FEEDBACK POLICY ON CURRICULUM

The institution puts its earnest effort into conducting feedback based on the curriculum since it is one of the most effective ways to ensure quality enhancement. The feedback mechanism of the College is a multi-staged process that includes the participation of *alumni, teachers, students* and *employers.*

OBJECTIVES OF FEEDBACK MECHANISM ON CURRICULUM

- ❖ *To determine whether the syllabus is relevant in the current scenario.*

- ❖ *To obtain the correct evaluation of the stakeholders regarding curriculum and make necessary actions after proper analysis.*

FEEDBACK COMMITTEE

The feedback committee is vested with the responsibility of adequately implementing the feedback process. This Committee would be responsible for distributing, collecting, filing, analysing and directing the actions taken based on the feedback. This Committee acts as an advisory body to the council, allowing them to make changes based on the feedback collected from the previous year.
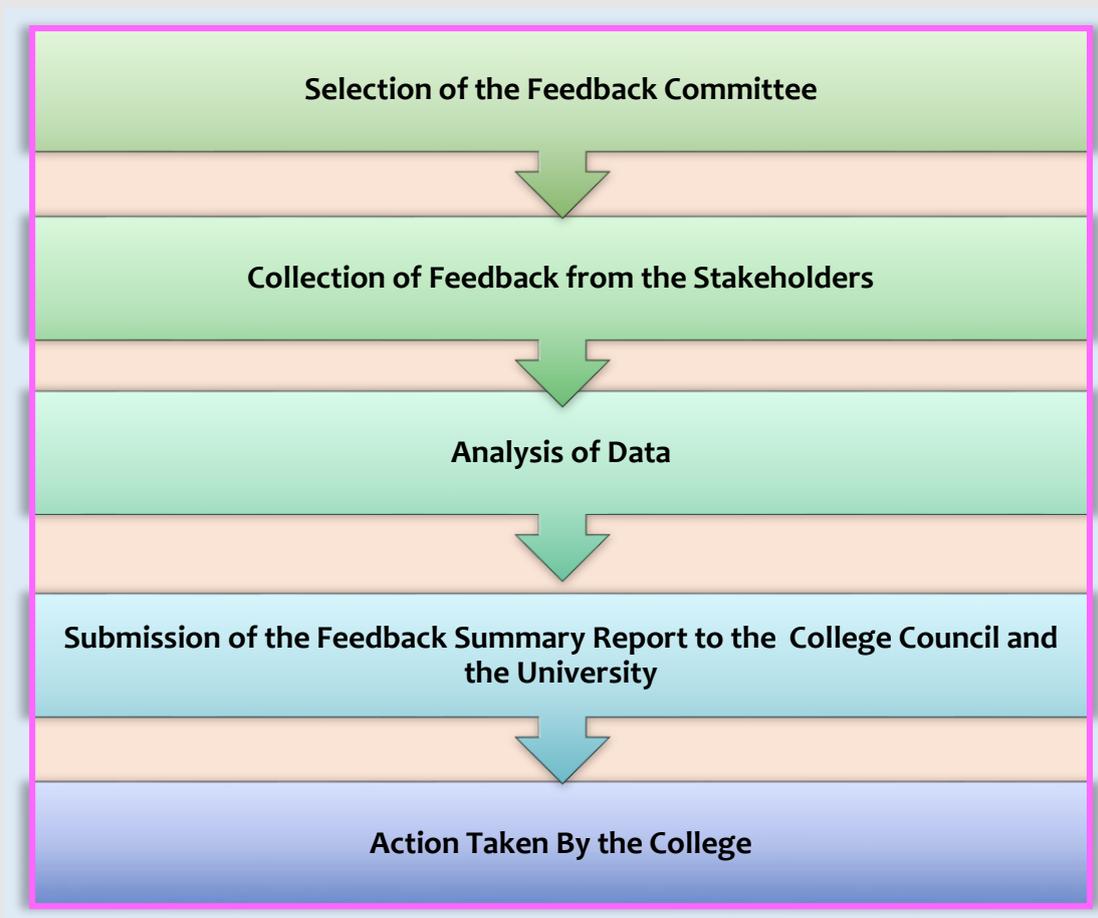
FEEDBACK METHODOLOGY

The feedback is collected from the stakeholders through structured questionnaires in the following manner:

- Students – *the questionnaire is circulated among randomly chosen students at the end of the academic year.*
- Parents – *the questionnaire is distributed to the parents during PTA meetings and Open House meetings.*
- Alumni- *the feedback is collected from the alumni during the alumni meets organized in the college.*
- Employers- *each department was responsible for tracking down their employed alumni and collecting feedback on them from their employer.*
- Teachers - *the feedback is taken from the teachers both through a structured questionnaire and during various meetings.*

FEEDBACK PROCESS

The feedback process based on the curriculum is presented in the following diagram.

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│         Selection of the Feedback Committee       │
│                        ▼                          │
│      Collection of Feedback from the Stakeholders │
│                        ▼                          │
│                  Analysis of Data                 │
│                        ▼                          │
│   Submission of the Feedback Summary Report to    │
│      the College Council and the University       │
│                        ▼                          │
│            Action Taken By the College            │
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Stakeholder feedback is collected through surveys, interviews, and other means, and subsequently analyzed to identify common themes and concerns. Once the analysis is complete, the findings are submitted to the College Council for review. If the Council is convinced of the need for changes based on the feedback, it is then forwarded to the IQAC (Internal Quality Assurance Cell) for further consideration and implementation. Finally, the proposed changes are presented to the governing body, where decisions are made regarding their implementation. This sequential process ensures that stakeholder feedback is carefully evaluated and considered before any changes are implemented.