hours.


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Dr. Nisha Joseph
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RESEARCH AND POSTGRADUATE DEPARTMENT OF COMMERCE


HENRY BAKER COLLEGE, MELUKAVU

Curriculum Feedback Analysis

Action Taken Report 2015-16

- To ensure the effectiveness of the performance evaluation process, the department raised the number of parent-teacher communication and interaction.
- After the review of our students' feedback, the department found that a few students need more skill development schemes and initiatives. Accordingly, the department requested the IQAC to conduct skill development programmes for our students.
- As the students raised questions of fear and concern of their future, the department felt problems of lack of proper career guidance, accordingly the department requested the Career Guidance Cell to organize more such career guidance counseling programmes.
- The department conducted remedial classes for needy students and also conducted NET Coaching for PG students.
- Students' minor project was released in book form and the silver jubilee programs were celebrated.
- One-day seminar on Entrepreneurial Skills in Present Era and the UGC sponsored national seminar "Statistical Techniques in Commerce and Management Research" were conducted by the department.


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Dr. Aneyamma Varghese
Principal



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POSTGRADUATE DEPARTMENT OF HISTORY
HENRY BAKER COLLEGE, MELUKAVU

Curriculum Feed Back Analysis

Action taken Report- 2019-20

1. On the basis of the feedback, five skills oriented and industry needed certificate courses were introduced in the department.
2. To meet the requirements of the new PG syllabus, department requested to purchase of more books in History.
3. As part of imparting research orientation, students were encouraged to participate and present papers in Seminars.
4. Commemoration of days of national importance through invited talks and exhibitions, provides values and enrich the quality of the students.
5. Local history oriented projects as well as oral history archiving creates enthusiasm and develops expertise among the students.


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HENRY BAKER COLLEGE, MELUKAVU

Curriculum Feed Back Analysis

Action Taken Report- 2018-19

1. Invited lectures were conducted regularly to supplement the curriculum.
2. On the basis of the feedback, students were given opportunities to express themselves through manuscript magazines, documentation of flood and oral history interviews.
3. Creation of interest in local history and archiving provides basics in history.
4. As per the feedback, department requested the IQAC to start more skill oriented and industry needed courses.


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Curriculum Feed Back Analysis

Action taken Report- 2017-18

1. Continuous evaluation through test papers and assignments were made to overcome the difficulties arising from new syllabus.
2. Requested to provide e-journals and e-recourses particularly to PG students.
3. Field visits and study tours to historical sites supplemented the curriculum.
4. In order to increase the employability of students, more certificate courses were introduced.

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POSTGRADUATE DEPARTMENT OF HISTORY
HENRY BAKER COLLEGE, MELUKAVU
Curriculum Feed Back Analysis
Action Taken Report- 2016-17

1. As per the request of the PTA more test papers were conducted for the effective curriculum implementation.
2. To enhance the research aptitude among the PG students, students were encouraged to attend more national/ International seminars.
3. To make curriculum implementation more effective invited lectures and exhibitions were conducted.
4. As per the requests of the students, special arrangements were made to overcome the difficulty in English language and they were encouraged to read simple English texts, which were provided from the department library.
5. Computer skills were imparted through certificate programme in computer applications.

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M. D. S.
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POSTGRADUATE DEPARTMENT OF HISTORY

HENRY BAKER COLLEGE, MELUKAVU

Curriculum Feed Back Analysis

Action Taken Report- 2015-16

1. Parent –teacher meetings were conducted regularly to enhance the effectiveness of the evaluation process.
2. To enhance the quality of the teaching and learning more and more participatory activities were incorporated.
3. Students were given skill training through certificate course in Basics of Computer application.
4. Opportunities were provided to attend seminars and workshops to enhance the research aptitude of the students.

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HENRY BAKER COLLEGE, MELUKAVU

DEPARTMENT OF ENGLISH

Curriculum Feedback Analysis

Action Taken Report 2019-20

- As students testified the benefit of peer teaching, the programme was continued.
- Students demanded to have more guidance on career options. So the department meeting suggested IQAC to conduct at least one career guidance programme a year.
- Many talented students of the department pointed out in their feedback that they wanted more platforms to exhibit their gifts and skills. Therefore an art exhibition was organized.
- To enrich the curriculum, the department conducted two certificate courses: Communication Skills in English and Film Studies.


Dr. K. Jeevankumar

Head of the Department


Dr. Gireesh Kumar G. S.

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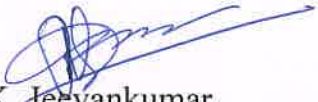
HENRY BAKER COLLEGE, MELUKAVU

DEPARTMENT OF ENGLISH

Curriculum Feedback Analysis

Action Taken Report 2018-19

- As some of the students indicated the insufficient number of exercises in the text *Fine-tune Your English*, teachers prepared a question bank for the students to practise more grammar.
- Special classes were arranged to recoup lost class days during the flood.
- Students pointed out in the feedback that the number of books in the library was insufficient to cater to the research needs of the students. Therefore, the department meeting suggested the IQAC to purchase more books to the library.
- Remedial classes were continued as students and parents found it very useful.


Dr. K. Jeevankumar
Head of the Department


Dr. Gireesh Kumar G. S.
Principal

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HENRY BAKER COLLEGE, MELUKAVU


DEPARTMENT OF ENGLISH

Curriculum Feedback Analysis

Action Taken Report 2017-18

- As part of remedial teaching, peer teaching was introduced.
- Many of the first semester students complained that *Fine-tune Your English*, the text book prescribed for Common Course 1, was too difficult. Therefore the department brought the issue to the notice of the members of the Board of Studies. Later, the university modified the syllabus by excluding many chapters from the text.
- Students, teachers and parents alike were worried about the classes lost during the flood. To overcome the loss, teachers took extra classes and covered the portions.
- In their feedback, students asked for more opportunity to develop their presentation skills. Therefore the department conducted more student seminars.


Dr. K. Jeevankumar
Head of the Department


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HENRY BAKER COLLEGE, MELUKAVU

DEPARTMENT OF ENGLISH

Curriculum Feedback Analysis

Action Taken Report 2016-17

- Since the teachers and students remarked that the UG syllabus was required to be revised, the department meeting suggested the IQAC to communicate the same to the university.
- To improve students' regularity in classes and maintain discipline, the department published monthly attendance on the notice board.
- The department provided study materials to the needy students.
- As students wanted more guidance of teachers in academic matters, the department, along with the Mentoring Cell, improved the mentoring programme.



Dr. K. Jeevankumar

Head of the Department



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HENRY BAKER COLLEGE, MELUKAVU

DEPARTMENT OF ENGLISH

Curriculum Feedback Analysis

Action Taken Report 2015-16

- To ensure the effectiveness of the evaluation process, the department augmented parent-teacher communication.
- Some of the students suggested in their feedback that they wanted more skill development programmes. Therefore the department suggested the IQAC to conduct skill development programmes for the students.
- As the students raised the problem of lack of proper career guidance, the department requested the Career Guidance Cell to organize more such programmes.
- The department conducted remedial classes for needy students.


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Dr. Aneyamma Varughese
Principal




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HENRY BAKER COLLEGE, MELUKAVU
DEPARTMENT OF COMMERCE (B. Com, Computer Application-Self-financing)
Curriculum Feedback Analysis
Action Taken Report 2019-2020

- ❖ Management was asked to provide a digitally enabled classroom as part of the advance curriculum
- ❖ As part of the celebration of special days in the world, World Environment Day and Salute our Indian Army celebrated as demanded by the students.
- ❖ Campus Corporate Quiz Club launched to keep abreast of changes in the corporate world every day.
- ❖ Expert lectures are conducted on different topics of emerging areas to arouse interest in subjects.
- ❖ All faculties are now using ICT for teaching-learning to create smart learning environment.
- ❖ As part of the Social & Environmental Extension, a programme **HBC Career Care** has launched to lead students to other institutions for providing career orientation to Higher Secondary Students.


Mr. Dennis Cherian
Head of the Department




Dr. Gireesh Kumar G.S
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HENRY BAKER COLLEGE, MELUKAVU

DEPARTMENT OF COMMERCE (B. Com, Computer Application-Self-financing)

Curriculum Feedback Analysis

Action Taken Report 2018-2019

- ❖ Special class was arranged to compensate classes lost due to the flood and other natural calamities.
- ❖ As part of the changing curriculum, it was demanded to buy more text books in line with the revised curriculum.
- ❖ A special collection of previous year's question paper was arranged.
- ❖ The mock viva-voce started for final year students
- ❖ Internal practical exam was effectively conducted to prepare students appearing of final practical examination with more confidence.



Smt. Anumol Sam

Head of the Department



Dr. Gireesh Kumar G.S

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HENRY BAKER COLLEGE, MELUKAVU
DEPARTMENT OF COMMERCE (B. Com, Computer Application-Self-financing)
Curriculum Feedback Analysis
Action Taken Report 2017-2018

- ❖ As there was a deaf student, the teachers gave special classes at the convenience of the student.
- ❖ Extra classes were taken to replace the classes lost due to floods during the academic year.
- ❖ Through IQAC, the Physical Education Teacher was asked to give students more time and facilities to showcase their talents in sports along with their studies.
- ❖ A special library was set up in the computer lab as the students demanded that a library collection of books related to computer applications be kept exclusively for the department.
- ❖ Special classes were taken on Saturdays to prepare students for university practical exam under the supervision of External Examiner appointed by the University.

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Smt. Anamol Sam

Head of the Department

Dr. Gireesh Kumar G.S
Dr. Gireesh Kumar G.S

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HENRY BAKER COLLEGE, MELUKAVU

DEPARTMENT OF COMMERCE (-Self-financing)

Curriculum Feedback Analysis

Action Taken Report 2016-2017

- ❖ Proper internal assessment is being done and marks obtained are shared with the students displayed through notice board.
- ❖ Since B. Com Computer Application is a Practical Oriented subject, teachers provide classes with blackboard & slide presentation as per the requirement of the students.
- ❖ Educational trips/ industrial visits have already been introduced in the department. Besides this, the Department organizes monthly peer teaching.
- ❖ The department has asked the IQAC to purchase more computer systems for the computer lab as second year students have computer practical.
- ❖ The students informed that the lessons on Financial Services were very difficult and therefore the lesson was taken as a short note and the assessment test was given to the students every week.


Smt. Anumol Sam
Head of the Department


Dr. Nisha Joseph
D & DO

HENRY BAKER COLLEGE, MELUKAVU

DEPARTMENT OF COMMERCE (Self-financing)

Curriculum Feedback Analysis

Action Taken Report

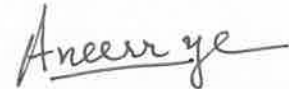
2015-2016

- ❖ The department conducted orientation classes on effective Communication Skills for students as they reported difficulties in speaking and dealing with them when they addressed public meetings.
- ❖ The department has started remedial classes for students who are finding it difficult to learn Hindi (Second language).
- ❖ Department sent a request to IQAC to inform the university about resolve the difficulties in the subject of Fine Tune English.
- ❖ An orientation class was given about the infinite possibilities available to students after graduating from B.Com degree course.



Smt. Anumol Sam

Head of the Department



Dr. Aneyamma Varghese

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HENRY BAKER COLLEGE, MELUKAVU

DEPARTMENT OF PHYSICS

CURRICULUM FEEDBACK ANALYSIS

Action Taken Report - 2019-20

- Students demanded that they need additional training to enhance their technical skill which may be helpful in their daily life, so a new certificate course on 'Household wiring and Equipment Servicing' was introduced.
- To get exposure and motivate students in scientific research, few students were given final year projects on emerging research topics of interest to facilitate exposure visits to nearby institutions.
- Additional notes and personal assistance were given to needy students and slow learners.
- Remedial classes were taken for mathematics for topics which they find difficult.


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DEPARTMENT OF PHYSICS

Curriculum Feedback Analysis

Action Taken Report - 2018-2019

- Students pointed out the need for reference books according to revised syllabus and department requested IQAC in taking further steps.
- Teachers took extra classes to cover the portions which couldn't be completed due to flood.
- To create awareness among the students on environment- related issues which is part of their curriculum, we celebrated World Ozone Day 2018.
- Remedial classes were given for needy students to familiarise with difficult portions.
- Special assistance was given for students appearing for supplementary exams.


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DEPARTMENT OF PHYSICS

Curriculum Feedback Analysis

Action Taken Report 2017-2018

- In the feedback, students pointed out that they need activities to develop their communication and presentation skills and hence we introduced Power Point Presentation Competition “Curios” among our students on the topic “Recent Advances in Physics”.
- The students expressed concern regarding equipment shortage in the laboratory and department requested IQAC in taking further steps.
- During PTA meeting, parents mentioned about the need for personality development training for students, the department requested IQAC in taking further steps.


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DEPARTMENT OF PHYSICS

Curriculum Feedback Analysis

Action Taken Report - 2016-2017

- Many students suggested that they would like to have more academic activities in the department. In consideration of that, a two-day programme SPEED 2K17 was organised by the department wherein students themselves took the prime initiative.
- Additional notes and assistance were given for needy students.
- Final year students mentioned about the requirement of a *practical lab manual* based on syllabus and teachers prepared the same as per the curriculum.


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DEPARTMENT OF PHYSICS

CURRICULUM FEEDBACK ANALYSIS

Action Taken Report 2015-2016

- As students mentioned that they lack familiarity with computers and most students lack reliable access to computers, we introduced a Certificate Course on Computer Fundamentals.
- Teachers prepared a textbook/guide on Computational Physics based on the syllabus to help slow learners.


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HENRY BAKER COLLEGE, MELUKAVU
DEPARTMENT OF B. Voc. TOURISM & HOSPITALITY

Curriculum Feedback Analysis

Action Taken Report 2019-20

- As students demanded to publish a handbook on tourism destinations, and hence, Department published a hand book with the support of students.
- Students demanded for a destination study and the department conducted destination visit.
- Department conducted a three-day tourism fest
- Students demanded for a cycling program and department conducted a two-day cycling program and visit various schools with anty narcotic slogan


ANISH THANIKKAL

Head of the Department


Dr. Gireesh Kumar G. S

Principal



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HENRY BAKER COLLEGE, MELUKAVU
DEPARTMENT OF B. Voc TOURISM AND HOSPITALITY
Curriculum Feedback Analysis
Action Taken Report 2018-19

- As some of the students indicated the insufficient number industrial training program conducted department teachers arrange training program various travel agency
- Special classes were arranged to recoup lost class days during the flood.
- Students pointed out in the feedback that the number of books in the library was insufficient to cater to the research needs of the students. Therefore, the department meeting suggested the IQAC to purchase more books to the library.
- Students suggested for conducting tourism fest therefore department conducted three day inter university tourism fest



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