



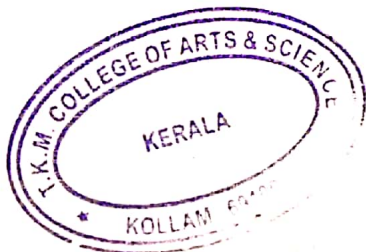
T. K. M. COLLEGE OF ARTS AND SCIENCE, KOLLAM

Internal Quality Assurance Cell

Action Taken Report for 2019-20

The Internal Quality Assurance Cell (IQAC) of the T.K.M. College of Arts and Science has collected feedback on the syllabus and the overall performance of the college from students, teachers, alumni and employers for the academic year 2019-20. The responses of the stakeholders were systematically categorized and grouped for further scrutiny and analysis. Based on the Feedback Reports submitted, department wise Action Taken Reports were also collected. Taking into account the suggestions obtained, the IQAC takes necessary steps for further improvement.

Intense measures were initiated to identify slow learners, and to provide them regular remedial sessions at college. Advanced learners are encouraged to participate in internships, seminars and project work by various organizations. The college has also taken necessary steps to encourage students to join the Young Innovators Programme. The college has also made efforts to integrate socially relevant issues into the curriculum with the help of senior faculties who attend the curriculum restructuring programmes, and also by organizing various programmes related to it by the different cells functioning in the college. The IQAC also organizes Faculty Development Programmes every year in order to enhance the professional competency and teaching pedagogy of the faculties.





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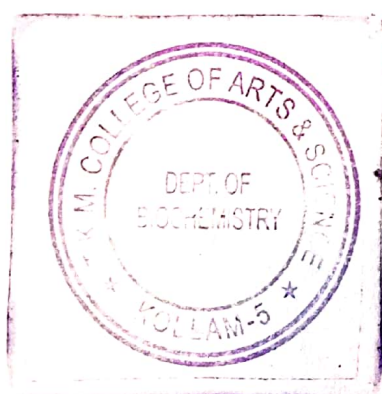
DEPARTMENT OF BIOCHEMISTRY


T. K. M. COLLEGE OF ARTS AND SCIENCE, KOLLAM

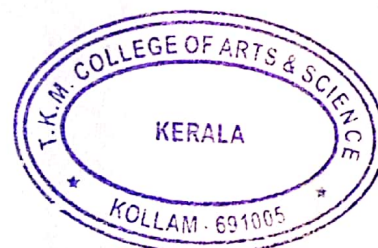
Action Taken Report: 2019-20

	Feedback Suggestions	Actions Taken
1.	COs and POs not mentioned in the newly introduced UG syllabus.	Addressed and decided to inform the Board of Studies of the University.
2.	Special lab sessions requested by PG students.	Addressed and decided to provide special lab sessions by the faculties.
3.	Request from the Alumni regarding their involvement in departmental programmes.	Addressed and decided to inform and involve the alumni in all departmental programmes.
4.	Guidance for university examination requested.	Addressed and decided to provide special orientation for university examinations.

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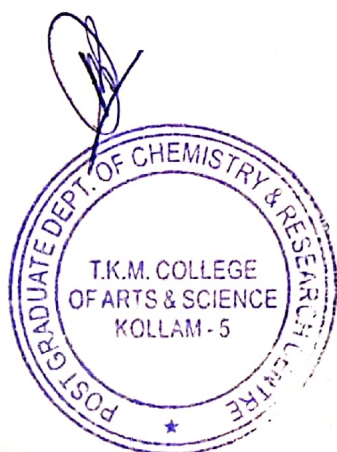


DEPARTMENT OF CHEMISTRY

T. K. M. COLLEGE OF ARTS AND SCIENCE, KOLLAM

Action Taken Report: 2019-20

- Request from students regarding an exclusive session on POs, PSOs, COs and other learning outcomes. Decided to provide an exclusive session regarding the same.
- Students' concern regarding career orientation of the syllabus addressed, and decided to inform the university authorities.
- Students' request for special classes on General English Grammar paper, forwarded to the HOD of English Department.
- The department has decided to conduct a series of seminars and lectures, taking into account the regular requests from the students.



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DEPARTMENT OF ENGLISH

T. K. M. COLLEGE OF ARTS AND SCIENCE, KOLLAM

Action Taken Report: 2019-20

- The department has decided to conduct various lectures and talks by reputed scholars in order to provide wide exposure to language and literature.
- The department has also decided to forward the concerns of the students regarding the syllabus revision of UG programme to the university authorities.
- Decided to provide special sessions for Phonetics, Grammar and Environmental Studies for weak learners as per request.
- Steps taken to improve the communicative skills of students in English language.

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DEPARTMENT OF MATHEMATICS

T. K. M. COLLEGE OF ARTS AND SCIENCE, KOLLAM

Action Taken Report: 2019-20

Suggestions Provided	Actions Taken by the Department
Students' request regarding inadequate career orientation of the syllabus	Discussed in the department meeting, and decided to forward the concern to the University authorities.
Complaints raised regarding inadequate working days for the completion of semesters.	Discussed and decided to inform the University authorities. Also decided to arrange special classes on evenings and public holidays with the permission of the Principal.
Students request for Remedial classes.	Decided to provide remedial classes and doubt clearance sessions for interested students.
Alumni request regarding syllabus revision.	Decided to inform the concern regarding syllabus revision to the Board of Studies of Mathematics of the University of Kerala.

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HEAD
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DEPARTMENT OF COMMERCE

T. K. M. COLLEGE OF ARTS AND SCIENCE, KOLLAM

Action Taken Report: 2019-20

The Department of Commerce has always been keen in addressing the concerns raised by the students, teachers, alumni, and employers. The department has decided to conduct regular programmes to enhance the skills of the students. The students' complaint regarding the shortage in working days in each semester and the irregularities in the academic calendar has been discussed and decided to inform the university authorities through proper channel. They also raised concerns related to the conduct of retest for internal examinations. The department has addressed the issue and decided to inform the concerns to the Internal Examination Wing of the College. The department has also decided to conduct a session on the COs and Learning Outcomes of the courses under the leadership of the Head of the Department.



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DEPARTMENT OF PHYSICS

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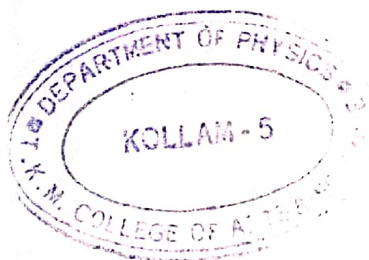
Action Taken Report: 2019-20

SUGGESTIONS	ACTIONS TAKEN
Students' request regarding the inclusion of COs and learning outcomes in the syllabus	The department has decided to inform the university authorities regarding the inclusion of COs and specific learning outcomes in the syllabus.
Guidance for competitive examinations requested by PG students	Addressed and decided to provide special sessions for NET and other competitive examinations related to the programme.
Alumni suggested syllabus revision with better career orientation.	Discussed in the departmental meeting and decided to inform the university.

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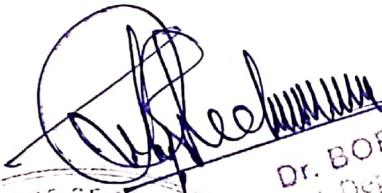



DEPARTMENT OF BOTANY


T. K. M. COLLEGE OF ARTS AND SCIENCE, KOLLAM

Action Taken Report: 2019-20

	SUGGESTIONS(Students, Alumni, Teachers & Employers)	ACTIONS TAKEN
1.	Students' complaint regarding the inadequate working days for the completion of a semester.	Issue addressed and decided to inform the University authorities for ensuring minimum working days for the completion of a semester.
2	Students request regarding a session on POs, PSOs, and COs	Decided to conduct a session on POs, PSOs, and COs under the leadership of the HOD.
3	Students request for the conduct of Outreach programmes in the department.	Decided to conduct various outreach programmes by the department. An initial endeavour was the Plant Bionomical Identification Service at the Kids Park in Kollam Asramam on 31/08/2019 in association with Nature Club and DTPC Kollam.
4	Alumni and employers' suggestion regarding inadequate career orientation in the syllabus, and the need for syllabus revision.	Decided to forward the suggestion regarding the same to the University authorities.


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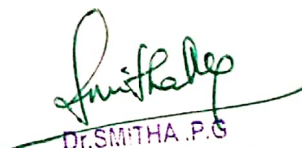
DEPARTMENT OF ZOOLOGY

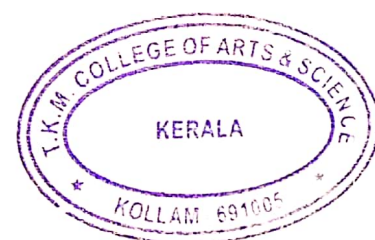
T. K. M. COLLEGE OF ARTS AND SCIENCE, KOLLAM

Action Taken Report: 2019-20

	SUGGESTIONS ON FEEDBACK	ACTIONS TAKEN ON FEEDBACK
1	Raised concerns regarding the conduct of university examinations at a short notice, even before getting adequate working days for the completion of the syllabus.	The Department of Zoology has decided to inform the university authorities regarding the concerns related to the conduct of university examinations.
2	Requested special and remedial sessions for difficult modules.	Decided to provide remedial sessions for difficult modules
3	Previous year question paper work out requested by students	It has been decided to conduct special sessions on previous year question paper work out prior to the university examinations.


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DEPARTMENT OF ISLAMIC HISTORY
T. K. M. COLLEGE OF ARTS AND SCIENCE, KOLLAM

Action Taken Report: 2019-20

FEEDBACK SUGGESTIONS	ACTION TAKEN
Students' complaint on the limited working days for the completion of semester portions.	Addressed and decided to inform the higher authorities regarding the same.
Students' suggestion regarding the much needed syllabus revision	Decided to inform the higher authorities regarding the same.
Lectures and programmes requested by the students.	Decided to conduct various programmes including lectures at Department level.
Alumni requested their involvement in the programmes conducted by the department.	It has been decided to inform and involve the alumni members in the various programmes conducted by the department.




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