



Loknete Dr. Balasaheb Vikhe Patil (Padma Bhushan Awardee)
Pravara Rural Education Society's

**ARTS, COMMERCE AND SCIENCE COLLEGE,
SATRAL**

Tal. Rahuri, Dist. Ahmednagar (MS) Pin - 413711

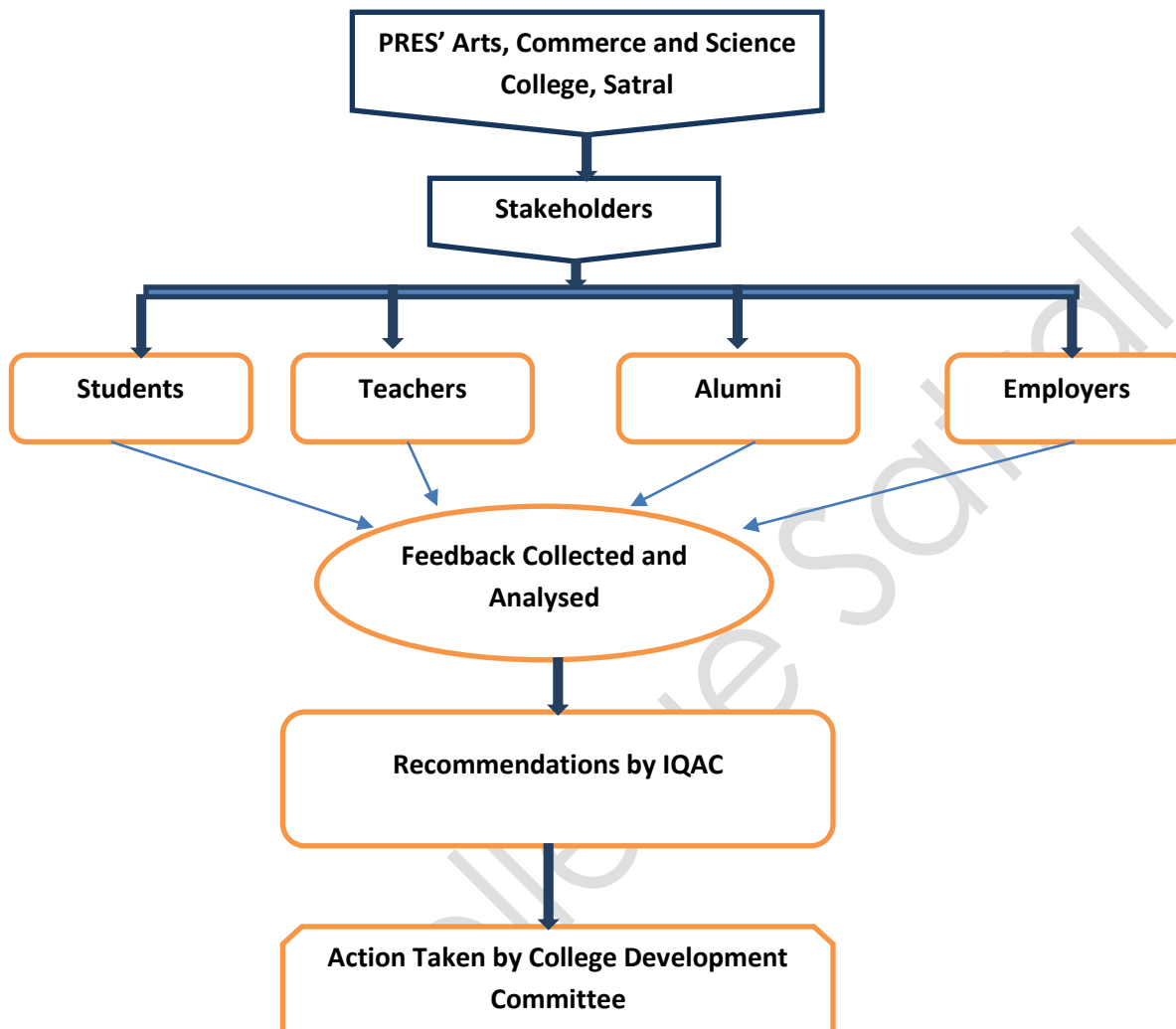
FEEDBACK PROCESS MANUAL

(Students, Teachers, Alumni, Employer)

Prepared by

Internal Quality Assurance Cell (IQAC)

Action Taken Flow-chart



The IQAC prepares feedback forms. Feedback is obtained online and offline by the Feedback Committee. The Feedback Committee analyses the obtained feedback. The analysis report is shared with the IQAC for further evaluation. IQAC evaluates the feedback in the context of the institution's vision and mission. IQAC prepares an action report with recommended remedial measures. The action report is presented to the CDC for approval. The CDC approves the report and forwards it to the relevant authority or affiliated university. Approved recommendations are implemented to improve the institution's functioning.

Introduction

Feedback is important part of teaching and learning process. The institute aims to offer the best possible environment and learning experience to encourage students to perform to their full potential for academic achievement. Students, teachers and alumni play an important role in the evaluation, development and enhancement of the quality of this learning experience. Feedback from Students, Teachers, Alumni and Employers helps the college to evaluate how its service policies and make changes as per stakeholders requirements. The Feedback Process has put an emphasis on the need for involvement of students in the quality assurance of higher education. With this aim the college has developed following feedback mechanism.

Purpose and Scope

- ❖ To maintain a current consciousness of the desires and forecast of students and stakeholders of the institute;
- ❖ Provides space for continuous enhancement of all products, services, facilities and procedures;
- ❖ Audit and enhance the aspects of students' 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.

Stakeholders

Stakeholders are any person/persons or organization that has associated with the institute.

Institute collects feedback from following stakeholders.

- ❖ Students
- ❖ Alumni
- ❖ Teachers
- ❖ Employers

Feedback Committee

Academic Year: 2022-23

Sr. No.	Name of the Faculty	Designation
1.	Prof. (Dr.) S.S. Pandit	Chairman
2.	Mr. H.L. Divekar	Member
3.	Mrs. A.C. Salunke	Member

Feedback Mechanism

A robust feedback mechanism at Arts, Commerce, and Science College, Satral, ensures continuous improvement and inclusivity. Feedback is systematically gathered from students, teachers, alumni, and employers to gain comprehensive insights into various aspects of the college's functioning. To facilitate this process, the Internal Quality Assurance Cell (IQAC) prepares structured feedback forms tailored for each stakeholder group. These forms are collected both online and offline by the Feedback Committee, which then analyzes the responses to identify key areas for enhancement.

The feedback is collected under the following broad categories:

- Students Feedback - Annually/Semester wise
- Teachers Feedback - Annually
- Alumni Feedback - Annually
- Employers Feedback - Annually

Feedback on the curriculum is also gathered from all stakeholders to assess the success of the existing curriculum and to suggest valuable improvements in teaching, learning, and research processes. The college has a special mechanism for the collection, statistical analysis, and implementation of corrective measures based on the feedback. The Principal has formed a dedicated Feedback Committee responsible for collecting feedback from stakeholders.

The feedback process emphasizes the involvement of stakeholders in the student-centric development of the institute, positioning students as collaborators rather than passive recipients in the teaching-learning process. The feedback collected from all stakeholders is analyzed by the Feedback Committee. The Feedback Committee is responsible for collecting, analyzing, and reporting student and stakeholder feedback related to academic and other allied programs conducted by the institute.

After analyzing the feedback, the analysis report is communicated to the IQAC. The feedback from stakeholders is valuable as it plays a crucial role in improving infrastructure, entrepreneurship, and employability of students. The opinions and suggestions obtained from stakeholders are evaluated in light of the institute's vision and mission and considered by the IQAC for execution. The IQAC prepares an action taken report and recommends necessary remedial measures in a timely manner. This report is then presented to the College Development Committee (CDC) for approval. After CDC approval, the report is forwarded to the competent authority or affiliated university for further action.

Thus, the feedback mechanism assists in effective curriculum delivery, ensuring that the college continuously evolves to meet the needs of its stakeholders and achieves excellence in all aspects of its functioning.




I/C/O PRINCIPAL
Art, Commerce & Science College
Satral, Tal. Rahuri, Dist. Ahmednagar.