



FEEDBACK POLICY

2023-24



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INDIRAGANDHI COLLEGE OF ARTS AND SCIENCE

INTERNAL QUALITY ASSURANCE CELL

FEEDBACK POLICY

The Indira Gandhi College of arts and Science is aware that education is a process that involves learning for students' ongoing improvement. In order to enhance the ongoing enrichment process, our organization has implemented a feedback system that receives recommendations from various stakeholders, including students, teachers, alumni and employers of each department annually to strengthen this ongoing process of enrichment. The methods listed below are used to get input from employers, teachers, alumni, and students based on the courses and curriculum. Following the collection of feedback, it is analyzed, the recommendations are taken into consideration, and the required steps are carried out. In order to take corrective action, a report on the actions done will be written and given to the appropriate authorities.

FEEDBACK COLLECTION PROCESS:

- Feedback forms : A feedback form has been designed using KredoVoiceOut software system with curriculum based questionnaires for Student, Teacher, Alumni and Employer
- Feedback links are shared to stakeholders for the collection of feedback.
- Feedback questionnaires of Students, Teachers and Alumni are consisting of 10-15 questions with the remarks like Excellent, Very Good, Good, Fair and Poor.

Process	Remarks
Feedback Collection	Available for ask the courses and collected through kredo voice out software link.
Feedback collection frequency	Yearly once
Marks awarded for remarks	5-Excellent 4-Very good 3-Good 2-Fair 1-Poor

FEEDBACK ANALYSIS:

In order to compile the analytical report, the data gathered by the IQAC and Academic Council was sorted. After being submitted in the chosen format, the data was charted and decoded to ensure that the information was understood correctly. The analysis is conducted both annually and in terms of parameters. The points raised by all stakeholders involved are taken into particular consideration and focus. The educators discussed about and assessed the recommendations they had received from various fields in relation to academics and ambience of the institution. The recommendations were combined in order to inform the concerned authorities who serve on Academic Council and syllabus revision Committees, as well as those who took part in the University's workshops on syllabus revision.

EXECUTION OF ACTION TAKEN & CORRECTIVE MEASURES TAKEN:

The suggestions received through the feedbacks are promptly communicated to the members of Academic council and IQAC. Since the institution is an affiliated college, it has to follow the syllabus formulated by the university.

- Events were conducted like Skill development trainings, Workshops, Seminars and Industrial project trainings for the academic development of students.
- Faculties are completed with FDP Training programmes, workshops etc.
- Students were motivated to attend programs/Competitions conducted by other institutions and won prizes.
- Students also visit various industries and Central government and State government research organizations as part of industrial training programme.
- Enhanced the infrastructure facilities, regular cleaning and maintenances improved the hygienic standards of both hostel and canteen.