

## Feedback and Grievance System

Feedback is an opportunity to know the potential areas for improvement. With this, following are the major ongoing feedbacks concerned with various stake-holders which are conducted time-to-time :

### 1. General Feedbacks

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 through ERP and Open	To improve the teaching and learning practices at department level.
2	Students Feedback on Facilities	Facilities	Students	Once through ERP and Open	To improve smooth functioning of facilities (Central Level)
3	Students Feedback on Syllabus and Transaction	Syllabus	Students	Open	For Identification of Curriculum Gap / Measures to be Taken at department level
4	Faculty Feedback on Facilities	Facilities	Faculty and Staff	Once through ERP and Open	To improve smooth functioning of facilities (Central Level)
5	Faculty Feedback on Syllabus and Transaction	Syllabus, Gap, and Transaction	Faculty	Open	For Identification of Curriculum Gap / Measures to be Taken at department level
6	Alumni Feedback	Syllabus, Gap, Overall, Attainment of PO / PSOs	Alumni	Open	For Identification of Curriculum Gap / Measures to be Taken / PO-PSO Attainment etc. at department level
7	Employer Feedback	Syllabus, Gap, Overall, Attainment of PO / PSOs	Employers	Open	For Identification of Curriculum Gap / Measures to be Taken / PO-PSO Attainment at department level / Central Level (both levels)
8	Parents Feedback	Syllabus, Gap, Overall, Attainment of PO / PSOs	Parents	Open	For Identification of Curriculum Gap / Measures to be Taken / PO-PSO Attainment at department level

- a. All these feedbacks are collected through prescribed questionnaire (format is displayed at website) and through the web-form available at institute website (<https://miet.ac.in/feedback-forms/>).
- b. In addition to this, few feedbacks (Students Feedback on Teaching and Learning, Facilities and Faculty Feedback on Facilities) are also conducted through ERP.
- c. The working and monitoring authorities of various feedbacks are :
  - (i) Students Feedback on Teaching and Learning : Respective Dept and Dean-Academics
  - (ii) Feedback on Syllabus and Transaction (Students and Faculty) : Respective Dept
  - (iii) Feedback on Facilities (Students and Faculty/Staff) : IQAC
  - (iv) Employers Feedback : Placement Cell
  - (v) Alumni Feedback : Respective Department
  - (vi) Parents Feedback : Respective Department

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## 2. OBE Related Feedback

### a. Feedback for Framing / Updating / Reviewing of (Institute Level)

S. No.	Feedback Title	Respondent	Frequency
1	Vision and Mission (of Institute)	Faculty, Employer, Alumni, Parents	Open / As and when required

### b. Feedback for Framing / Updating / Reviewing of (Program / Department Level)

S. No.	Feedback Title	Respondent	Frequency
1	Vision and Mission (of Dept / Program)	Faculty, Employer, Alumni, Parents	Open / As and when required
2	PEOs (of Dept / Program)		
3	PSOs (of Dept / Program)		
4	POs (if applicable) - (of Dept / Program)		

### c. Computation of Attainment related

S. No.	Feedback Title	Respondent	Frequency
1	Course End Survey	Students concerned	Once, By the Course Teacher / Subject Head at the end of classes
2	Graduate / Program Exit Survey	Passing-out Students	Once, at the end of classes, dept level

## 3. Grievance

The grievance related to following can be submitted online (accessing the institute's website / QR code available at issued notice etc.) :

- a. Discipline Related Grievance
- b. Exam related Grievance
- c. Women Cell / ICC
- d. Anti-ragging Committee
- e. SC/ST related Grievance
- f. Any other Grievance / Problem / Complaint



## 4. Open Feedback

- ❖ Feedback on any topic which is not covered above (e.g. Feedback on Innovative Teaching and Learning Practices etc.) can be submitted online by accessing institute website. The approved feedbacks are being displayed in this section.

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## 5. Grievance Redressal Mechanism # Students / Faculty and Staff Members

- a. Grievance, if any, should be reported to the concerned authority / committee either through email or through written application in an earliest possible manner. Refer MIET website (Feedback and Grievance) for details of committees / authorities / online reporting of grievance.

S. No.	Grievance Area (Students)	Concerned Committee / Authority
1	Academics related	Mentor > HOD > Dean – Academics > Director
2	Exam related	COE > Dean – Academics > Director
3	AKTU / Government related	Registrar > Director
4	<u>All Other – Specific Nature</u> (E.g. : Ragging / Discipline / SC/ST / Harassment / Counselling etc.)	Member of Concerned Committee > Convener of Concerned Committee > Chief Proctor (as applicable) > Dean (concerned) > Director
5	Library	Librarian > Dean – Academics > Director
6	Hostel / Mess related	Warden (concerned) > Chief Warden > Dean – SW > Director
7	Transport	Transport I/c > Director
8	Admin / Amenities / Facilities	Admin Officer > Dean – SW > Director
9	Fee / Fine related	Registrar > Account Section > Director
10	Staff related	HOD > Dean – Academics > Director
11	Faculty related	HOD > Dean – Academics > Director
12	HOD related	Dean-Academics > Director
13	Dean(s)	Director / Governing Council / Management
14	Director related	Director / Governing Council / Management
S. No.	Grievance Area (Faculty / Staff)	Concerned Committee / Authority
1	Staff Members	HOD > Dean-Academics > Director
2	Faculty Members	HOD > Dean-Academics > Director
3	HODs	Dean-Academics > Director > Governing Council / Management

- b. Concerned authorities / committees are requested to address and resolve the reported issue on a priority basis (preferably within a week), considering the rules of the College / AKTU / in a lawful manner. Its redressal must be informed to all the concerned ones (maintaining the secrecy of the act, as deemed).
- c. In case, grievance raised by student / employee could not be resolved within a week or not satisfied with its redressal, he / can further report his / her grievance to the Director (through written application / email / website etc.) at the earliest.

## 6. Data Collection and Analysis

- a. Feedback data collected through ERP is to be emailed to respective HODs by IQAC in due course of time.
- b. Feedback data obtained through Website is emailed to respective HODs / Section-head / Convener of the Cell or Committee concerned by IQAC. Some-times, the data is being send by auto-triggered emails.
- c. Feedback data obtained in hard-copy is being submitted at respective department / committee / cell / section level.
- d. Entire collected data is compiled / presented in prescribed format and its mathematical analysis is being done.
- e. The collected responses are to be analyzed and based on this, measures / actions to be taken are being finalized.

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## 7. Measures / Actions Taken

- a. Based on result obtained after the analysis, suitable measures are suggested at respective department level.  
For central level measures, HOD communicate these to IQAC.
- b. Further, concerned feedbacks are to be used for :
  - i. PO-PSO Attainment (Indirect).
  - ii. Curriculum Gap / Curriculum Planning
  - iii. Measures for Continuous Improvement
- c. These measures taken / to be taken are also notified at institute website (under the Feedback and Grievance tab).



(Dr. Brijesh Singh)

Director

### *Copy for information and necessary action to :*

1. Hon'ble Chairman and Vice Chairman
2. Dean – Academics, Associate Dean-I Year, Dean-SW, Chief Proctor, Chief Warden, COE
3. All the HODs, IQAC, Registrar, ERP, Accounts, Library



# Meerut Institute of Engineering & Technology

N.H. 58, Delhi- Roorkee Highway, Baghpat Road, Meerut – 250 005. UP (India)

## Student Feedback Form (Teaching & Learning) # 20..... - 20..... (Odd / Even Sem)

Name of the Student : ..... Mobile : .....

Course (B. Tech / B. Pharma / MBA / MCA / M. Tech) : ..... Sem : .....

Branch : ..... Roll No : .....

*Provide your feedback as per the following points so as to improve the quality of engineering education further :  
(5 – Strongly Agree; 4- Agree; 3-Neither Agree nor Disagree; 2- Disagree; 1- Strongly Disagree)*

S. No.	Parameter	5	4	3	2	1
1	Punctuality and Regularity of the faculty in the Class / Lab Room					
2	Explaining of OBE related contents (Vision, Mission, POs, PSOs, PEOs, COs and CO-PO-PSO mapping) in the first lecture of the course					
3	Focus on Syllabi and Completes syllabus of the course (theory / lab) in time					
4	Self-confidence and Communication skills					
5	Taking care of various measures to improve the academic performance of all the students including weak and bright students					
6	Delivery of structured lectures by faculty (topics are taught sequentially and in planned manner)					
7	Skills of addressing inappropriate behavior of student and maintain the class-room / lab discipline					
8	Helps student in providing study material / lab manual which is not readily available in the text books say through e-resources, e-journals, reference books, open course-wares etc.					
9	Shares the answers of questions of Sessionals / PUTs / Viva / Lab Quiz after the conduct of the Sessional / Viva / Lab Quiz and shows its evaluated answer sheets to the students					
10	Refers to latest developments in the field and conducts the classroom / lab discussions					
11	Blackboard/Whiteboard work in terms of legibility, visibility and structure					
12	Fairness in assessment process (Sessionals, PUTs, Assignments, Quizzes etc.)					
13	Skill of linking subject / experiments to life experience & creating interest in the subject and makes sure that student understands the contents taught by faculty					
14	Approach towards developing professional skills among students and helps students in realizing career goals, strengths and developmental needs					
15	Inspires students for ethical conduct					

**Remarks, if any :**

Date :

Signature (Optional) :





# Meerut Institute of Engineering & Technology

N.H. 58, Delhi-Roorkee Highway, Baghpat Road, Meerut - 250 005. UP (India)

S. No.	Parameter	Mention the Feedback Value (5-Max / 1-Min) for Each of the Subjects (Theory and Lab both) studying during ongoing semester																		
		Subject Name =>																		
		Subject Code =>																		
		Type (Theory / Lab) =>																		
Faculty Name =>																				
10	Refers to latest developments in the field and conducts the classroom / lab discussions																			
11	Blackboard/Whiteboard work in terms of legibility, visibility and structure																			
12	Fairness in assessment process (Sessionals, PUTs, Assignments, Quizzes etc.)																			
13	Skill of linking subject / experiments to life experience & creating interest in the subject and makes sure that student understands the contents taught by faculty																			
14	Approach towards developing professional skills among students and helps students in realizing career goals, strengths and developmental needs																			
15	Inspires students for ethical conduct																			

Remarks, if any :

Date :

Signature (Optional) :



# Meerut Institute of Engineering & Technology

N.H. 58, Delhi- Roorkee Highway, Baghpat Road, Meerut - 250 005. UP (India)

## Student Feedback Form (Facilities) # 20..... - 20..... (Odd / Even Sem)

Name of the Student : ..... Mobile : .....

Course (B. Tech / B. Pharma / MBA / MCA / M. Tech) : ..... Sem : .....

Branch : ..... Roll No : .....

*Provide your feedback as per the following points so as to improve the quality of engineering education further :  
(5 – Strongly Agree; 4- Agree; 3-Neither Agree nor Disagree; 2- Disagree; 1- Strongly Disagree)*

S. No.	Parameter	5	4	3	2	1
1	Availability of teaching aids such as multimedia projectors, speakers etc. in classrooms / tutorial rooms					
2	Library space and ambience, timings and usage					
3	Adequacy of number of titles in library, journals and magazines relating to different courses					
4	Adequacy of internet facilities in terms of availability of terminals, bandwidth & speed					
5	Drinking water facilities & their maintenance					
6	Availability of Washroom, Amenities & their maintenance					
7	Canteen facilities					
8	Medical & first aid facilities					
9	Housekeeping & maintenance					
10	Sports facilities in the campus					
11	Training and Placement related activities					
12	Mentoring system to help students at an individual level					
13	Grievance Redressal					
14	Activities and Events conducted at department / college level including Social Outreach Programs / Club Activities					
15	Conduct of Sessionals and PUTs, frequency and transparency					
16	Conduct of AKTU End Sem Exams					

**Any additional thing you want to share with us / measures to be taken to improve the overall ambience of the college?**

Date :

Signature (Optional) :





# Meerut Institute of Engineering & Technology

N.H. 58, Delhi-Roorkee Highway, Baghpat Road, Meerut – 250 005. UP (India)

## Student Feedback Form (Syllabus and its Transaction) : 20..... - 20.....

Name of the Student : ..... Mobile : .....

Course (B. Tech / B. Pharma / MBA / MCA / M. Tech) : ..... Sem : .....

Branch : ..... Roll No : .....

*Provide your feedback as per the following points so as to improve the quality of engineering education further :  
(5 – Strongly Agree; 4- Agree; 3-Neither Agree nor Disagree; 2- Disagree; 1- Strongly Disagree)*

S. No.	Parameter	5	4	3	2	1
1	Rate your satisfaction level in terms of faculty support / motivation / guidance / counselling / placement support / personality development etc.					
2	Rate your satisfaction level in terms of Institutes' efforts towards extra-curricular / co-curricular activities, workshops / seminars / guest lecture / value-added courses / training of Skills or Technology / industrial trainings and visits / elective courses etc. to bridge the gap between Academia and Industry					
3	The students are sensitized towards cross-cutting issues like gender equality, environment and sustainability, human values and professional ethics etc. through relevant courses of curriculum and through community service / projects / participation in awareness programs / activities / events / exhibitions etc. on socially relevant issues.					
4	The syllabus meets the expectations in terms of learning values, soft skills, knowledge, professional attitude, analytical skills, applicability, relevance and practical orientation to real life situations and Life-long learning and self-learning aptitudes etc.					
5	The current content of the syllabus is sufficient to bridge the gap between industry and academics and is fulfilling the needs of the industry					
6	The courses of the curriculum have well defined objectives.					
7	The contents of various units are relevant to the courses concerned,					
8	The number of electives offered in the curriculum are adequate and are relevant to the specialization.					
9	The curriculum is a good balance between theory and practical.					
10	Sufficient reference material and books are available for the topics mentioned in the syllabus.					
11	The specified contact hours stated in the syllabus are adequate to effectively complete the coverage of syllabus.					
12	The evaluation methods mentioned in the syllabus are sufficient for proper assessment.					
13	The value-added courses / training of skills / technology etc. conducted are relevant to the curriculum and specialization.					
14	The COs of the courses in the curriculum is consistent with the content and the expected outcomes have been attained.					
15	The size of syllabus is adequate and does not over burden to the students.					
<b>Mention any new technology / skill / value-added course / content to be taught to the students</b> (to fill the curriculum gap / demand of society / need of industry / global requirement etc.)						

Remarks, if any :

Date :

Signature (Optional) :



# Meerut Institute of Engineering & Technology

N.H. 58, Delhi-Roorkee Highway, Baghpat Road, Meerut - 250 005. UP (India)

## Faculty Feedback Form (Facilities) # 20..... - 20..... (Odd / Even Sem)

Name of the Faculty : ..... Mobile : .....

Designation : ..... Department : .....

Gender : .....

*Provide your feedback as per the following points so as to improve the quality of engineering education further :  
(5 – Strongly Agree; 4- Agree; 3-Neither Agree nor Disagree; 2- Disagree; 1- Strongly Disagree)*

S. No.	Parameter	5	4	3	2	1
1	Availability of teaching aids such as multimedia projectors, speakers etc. in classrooms / tutorial rooms					
2	Library space and ambience, timings and usage					
3	Adequacy of number of titles in library, journals and magazines relating to different courses					
4	Adequacy of internet facilities in terms of availability of terminals, bandwidth & speed					
5	Drinking water facilities & their maintenance					
6	Availability of Washroom, Amenities & their maintenance					
7	Canteen facilities					
8	Medical & first aid facilities					
9	Housekeeping & maintenance					
10	Sports facilities in the campus					
11	Training and Placement related activities					
12	Mentoring system to help students at an individual level					
13	Grievance Redressal					
14	Activities and Events conducted at department / college level including Social Outreach Programs / Club Activities					
15	Conduct of Sessionals and PUTs, frequency and transparency					
16	Conduct of AKTU End Sem Exams					

**Any additional thing you want to share with us / measures to be taken to improve the overall ambience of the college?**

Date :

Signature (Optional):



# Meerut Institute of Engineering & Technology

N.H. 58, Delhi-Roorkee Highway, Baghpat Road, Meerut – 250 005. UP (India)

## Faculty Feedback Form (Syllabus and its Transaction) : 20..... - 20.....

Name of the Faculty : ..... Mobile : .....

Designation : ..... Department : .....

Provide your feedback as per the following points so as to improve the quality of engineering education further :  
(5 – Strongly Agree; 4- Agree; 3-Neither Agree nor disagree; 2- Disagree; 1- Strongly Disagree)

S. No.	Parameter	5	4	3	2	1
1	The current contents of the syllabus are suitable to the course.					
2	The courses of the curriculum have well defined objectives.					
3	The specified contact hours stated in the syllabus are adequate to effectively complete the coverage of the syllabus.					
4	The curriculum is a good balance between theory and practical.					
5	Sufficient reference material and books are available for the topics mentioned in the syllabus.					
6	The evaluation methods mentioned in the syllabus are sufficient for proper assessment.					
7	The value-added courses / training of skills / technology etc. conducted are relevant to the curriculum and specialization.					
8	The number of electives offered in the curriculum are adequate and are relevant to the specialization.					
9	The curriculum is outcome based and the expected outcomes through various courses have been attained.					
10	The syllabus meets the expectations in terms of learning values, soft skills, knowledge, professional attitude, analytical skills, applicability, relevance and practical orientation to real life situations, life-long learning and self-learning aptitude etc.					
11	The syllabus adequately covers contemporary topics, global issues and emerging global and national needs.					
12	The students are sensitized towards cross-cutting issues like gender equality, environment and sustainability, human values and professional ethics etc. through relevant courses of curriculum and through community service / projects / participation in awareness programs / activities / events / exhibitions etc. on socially relevant issues etc.					
<b>Mention any new technology / skill / value-added course / content to be taught to the students (to fill the curriculum gap / demand of society / need of industry / global requirement etc.)</b>						

Remarks, if any :

Date : .....

Sign (Optional):



# Meerut Institute of Engineering & Technology

N.H. 58, Delhi-Roorkee Highway, Baghpat Road, Meerut - 250 005. UP (India)

## Alumni Feedback Form # 20..... - 20.....

*(To be filled by Alumni - Physical / Online / Telephonic Interaction)*

Name of the Alumni : ..... Mobile : .....

Course (B. Tech / B. Pharma / MBA / MCA / M. Tech) : .....

Branch : ..... Year of Pass-out : .....

**Present Status:** Roll No. : .....

Tick on Status	Studying	Doing Job	Pursuing Higher Studies	Entrepreneur
Name of Organization / University with Address				

*Rate your competence as per following :*

S. No.	Parameter / Question	Agree (3)	Partially Agree (2)	Not Agree (1)
1	I gained the engineering knowledge to solve engineering problems.			
2	I am capable of analyzing the complex engineering problems.			
3	I have attitude towards Design and Development of Solutions.			
4	I am competent to conduct investigation of complex problems.			
5	I apply modern IT tools / software.			
6	I am well open to new ideas, taking responsibilities and catering social initiatives.			
7	I am sensitive to issues of gender equality, environment and sustainability.			
8	I have ethical values, follows professional ethics and norms of engineering practices.			
9	I serve effectively as an individual, as a team-mate and as a leader in multidisciplinary settings / diverse teams.			
10	I communicate engineering activities well to engineering community and society through instructions, reports, presentations and documentation.			
11	I understand the concepts of engineering and management principles to manage projects - dealing as an individual / team-mate / leader.			
12	I am well engaged in Life-long learning and self-learning.			
13	PSO-1			
14	PSO-2			
15	PSO-3			

*To further improve the functioning of the department / institute, please give us your valuable feedback :*

S. No.	Parameter	5	4	3	2	1
1	Rate your satisfaction level in terms of faculty support / motivation / guidance / counselling / placement support / personality development etc.					
2	Rate your satisfaction level in terms of Institutes' efforts towards extra-curricular / co-curricular activities, workshops / seminars / guest lecture / value-added courses / training of Skills or Technology / industrial trainings and visits / elective courses etc. to bridge the gap between Academia and Industry					
3	Rate your overall satisfaction level in terms of Institute's Infrastructure, Facilities, Labs, Library, Amenities, Hostel, Transport and Support etc.					



# Meerut Institute of Engineering & Technology

N.H. 58, Delhi-Roorkee Highway, Baghpat Road, Meerut – 250 005. UP (India)

To further improve the quality of engineering education / curriculum gap, please give us your valuable feedback :

S. No.	Parameter	5	4	3	2	1
4	The current content of the syllabus is sufficient to bridge the gap between industry and academics and is fulfilling the needs of the industry					
5	The syllabus meets the expectations in terms of learning values, soft skills, knowledge, professional attitude, analytical skills, applicability, relevance and practical orientation to real life situations etc.					
6	The syllabus adequately covers contemporary topics, global issues and emerging global and national needs.					
7	The specified contact hours stated in the syllabus are adequate to effectively complete the coverage of syllabus.					
8	The evaluation methods mentioned in the syllabus are sufficient for proper assessment.					
9	The curriculum is a good balance between theory and practical.					
10	The students are sensitized towards cross-cutting issues like gender equality, environment and sustainability, human values and professional ethics etc. through relevant courses of curriculum and through community service / projects / participation in awareness programs / activities / events / exhibitions etc. on socially relevant issues.					
11	<b>Mention any new technology / skill / value-added course / content to be taught to the students</b> (to fill the curriculum gap / demand of society / need of industry / global requirement etc.)					

Remarks, if any :

Date : .....

Signature (Optional) :



# Meerut Institute of Engineering & Technology

N.H. 58, Delhi-Roorkee Highway, Baghat Road Crossing, Meerut - 250 005. UP (India)

## Employer Feedback Form : 20..... - 20.....

Date : .....

*(Please provide your valuable feedback. We assure you that the data provided by you herein is strictly confidential and will not be shared with anyone without your prior permission.)*

### Dear Employer, Greetings!!

We are thankful to you for providing employment to our graduates / post-graduates. We shall be very much appreciative and be grateful if you can spare some of your valuable time to fill up this feedback. It will help us to improve further the quality of teaching-learning and to give you better skilled employees in future.

Name of the Organization : .....

Web-address of the Organization : .....

Address of the Organization : .....

Contact No. of Organization : .....

Tick the number that best describes your level of satisfaction at each question:

S. No.	How satisfied are you with the student's work performance in each of following areas:	PO	3 Agree	2 Partly Agree	1 Dis Agree
1	Knowledge adequacy (including technical skills)	01			
2	Problem Analysis Capabilities	02			
3	Attitude towards Design and Development of Solutions	03			
4	Competency regarding conduction of complex problems' investigation	04			
5	Ability to apply modern IT tools / software	05			
6	Open to new ideas, taking responsibilities and catering social initiatives	06			
7	Sensitivity to issues of gender equality, environment and sustainability	07			
8	Sensitivity towards human values and professional ethics etc.	08			
9	Behaviour and Responsibility in the Team Work	09			
10	Communication skills	10			
11	Capability to deal with projects including finance	11			
12	Life-long learning and self-learning aptitudes to the students	12			
13	The syllabus meets the expectations in terms of learning values, soft skills, knowledge, professional attitude, analytical skills, applicability, relevance and practical orientation to real life situations				
14	The current content of the syllabus is sufficient to bridge the gap between industry and academics and is fulfilling the needs of the industry				
15	The value-added courses (including technology / coding / skill learning) conducted are relevant to the curriculum and meets industry requirement				
16	Mention any new technology / skill / value-added course / content to be taught to the students (to fill the curriculum gap / demand of society / industry etc.)				

**Overall rating based on overall satisfaction with MIET students (on a scale of 10) :** .....

**Suggestions / Weakness / Remarks, if any :**

Name of the Person : .....

Designation / Department : ..... (Sign - Optional)

Contact Details : Mobile ..... Email :

*Please feel free to speak in confidence with our TPO/ staff about any aspects of the program or students' performance (Email ID : director@miet.ac.in)*



# Meerut Institute of Engineering & Technology

N.H. 58, Delhi-Roorkee Highway, Baghpat Road, Meerut - 250 005. UP (India)

## Parents Feedback Form (Facilities and Curriculum) : 20..... - 20.....

*(To be filled by Student's Parents - Physical / Online / Telephonic Interaction)*

*The data provided by you herein is strictly confidential and will not be shared with anyone without your prior permission.*

Name of the Ward : ..... Name of the Parent : .....

Course (B. Tech / B. Pharma / MBA / MCA / M. Tech) : .....

Branch : ..... Year of Admission : .....

**Present Status of your ward :**

Pass-out Year : .....

Tick on Status	Studying	Doing Job	Pursuing Higher Studies	Entrepreneur
Name of Organization / University with Address				

*To further improve the quality of engineering education that we impart, please give us your valuable feedback as per the following points:*

S. No.	Parameter	Grade (10)	Comment (If any)
1	Grade your satisfaction level in terms of teaching and academic performance of your ward		
2	Grade the Information flow / Communication from the department / institute time-to-time about the performance and attendance etc. of your ward		
3	Grade your satisfaction level in terms of faculty support / motivation / guidance / counselling etc. provided to your ward		
4	Grade the efforts taken by the Department / Institute for overall grooming and personality development		
5	Rate your satisfaction level in terms of Institutes' efforts towards extra-curricular / co-curricular activities, workshops / seminars / guest lecture / industrial trainings and visits etc. to bridge the gap between Academia and Industry		
6	Rate your overall satisfaction level in terms of Institute's Infrastructure, Facilities, Library, Amenities, Hostel, Transport and Support		
7	Grade your satisfaction levels in terms of training and placement support from MIET		
8	Grade the fulfilment of your overall satisfaction level / ambience of MIET		
9	Mention any new technology / skill / value-added course / content to be taught to the students (to fill the curriculum gap)		

Continued ....



# Meerut Institute of Engineering & Technology

N.H. 58, Delhi-Roorkee Highway, Baghpat Road, Meerut - 250 005. UP (India)

## Feedback on Program Outcomes (POs)

S. No.	Program Outcomes	Agree	Partially Agree	Dis-agree
1	My ward has the knowledge of mathematics, science and engineering to solve the engineering problems.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	My ward can identify, formulate and analyze the engineering problems using first principles of mathematics, natural sciences, and engineering sciences.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	My ward is able to design a system, component, or process to meet desired needs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	My ward can design and conduct experiments, as well as analyze and interpret the data.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	My ward is able to use the techniques, skills, and modern engineering tools necessary for engineering practice.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	My ward is aware to apply knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to the professional engineering practice.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	My ward understands the impact of the engineering solutions in societal and environmental contexts, and demonstrate the knowledge and need for sustainable development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	My ward has ethical values and commit to professional ethics and responsibilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	My ward can represent an individual and as a member or leader in diverse / multidisciplinary teams.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	My ward is able to communicate engineering activities with the engineering community and with society at large.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	My ward understands of the engineering and management principles and apply these to one's own work, as a member and leader in a team, to manage projects and in multidisciplinary environments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	My ward possesses an ability to engage himself/ herself in life-long learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Remarks, if any :

Date : .....

Signature (Optional)



**Meerut Institute of Engineering and Technology, Meerut**

**Department of Mechanical Engineering**

Course End Survey : 2022-23  
RAS 601- Industrial Management

Course Instructors : Print Name

Student Name : Not Required

Date : Print Details

Roll No. : Not Required

**Sample Format**

S. No.	Course Outcomes	Agree	Partially Agree	Disagree
1	I am able to explain the knowledge of the basic principles, scope and the applications of industrial management.			
2	I can describe the functions of management including human resources management.			
3	I can conduct work study methods to develop standard time and method for jobs.			
4	I can implement the techniques like EOQ and SQC for inventory and quality control.			
5	I can apply the techniques like PERT and CPM to manage projects effectively.			

-(Signature)

# **Meerut Institute of Engineering and Technology, Meerut**

## **Department of Mechanical Engineering # Graduate / Program Exit Survey**

**(To be conducted through Google Form, without collecting participants information)**

In assessing the quality of engineering programs, it is expected that the engineering programs must demonstrate that their graduates have acquired a number of skills and abilities.

Name : ..... University Roll No. : ..... Branch / Section : .....

Please indicate your views, as to how well the mechanical engineering program at MIET (that you have undertaken) has been able to develop the skills and abilities (listed in the table below) in you :

**Suggested Format (The language of Questions and Options may be updated by respective DQAC)**

S. No.	Program Outcomes	Agree	Partially Agree	Dis-agree
1	I am able to apply the knowledge of mathematics, science and engineering to solve the engineering problems.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	I can identify, formulate and analyze the engineering problems using first principles of mathematics, natural sciences, and engineering sciences.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	I am able to design a system, component, or process to meet desired needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	I can design and conduct experiments, as well as analyze and interpret the data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	I got an ability to use the techniques, skills, and modern engineering tools necessary for engineering practice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	I am aware to apply knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to the professional engineering practice.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	I can understand the impact of the engineering solutions in societal and environmental contexts, and demonstrate the knowledge and need for sustainable development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	I can apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering practice.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	I represent myself effectively as an individual and as a member or leader in diverse / multidisciplinary teams	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	I communicate effectively on complex engineering activities with the engineering community and with society at large	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	I am ready to demonstrate knowledge and understanding of the engineering and management principles and apply these to one's own work, as a member and leader in a team, to manage projects and in multidisciplinary environments.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	I can recognize the need and possesses an ability to engage myself in life-long learning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	I have gained the ability to # PSO-1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	I have gained the ability to # PSO-2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	I have gained the ability to # PSO-3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	I have gained the ability to # PSO-4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	I have gained the ability to # PSO-5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date : .....

Signature =>

Meerut Institute of Engineering and Technology, Meerut

Analysis of Feedback on Teaching and Learning

Dept of ..... # Odd / Even Sem : 20..... - ..... # Phase-..... # Faculty-wise

S. No.	Name of the Faculty	Designation	Dept	Teacher's Overall Feedback (5) Phase-I	Teacher's Overall Feedback (5) Phase-II	Remarks, if any

(Name and Signature of HOD)

Dept. of .....

**Meerut Institute of Engineering and Technology, Meerut**

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**Analysis of Feedback on Teaching and Learning**

**Dept of ..... # Odd / Even Sem : 20..... - ..... (Phase-.....) # Course-wise**

S. No.	Subject Code	Subject Name	Theory / Lab	Branch	Sem	Subject's Overall Feedback (5) Phase-I	Subject's Overall Feedback (5) Phase-II	Remarks, if any

(Name and Signature of HOD)

Dept. of .....

**Meerut Institute of Engineering and Technology, Meerut**

**Analysis of Feedback on Teaching and Learning # Dept of ..... # Odd / Even Sem : 20..... - ..... (Phase.....) # Faculty-wise**

S. No.	Name of the Faculty	Designation	Dept	Teacher's Overall Feedback (5)	Feedback Value (5)					Action Plan	Remarks, if any	
					Course-1	Course-2	Course-3	Course-4	Course-5			

Encl : Feedback Report (Type-2) generated from ERP

(Name of the HOD)  
Dept of .....

**Meerut Institute of Engineering and Technology, Meerut**

**Analysis of Feedback on Teaching and Learning # Dept of ..... # Odd/Even Sem : 20..... (Phase-.....) # Course-wise**

S. No.	Subject Code	Subject Name	Theory / Lab	Branch	Sem	Subject's Overall Feedback (5)	Feedback Value (5)					Action Plan	Remarks, if any
							Teacher-1	Teacher-2	Teacher-3	Teacher-4	Teacher-5		

Encl : Feedback Report (Type-2) generated from ERP

(Name of the HOD)  
Dept of .....

**Meerut Institute of Engineering and Technology, Meerut**

**Feedback Data, Analysis and Measures to be Taken : Odd / Even Semester : 20..... - .....**

Type of Feedback : Feedback on Facilities

Respondents : Faculty / Staff

Dept. : Mechanical Engg

*Mention the feedback score out of 5 (1 minimum, 5 maximum) for each question / parameter, as provided by the respondent.*

S. No.	AKTU Roll No	Student's Name	Mean=>					Std. Deviation =>					#DIV/0!	Comments	
			1	2	3	4	5	1	2	3	4	5			
1															
2															
3															
4															
5															
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15															
16															
17															
18															
19															
20															

Key Observations :

- 1
- 2
- 3

Key Measures to be Taken :

- 1
- 2
- 3

### Meerut Institute of Engineering and Technology, Meerut

Feedback Data, Analysis and Measures to be Taken : Odd / Even Semester : 20.....-.....

Type of Feedback : Feedback on Syllabus and Transaction

Respondents : Students

Dept. : Mechanical Engg

Mention the feedback score out of 5 (1 minimum, 5 maximum) for each question / parameter, as provided by the respondent.

		Mean=>														#DIV/0!		
		Std. Deviation =>																
S. No.	AKTU Roll No	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16 (Text Entry)	Comments
1																		
2																		
3																		
4																		
5																		
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16																		
17																		
18																		
19																		
20																		

Key Observations :

- 1
- 2
- 3

Key Measures to be Taken :

- 1
- 2
- 3





**Meerut Institute of Engineering and Technology, Meerut**

**Feedback Data, Analysis and Measures to be Taken : Odd / Even Semester : 20.....**

Type of Feedback : Feedback on Syllabus and Transaction

Respondents : Faculty

Dept : Mechanical Engg

*Mention the feedback score out of 5 (1 minimum, 5 maximum) for each question / parameter, as provided by the respondent.*

S. No.	AKTU Roll No	Student's Name	Mean=>												#DN/O!		
			1	2	3	4	5	6	7	8	9	10	11	12			
1																	
2																	
3																	
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15																	
16																	
17																	
18																	
19																	
20																	

Key Observations :

- 1
- 2
- 3

Key Measures to be Taken :

- 1
- 2
- 3

**Meerut Institute of Engineering and Technology, Meerut**

**Feedback Data, Analysis and Measures to be Taken : Odd / Even Semester : 20..... - .....**

Type of Feedback : Alumni Feedback

Respondents : Alumni

Dept : Mechanical Engg

		Mention the feedback score out of 5 (1 minimum, 5 maximum) for each question / parameter, as provided by the respondent.																				#DIV/0!								
		Mean=>																												
		Std. Deviation =>																												
S. No.	AKTU Roll No	Student's Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	1	2	3	4	5	6	7	8	9	10	Text Entry	Comments	
1																														
2																														
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19																														
20																														

Key Observations :

- 1
- 2
- 3

Key Measures to be Taken :

- 1
- 2
- 3

**Meerut Institute of Engineering and Technology, Meerut**

Feedback Data, Analysis and Measures to be Taken : Odd / Even Semester : 20.....\*

Type of Feedback : Employers' Feedback

Respondents : Employer

Dept. : Mechanical Engg

Mention the feedback score out of 5 (1 minimum, 5 maximum) for each question / parameter, as provided by the respondent.

Mean=>      Std. Deviation =>

S. No.	AKTU Roll No	Student's Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Text Data	Comments
1																			
2																			
3																			
4																			
5																			
6																			
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16																			
17																			
18																			
19																			
20																			

Key Observations :

- 1
- 2
- 3

Key Measures to be Taken :

- 1
- 2
- 3

**Meerut Institute of Engineering and Technology, Meerut**

**Feedback Data, Analysis and Measures to be Taken : Odd / Even Semester : 20.....\***

Type of Feedback : Feedback from Parents

Respondents : Parents

Dept : Mechanical Engg

*Mention the feedback score out of 5 (1 minimum, 5 maximum) for each question / parameter, as provided by the respondent.*

S. No.	AKTU Roll No	Student's Name	Mean=>												#DIV/0!										
			###	###	###	###	###	###	###	###	###	###	###	###		###									
Std. Deviation =>			###	###	###	###	###	###	###	###	###	###	###	###	###	###	###								
			1	2	3	4	5	6	7	8	Text Data	1	2	3	4	5	6	7	8	9	10	11	12	Comments	
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18																									
19																									
20																									

Key Observations :

- 1
- 2
- 3

Key Measures to be Taken :

- 1
- 2
- 3



# Meerut Institute of Engineering & Technology

N.H. 58, Delhi-Roorkee Highway, Baghpat Road Crossing, Meerut - 250 005. UP (India)



## Complaints / Problems / Grievances

(Google Form Link : <https://forms.gle/ZCXyo4ZhGn3dRk6x8>)

Date : .....

Applicant's Name : ..... Gender : .....

Type of Applicant : Student / Faculty / Staff / Parent / Alumni / Employer / .....

Department / Branch : ..... Designation / Roll No : .....

Mobile : ..... Email : .....

Concerned with (Dept. / Section, Major Area) : .....

Related to (Minor Area) : .....

Description of Problem / Grievance / Complaint : .....

.....

.....

.....

.....

Complaint No. : ..... Signature : .....

**Save Details**

**Office Use**

Taken Care By : ..... On Dated : .....

Status of Resolution : Pending / Solved Applicant - Satisfied or Not : .....

Applicant's Comments : .....

.....

Sign :

Complaint Closure Status : Closed / Pending Case is escalated or not : .....

Comments of Committee-Convener / Section Head / HOD : .....

.....

Sign :

Comments of Dean / Director : .....

.....

Sign :



# Meerut Institute of Engineering & Technology

N.H. 58, Delhi-Roorkee Highway, Baghpat Road Crossing, Meerut - 250 005. UP (India)

## Counselling Record

Name : ..... Date : .....

Type : Student / Faculty / Staff / Parent / Alumni / Employer / ..... Gender : .....

Department / Branch : ..... Designation / Roll No : .....

Mobile : ..... Email : .....

Description of Problem : .....

.....

.....

.....

.....

S. No. : ..... Signature : .....

**Office Use**

Taken Care By : ..... On Dated : .....

Diagnosis : .....

.....

..... Sign :

### Details of Counselling Sessions

S. No.	Date	Brief Details of Counselling / Solutions / Remedies etc.	Sign



# Meerut Institute of Engineering & Technology

N.H. 58, Delhi-Roorkee Highway, Baghpat Road, Meerut - 250 005. UP (India)

## Summary of In-disciplinary Act and Actions Taken

S. No. : .....

Date : .....

Indiscipline Act concerned with : Male / Female # Day-scholar / Hosteller / Staff / Faculty / .....

Short Description of Indiscipline Act: .....

.....

.....

.....

.....

.....

.....

.....

Date / Time of Incidence : ..... Date of Reporting : .....

Reported By : .....

Mode of Reporting : Self-cognizance / Verbally / Written Application / Email / Mobile / .....

### Details of Indulged Students

S. No.	Party (A/B)	Name	Roll No	Sem / Branch / Section	Mobile (Student)	Mobile (Father)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

Action Taken : .....

.....

.....

.....

Closure Status : Closed on .....

Name and Signature of Proctorial Board Members Concerned

Chief Proctor



