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FEEDBACK POLICY

1. Introduction

The performance of the college is increasingly analyzed on the basis of feedback collected from various stakeholders.

Feedback is essential to know whether the college is reforming good performance and imparting quality education. Hence, the college imparts policy to make feedback forms available for different stakeholders to analyze the performance on different aspects.

2. Purpose and Scope

The purpose of a feedback policy is to foster a constructive and supportive learning environment. It outlines guidelines for giving and receiving feedback among students, faculty, staff and parents.

- Provides space for continuous enhancement of all products, services, facilities and procedures;
- Audit and enhance the aspects of students' learning experiences through the timely collection, analysis and reporting of student feedback concerning teaching, learning and assessment;
- Providing students and stakeholders with the scope to actively participate in the continual improvement of programs of study by feedback collected on timely basics.

3. Responsibilities

Internal Quality Assurance Cell (IQAC) has flourished feedback and structure for its analysis. IQAC and the other faculty members from different departments will be jointly responsible for the collection, analysis and reporting of student and stakeholder feedback relating to academic and other allied programs conducted in university.



4. Stakeholders

Stakeholders are any person/persons or organization that is associated with college.

Stakeholders include:

- Students
- Alumni
- Teaching & Non-Teaching staff members
- Parents

5. Feedback Mechanism

IQAC shall prepare structured Feedback forms for respective stakeholders. The feedback shall be collected through both online and offline methods. Filled feedback forms shall be analyzed by IQAC.

Feedbacks are to be collected under following broad head -

Feedback from students - End of each Semester

Feedback from Alumni - Once/Twice in a year

Feedback from staff - Annually

Feedback from parents - Annually

Feedback will be analyzed and then sent to the appropriate authorities for additional processing and action. Action taken reports will be produced based on feedback analysis, and any necessary corrective action will be promptly implemented.




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