

Procedure of obtaining feedback and analysis

The Principal with the assistance of IQAC, distributes and collects the Feedback forms from the students and Parents on Curriculum, teacher performance and other facilities and services in College.

Procedure Feed back on Curriculum

A structured questionnaire with 5 Closed end questions related to curriculum whether it is appropriate, updated with latest developments, meets the market need and covers the subject components etc.

Feedback on teacher performance

A structured questionnaire with 20 Closed end questions and one open ended question on the concepts of syllabus coverage, teacher's preparation for Classes, , his/her ability in Communication, his/her approach to teaching, Fairness in Internal evaluation, whether he/she discusses on Ss performance, teacher's interest in arranging Field visits, teaching process facilitating cognitive, social and emotional growth of the student, provision of Multiple opportunities to learn and grow, provision of Information on expected outcomes, follow up on assigned tasks, explaining the concepts with examples, teacher's ability in identification of Ss strength & weakness and help, encouragement for Ss engagement in monitoring and review of teaching, usage of Student Centric teaching methods, encouragement to participate in extracurricular activities, inculcation of soft skills, Life skills and Employability skills, Usage of ICT tools, Overall Quality of teaching & Learning etc.

Methodology of collecting feedback

Feed Back is collected from students on random basis, who is present in the classroom on that particular day with immediate effect.

Analysis of the collected Feedback

The received feedback is analyzed by the IQAC and uploaded to the college website and it is also forwarded to the Head of the institution with necessary suggestions based on this feedback.

Procedure of Analysis: Question wise analysis is done according to the given answers and graphical representation is uploaded to the website

Initiating action to bridge the Gaps identified.

On the basis of marks obtained after the feedback analysis, the identified lectures with moderate performance rate are instructed, counseled and motivated to improve the skills and to make them enable to bridge the gaps in performance. The practice of Student Mentoring system and the implementation of Finishing school activities are being helpful to bridge the gap among the student stakeholders. Changes and modifications that are to be made to the curriculum will be brought to the notice of Parent University at the time of BOS meetings in order to improvise and revise the curriculum as per the need.

Feedback from faculty

The institution also obtains feedback from faculty for the smooth and better conduct of academic and administrative activities. The members of Faculty provide informal as well as formal feedback to the head of the institution on different academic, administrative, financial and other affairs in Staff Council and IQAC meetings.

Members of anti ragging committee, Grievances and Redresses committee and Women Empowerment cell also receive feedback from students in the form of grievances and complaints and put forth them for resolution to the administration.

Departments receive feedback from parents through parent teacher meetings and discuss different issues related to the overall development of their ward.