



**Jiwaji University, Gwalior**

(Established in 1964)

जीवाजी विश्वविद्यालय, ग्वालियर (स्थापना वर्ष 1964)

**NAAC Accredited 'A' Grade University**



## **FEEDBACK POLICY**

### **University Campus**

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## FEEDBACK POLICY

The performance of Universities is increasingly analyzed on the basis of effective outcomes-based education (OBE). The feedback Mechanism is essential to know whether the university is reforming good performance and imparting quality education. Hence, the university imparts a policy to make feedback forms available for different stakeholders to analyze the performance on different aspects.

### Purpose and Scope

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

### Responsibilities

Internal Quality Assurance Cell (IQAC) has flourished Feedback Mechanism and structure for its analysis. IQAC Coordinator 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 university.

### 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
- Suppliers/Vendors, Trainers
- Guests- Technical & Non-Technical events
- Parents

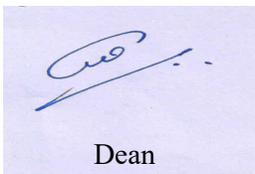
### Feedback Mechanism

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

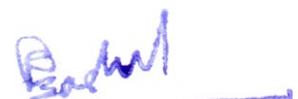
Feedback from students	-	Fortnightly (CR Feedback), End of Semester
Feedback from Alumni	-	Once/ Twice in a year
Feedback from employer	-	One month after joining of student
Feedback from staff	-	Annually
Feedback from parents	-	Annually

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



Dean  
Academic Affairs



Registrar  
Jiwaji University  
Gwalior (M.P.)



## STUDENTS FEEDBACK ON CURRICULUM

Department		Academic Year	
Name of the Programme		Semester	Section:
Name of the student		University Roll. No	

Please give your valuable feedback on curriculum to improve quality of the programme. Select your ranking on the scale of Excellent (3), Good (2), and Satisfactory (1) for each of the following parameters.

Feedback on Course		scale on 3
1	The syllabus was challenging.	
2	The allocation of the credits to the course is appropriate in relation to the level of course work.	
3	The depth of the course content is adequate in relation to the expected Course Outcomes (COs).	
4	Almost entire syllabus was covered in the class by the teacher	
5	The units/sections in the syllabus are properly sequenced.	
6	Syllabus equipped me with necessary technical skills to face the industry	
7	The syllabus enabled me to improve my ability to formulate, analyze and solve problems.	
8	Syllabus inculcated necessary communication skills, ethical values and concern for the society.	
9	The recommended textbooks are adequately available and map onto the syllabus.	
Feedback on Programme		
10	Opportunities provided for self and extra learning in <b>this semester</b> .	
11	The electives offered are relevant to the specialization streams and to the technological advancements.	
12	Aptness of examination pattern & evaluation scheme.	
Feedback on Laboratory component (If Applicable)		
13	The laboratory experiments enhanced my understanding of the concepts and enabled me to relate theory to practice (Experiential learning).	

**Recommendations for course improvement (if any)** (Please specify topics that should be added/dropped from the course, new books to be recommended, changes in teaching scheme and experiments, etc.)

**Date:**

**Signature of Student**



## TEACHERS FEEDBACK ON CURRICULUM

Department		Academic Year	
Course Name & Code		Semester	Section:
Name of the faculty		Type of course (core/Elective)	

Please give your valuable feedback on curriculum to improve quality of the Programme. Select your ranking on the scale of 1 to 5 for each of the following parameters.

**(5- Strongly agree, 4- Agree, 3- Uncertain, 2- Disagree, 1- Strongly disagree)**

Feedback on Course		Rating
<b>1</b>	The allocation of the credits to the course is appropriate	
<b>2</b>	The course content is adequate to achieve stated CO's/PO'S	
<b>3</b>	Syllabus is sufficient to bridge the gap between industry standards /current global scenarios and academic requirement.	
<b>4</b>	The timely coverage of syllabus is possible in the mentioned number of hours.	
<b>5</b>	The units/sections in the syllabus are properly sequenced.	
<b>6</b>	The recommended textbooks are adequate and map onto the syllabus.	
<b>7</b>	Sufficient reference material and books are available for the topics mentioned in the syllabus.	
<b>8</b>	The pre-requisite courses are appropriate for this course	
<b>9</b>	The programme and curriculum inculcates necessary communication skills, ethical values and concern for the society.	
<b>Feedback on Laboratory component (if applicable)</b>		
<b>10</b>	The designed experiments stimulate the interest of students in the subject and deepen their understanding through relating theory to practice (Experiential learning).	
<b>11</b>	The practical's enable to develop experimental, design, problem solving and analytical skills of the students.	

**Recommendations for course improvement** (Please specify topics that should be added/dropped from the course, new books to be recommended, changes in teaching scheme and experiments, etc. if any)

Date:

Signature of the Teacher



## EMPLOYER FEEDBACK

**Dear Employer,**

Graduates of our Institute are employed in your esteemed organization and we would like to thank you for providing them the opportunity. Jiwaji University maintains a continuous dialogue with industry and adds points to curriculum accordingly. We will be grateful to you if you could spare your valuable time to fill up this feedback form as your feedback would help us to maintain the required standards of education and provide you better employees in future.

Please specify **Rating** on the scale of 1-3 for each parameter

S. No.	Parameters	Excellent (3)
1	Performance of our Graduates	
2	Inclination to adopt new Technology	
3	Communication Skills	
4	Independent Thinking & Problem Solving Ability	
5	Leadership qualities	
6	Interpersonal relations and Team work	
7	Ethics & Professional qualities	
8	Involvement in social activities	

Would you like to recruit more Graduates from JU in future? (Yes/No)	
Would you refer us to other organizations? (Yes/No)	
Would you like to associate with our organization in any other way? (Yes/No) (If Yes, please specify)	

Date:

Place:

Signature of Employer



### ALUMNI FEEDBACK

Alumni Name:	
Year of passing out (UG/PG/Ph. D):	Department:
Name of the Program (Degree):	
E-mail ID:	Mobile No.:
Present Organization	Type: Self Employed/ Private Sector/ Public Sector/ Academics/ Others:
Name of the Organization:	
Designation:	Present Location:
Field of working:	
Progression to higher Education (After JU)	M. Tech/ Ph.D/ Other:
	Year of admission: <span style="float: right;">Name of Programme:</span>
	Name of the Institute:

Please specify **rating** on the scale of 1-3 for each parameter

S. No.	Statement	Rating
1	I have a good association with JU as Alumni.	
2	Institute organizes various types of activities for overall development of the students	
3	T & P Cell provides on-campus and off-campus placement opportunities	
4	I receive regular updates from the Institute through Facebook/social media/Mails/Calls/SMS etc.	
5	Institute has adequate laboratories and equipment for practical experiences.	
6	Curriculum offered is useful and relevant to my present job.	
7	Curriculum offers sufficient technical/professional knowledge (both in theory & practical)	
8	Overall Curriculum emphasizes on ethics, societal needs and sustainable development	
9	Education imparted helps me to effectively work in multidisciplinary collaborative environment.	
10	Faculty members of the institute are competent and supportive to the students.	
11	Institute provides good hospitality as Alumni.	

**Suggestions for any change in curriculum and syllabus (if any):**

**Suggestions for further improvements (if any):**

Date:

Signature of Alumni

Name & Designation:		
Contact details:	e-mail:	Phone:
Name of the Organization:		
Address:		
<p>Feel free to contact our TPO for any discussion/complaints/suggestions etc., Please email the completed form to Training &amp; Placement Officer: <a href="mailto:skggwr@gmail.com">skggwr@gmail.com</a></p>		

Thank you very much for sparing your time to share your valuable feedback.

**Placement Officer**  
**Jiwaji Univesity, Gwalior**