

FEEDBACK ANALYSIS PROCESS ON DESIGN AND REVIEW OF SYLLABUS

Feedback analysis is an important step towards imparting quality education. As an essential measure, feedback is collected from various stakeholders as it is important for the institution to equip students for the requirements of the industry as well as the society.

Forms for collecting feedback are prepared, reviewed and finalized by IQAC & CAC for different stakeholders at institute level. Feedback is collected from various stakeholders at every department level and shall be analyzed by the respective Head of the Departments & Committees. A report with the action plans to be implemented will be finalized by DAC in all departments and the same will be executed.

Institution regularly collects the feedback from the stakeholders on various occasions with respect to the curriculum and for overall improvement of the college. Various stakeholders are mentioned below,

- (i) **Alumni**
Feedback from alumni is collected during the alumni meet at every department level.
- (ii) **Students**
Students will share the feedback through the prescribed form/online link.
- (iii) **Employer**
Feedback from the employers is also collected from time to time.
- (iv) **Teacher**
Teachers will periodically review the courses, which they are dealing with and provide feedback with suggestions for improvements, if any.

S. No	Stakeholder	Frequency	Objective
1	Student	Twice per AY	Design and review of syllabus
2	Teacher	Twice per AY	Design and review of syllabus
3	Alumni	Once per AY	Design and review of syllabus
4	Employer	Once per AY	Design and review of syllabus


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