



KONGU ARTS AND SCIENCE COLLEGE

(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)

ERODE – 638 107

FEEDBACK POLICY

Performance of the College is increasingly analyzed on the basis of effective learning outcomes. Feedback Mechanism is essential to know whether the College is reforming good performance and imparting quality education. Hence, the College has the policy to make feedback forms available for different stakeholders to analyze the performance on different aspects.

1. Purpose and Scope

- To maintain a current consciousness of the desires and forecast of students and stakeholders of the university;
- To provide space for continuous enhancement of all products, services, facilities and procedures;
- To audit and enhance the aspects of students' learning experiences through the timely collection, analysis and reporting of student feedback concerning teaching, learning and assessment;
- To provide students and stakeholders with the scope to actively participate in the continual improvement of programs of study by feedback collected on timely basics.

2. Responsibilities


Internal Quality Assurance Cell (IQAC) has flourished a Feedback Mechanism and structure for its analysis. IQAC Director 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 program conducted in the University.

3. Stakeholders

Stakeholders are any person/persons or organization that has associated with the University. Stakeholders include, but are not limited to:

- Students
- Alumni
- Teaching & Non-Teaching Staff members
- Professional Bodies
- Guests- Technical & Non-Technical events
- Parents




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4. Feedback Mechanism

IQAC will prepare structured Feedback forms for respective stakeholders. The feedback will be collected through both online and offline methods. Filled feedback forms will be analysed by IQAC. Feedbacks are to be collected under following broad head -

Feedback from Students	-	End of Semester
Feedback from Alumni	-	Once/ Twice in a year
Feedback from Employer	-	Once/ Twice in a year
Feedback from Staff	-	Annually
Feedback from Parents	-	Annually

Feedback on curriculum shall be taken from all the Stakeholders to analyze the success of existing curriculum and to suggest valuable suggestions in other aspects related to teaching, learning and research processes.

After the feedback analysis, it will be forwarded to the **competent authority** for further process and action. Based on the feedback analysis, action taken report shall be generated and necessary remedial measures taken on timely basis.

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