

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with "B" Grade

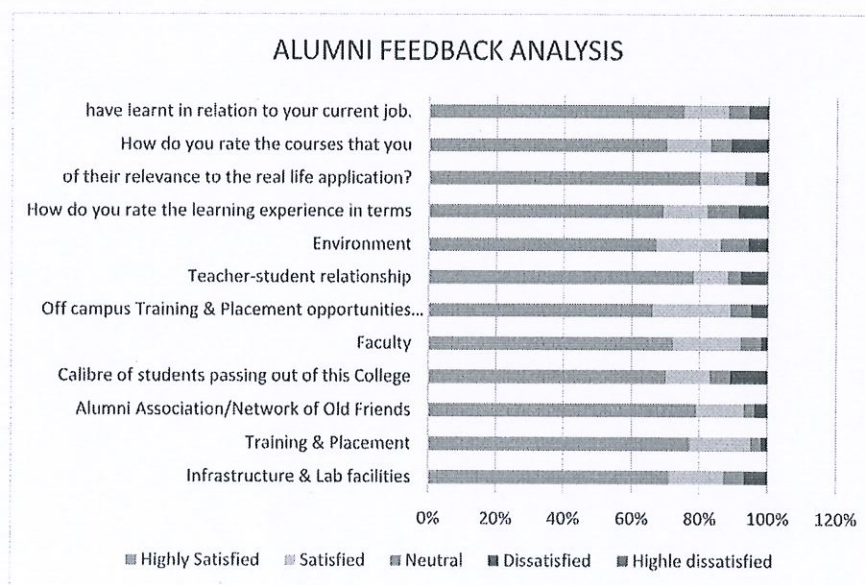
ALUMNI FEEDBACK ANALYSIS

ACADEMIC YEAR 2023-2024

The Internal Quality Assurance Cell (IQAC) initiated a process to collect feedback from the college alumni. An online questionnaire was developed, and the feedback form link was shared with alumni through WhatsApp contacts and group networks. This approach ensured broad participation, allowing former students to willingly provide their responses.

The collected feedback was carefully consolidated and analyzed to gain insights into the alumni's experiences. The analysis revealed that alumni were highly satisfied with the courses they had pursued during their time at the institution. They expressed particular appreciation for the strong teacher-student relationships fostered throughout their academic journey, highlighting the supportive and engaging environment provided by the faculty.

Additionally, alumni shared positive feedback about the placement opportunities offered by the college, reflecting satisfaction with the career support and guidance provided. The feedback gathered through this initiative will help the institution continue to enhance its academic programs, student-faculty engagement, and placement services to meet the expectations of current and future students.



Principal
Nazareth College of Arts & Science
 Kovilpathagai Main Road, Kannadapalayam,
 Vellanoor Post, Avadi, Chennai-600062.

Action Taken Report on Alumni Feedback

The alumni feedback initiative undertaken by the Internal Quality Assurance Cell (IQAC) provided valuable insights into the experiences of former students. Based on the analysis of their responses, the following actions have been implemented to address key observations and further improve institutional services:

1. Enhanced the relevance of course content by recommending updates to the affiliating university.
2. Introduced additional workshops and guest lectures on emerging topics to bridge academic and industry gaps.
3. Organized regular faculty development programs to strengthen mentorship and improve teaching strategies.
4. Encouraged more one-on-one interactions between faculty and students to maintain the strong relationships highlighted by alumni.
5. Expanded the network of recruiters by partnering with more companies across diverse industries.
6. Increased placement training sessions, focusing on interview preparation, resume building, and soft skills.
7. Strengthened the alumni network to create mentoring opportunities for current students.
8. Planned annual alumni meets to maintain connections and foster collaboration.
9. Created a dedicated alumni portal for better communication and updates on institutional developments.




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

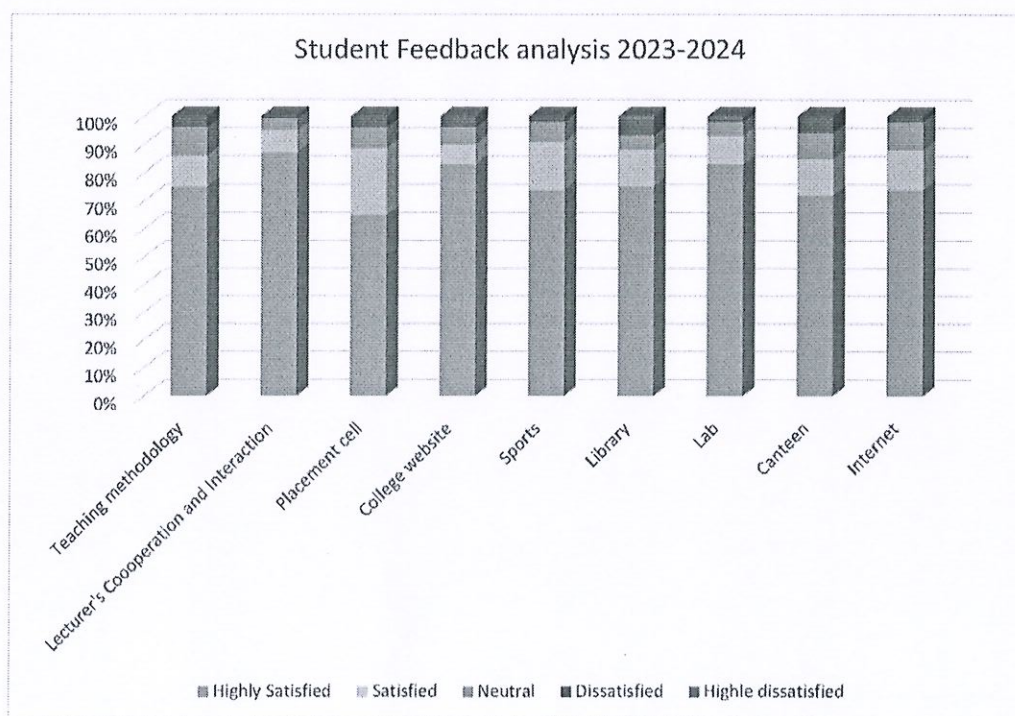
Affiliated to University of Madras, Re- Accredited by NAAC with "B" Grade

STUDENT FEEDBACK ANALYSIS

ACADEMIC YEAR 2023-2024

Nazareth College of Arts and Science is situated on Kovilpathagai Main Road in Kannadapalayam, Avadi, and operates under the affiliation of the University of Madras. The institution provides a range of undergraduate programs, including B.Com., B.Com (Corporate Secretaryship), B.C.A., B.B.A., B.A., B.Sc. (Computer Science), B.Sc. (Mathematics), and B.Sc. Additionally, postgraduate courses such as M.S.W., M.Com., and M.Sc. (Computer Science) are also available. Currently, the college has an enrollment of approximately 1,400 students.

The Internal Quality Assurance Cell (IQAC) plays a vital role in enhancing the quality of education and improving student learning outcomes. To identify areas for development and facilitate continuous improvement, feedback is collected from key stakeholders, including students, parents, alumni, employees, and employers. This report specifically highlights the feedback provided by students regarding the syllabus and teaching faculty. Statistical methods, such as percentage analysis, are employed to interpret the feedback effectively. The findings are visually represented through charts to provide a clear and comprehensive understanding of the insights.




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellambor Post, Avadi, Chennai-600062.

Action Taken Report:

1. Collaborated with the affiliating University of Madras to review and recommend updates to the syllabus based on students' suggestions.
2. Incorporated more practical components and case studies in relevant courses to enhance real-world applicability.
3. Organized workshops and guest lectures to cover topics beyond the curriculum.
4. Conducted training sessions for faculty on modern teaching methodologies, including digital tools and interactive techniques.
5. Strengthened the mentorship program to provide additional academic and personal guidance for students.
6. Regular performance evaluations and feedback sessions were initiated to ensure continuous faculty improvement.
7. Introduced additional learning resources, including e-books and online portals, for better access to study materials.
8. Enhanced communication between students and faculty to address concerns promptly.




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

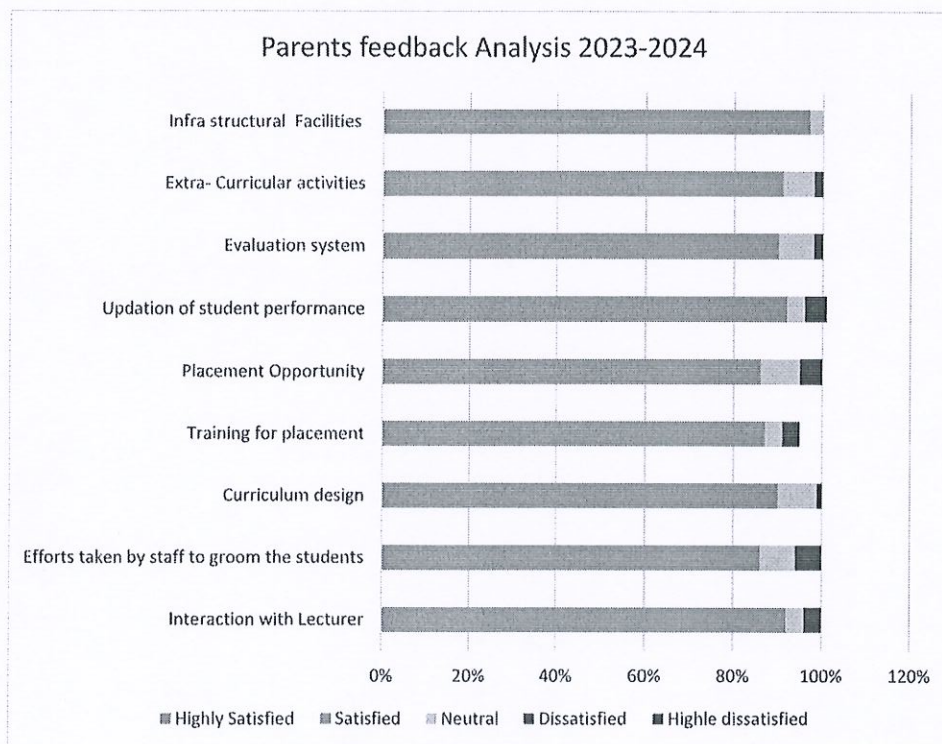
Affiliated to University of Madras, Re- Accredited by NAAC with "B" Grade

PARENT FEEDBACK ANALYSIS

ACADEMIC YEAR 2023-2024

Parental feedback is essential for evaluating and improving the services offered by the institution to its students. It underscores the significance of active parental involvement in supporting the delivery of quality education. Recognizing this, the Internal Quality Assurance Cell (IQAC) organized parent meetings as part of its ongoing efforts to ensure excellence. These meetings provided an opportunity for parents to share their insights and suggestions, enabling the institution to better understand their expectations and address any concerns.

Through these interactions, the institution could analyze feedback effectively and identify areas for growth, ensuring that its academic and support systems align with student and parent needs. This collaborative approach fosters a strong partnership between the college and families, ultimately contributing to an enhanced educational experience.




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Action Taken Report on Parent Feedback Analysis

The feedback collected from parents provided valuable insights into various aspects of the institution's functioning. Based on the analysis, actions were taken in the following areas to address concerns and improve satisfaction levels:

1. Upgraded classroom amenities, including smart boards and better seating arrangements.
2. Improved cleanliness and maintenance of campus spaces.
3. Organized more cultural, sports, and skill-building events to enhance student engagement.
4. Established new clubs and societies catering to diverse interests.
5. Simplified assessment processes to ensure transparency.
6. Provided students with detailed feedback on their performance to help them improve.
7. Improved the frequency of academic updates shared with parents through progress reports and parent-teacher meetings.
8. Expanded partnerships with companies to increase placement opportunities.
9. Conducted additional placement training sessions focusing on interview skills and industry readiness.
10. Suggested curriculum updates to the affiliating university, including more practical components.
11. Strengthened mentorship programs to enhance staff-student interactions.
12. Conducted workshops for faculty to improve teaching methods and student engagement.




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Nazareth College of Arts and Science College
Affiliated to the University of Madras, Re-Accredited by NAAC with 'B' Grade

NAZARETH POLICY DOCUMENT

TITLE	PARTICULARS
Policy Name	FEEDBACK POLICY
Policy No.	NCAS/FP/V00
Version No.	1.0
No. Of Pages	5 pages
Released on	6.06.2018
Reviewed on	14.5.2018
Prepared by	Dr. A. Asha Asst. Professor, Department of Social Work
Name	
Designation	
Signature	Dr. E. Mary Angeline Santhosam Principal
Reviewed by	
Name	
Designation	Mr. A. N. Henry Maris Secretary
Signature	
Approved by	
Name	Mr. A. N. Henry Maris Secretary
Designation	
Signature	




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadi pelayam,
Vellanoor Post, Avadi, Chennai-600062.

TABLE OF CONTENTS

S. NO.	PARTICULARS	PAGE NO.
1	AIM OF THE POLICY	3
2	SCOPE OF THE POLICY	3
3	OBJECTIVE OF THE POLICY	3
4	PROCEDURE	4




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

FEED BACK POLICY

AIM

The college is devoted to institute and keep up effective feedback systems and to be fair and just with all students and stakeholders groups. This feedback will be utilized to ensure that college offers high quality learning and teaching and that it effectively meets the needs of stakeholders while advancing the reputation and impact of the college.

SCOPE

This policy applies to collecting and evaluating feedback and opinions from students, staff members, employers, parents and alumni of our college about curriculum, teaching learning process, quality of teaching, utilization of resources and support extended by the college.

OBJECTIVES

- To record and analyze information arising from feedback and use it to evolve our college as college par excellence.
- Participant feedback is used as part of Internal Quality Assurance Management.
- To understand the needs and expectations of students and stakeholders for which the college works.
- To identify improvements by way of decisions, processes and actions identified and share these to improve practices and explore new solutions.




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

PROCEDURE

1. Issuance of Feedback form

A formal feedback form will be circulated and issued to students, Faculty members, Employers, Alumni, Parents, External Examiners and placement companies in regular intervals.

2. Collection of duly entered / signed Feedback forms

I) Student Feedback form

At the end of each semester, the students will be invited to complete the online Student Feedback form or Google form, for reviewing students' satisfaction on teaching and learning process, resources available, curriculum material, assessment and evaluation of exams and infrastructure usage.

II) Staff Feedback

At the end of each year faculty will be invited to give their feedback in the feedback form or Google form about teaching and learning process, per members, Heads of the department and head of the institution.

III) Feedback of Alumni

Feedback from Alumni is sought on Nazareth Alumni day and whenever an alumni visit to the department.

IV) Feedback from parents

Feedback will be collected from parents at the end of each semester during PTA meet about the overall institutional performance in different aspects like Placement, utilization of infrastructure and requirements for quality enrichment.

V) Feedback from outsiders

Feedback will be collected from employers and placement companies and external examiners during their visit to college.




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avudaiyarkottai 600062.

3. Uploading Data in the system

The collected feedback will be analyzed with proper statistical tools and interpretations are documented by the IQAC.

4. Reviewing the suggestions

The analyzed feedback will be sent to respective authorities for reviews and recommendation and action will be taken as per prioritization and timeline. Feedback will be used by the college for Annual Performance Appraisals, for improving the delivery of courses, for improving the provision and usage of learning resources, facilities, equipment and services.




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadanalayam,
Vellampalayam Post, Chennai - 600 062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

PARENT FEEDBACK FORM

Name of the parent: B. Datchayini
Name of the department: MATHEMATICS
Course of the Ward: BSC

Name of the Ward: B. PRIYADHARSHINI
Academic year: I / II / III
Contact Number: 9940011746

You are requested to select appropriate option for the following points,

S.NO	PARTICULARS	5	4	3	2	1
1	Admission procedure		✓			
2	Quality of Teaching		✓			
3	Infrastructure and lab facility		✓			
4	The role of the teachers in informing you about your wards performance	✓				
5	Canteen facility		✓			
6	Health and medical services		✓			
7	Library facility	✓				
8	Placement activities		✓			
9	Sports activities			✓		
10	cultural activities			✓		
11.	Student's counseling		✓			
12	Student's Mentoring		✓			
13	Academic Discipline	✓				
14	Safety and Security inside the campus	✓				
15	Evaluation process		✓			

5 – Excellent 4 – Very Good 3- Good 2 –Average 1 - Poor

Signature of the parent:



Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Signature of the Class in charge:

4/2/23

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

PARENT FEEDBACK FORM

Name of the parent: A. Sumathi
Name of the department: Maths department
Course of the Ward: Bsc maths

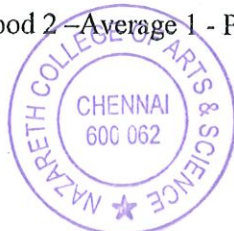
Name of the Ward: A Dharshama
Academic year: I / II / III II year
Contact Number: 9498072490

You are requested to select appropriate option for the following points,

S.NO	PARTICULARS	5	4	3	2	1
1	Admission procedure			✓		
2	Quality of Teaching		✓			
3	Infrastructure and lab facility			✓		
4	The role of the teachers in informing you about your wards performance		✓			
5	Canteen facility			✓		
6	Health and medical services			✓		
7	Library facility	✓				
8	Placement activities			✓		
9	Sports activities		✓			
10	cultural activities	✓				
11	Student's counseling	✓				
12	Student's Mentoring	✓				
13	Academic Discipline		✓			
14	Safety and Security inside the campus		✓			
15	Evaluation process		✓			

5 – Excellent 4 – Very Good 3- Good 2 – Average 1 - Poor

A. Sumathi
Signature of the parent:



[Signature]
Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Valluvar Post, Avadi, Chennai-600062.
Signature of the Class in charge:

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

PARENT FEEDBACK FORM

Name of the parent: A. Lilly Flora Mary
Name of the department: B.Sc, Mathematics
Course of the Ward: BSC. Maths

Name of the Ward: Joshua Gomer
Academic year: I / II / III
Contact Number: 9940248867

You are requested to select appropriate option for the following points,

S.NO	PARTICULARS	5	4	3	2	1
1	Admission procedure	✓				
2	Quality of Teaching	✓				
3	Infrastructure and lab facility			✓		
4	The role of the teachers in informing you about your wards performance	✓				
5	Canteen facility	✓				
6	Health and medical services	✓				
7	Library facility	✓				
8	Placement activities	✓				
9	Sports activities				✓	
10	cultural activities	✓				
11	Student's counseling	✓				
12	Student's Mentoring	✓				
13	Academic Discipline	✓				
14	Safety and Security inside the campus	✓				
15	Evaluation process	✓				

5 – Excellent 4 – Very Good 3- Good 2 –Average 1- Poor

A. Lilly Flora Mary
Signature of the parent: 6/02/23



[Signature]
Principal
Nazareth College of Arts & Science
Kannadapalayam Main Road, Kannadapalayam,
Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- Accredited by NAAC with 'B' Grade

PARENT FEEDBACK FORM

Name of the parent: Silar Shariff Mohammed
Name of the department: B.Sc Mathematics
Course of the Ward: Mathematics

Name of the Ward: Mohammed Sohail Shariff
Academic year: I / II / III $\rightarrow$ II
Contact Number: 9499053920

You are requested to select appropriate option for the following points,

S.NO	PARTICULARS	5	4	3	2	1
1	Admission procedure	✓				
2	Quality of Teaching	✓				
3	Infrastructure and lab facility	✓				
4	The role of the teachers in informing you about your wards performance	✓				
5	Canteen facility			✓		
6	Health and medical services			✓		
7	Library facility			✓		
8	Placement activities			✓		
9	Sports activities			✓		
10	cultural activities			✓		
11	Student's counseling			✓		
12	Student's Mentoring			✓		
13	Academic Discipline			✓		
14	Safety and Security inside the campus		✓			
15	Evaluation process			✓		

5 – Excellent 4 – Very Good 3- Good 2 –Average 1 - Poor

Signature of the parent:



Signature of the Class in charge:

Principal
Nazareth College of Arts & Science
Kovilnathagai Main Road, Kannadapalayam,
Vellur Post, Avadi, Chennai-600062.

NAZARETH COLLEGE OF ARTS AND SCIENCE

Affiliated to University of Madras, Re- accredited by NAAC with 'B' Grade

MANAGEMENT COUNCIL MEETING

MINUTES OF MEETING

The management council meeting was conducted on 1st March 2024

Following members attended the meeting:

1. Mr. A. N. Henry Maris, The Secretary
2. Dr. E. Mary Angeline, The Principal
3. Dr.Subramaniam, University representative
4. Mr.Selvaraj - Industrialist
5. Ms.E.Mano Ranjitham-Vice Principal, Dean of Academics & Head ,Department of Computer Science
6. Ms. K.Alamelu, Dean of IQAC & Head, Department of Mathematics
7. Dr.M.Thyagaraj, Convener, Dean of Examinations, Head, Department of Computer Applications
8. Ms. R.Kaviyarasi,Dean of Student Affairs & Assistant Professor, Department of Computer Science

Agenda:

1. Welcome Address
2. Reading the Minutes and Action Taken of previous Meeting
3. College Report & Research Report
4. IQAC Report & IIC
5. Academic Report
6. Examination Report
7. Extension Activities Report
8. Approval
9. Vote of Thanks




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam
Vellanoor Post, Avadi, Chennai-600062.

Detailed report:

1. The meeting started with welcome address by Dr. M. Thiyagaraj, Management Council meeting convener, Dean of Examinations & Head, Department of Computer Applications.
2. He read the action taken report of the previous minutes of meeting.
3. College Report and Research Report was given by Dr. E. Mary Angeline, Chairperson and Principal, NCAS.
4. She explained about
 - New initiatives
 - Various achievements like India Today Ranking, Education world ranking etc
 - Staff Research Details
5. Ms. K. Alamelu, Dean of IQAC presented the IQAC report which includes members of IQAC, events conducted during the academic year 2022-2023 & 2023 -2024, submission details in AY 2023-2024 by IQAC and strategic plan for the upcoming year.
6. She also presented various activities conducted during AY 2022-2023 (Semester –I & Semester –II) & AY 2023-2024 (Semester –I) under IIC.
7. E. Mano Ranjitham, Vice Principal, Dean of Academics & Head, Department of Computer Science presented the academic report. She explained about hybrid learning followed in the college, various platform used for effective teaching and the future plan for the upcoming year.
8. She explained about MYOS connect, its application and major role in conducting various academic activities and placement for the students.
9. Dr. M. Thiyagaraj presented the examination report for the academic year 2023-2024. He presented about the orientation classes conducted for both students & staff members.
10. He further explained about the internal and external examination process and gave brief explanation on the examinations conducted during the academic year 2023-2024 and future plan for the upcoming year.
11. Dr. E. Mary Angeline, Chairperson and Principal, NCAS proposed for approval for the following documents.
 1. E waste policy and guidelines
 2. Annual Report 2023-2024
 3. Qualified Staff details for approval.
 4. Green audit report




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

5. Energy audit report

12. The university representative approved the above mentioned documents.



Signature of the Principal

Signature of Coordinator




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062