FEEDBACK POLICY

The A.R.J College of Engineering and Technology aims to provide its students with the skills they need to prosper in a world that is changing and to become responsible citizens in society. The institution through a structured feedback mechanism from various stakeholders ensures quality teaching, learning process, research opportunities, and outreach activities in Higher education. Stakeholders are essential to the assessment, development, and improvement of the caliber of the educational process.

The distribution, collection, analysis and corrective action of the filled feedback form is done at the end of every academic year through offline mode. The feedback template and the Action taken report are made available in the college website- www.arjcet.edu.in.

Internal Stake holders   : Faculty and Students

External Stake holders: Alumni and Employer

Feedback Mechanism

The Internal Quality Assurance Cell (IQAC) is committed towards improving education quality and directs the university's efforts and measures toward academic perfection.

Feedback is collected at the end of each academic session from all stakeholders, that is, students, faculty, employers, and alumni.

The extensive analysis is done for the feedback collected and suitable corrective measures are employed. The feedback is collected via offline methods. The Curriculum Analysis Feedback Report is prepared at the end of every academic year through IQAC.
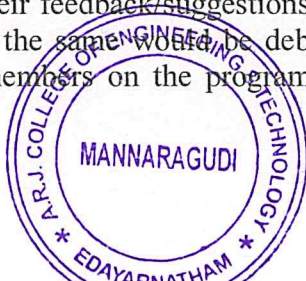
This curriculum includes various questions for stakeholders to respond to, with options such as Excellent, Very good, Good, Satisfactory, and Poor. Feedback Analysis Report is prepared based on the consolidated inputs of all stakeholders and their critical points mentioned under feedback form.

Student feedback

A feedback form is designed at the institutional level for all programs by considering the quality of teaching, communication, evaluation subject knowledge, student interaction and punctuality. The feedback is collected at the end of every semester. The result is compiled and analysed. The report is discussed by the HOI with concerned HOD and the faculty. Faculty with low ratings are counselled and sensitized suitably.

Faculty feedback

Faculty members express their feedback/suggestions on the teaching-learning process, research and extension activities and the same would be debated and discussed. Similarly, feedback is received from the faculty members on the programme scheme, theory courses, and practical

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courses. Appropriate suggestions are put forward to the academic council for implementation. Based on the feedback, a course teacher is empowered to revise the contents of the course after obtaining formal approval.

FEEDBACK FROM OTHER STAKEHOLDERS

The other stake holder includes – Alumni, and employers.

➢ Alumni are encouraged to provide feedback on curriculum, teaching learning process, infrastructure and evaluation process.

➢ The employer furnish feedback on industry readiness and adaptability of our students to job conditions.
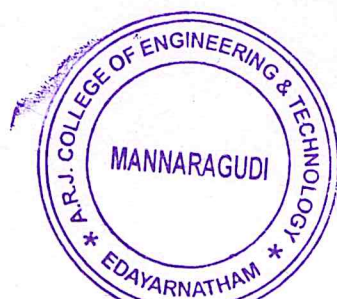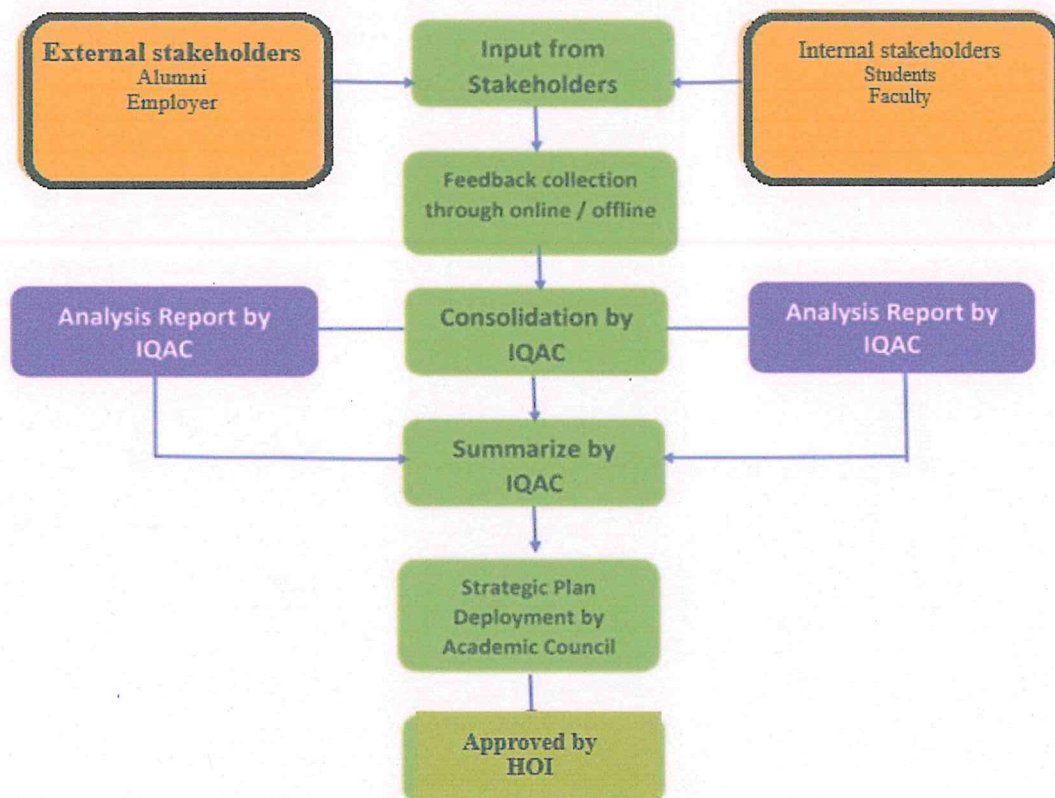
Feedback Collection Process

The Feedback Process may comprise of 3 stages:

Stage I (Collection of Feedback): The filled-in feedback form to be collected by various academic departments.

Stage II (Analysis of feedback): The detailed analysis of filled-up feedback forms to be carried out by the IQAC; afterwards and the necessary recommendations are forwarded to the HOI for approval; once approved, the same is shared with the concerned departments for appropriate action.
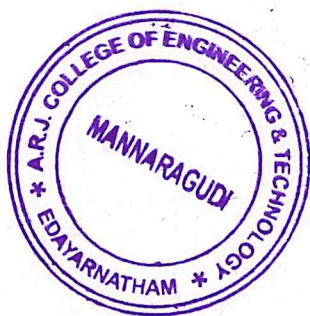
Stage III (Action Taken Report): The action taken report to be prepared based on the recommendation of the IQAC for further improvements.

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CONSOLIDATION AND CORRECTIVE ACTIONS TAKEN

➢ We have taken proper steps time to time to provide hygienic drinking water and toilet facilities to all the students and staff members.

➢ Staff training programme have been organized.

➢ College has made E-resources on different subjects, which help our students for their education.

➢ Throughout the year our has college has conducted different Webinars/Seminars/Conference to enrich the students.

➢ Different MOUs have been signed with the different colleges and institutions for faculty and student exchange programme.

➢ Throughout the year, new books and journals had been purchased to enrich the library.

➢ We have introduced department wise new certificate/ add-on courses.

➢ We have transformed more classrooms equipped with minimum ICT facilities.

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