

Date : March 31, 2023

Circular

Feedback System # 2022-23

Feedback is an opportunity to know the potential areas for improvement. Aiming to this, following feedback is in place :

A. General Feedback

S. No.	Feedback Title	Concerned With	Respondent	Frequency	Process / Purpose (To be used for)
1	Students Feedback on Teaching and Learning	Teaching and Learning	Students	Twice per Semester (through ERP, Centrally)	Through ERP, responses from the students (prescribed questionnaire, for concerned courses / teachers) is being collected. These collected responses are to be analyzed by the department concerned and suitable actions (to improve the teaching and learning practices) are to be taken at department level.
2	Students Feedback on Facilities	Facilities	Students	Once per Semester (ERP, Centrally)	Through ERP, responses from the students (prescribed questionnaire) is being collected. These collected responses are to be analyzed by the IQAC and suitable actions (to improve smooth functioning of facilities) are to be taken.
3	Students Feedback on Syllabus	Syllabus	Students	Once in the Session (Dept)	For Identification of Curriculum Gap / Measures to be Taken, To be collected through prescribed questionnaire at department level (with analysis and measures taken)
4	Faculty Feedback on Facilities	Facilities	Faculty and Staff	Once per Semester (ERP, Centrally)	Through ERP, responses from the students (prescribed questionnaire) is being collected. These collected responses are to be analyzed by the IQAC and suitable actions (to improve smooth functioning of facilities) are to be taken.
5	Faculty Feedback on Syllabus and Transaction	Syllabus, Gap, and Transaction	Faculty	Once per Semester (Dept)	For Identification of Curriculum Gap / Measures to be Taken; To be collected through prescribed questionnaire at department level (with analysis and measures taken)
6	Alumni Feedback	Syllabus, Gap, Overall, Attainment of PO / PSOs	Alumni	Open	For Identification of Curriculum Gap / Measures to be Taken / PO-PSO Attainment; To be collected through prescribed questionnaire at department level (with analysis and measures taken)
7	Employer Feedback	Syllabus, Gap, Overall, Attainment of PO / PSOs	Employers	Open	For Identification of Curriculum Gap / Measures to be Taken / PO-PSO Attainment; To be collected through prescribed questionnaire at department level (with analysis and measures taken)
8	Parents Feedback	Syllabus, Gap, Overall, Attainment of PO / PSOs	Parents	Open	For Identification of Curriculum Gap / Measures to be Taken / PO-PSO Attainment; To be collected through prescribed questionnaire at department level (with analysis and measures taken)

B. OBE Related Feedback

Feedback (on prescribed questionnaire) from all the concerned stake-holders (Internal – Students / Faculty etc. ; External – Alumni / Employer / Industry / Parents etc.) for Framing / Updating / Reviewing of Vision / Mission / PEOs / PSOs / POs etc. :

1. Feedback for Vision and Mission (of Institute)
2. Feedback for Vision and Mission (of Dept / Program)
3. Feedback for PEOs (of Dept / Program)
4. Feedback for Feedback for PSOs (of Dept / Program)
5. Feedback for Feedback for POs (of Dept / Program, if applicable / not prescribed by NBA)

C. Other Feedback

1. Course End Survey (at the end of the classes of concerned course, by respective course-teacher, for Indirect Assessment of CO-Attainment)
2. Graduate Exit Survey (at the end of the classes of concerned passing-out batch, at department level, for Indirect Assessment of PO/ PSO-Attainment)
3. Feedback on Innovative Teaching and Learning Practices (as applicable / concerned)


(Dr. Brijesh Singh)

Director

Copy for information and necessary compliance to :

1. Hon'ble Chairman / Vice-chairman
2. Dean-Academics, Dean-Students' Welfare, Dean-First Year
3. All the HODs, IQAC, Chief Proctor, Chief Warden, Hostel Wardens
4. Registrar, ERP, Transport, Account, Library