



SREE NARAYANA COLLEGE CHATHANNUR

Affiliated to University of Kerala
NAAC Re-Accredited with 'A' Grade

EMPLOYEE FEEDBACK ANALYSIS REPORT 2023-2024

EXECUTIVE SUMMARY:

The Employee Feedback Analysis Report presents the findings of a survey conducted among a representative group of employees at Sree Narayana College, Chathannur. A total of 7 employees from various departments, including administration, finance, and support services, participated in the survey, providing valuable insights into the effectiveness of the college's curriculum. The survey aimed to identify areas of strength and weakness, and gather recommendations for improvement. This report summarizes the key findings, highlighting areas where the college excels and areas that require attention.

METHODOLOGY

The survey was conducted among employees of Sree Narayana College, Chathannur, using a structured questionnaire. The questionnaire consisted of 10 questions, rated on a scale of Unsatisfactory (US), Satisfactory (S), Good (G), Very Good (VG), and Excellent (E).

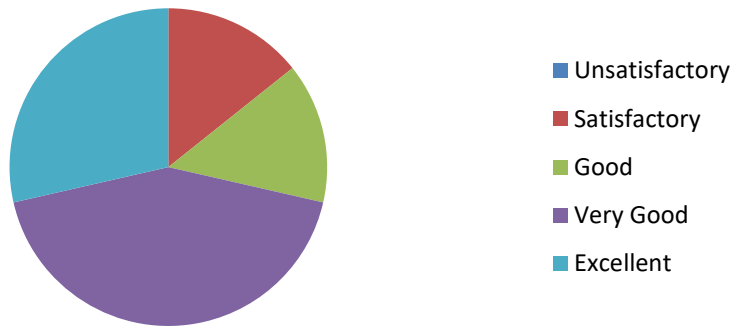
EMPLOYEE FEEDBACK QUESTIONS:

Sl.No	Questions
1)	How relevant is the current curriculum to the needs of the students and industry?
2)	How effective is the curriculum in achieving its stated objectives?
3)	How would you rate the support provided to faculty members in delivering the curriculum?
4)	Are the administrative and clerical processes in place sufficient to support the curriculum?
5)	How would you rate the assessment and evaluation processes in place for the curriculum?
6)	How do you rate the efficiency of assessment and evaluation methods in measuring student learning outcomes?
7)	How would you rate the communication between faculty members and administrative staff regarding curriculum matters?

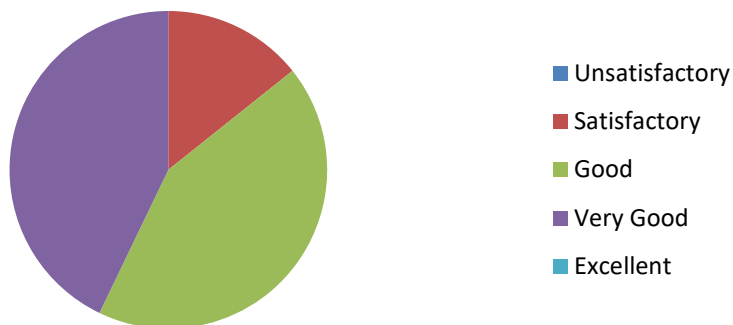
8)	How would you rate the opportunities for administrative and clerical staff to provide input on curriculum development and review?
9)	How would you rate the overall quality of curriculum documentation and record-keeping?
10)	How would you rate the college's responsiveness to curriculum-related issues and concerns?

FEEDBACK ANALYSIS:

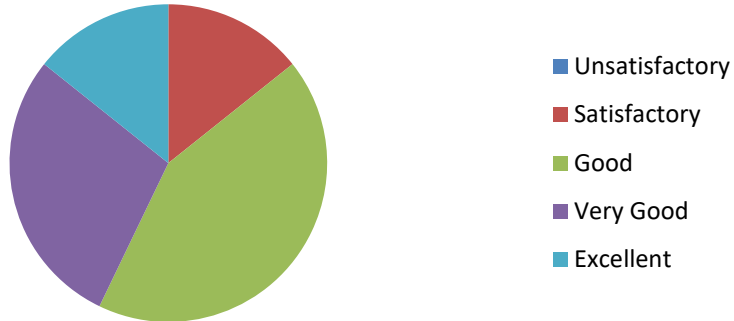
Q1) How relevant is the current curriculum to the needs of the students and industry?



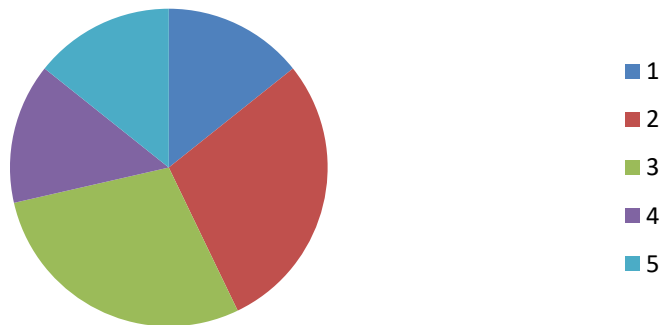
Q2) How effective is the curriculum in achieving its stated objectives?



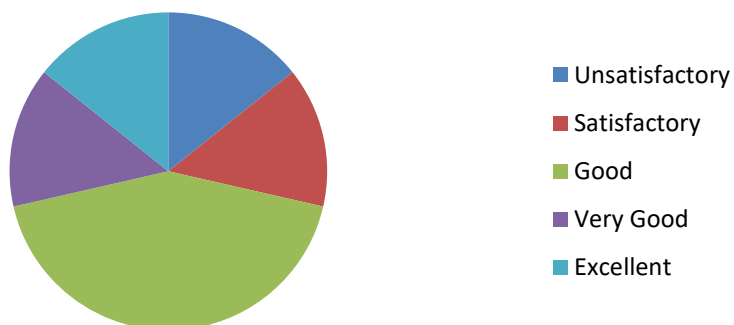
Q3) How would you rate the support provided to faculty members in delivering the curriculum?



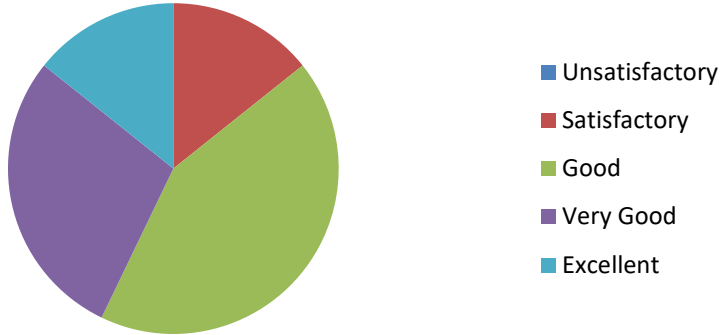
Q4) Are the administrative and clerical processes in place sufficient to support the curriculum?



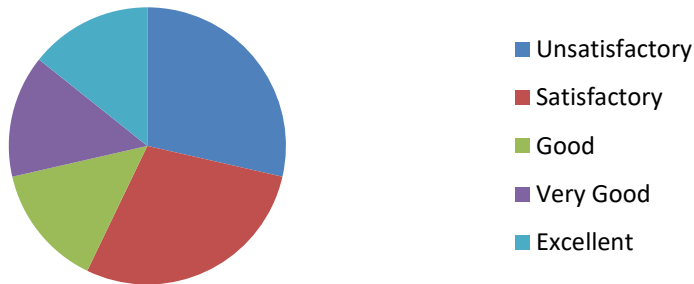
Q5) How would you rate the assessment and evaluation processes in place for the curriculum?



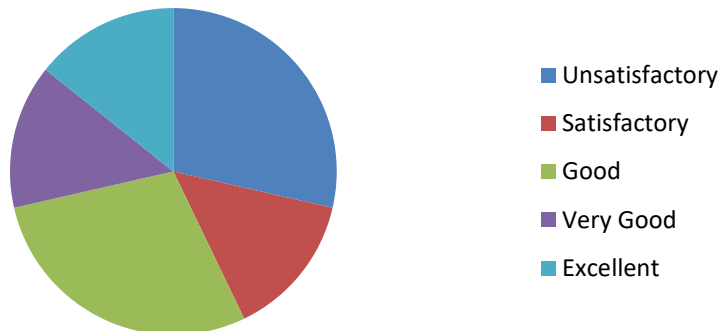
Q6) How do you rate the efficiency of assessment and evaluation methods in measuring student learning outcomes?



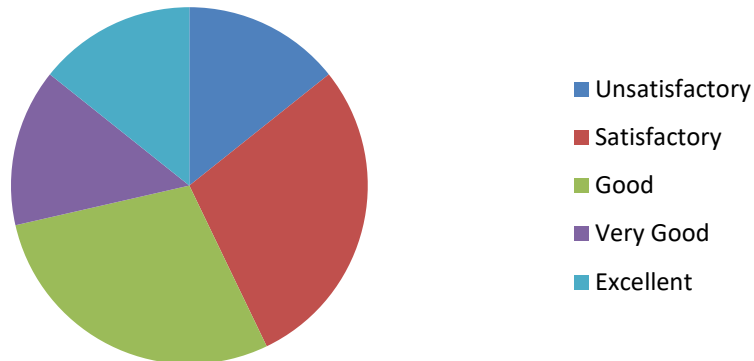
Q7) How would you rate the communication between faculty members and administrative staff regarding curriculum matters?



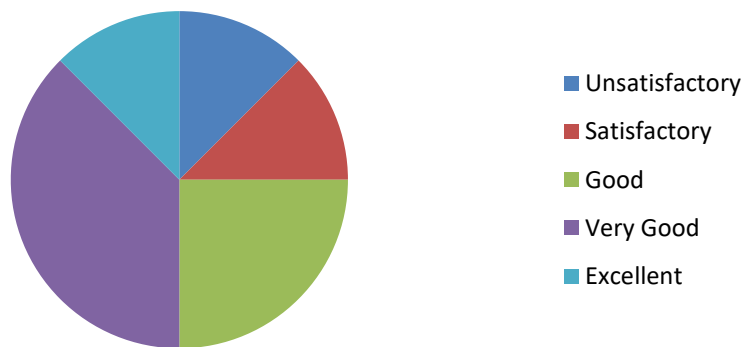
Q8) How would you rate the opportunities for administrative and clerical staff to provide input on curriculum development and review?



Q9) How would you rate the overall quality of curriculum documentation and record-keeping?



Q10) How would you rate the college's responsiveness to curriculum-related issues and concerns?



KEY FINDINGS

1. Curriculum Relevance: A majority of respondents (57%) rated the curriculum as Good or above in terms of its relevance to industry needs.
2. Curriculum Effectiveness: 86% of respondents rated the curriculum as Satisfactory or above in achieving its stated objectives.
3. Support for Faculty: While 71% of respondents rated the support for faculty as Satisfactory or above, 14% rated it as Unsatisfactory, indicating a need for improvement.
4. Administrative Processes: 86% of respondents rated the administrative processes as Satisfactory or above, indicating a high level of efficiency.

5. Assessment and Evaluation: A majority of respondents (86%) rated the assessment and evaluation processes as Satisfactory or above.
6. Communication: While 71% of respondents rated the communication between faculty and staff as Satisfactory or above, 29% rated it as Unsatisfactory, indicating a need for improvement.
7. Staff Input: 71% of respondents rated the opportunities for staff input as Satisfactory or above.
8. Curriculum Documentation: 86% of respondents rated the quality of curriculum documentation as Satisfactory or above.
9. College Responsiveness: A majority of respondents (86%) rated the college's responsiveness to curriculum-related issues as Satisfactory or above.
10. Areas for Improvement: The areas that require improvement include support for faculty, communication between faculty and staff, and opportunities for staff input.

AREAS OF STRENGTH

- Effective Curriculum: The curriculum is well-designed and effective in achieving its objectives, with a high rating of 86%.
- Efficient Administration: The administrative processes are efficient and well-organized, with 86% of respondents expressing satisfaction.
- Robust Assessment and Evaluation: The assessment and evaluation processes are robust and effective, with 86% of respondents rating them positively.
- High-Quality Documentation: The curriculum documentation is of high quality, with 86% of respondents expressing satisfaction.
- Responsive College: The college is responsive to curriculum-related issues and concerns, with 86% of respondents rating it positively.
- Relevant Curriculum: The curriculum is relevant to industry needs, with 57% of respondents rating it as Good or above.

AREAS FOR IMPROVEMENT

The following areas have been identified as requiring improvement based on the feedback received:

- Support for Faculty: 14% of respondents rated the support for faculty as Unsatisfactory, indicating a need for improvement.

- Communication: 29% of respondents rated the communication between faculty and staff as Unsatisfactory, indicating a need for better communication channels.
- Opportunities for Staff Input: 29% of respondents rated the opportunities for staff input as Unsatisfactory, indicating a need for more inclusive decision-making processes.

These areas require attention and improvement to enhance the overall effectiveness of the curriculum and the college's operations.

SUGGESTIONS FOR IMPROVEMENT:

Employees suggested the following:

- Improve Communication Channels: Conduct regular meetings to improve communication between faculty and staff.
- Increase Opportunities for Staff Input: Encourage staff participation in decision-making processes, and provide opportunities for them to contribute to curriculum development and review.
- Professional Development: Provide opportunities for faculty and staff to engage in professional development activities to enhance their skills and knowledge.

ACTION TAKEN:

Based on the feedback received, the following actions have been taken:

- Regular monthly meetings have been conducted to improve communication between faculty and staff.
- Opportunities for staff input in curriculum development and review have been increased.
- Training programs, workshops, and seminars have been provided to support professional development and enhance skills and knowledge.

These initiatives aim to address the concerns and suggestions raised by employees, and to create a more collaborative and supportive work environment.

CONCLUSION

We received feedback from employees and identified areas of strength and improvement, with 86% rating our curriculum as effective and 57% rating it as relevant to industry needs, while areas for improvement include communication, staff input, and professional development, which we have begun to address through targeted initiatives.