

## 1.4.1 and 1.4.1

### Additional Information

#### 1. Feedback Process

1. Student Feedback: Feedback is an integral part of the teaching-learning process. The feedback from the students is given utmost importance. Feedback forms are available and filled online by the students of the respective course by logging in as a student on [http://www.chowgules.ac.in/UMS/ums\\_login.jsp](http://www.chowgules.ac.in/UMS/ums_login.jsp) and giving a feedback of the teacher who is involved in delivering the course. The feedback about the course and its execution is given under the three titles title of 'Teacher's impact on Learning' in the form provided online. This feedback is then taken up for discussion at the department level and further discussed at the year end meeting at College level (with the principal) and then the suggestions pertaining to the course is referred to Board of Studies. The B.O.S then provides with valuable suggestion on the course (design, teaching-learning, evaluation and execution) (see action taken report of B.O.S suggestion)

2. Teachers Feedback and Academic Audit: The academic audit is undertaken at the end of every academic year. The audit is objective in nature. The dean of the respective faculty i.e. Languages, Social Sciences and Sciences along with a external member undertake the audit of the courses of a given department. The audit is organized with the help of the audit form, which is to be filled by the course teacher along with the documents to support the form filled (see Link). The audit form seeks information on four aspects i.e. Course design/planning and execution, Teaching-Learning and execution, Use of ICT and Evaluation. The report of the audit is shared with the course teacher and departmental head. This is further taken up with the B.O.S if there is a need in the modification of the course syllabus, evaluation modes or teaching-learning pedagogies. The courses thus undergo change, which is finally approved by the Academic council. The academic audit ensures accountability, transparency of the course/course teacher and instils the need for quality. The Audit also provides the course teachers feedback about the course and its execution and the need for change or modification in the Teaching-Learning-Evaluation and Syllabus design.

3. Alumni Feedback: The Alumni feedback is crucial in the curriculum design process. The alumni feedback is taken from the Alumni through a questionnaire circulated personally by the department to its alumni through a google form [https://docs.google.com/forms/d/e/1FAIpQLSeWL1Wc37J6v3UCkBxtJ8utZ7BY\\_1J\\_GUhie98WtvGG4fOI4w/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSeWL1Wc37J6v3UCkBxtJ8utZ7BY_1J_GUhie98WtvGG4fOI4w/viewform?usp=sf_link) . The feedback from the Alumni is analysed and it provides the departments vital inputs towards incorporation of skill development related to the Curriculum.

4. Employer Feedback: The Employer feedback is taken from the Alumni through their employers through a circulation of an employer feedback Questionnaire that covers different parameters. These include Knowledge base, Leadership Skills, Asset to Organisation and Sensitivity to Social responsibilities and Moral Values [http://www.chowgules.ac.in/p/Employers\\_Feedback](http://www.chowgules.ac.in/p/Employers_Feedback)  
The feedback analysis helps the departments and the college to relate to the Programme Outcomes and Programme Specific Outcomes and the need to modify the Curriculum further inorder to achieve the outcomes not achieved as provided by the feedback.

5. Parents Feedback: Parents have entrusted the future of their children into our hands and thus they play a very important role in the development and enhancement of the quality of this learning experience. Feedback from parents allows the institute to evaluate its service provision and thus cater to providing excellent service towards the students. The Feedback is circulated through a Google Form [https://docs.google.com/forms/d/e/1FAIpQLSdwNgKVa58NeK5WQmwM5Tfs54uGNuoPHo4ED6xyOqve9HmouA/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSdwNgKVa58NeK5WQmwM5Tfs54uGNuoPHo4ED6xyOqve9HmouA/viewform?usp=sf_link)

The feedback analysis process has put an increasing emphasis on the need for involvement of parents in the quality assurance of excellent education. This circulation, distribution of feedback forms and collection of filled feedback forms was done by the IQAC of the College.

2. Sample of Filled Stake Holder Feedback Forms

[http://node01.chowgules.ac.in/pub/webassets/NAAC/naac\\_criteria/criteria1/1.4/Scanned%20copies%20of%20sample%20stakeholder%20feedback%20form.pdf](http://node01.chowgules.ac.in/pub/webassets/NAAC/naac_criteria/criteria1/1.4/Scanned%20copies%20of%20sample%20stakeholder%20feedback%20form.pdf)