

Questions:

1. System followed by the University for the design and development of curriculum is effective.
2. Curriculum has been updated from time to time.
3. Syllabus designed for competitive examination.
4. Does the syllabus cover modern & advanced topics?
5. Is the subject/its syllabus interesting for majority of students?
6. Is the syllabus designed in a way to improve employment?

Action Taken Report:

1. A meeting was convened, and the faculty were made to understand that curriculum design and development is a complex and iterative process. Varying approaches based on their educational philosophies, resources, and the specific needs of their students and disciplines need to be factored.
2. We have informed the faculty that the syllabus must be in congruence with the University of Mumbai, and they need to follow the teaching learning plan they have given and counselled them verbally on sticking to the TLP provided by them. The students can attempt the question papers in congruence with the syllabus and answer the questions in the vivas.
3. The topics covered are skill based and are meant for students to be industry ready when they graduate. Those who wish to pursue higher learning, can opt for the PG courses offered at DGMC,
4. The challenges faced are the rapid transformations in the media industry, and though legacy topics must be taught, industry ready topics must be included. The concern authorities have been suggested a relook.
5. Faculties have been asked to follow newer teaching methodologies like experiential learning, master classes, workshops, and flip classrooms. Supervisory assignments



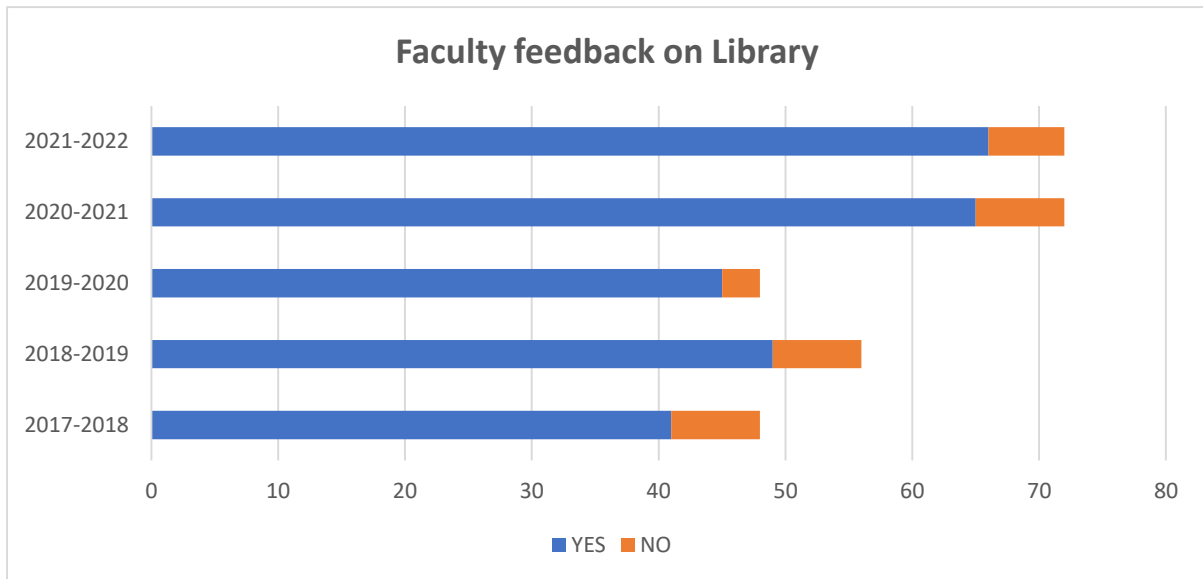
Abha

have also been suggested to faculties with students to be held in batches and marking them.

6. Faculties feel the syllabus is not designed to improve employment, so suggestions have been taken after understanding how student engagement can be enhanced and made more interesting.



Arora



Questions:

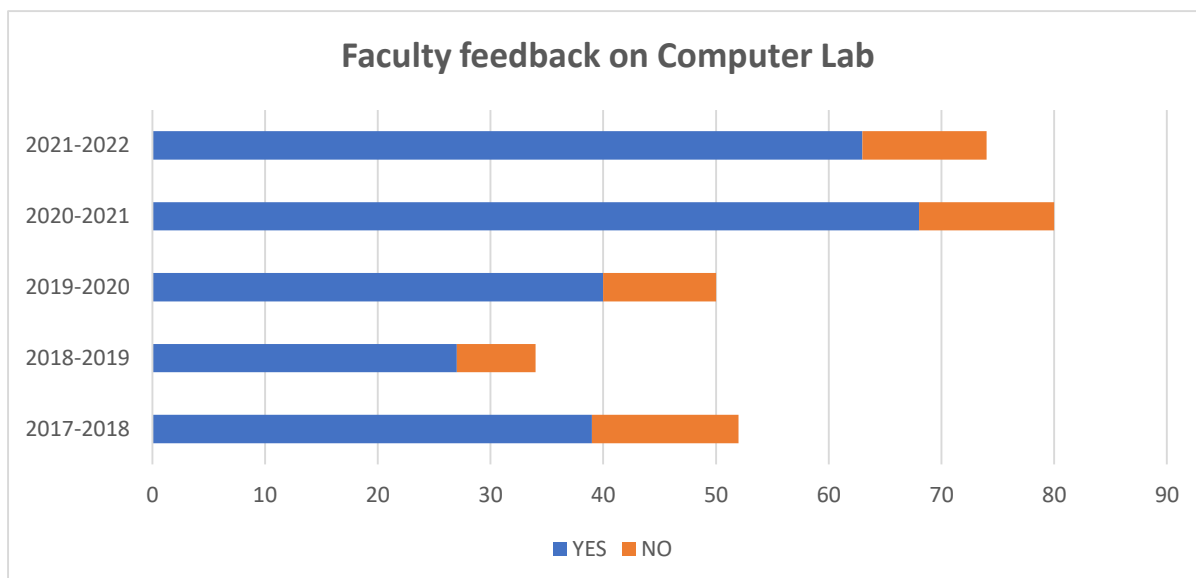
1. Should the library be open on Saturday?
2. Is the issue facility available during exams?
3. Are there sufficient copies of books available for issue?

Action Taken Report:

1. The library is open on Saturdays purely because we have a decent strength of PG students utilising the library for referencing or for project discussions.
2. During the exams we do have issue of books, but the timings are altered due to staff being involved in supervision duties throughout the campus. We have requested the faculty to ask for the books a day prior to the exam for ease of operations.
3. We are weeding out older editions/versions of books, and in the process of requisitioning for new updated versions. This transition may be a small glitch, but we have assured the faculty that the updated editions will be procured soon.
4. A few faculties have suggested that more journals and books be added, to which we have made a note of the requirements.



Mishra



Questions:

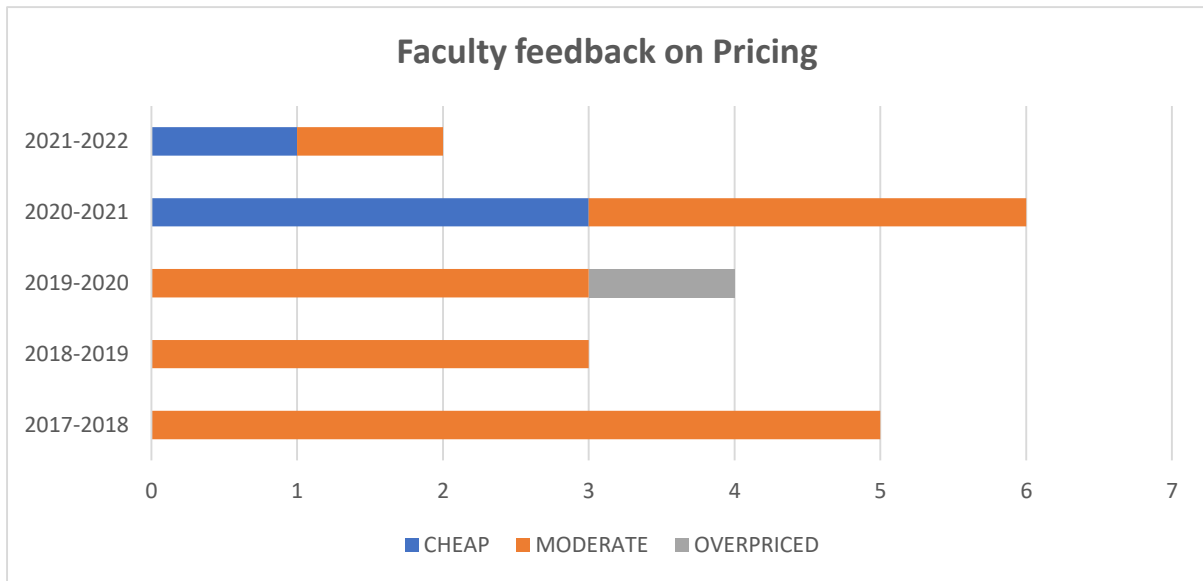
1. Any suggestions regarding the hardware?
2. Any suggestions for the software?
3. Is printing facility made available?
4. Are there sufficient peripherals for connectivity of devices like cables, drivers, cards, etc.
5. Access to the computer lab is difficult.
6. Are the classroom projectors effectively working/

Action Taken Report:

1. A query has been resolved when a 4k video was to be shown to the class, by down converting it to the HD format. There were no queries otherwise.
2. All software's used are being upgraded from time to time based on their release.
3. There is no printer in the computer lab, but faculty can use their files to be emailed to their personal ids if they want to.
4. Extra cables which are standard for laptops are provided in-house, but for certain brands of laptops, we request the management to bring their own cables for better connectivity.
5. The computer lab works on a booking/requisition system. The students are given priority to work on their practical assignments. If there is a terminal free, they are issued to the faculty for use.
6. Classroom projectors are maintained from time to time. As a good etiquette, we have notified all faculties to switch of the projectors when not in use.
7. A very important concern raised by the faculty was the use of wireless keyboards and mouse for the Mac terminals regularly needed batteries to be replaced. The management has taken this into account, and assured conversion of the keyboards and mouse to wired devices.



Abir



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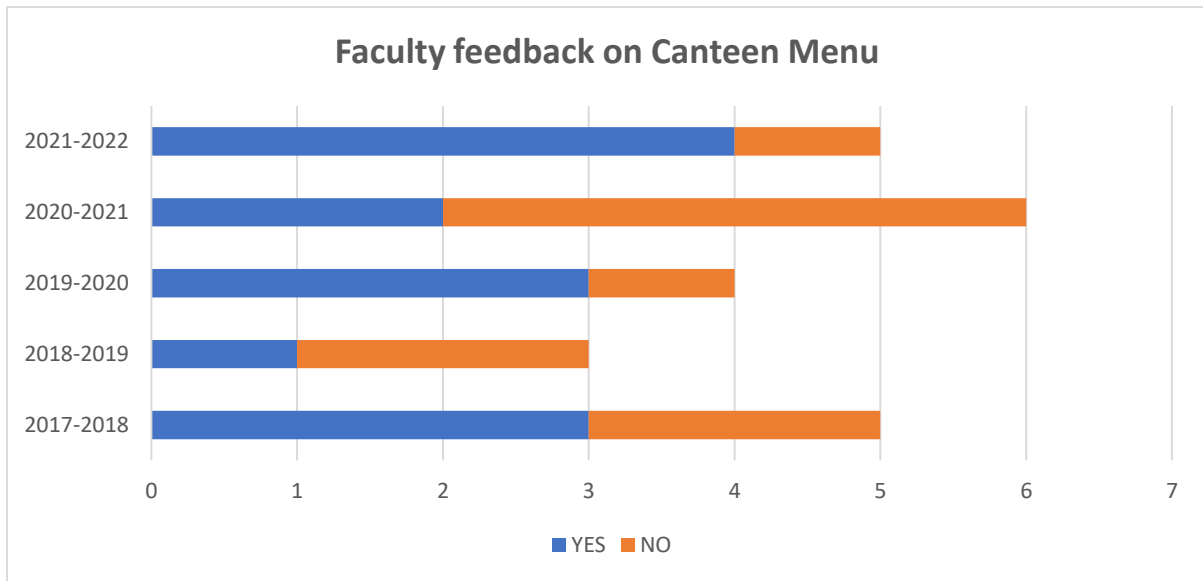
1. A few faculties felt the product available in the canteen are overpriced.

Action Taken Report:

1. The products made available in the canteen of RSET campus are as per the market rates available. We do not overcharge on the MRP that is printed on the product. When the manufacturers change the pricing, we comply.



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Questions:

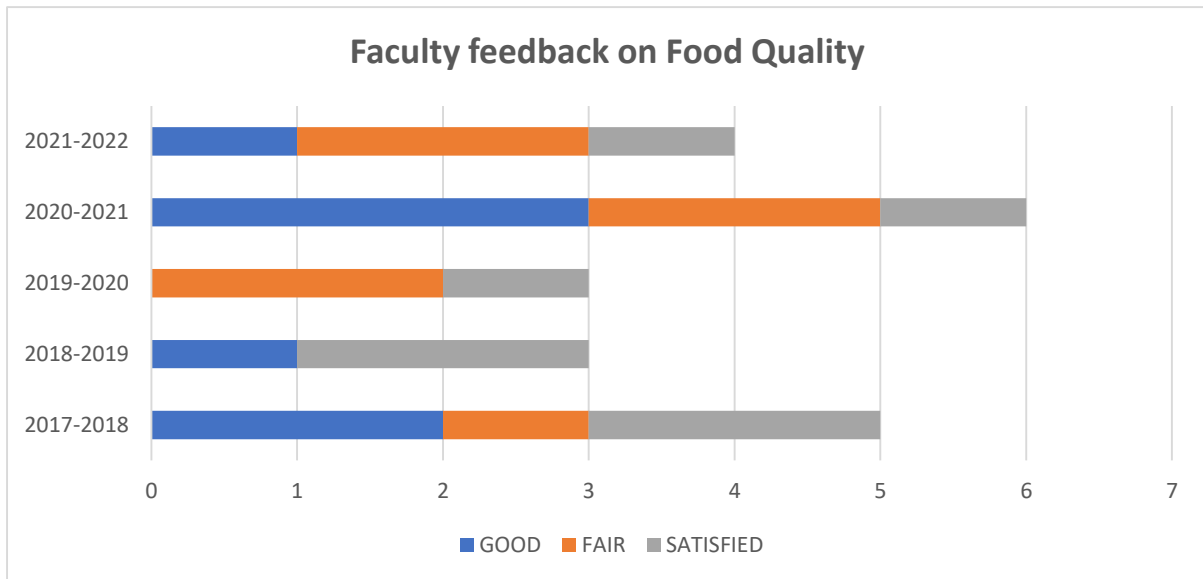
1. Are the items on the menu elaborate?

Action Taken Report:

1. The items in the canteen are changed at regular intervals, and are dependent on seasonal availability of products. The fluctuating prices of raw materials prohibits us to go for an elaborate menu as considerations of the students also needs to be taken into account. To add the canteen is a shared resource in the RSET campus, hence we are not in a position to elaborate on the same.



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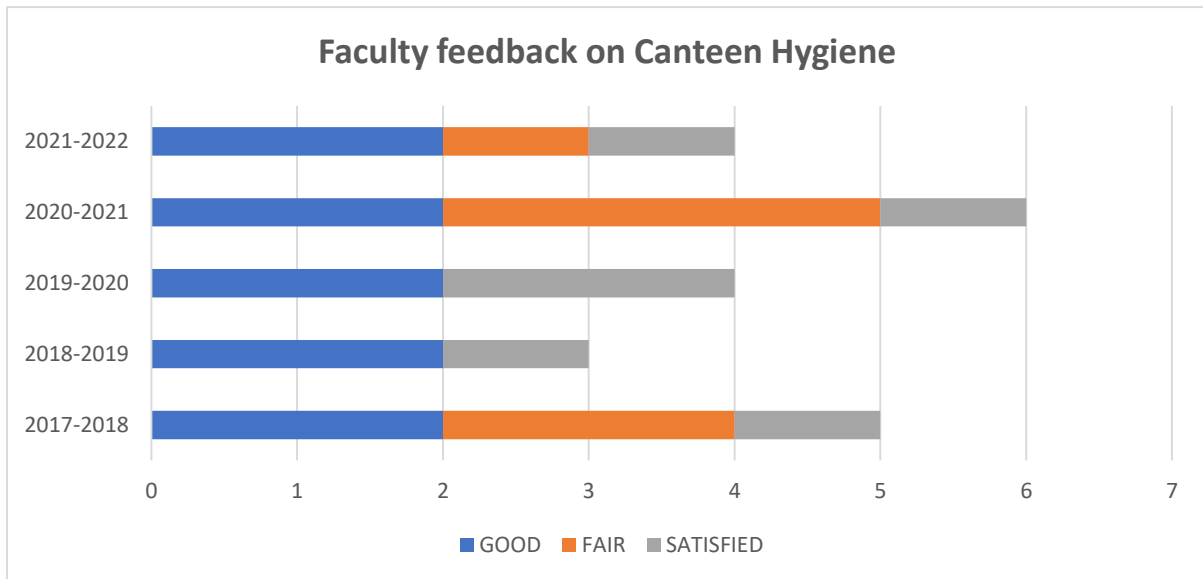
1. A few faculty members thought of the canteen hygiene to be fair.

Action Taken Report

1. The management outsources the housekeeping task to an agency, we have based on this feedback received did a surprise visit of the canteen area and have found them to be well taken care of.



Adar



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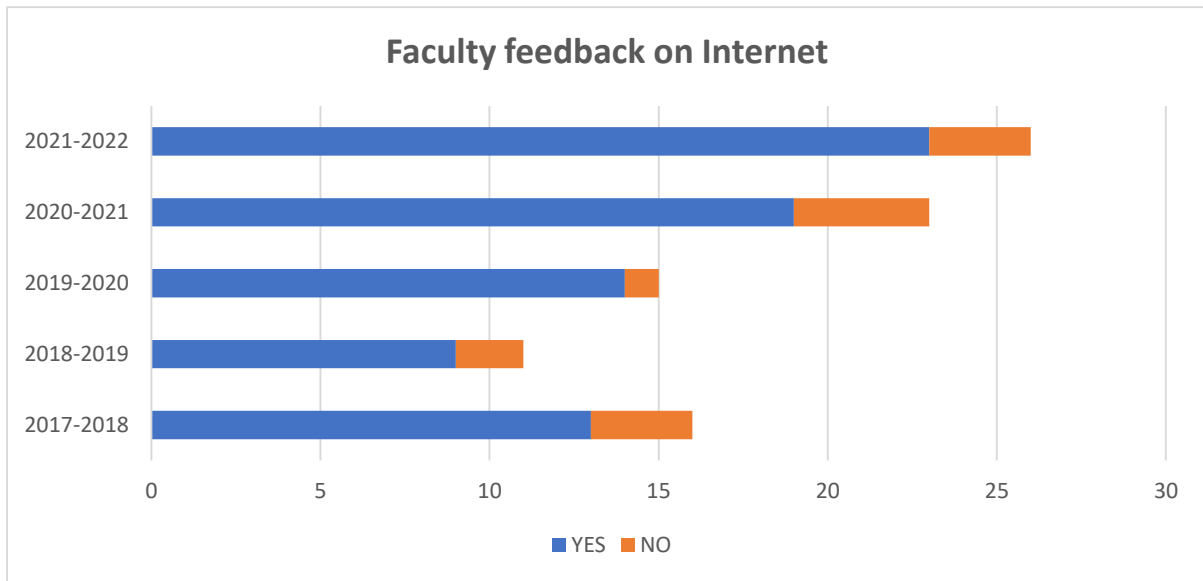
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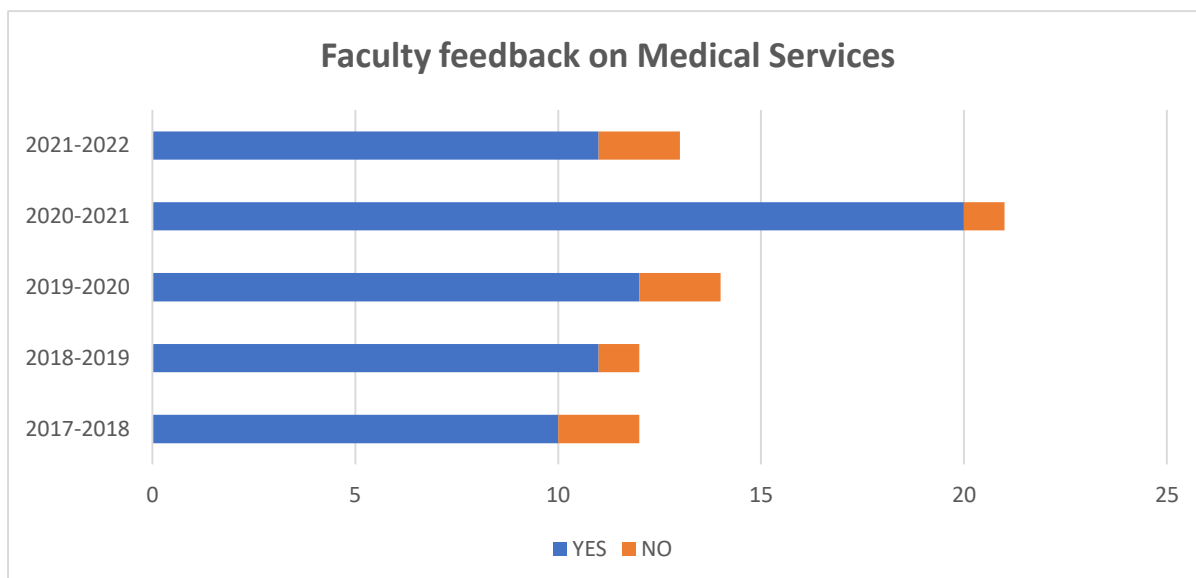


Action Taken Report:

1. There are no issues with the internet, but a few of the faculty members have suggested that the bandwidth be increased within the campus for smoother conduct of the lectures. The management has taken this into consideration and the bandwidth has been ramped up.



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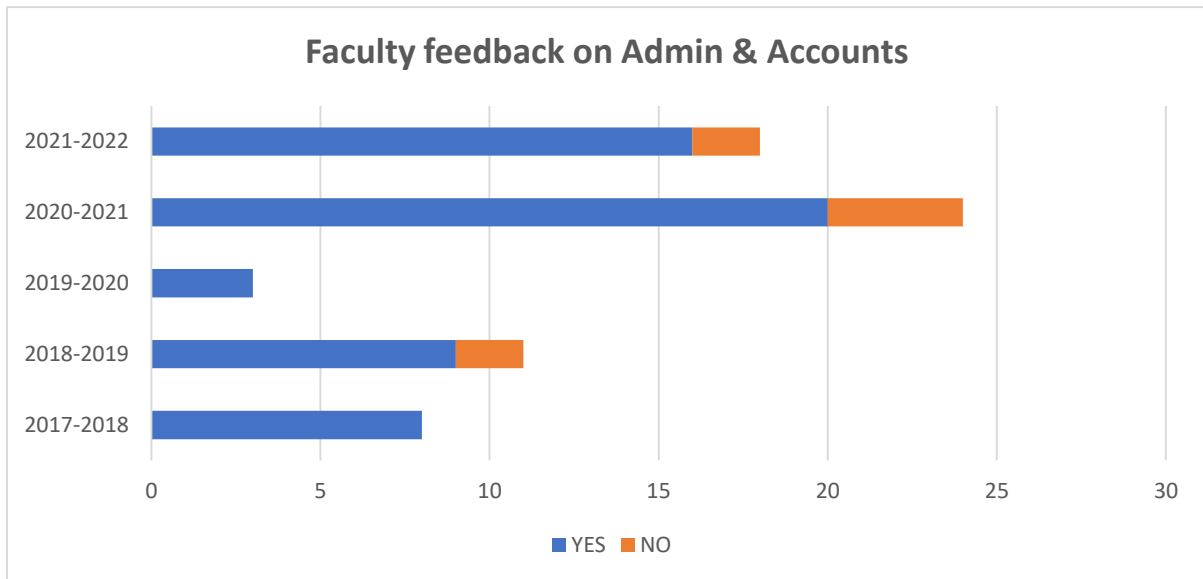
1. Medical centre in the college premises
2. First aid kit
3. Nearby hospital

Action Taken Report:

1. The college has a medical centre in the campus and the faculties who were not aware about its presence have been informed.
2. The management has assured that a first aid kit will be maintained with the basic medicines, ointments, and medical bandages from time to time.
3. We have also highlighted the nearest hospitals and testing centres in our area for the faculty in case of an emergency. Our administration staff and medical centre have been informed to escalate any case of such emergencies.



Adara



Suggestions:

There have been no grievances with regards to the admin and accounts department in general. But there were suggestions given about:

1. Salary slip to be issued on time, and if possible, on the mail
2. Form 16 for filing of income tax

Action Taken Report:

1. For the salary slips, we have initiated a manual delivery process which is handed over to the respective faculties at their desks post the credit of their salaries.
2. Form 16 is issued well before so that it helps in filing of their respective income tax.



Mehndi