

ASANSOL ENGINEERING COLLEGE



Vivekananda Sarani, Asansol,
West Bengal, 713305

FFEDBACK SYSTEM AND POLICY

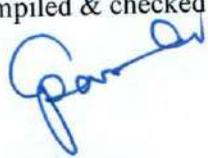
Approved By BOG

(Amended)

No. 52 Dated: 29/06/2019

Under Agenda No. 52.8

(w.e.f Session 2019-20)

Ref. No: AEC/Feedback/Policy/2019-2020/ Issue No-01, Dt of issue: <u>01/07/2019</u>	Compiled & checked by:  Registrar, AEC	Approved by:  Principal, AEC
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Feedback System

The institute has a well-defined process for feedback in three categories:

- 1) Feedback on Course Curriculum by stakeholders – i) Student, ii) Faculty Members, iii) Alumni and iv) Employers/Industrialist
- 2) Feedback on Infrastructure by Students
- 3) Feedback on Teaching Learning by Students

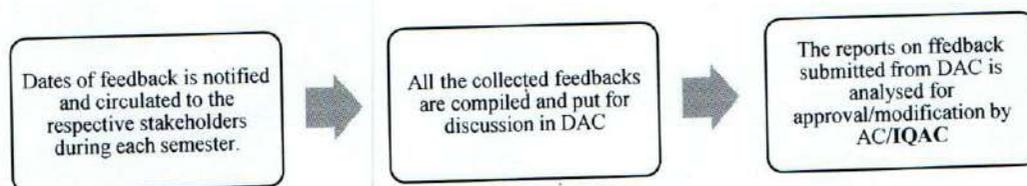
With the following objectives the feedback system of the institute is framed in the subsequent paragraphs.

Objective

- a) To provide the stakeholders with the opportunity to put their views on different aspects of the institution as required in preparation for and as part of review processes.
- b) To collect and analyse the feedback on course curriculum by different stakeholders to find the gap in the curriculum so that necessary value additions can be initiated or done in the course curriculum.
- c) To collect and analyse the feedback on various machineries of the institution to rectify/modify/nullify or create the better academic ambience for overall growth of the stakeholders.
- d) To collect and analyse the feedback on teaching learning to address the gaps in the process to rectify/modify the system for delivery of course content in effective manner.

1) Feedback on Course Curriculum by Stakeholders (Student, Faculty Members, Alumni, Employers)

1.1) Following process is practiced by the institution in this regard (*Annexure 1*):



1.2) Basis of reward/corrective measures:

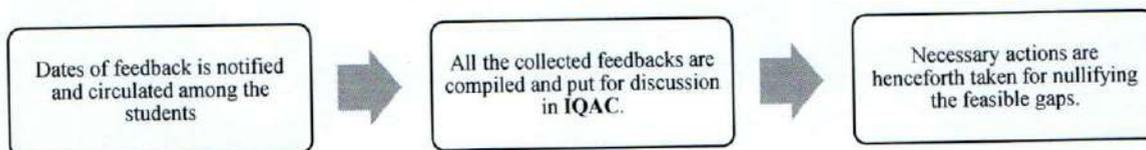
Feedback forms are evaluated by respective DAC. Departmental Academic Committee manually analyses the results obtained through feedback analysis and prepare a report along

with suggested Value-Added Courses (VAC) which has been further pursued to the AC/IQAC for necessary actions.

Based on the outcome through feedback process, VACs are pursued.

2) Feedback on Infrastructure by Students

2.1) Following process is practiced by the institution in this regard (*Annexure 2*):



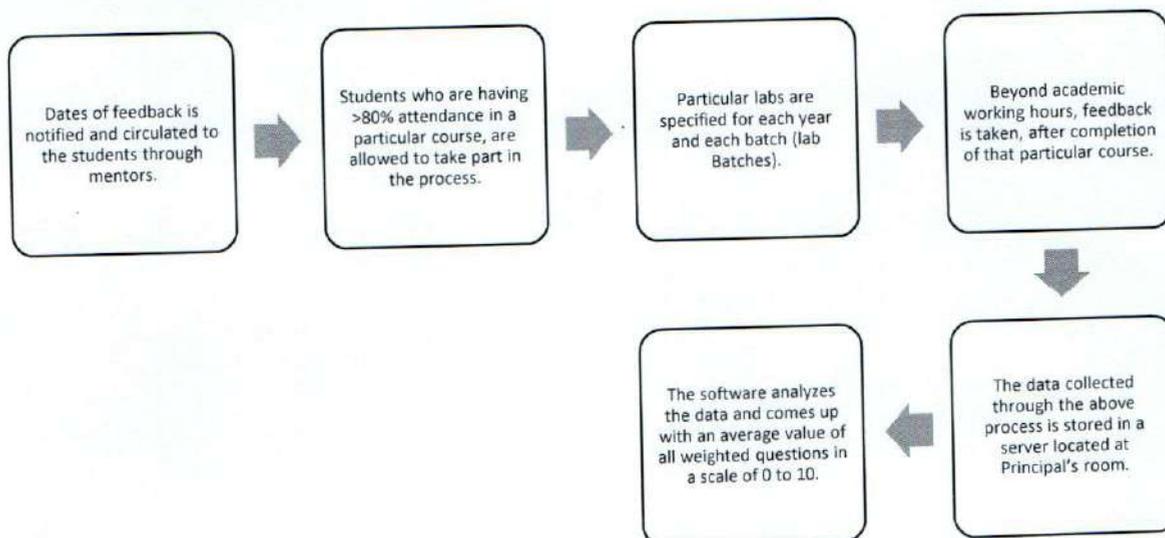
2.2) Basis of reward/corrective measures:

Internal Quality Assessment Committee analyses the results obtained through the feedback process. A list of the necessary suggestions is forwarded to the concerned authority for further actions. The parameters which obtain poor grades from more than 10% respondents are taken care at utmost priority.

3) Feedback on Teaching Learning by Students

3.1) Following process is practiced by the institution in this regard (*Annexure 3*):

Average percentage of students who participated: >75%



3.2) Basis of reward/corrective measures:

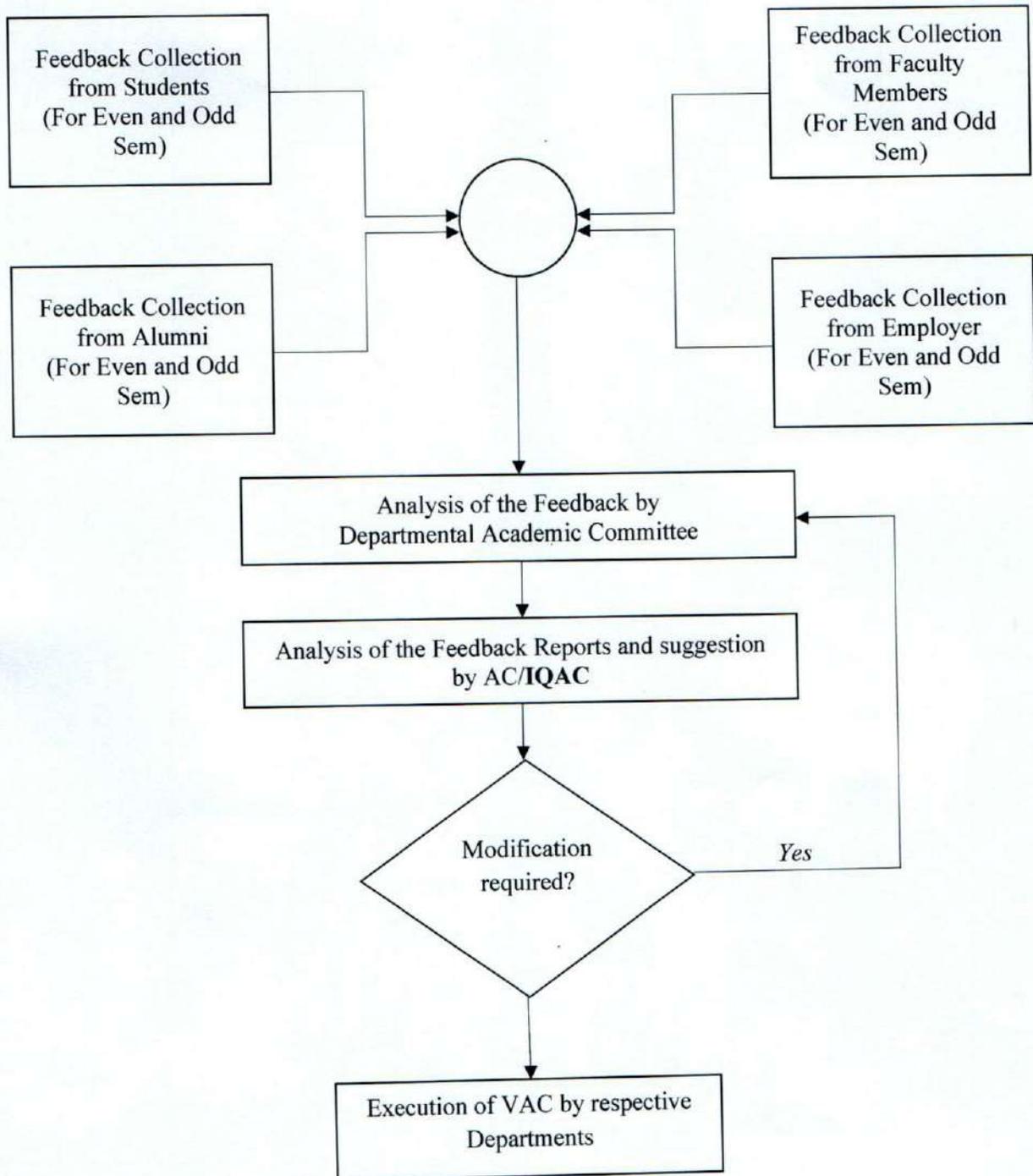
Feedback forms are evaluated by software. Academic Committee manually analyses the result given by the software and indicate each Faculty member as “E” (Excellent), “V” (Very Good), “G” (Good) and “F” (Fair), respectively. Inference is drawn from the matrices.

Grade	Scale
Excellent (E)	Total points obtained > 8.99
Very Good (V)	Total points obtained > 7.99 but < 9
Good (G)	Total points obtained > 6.99 but < 8
Fair (F)	Total points obtained < 7

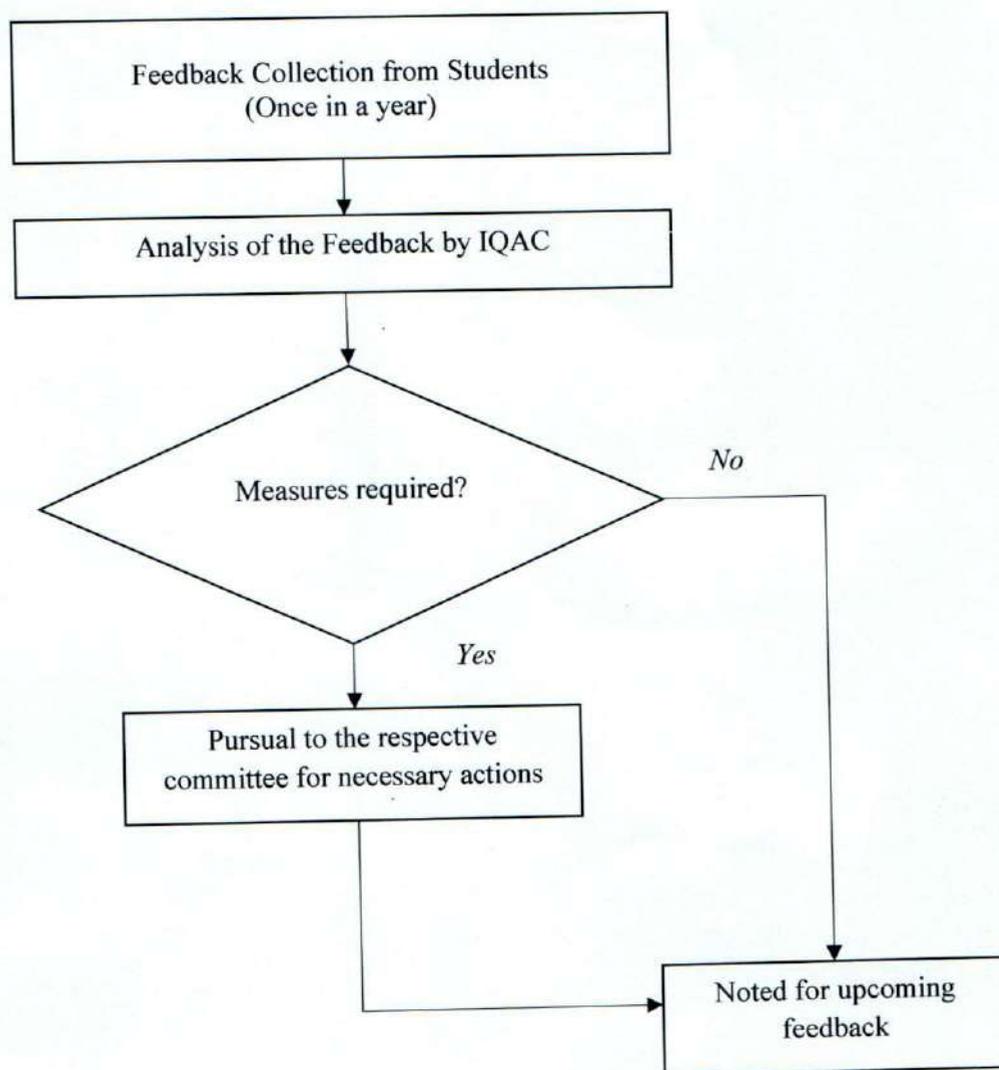
Suggestions for the improvements are given to the faculty members scored ‘F’ in the feedback process.

Based on overall points obtained through feedback process, administrative activities and other research credentials, name of the faculty members from each department are recommended for annual increment and also sent for inter-institute award competition like JIS Samman etc.

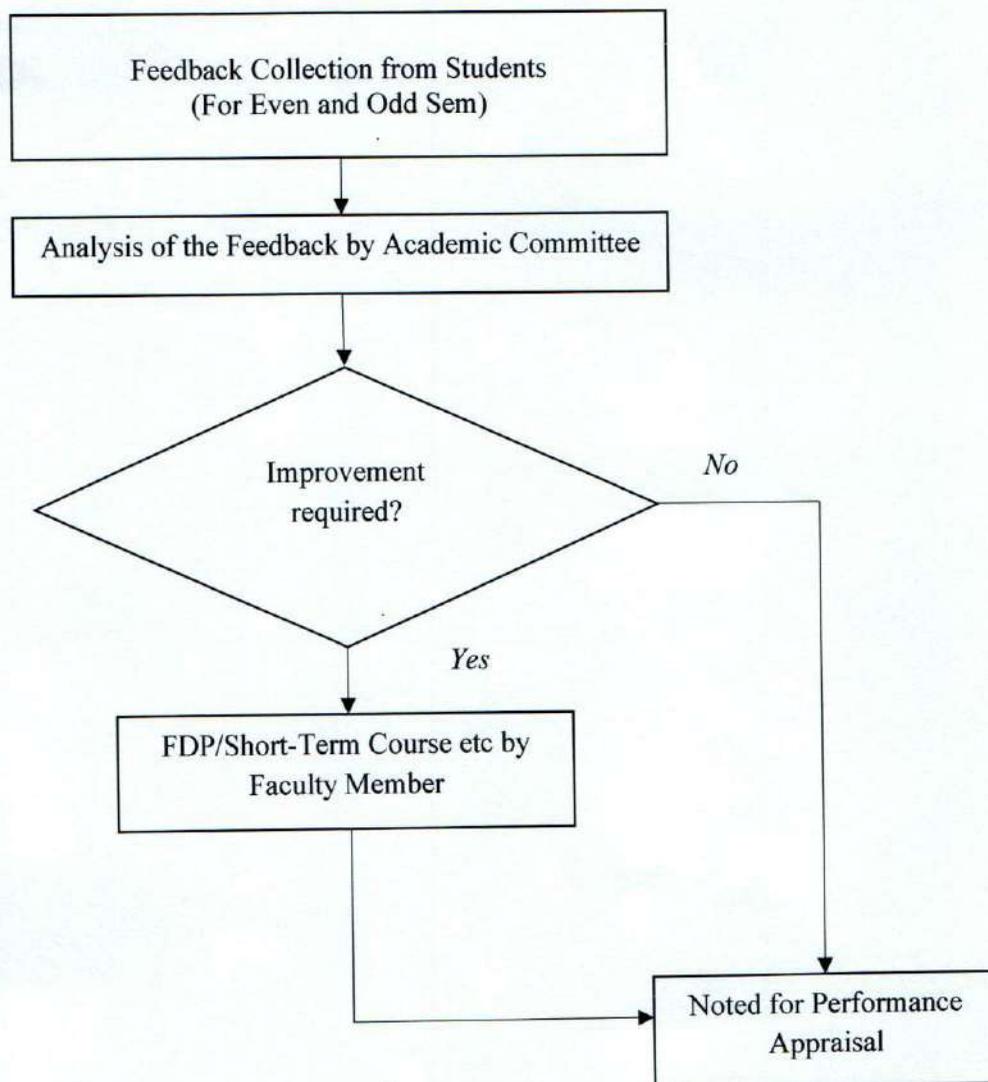
Framework for Feedback (Course Curriculum)



Framework for Feedback (Infrastructure)



Framework for Feedback (Teaching – Learning)



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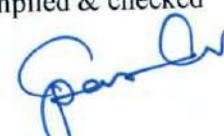
FFEDBACK SYSTEM AND POLICY

Approved By BOG

(w.e.f Session 2015-16)

No. 37 Dated: 13/06/2015

Under Agenda No. 13

Ref. No: AEC/Feedback/Policy/2015-2016/ Issue No-01, Dt of issue: <u>13/06/2015</u>	Compiled & checked by:  Registrar, AEC	Approved by:  Principal, AEC
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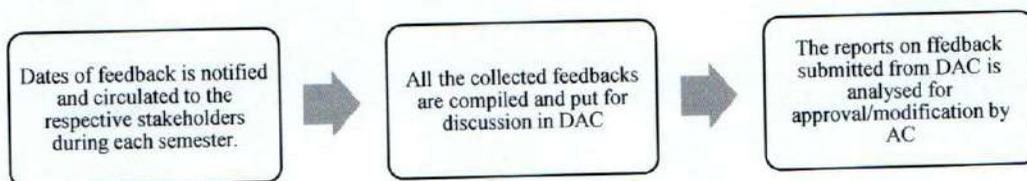
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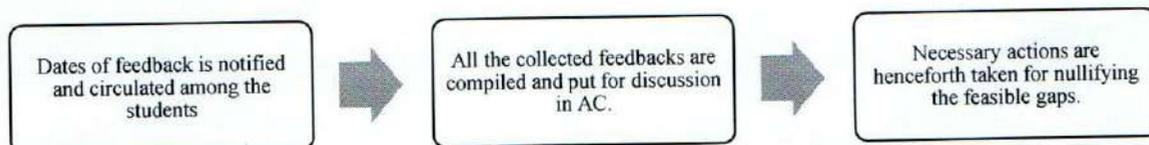
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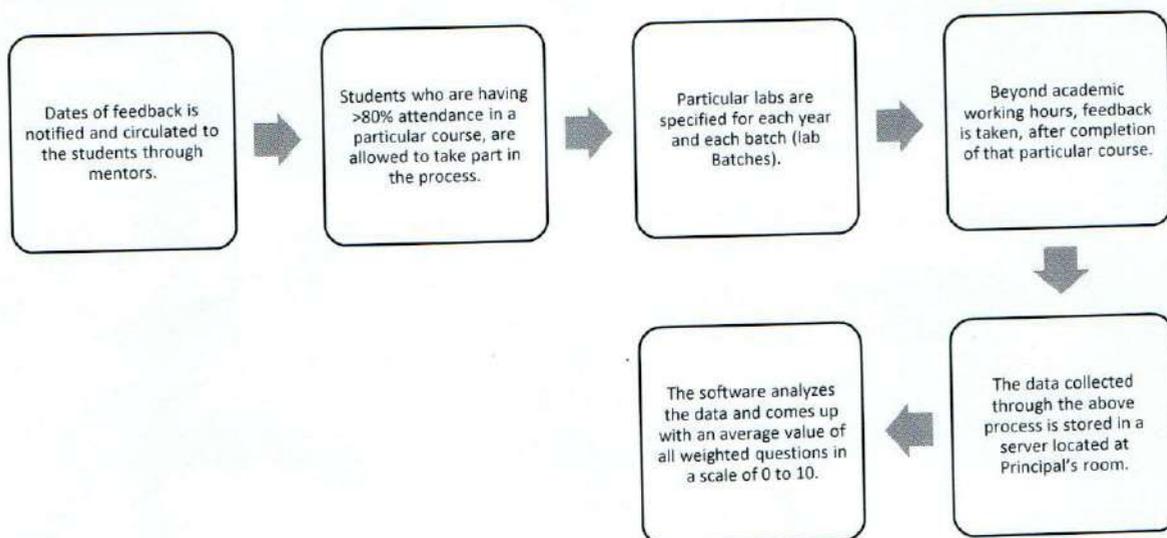
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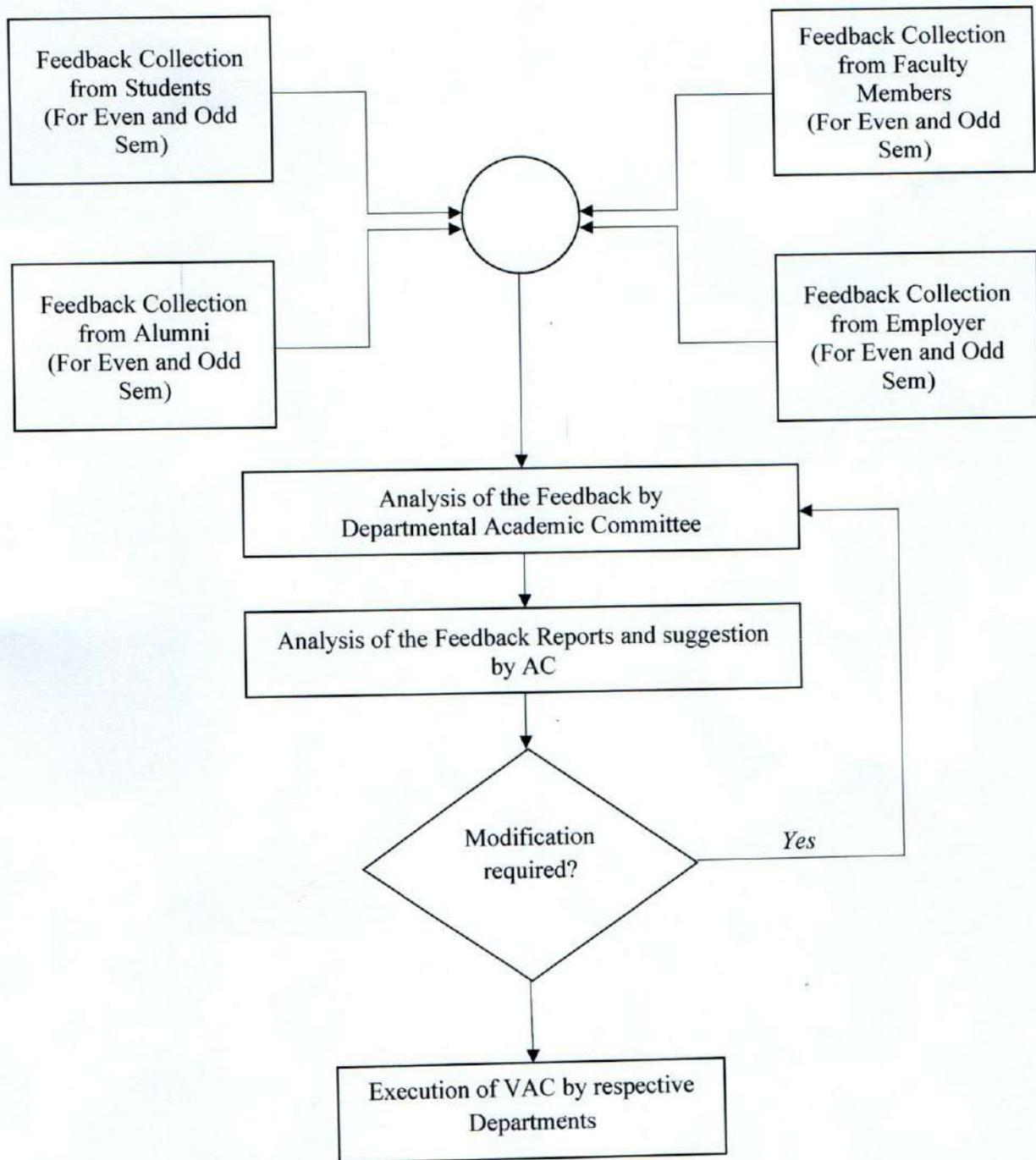
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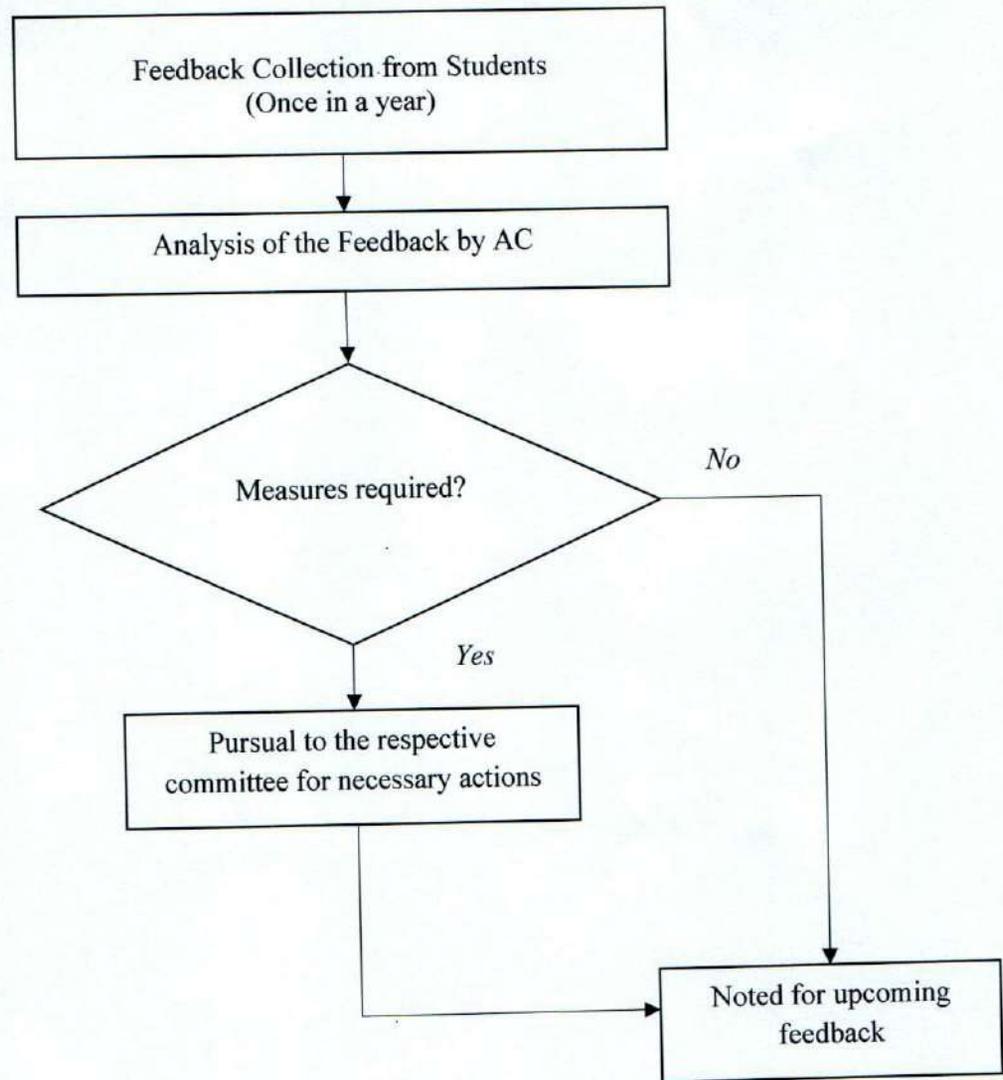
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