



## Vidya Academy of Science & Technology

(A unit of Vidya International Charitable Trust)

Thalakkottukara PO, Thrissur, Kerala, India, Pin- 680 501

Phone: +91-4885-287751, 287752, Fax: 288366

# Policy Statement on Feedback Mechanism

The feedback policy of Vidya Academy of Science and Technology is typically designed to gather input from students, faculty, and stakeholders on various aspects of institutional functioning. This policy helps to assess teaching quality, infrastructure, curriculum, and overall student experience and is crucial for ensuring continuous improvement

1. **Objective** :The main aim is to gather regular and constructive feedback from stakeholders, especially students, to enhance academic quality, teaching practices, and overall institutional performance.

2. **Stakeholders Involved:**Feedback are be collected from:

- Students on Course delivery, faculty effectiveness, infrastructure, curriculum.
- Alumni on Career preparedness, curriculum relevance, institutional support post-graduation.
- Employers on Graduate employability, skills of alumni.
- Parents on Satisfaction with the institution's performance, communication, and facilities.

### 3. Frequency of Feedback

**During Semester:** Student feedback is typically collected twice in every semester to assess courses, faculty, and facilities.

**Annual Feedback:** Alumni ,parent and employer feedback are collected annually to evaluate the institution's performance in terms of industry needs and graduate readiness.

Dr. Saji.C.B

Principal

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### 4. Types of Feedback

- **Course Feedback:** Gathered from students to assess course content, learning outcomes, and faculty effectiveness.
- **Program Feedback:** Collected from students and alumni on the overall engineering program's relevance to industry needs and career preparedness.
- **Infrastructure Feedback:** Feedback on the quality of infrastructure such as laboratories, libraries, and classrooms.
- **Support Services Feedback:** Includes student feedback on non-academic services such as career services, and extracurricular activities.
- **Exit Feedback:** Collected from final-year students about their overall experience in the college.

### 5. Feedback Areas

Feedback should cover the following areas:

*Curriculum:* Relevance to industry, difficulty level, updates needed.

*Teaching Effectiveness:* Clarity, engagement, depth of subject knowledge.

*Infrastructure:* Laboratories, classrooms, library, and IT support.

*Support Services:* Administrative efficiency, career services, counseling.

*Extracurricular Activities:* Sports, clubs, and student development programs.

### 6. Data Collection Methods

#### *Institutional Feedback System:*

- Through the college website stakeholders can give feedback throughout the year.
- Also through the college ERP system-on the scheduled period students can give feedback.



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### 7. Analysis & Reporting

The feedback data collected is analyzed statistically to identify trends and areas of improvement.

### 8. Action Plan

Based on the feedback, IQAC will formulate an action plan to address weaknesses and capitalize on strengths. The action plan includes value added courses, faculty training, curriculum updates, infrastructure improvements, etc.

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