



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

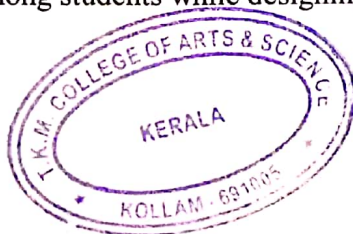
**Internal Quality Assurance Cell**

**Action Taken Report for the Academic Year 2020-21**

The Internal Quality Assurance Cell (IQAC) of the T.K.M. College of Arts and Science collected feedback on the syllabus, and the overall performance of the college from stakeholders such as students, teachers, alumni and employers for the academic year 2020-21. Major suggestions given by the stakeholders were categorized and compiled for further perusal in order to enhance the quality of education. Based on the Feedback Reports, Action Taken Reports from every department is collected. Taking into account the suggestions after assessment, the valuable points related to curriculum enrichment are sent to the university curriculum committee for possible changes in the coming curriculum regulations.

Curriculum delivery is enhanced through the conduct of mini projects/ conferences/ symposiums, and the activities of the innovative clubs in the college. Students are also introduced to research to experience technological skills and ethical orientation. The college envisages including the following aspects in order to enrich the curriculum:

1. Flexible and Choice Based Credit System to learn elective and open elective courses offered by various departments.
2. Career oriented courses.
3. Incorporation of laboratory experiments to stimulate creativity, experiential learning, and innovation among students while designing the courses.



  
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DEPARTMENT OF BIOCHEMISTRY

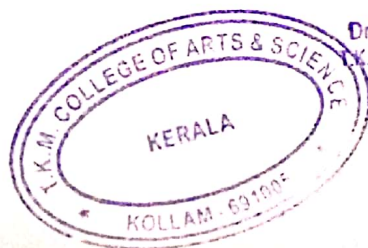
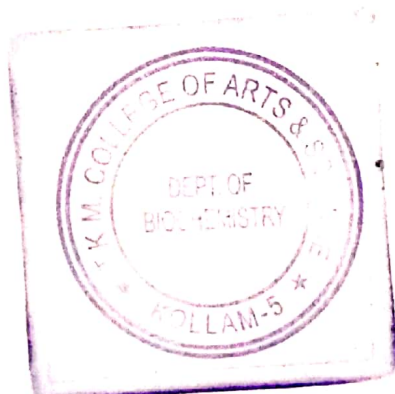
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Action Taken Report: 2020-21

	Feedback Suggestions	Actions Taken
1.	Students' request regarding the technical issues faced during online classes.	Addressed and decided to reduce the workload and assignments during online classes. Students with connectivity issues were also excused from attending live sessions.
2.	Request for special lab sessions during the pandemic.	Addressed and decided to inform the higher authorities and act accordingly. Practical sessions were arranged in accordance with the instructions given by the government and the university authorities.
3.	Special online sessions requested for the project/ thesis work.	Addressed and decided to conduct online sessions on project guidance, and its follow up.
4.	Relaxation of questions from modules, which are difficult to learn online, for university examination.	Discussed and decided to inform the university authorities regarding the same.



Dr. C. Latha, B



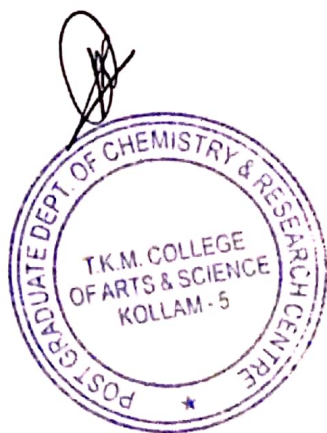
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## DEPARTMENT OF CHEMISTRY

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

### Action Taken Report: 2020-21

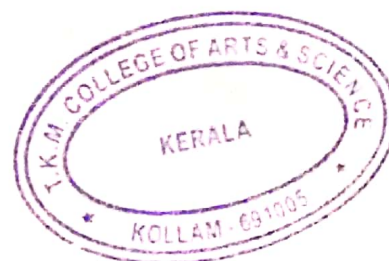
- Request from students regarding the difficulties that they face while attending online classes discussed in the department meeting, and decided to reduce the 1 hour live sessions to 45 minutes. It has also decided to provide recorded lectures of important topics in order help the students for a better understanding of the concepts. Flipped classroom methods have been adopted by all the faculty members of the department.
- Students' concern regarding the submission of assignments online addressed, and decided to reduce the work load.
- Special practical sessions were arranged with the permission of the Principal, following all the protocols related to Covid 19.



POST GRADUATE DEPT. OF CHEMISTRY  
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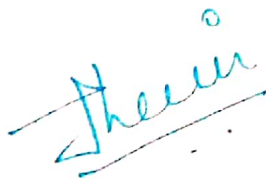


## DEPARTMENT OF ENGLISH

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

#### Action Taken Report: 2020-21

- The Department of English has introduced various teaching methods during the pandemic to instill knowledge to the students. Introduction of the concept of flipped classroom and the optimum use of technology in content delivery has been quite remarkable. The concerns of the students and parents related to the conduct of online classes have also been addressed and resolved.
- Students request regarding their difficulty in learning English Phonetics online has been resolved by providing recorded videos uploaded on Youtube.
- Students' request for guidance related to project work and submission has also been resolved by providing online meetings.
- The department has also been instrumental in reporting the concerns of the students regarding the conduct of university examinations during the pandemic to the authorities concerned.



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DEPARTMENT OF MATHEMATICS

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

Action Taken Report: 2020-21

Suggestions Provided	Actions Taken by the Department
Students' complaint regarding the unprecedented lagging in the conduct of university examinations	Complaint addressed and decided to forward the same to the University authorities.
Students' suggestion regarding the reduction of online live sessions due to inadequate connectivity issues.	Discussed and decided to reduce the 1 hour online live sessions to 40 minutes as per the request from the students and the parents.
Students request for special help in project work and its online submission.	Decided to provide regular meetings with the wards in order to help them in finishing the projects, and its online submission.
Alumni suggestion regarding the inadequacy of job orientation of the syllabus	Addressed and decided to inform the higher authorities.

  
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**DEPARTMENT OF COMMERCE**

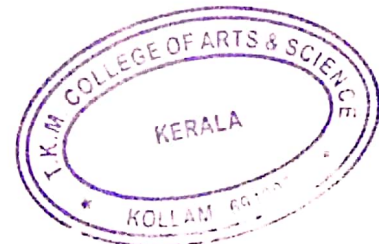
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**Action Taken Report: 2020-21**

The Department of Commerce has been in the forefront to introduce proactive methods in teaching-learning process during the Covid 19 pandemic. The department has conducted regular online classes through various online platforms such as Google Meet, Zoom, Google Classroom, and Webex. As per the request from students facing internet connectivity issues in attending live sessions, recorded videos on different modules were provided to them. The concerns of students regarding the unprecedented delay in the conduct of university semester examinations has been addressed, and decided to inform the university authorities. Sessions related to stress management and well being were also provided to the students of the department as per request. The alumni suggestion regarding syllabus revision, in order to make it more student friendly and career oriented has been forwarded to the university authorities.



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**DEPARTMENT OF PHYSICS**

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

**Action Taken Report: 2020-21**

<b>SUGGESTIONS</b>	<b>ACTIONS TAKEN</b>
Student request on the issues related to network connectivity in online classes.	The department has decided to ensure network connectivity to all the students in the department.
Guidance for online project submission requested by the students.	Addressed and decided to provide special online sessions on the completion and submission of online projects.
Student concern regarding the conduct of online internal examinations	The department has looked into the matter and decided to have a transparent and simple internal examination process in the wake of the pandemic.



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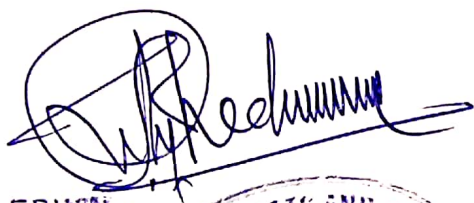


## DEPARTMENT OF BOTANY

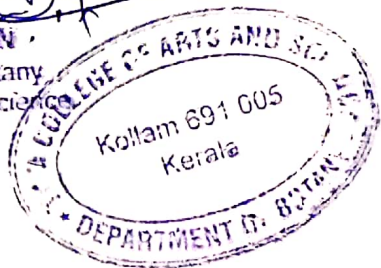
T. K. M. COLLEGE OF ARTS AND SCIENCE, KOLLAM

### Action Taken Report: 2020-21

	SUGGESTIONS( Students, Alumni, Teachers & Employers)	ACTIONS TAKEN
1.	Students' concern regarding delay in university examination	Issue addressed and decided to inform the University authorities for the immediate perusal
2	Students request regarding internet connectivity problems in attending online classes.	Decided to reduce the time of live sessions, and to provide recorded lectures uploaded in Youtube.
3	Student concern regarding the conduct of online internal examination and project submission	Concern addressed, and decided to conduct an online induction session regarding the same. Students were given proper guidance and their apprehensions got resolved.
4	Concerns regarding lab sessions during pandemic	Decided to forward the concern to the University authorities for suggestions.



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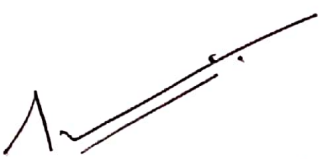



**DEPARTMENT OF ZOOLOGY**

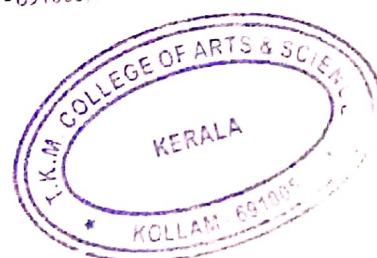
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**Action Taken Report: 2020-21**

	<b>SUGGESTIONS ON FEEDBACK</b>	<b>ACTIONS TAKEN ON FEEDBACK</b>
1	Raised concerns regarding the conduct of online classes.	The Department of Zoology has decided to reduce the time of online live sessions as per the request of the students. Issues related to internet connectivity and other technical glitches that come across during online sessions were resolved with the wholehearted support of the students and college authorities.
2	Requested online sessions for previous year question paper workout.	Decided to provide online sessions for previous year question paper work out, as students opined that they immensely benefitted from the last year's sessions.
3	Students repeated suggestion regarding syllabus revision.	It has been decided to inform the University authorities regarding the need for UG syllabus revision, as it is fewer career oriented and advanced.

  
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**DEPARTMENT OF ISLAMIC HISTORY**

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

**Action Taken Report: 2020-21**

<b>FEEDBACK SUGGESTIONS</b>	<b>ACTION TAKEN</b>
Students request regarding lack of gadgets and less internet connectivity for attending online classes.	Addressed and decided to ensure that all students get gadgets and good internet connectivity. The department collectively raised amount and bought gadgets for two students who are financially poor.
Students' suggestion regarding online assignments	Decided to reduce the assignments workload as per request.
Students request for online project guidance.	Addressed and decided to provide online meetings with guides for project work and submission.



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