



Sanketika Vidya Parishad Engineering College

(APPROVED BY AICTE, AFFILIATED TO ANDHRA UNIVERSITY)


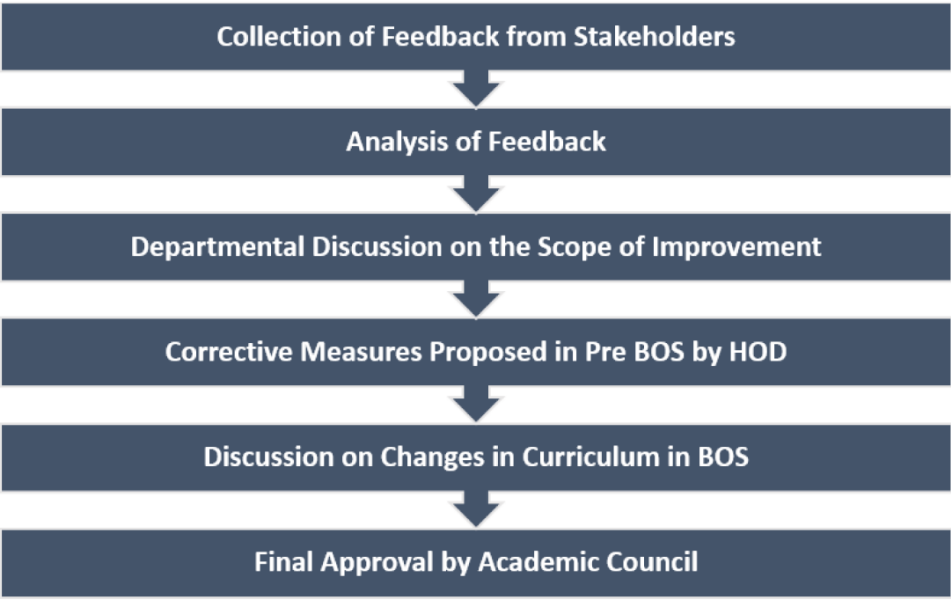
P.M.PALEM, VISAKHAPATNAM-41 WWW.SVPEC.INFO

Email.id-svpec.principal@gmail.com

Ph-9573334902



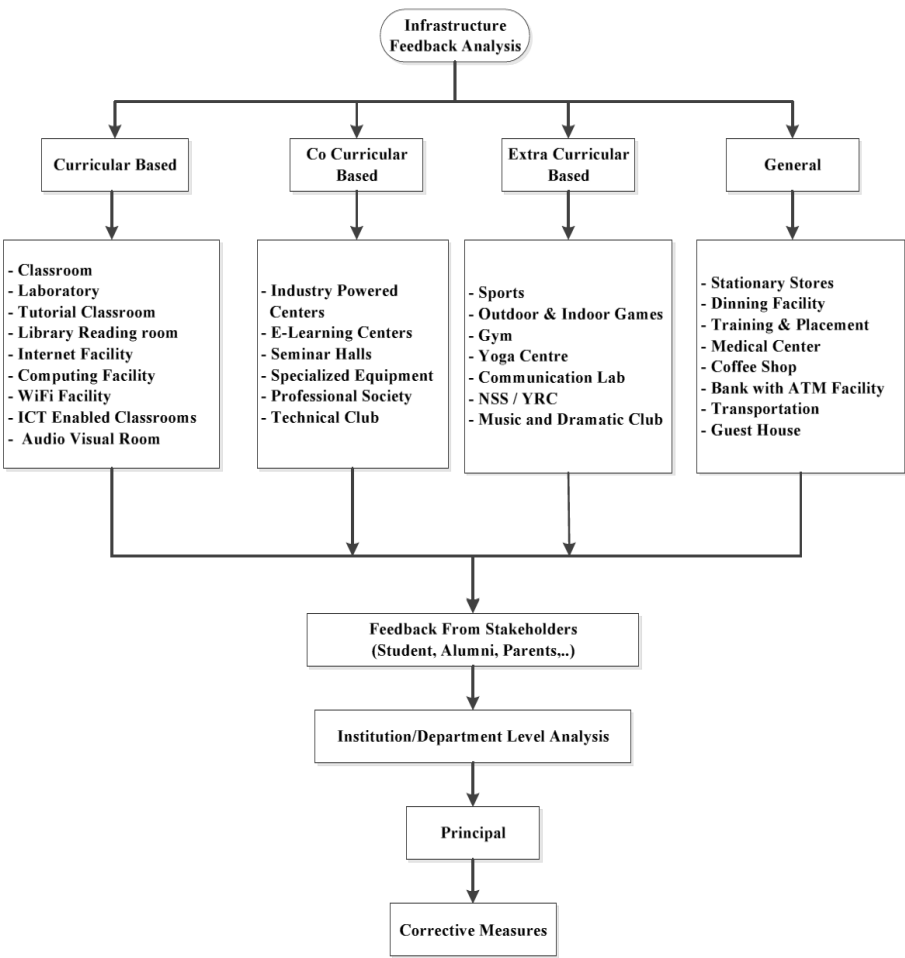
Policy No	SVPEC Policy No: 05 Pages: 1-37
Policy Document category	Academics (Feedback Policy)
Purpose	The purpose of this policy is to establish a feedback regime at the Institute in order to: <ul style="list-style-type: none"> ➤ provide students with meaningful feedback to promote learning and facilitate improvement of overall student outcomes; ➤ monitor and improve the quality of the student experience; and ➤ assist with development of staff and workplace improvement plans.
Objective of feedbacks	<ol style="list-style-type: none"> 1) To form a Working Group to examine issues relating to student input. 2) To give students the chance to remark on the quality of their learning experience, as part of the preparation for and evaluation process. 3) To evaluate the success of academic offering in respect to students' expectations. 4) To offer feedback in order to enhance the student unit's delivery or content.
Parts of Feedback Collected	<div> <div>Part A</div> <div>Feedback collected from the students on the curriculum and teaching learning process.</div> </div> <div> <div>Part B</div> <div>Feedback analysis from the employers, faculty, parents and alumni.</div> </div>

Collection of Feedback	
Feedback Curriculum: Process	
Internal Stakeholder	<ul style="list-style-type: none"> ➤ Management - Coordinate the activities of a programme in order to achieve defined objectives. ➤ Faculty - Act as channels for mission accomplishment. ➤ Students – Adapt the vision, mission and PEOs for professional development.

External Stakeholders	<ul style="list-style-type: none"> ➤ Parents – Ambassadors for providing constructive suggestions for smooth functioning of the institution. ➤ Alumni - Brand Ambassadors carrying the mission forward. ➤ Professional Bodies – IEEE, BMESI, SEEE, ISTE – support for excellence in education through awards and other forms of recognition. ➤ Industry Representatives – Siemens Healthineers, GE Healthcare, Philips Healthcare, Medtronics, National Instruments, Kovai Medical Center and Hospitals and Texas Instruments facilitate trainings, industrial visits, internships and industrial projects. ➤ Faculty from Renowned Institutions – IIT, IISc, IIST, TIER I Institutions, Foreign Universities - to handhold and suggest ways and means of delivering quality education. ➤ Employer - Represents the major end users of our graduates and gives inputs to overcome the gap between program and industry. ➤ Accrediting Authorities - Accepted as agencies for quality assurance process, under which our services and operations are evaluated.
The stakeholders' feedback are involved in the following processes	<ul style="list-style-type: none"> a. Vision, mission and PEO formulation process b. Approval of COs, POs/PSOs of the programme c. Identification of curriculum gap and the activities that support the POs/PSOs continual improvement. d. Participation in various academic and administrative committees like Governing Body, Academic council, IQAC, IIPC, IPR, Alumni association meetings, DAC, PAC. e. Also, stakeholders are involved during admission, student awareness workshops, student induction programs and other intra departmental meetings.
Objective of feedback	<p>The feedback collection process, aims towards continual improvement of academic and administrative facilities available in the campus. It is achieved by the following parameters:</p> <ul style="list-style-type: none"> ➤ Feedback in learning process: To maximize their potential at different stages of training, raise their awareness of strengths and areas for improvement, and identify actions to be taken to improve performance. ➤ Feedback in assessment process: To understand the subject being studied and gives them clear guidance on how to improve their learning. Providing students engage with feedback, it should enhance learning and improve assessment performance.
Feedback Mechanism	<p>Feedback obtained periodically from various stakeholders help alleviate the academic concerns and motivate the students and faculty to improve their performance. Feedbacks are taken into consideration and corrective measures / improvements are made by the Head of the departments and Principal. If necessary, these are forwarded to the management for</p>

	further action. Feedback from various sources has significantly improved academic activities, effective usage of teaching -learning resources and student's professional career advancements.			
Feedback on Curriculum	Feedbacks from students are obtained periodically by the Head of department in the course review meetings, tutor ward meetings, class committee meetings and end semester meetings, Course curriculum, Graduate Exit Survey, Alumni Survey. Students evaluate the quality of teaching on criteria-based feedback which are collected, analyzed and presented to the department Heads. From the assessment of the feedback, suggestions for improvement if any, is carried out. The following feedback is obtained from students.			
Feedback Mechanism for Teaching-Learning Process	S. No	Feedback Mechanism	Frequency of feedback collected	Composition
	1	Tutor ward meeting	Once in a week	15 to 20 students / tutor
	2	Class committee meeting	Thrice in a semester	Student representative from: <ul style="list-style-type: none"> ▪ Day Scholar ▪ Hostler ▪ Slow Learner ▪ Advanced Learner 1. Subject Handling Faculty 2. Academic Coordinator 3. Head of the Department
	3	Course review meeting	Thrice in a semester (Before each Internal Assessment)	Head of the Department
	4	End semester review meeting	Once in a semester (One week before the end of the Semester)	Principal & Head of the Department
	5	Course end survey	Once in a semester	All students
Students' feedback on faculty	Common feedback form is designed at the institutional level for all the programs by considering all the dimensions of the teaching-learning process such as quality of teaching, student interactions, clearance of			

	<p>doubts, communication, evaluation, subject knowledge, punctuality, etc. The students are asked to take up a complete anonymous online survey to increase their ability to be honest in their responses. The result of the survey goes to the HoDs after a complete analysis and corrective actions are taken based on the consultation with the Principal and Management. Students' feedback about the faculty and content delivery is assessed by using the feedback format shown below.</p> <p>The data will be analyzed in the scale of 1 to 5 and Net Performance Weighted Index (NPWI) is calculated for each and every dimension of the course including laboratories.</p>
Feedback on facilities	<p>The institution provides sustainable and state of art infrastructural facilities. Assessment of facilities is done based on the feedback from students, faculty, department advisory committee, alumni, parents, employer and industry experts. Suggestion box is available in the institution to receive suggestions from the students. A grievance redressal committee also collects information and forwards to the higher authorities. The alumni network of the institution is very strong and they take part in survey during the alumni event conducted every year. Feedbacks are collected during the exit survey and parent teacher meetings about the facilities of the institution to guarantee a highly effective learning environment.</p>

<p>Process followed in collecting feedback on infrastructure facilities</p>	 <pre> graph TD A([Infrastructure Feedback Analysis]) --> B[Curricular Based] A --> C[Co Curricular Based] A --> D[Extra Curricular Based] A --> E[General] B --> B1["- Classroom
- Laboratory
- Tutorial Classroom
- Library Reading room
- Internet Facility
- Computing Facility
- WiFi Facility
- ICT Enabled Classrooms
- Audio Visual Room"] C --> C1["- Industry Powered Centers
- E-Learning Centers
- Seminar Halls
- Specialized Equipment
- Professional Society
- Technical Club"] D --> D1["- Sports
- Outdoor & Indoor Games
- Gym
- Yoga Centre
- Communication Lab
- NSS / YRC
- Music and Dramatic Club"] E --> E1["- Stationary Stores
- Dinning Facility
- Training & Placement
- Medical Center
- Coffee Shop
- Bank with ATM Facility
- Transportation
- Guest House"] B1 --> F[Feedback From Stakeholders
(Student, Alumni, Parents,...)] C1 --> F D1 --> F E1 --> F F --> G[Institution/Department Level Analysis] G --> H[Principal] H --> I[Corrective Measures] </pre>
<p>Outcomes and corrective action</p>	<p>Selective strengthening of the infrastructure for various facilities has been made with the constructive feedbacks from the stake holders. Suitable corrective and remedial measures are taken periodically based on these feedback and survey reports to improve the facilities of the institution.</p>
<p>Consolidation & Corrective Action Taken</p>	<p>Action Taken and Impact Analysis on teaching learning process:</p> <p>Based on student / faculty feedback</p> <ul style="list-style-type: none"> ➤ in tutor ward meeting, Placement orientation & Career Day program has been organized for all the students to get the awareness regarding the companies ➤ in the class committee meeting, additional classes were provided for an analytical paper to produce better results ➤ in course review, special classes in theory and lab sessions were arranged for the completion of the syllabus portion before the

	internal assessment ➤ in end semester review, orientations regarding the college examination preparation and additional revision classes for the challenging students were organized. Based on which, students are able to solve the complex problems with more confidence ➤ in course end survey, usage of modern pedagogical tools like NPTEL, Virtual industry tour, industry guest lectures, etc. has been increased					
Basis of reward / corrective measures for feedback on faculty by students	Faculty members with NPWI value above 90% will be rewarded by issuing Certificate of Appreciation for each course. If the NPWI falls below 70%, the faculty will be counseled individually by the HoD/Principal and will be advised to incorporate methods to improve in the areas of shortcomings.					
Feedback Consolidated Reports	Student’s feedback on faculty	Student’s feedback on facilities	Faculty feedback on curriculum	Graduate exit survey	Alumni survey	Parents Feedback form
	Proof	Proof	Proof	Proof	Proof	Proof
Minutes	Programme Assessment Committee (PAC)	Department Advisory Committee (DAC)	BoS	Academic Council (AC)	Governing Body (GB)	
	Proof	Proof	Proof	Proof	Proof	
Action taken report	a. Feedback on curriculum:					
	Comments			Corrective Actions		
	b. Feedback on faculty:					
	Comments			Corrective Actions		
	c. Feedback on facility:					
Library						

	Laboratory Computer	
	Internet	
	Wi-Fi	
Related/Supportive Documents	GUIDELINES FOR AUTONOMOUS COLLEGES, NBA, AQAR, NAAC 1.4 &2.7	
Functional Reporting	Principal, Dean -Academics	
Administrative Reporting	Principal	
Custodian	Principal Office, SVPEC	

ANNEXURE I



Sanketika Vidya Parishad Engineering College

(APPROVED BY AICTE, AFFILIATED TO ANDHRA UNIVERSITY)

P.M.PALEM, VISAKHAPATNAM-41 WWW.SVPEC.INFO

Email: id-svpec.principal@gmail.com

Ph-9573334902



Student's feedback on Course

This feedback form is intended to collect information relating to your satisfaction towards the curriculum, teaching, learning and evaluation. The information provided by you will be kept confidential and will be used as important feedback for quality improvement of the programme of studies/institution.

DEPARTMENT OF _____

Name of the Course:

Course Code:

Faculty Name with designation:

Name of the Student:

Register Number:

Sem/Year:

Academic Year:

Course outcomes are the resultant knowledge skills acquired after the completion of a particular course.

Note: This questionnaire has been set to strengthen the quality of teaching-learning process and to look for opportunities to improve course delivery in classroom.

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

Si. NO	Course Outcomes	Write the metric value
a	Course outcomes for each course wise	
1	CO1 : (Dept. to fill appropriate course outcomes in question format)	
2	CO2 : (Dept. to fill appropriate course outcomes in question format)	
3	CO3 : (Dept. to fill appropriate course outcomes in question format)	
4	CO4 : (Dept. to fill appropriate course outcomes in question format)	
5	CO5 : (Dept. to fill appropriate course outcomes in question format)	
6	CO6 : (Dept. to fill appropriate course outcomes in question format)	
b	Student's feedback on Course Curriculum and Syllabus	
1	Rate the sequence of the Courses that you have studied are in sequence to what you have studied in the previous semester?	
2	Rate the syllabus of the courses that you have studied in relation to expected COs of the course?	
3	Rate the relevance of the units in Syllabus relevant to the course?	
4	Rate the sequence of the units in the course?	
5	Rate the allocation of the credits to the courses?	
6	Rate the distribution of the contact hours among the course components (L-T-	

	P)?	
7	Rate the offering of the electives in terms of their relevance to the specialization streams?	
8	Rate the electives offered in relation to the Technological advancements?	
9	Rate the relevance of the Text Books and reference books by their international recognition to the Courses?	
10	Rate the Size of syllabus in terms of the load on the student	
11	Rate the courses in terms of extra learning or self-learning considering the design of the courses	
12	Rate the courses in terms of sequence of offering considering whether the preceding courses have been covered.	
13	Rate the loading of the courses in a semester?	
14	Rate the evaluation scheme designed for each of the course?	
15	Rate the outcomes stated for each of the course?	
16	Rate competencies expected out of the course?	
17	Rate the composition of the courses in terms of Basic science, Engineering science, Humanities, Discipline core, discipline elective, open elective, project etc.?	
18	Rate the allocation of the percentage of courses having LAB components?	
19	Rate the specialization used for designing the experiments for the LAB components?	
20	Rate the experiments in relation to the real-life Applications?	

Any other suggestions.....

For Centre / Dept. use only	
Dean -Academics / HoD Signature	Signature of the Student

Summary of Students feedback form on Curriculum in %

Si. NO	Course Outcomes	Above my expectation (3) %	Met my expectation (2) %	Need more (1) %
a. Course outcomes for each subject wise				
1	CO1 : (Dept. to fill appropriate course outcomes in question format)			
2	CO2 : (Dept. to fill appropriate course outcomes in question format)			
3	CO3 : (Dept. to fill appropriate course outcomes in question format)			
4	CO4 : (Dept. to fill appropriate course outcomes in question format)			
5	CO5 : (Dept. to fill appropriate course outcomes in question format)			
6	CO6 : (Dept. to fill appropriate course outcomes in question format)			
b. Student's feedback on Course Curriculum & Syllabus				
1	Rate the sequence of the Courses that you have studied are in sequence to what you have studied in the previous semester?			
2	Rate the syllabus of the courses that you have studied in relation to expected COs of the course?			
3	Rate the relevance of the units in Syllabus relevant to the course?			
4	Rate the sequence of the units in the course?			
5	Rate the allocation of the credits to the courses?			
6	Rate the distribution of the contact hours among the course components (L-T-P)?			
7	Rate the offering of the electives in terms of their relevance to the specialization streams?			
8	Rate the electives offered in relation to the Technological advancements?			
9	Rate the relevance of the Text Books and reference books by			

	their international recognition to the Courses?			
10	Rate the Size of syllabus in terms of the load on the student			
11	Rate the courses in terms of extra learning or self-learning considering the design of the courses			
12	Rate the courses in terms of sequence of offering considering whether the preceding courses have been covered.			
13	Rate the loading of the courses in a semester?			
14	Rate the evaluation scheme designed for each of the course?			
15	Rate the outcomes stated for each of the course?			
16	Rate competencies expected out of the course?			
17	Rate the composition of the courses in terms of Basic science, Engineering science, Humanities, Discipline core, discipline elective, open elective, project etc.?			
18	Rate the allocation of the percentage of courses having LAB components?			
19	Rate the specialization used for designing the experiments for the LAB components?			
20	Rate the experiments in relation to the real-life Applications?			

3D Graphs

Feedback Analysis and Action taken on Student's feedback on Course Curriculum & Syllabus

Student Feedback Analysis	Actions Taken

ANNEXURE II



Sanketika Vidya Parishad Engineering College

(APPROVED BY AICTE, AFFILIATED TO ANDHRA UNIVERSITY)

P.M.PALEM, VISAKHAPATNAM-41 WWW.SVPEC.INFO

Email.id-svpec.principal@gmail.com

Ph-9573334902



STUDENTS FEED BACK ON FACULTY

Academic Year:

Name:

Subject Name

Subject Code:

Department:

Programme:

Year & Section:

Kindly rate the metrics from 3 to 1

(3 -Above my expectation, 2- Meet my expectation, 1- Need to improvement)

Si.NO	Attributes	Write the metric value	If need to improvement metric give me Suggestions
1	Teaching Skills and Subject Depth		
2	Motivating Ability		
3	Effective Utilization of Time		
4	Using official language for communication		
5	Voice audibility		
6	Doubts Clarification		
	Total		
Additional Suggestions /Remarks* (if any) on the Strengths/weakness of the Teacher:			
For Centre / Dept. use only Dean -Academics / HoD Signature		Signature of the Student	

Feedback Analysis and Action taken

Student Feedback Analysis	Actions Taken

ANNEXURE III



Sanketika Vidya Parishad Engineering College

(APPROVED BY AICTE, AFFILIATED TO ANDHRA UNIVERSITY)

P.M.PALEM, VISAKHAPATNAM-41 WWW.SVPEC.INFO

Email.id-svpec.principal@gmail.com

Ph-9573334902



Alumni Survey Form

Dear Alumnus

We are glad that you have spent 4/2 valuable years for B.Tech./M.Tech. course in SVPEC. You will be pleased to know that your Institute has, in a short period of time, grown to be one of the leading and sought-after Institutes.

We would like to place on record that your co-operation and support has contributed in no small measure for this achievement.

We shall very much appreciate and be thankful if you can spare some of your valuable time to fill up this feedback form and give us your valuable suggestions for further improvement of the Institute. Your valuable inputs will be of great use to improve the quality of our academic programs and enhance the credibility of our Institute.

With best wishes,
Faculty of SVPEC

a. Personal Information:		
1	Name	
2	Year of Graduation	
3	Roll No.	
4	Gender	
5	Date of Birth	
6	e-mail ID, Contact No	
7	Are you pursuing any higher education? If yes If yes, fill the below.	
	Degree/Specialization	
	Year of Graduation	
	Institution	
8	Employment Details	
	Name of organization employed	
	Year of the appointment	
	Designation at the time of appointment	
	Current Designation	
	Total years of experience	
9	Are you Self employed? If yes, If yes, fill the below.	
	Name of organization owned	
	Establishment Year of your company	
	No. of Employees in the company	

10	How well do you think your undergraduate experience prepared you to	
	Be in your current position	
	Pursue higher studies	
	Be an effective leader	
	Work effectively as a member of a team	

FEEDBACK ON INSTITUTE FACILITIES

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

Attributes	Write the metric value	If need to improvement metric give me Suggestions
Faculty		
Infrastructure		
Environment		
Training & Placement		
Sports & Other Amenities		
Computing and Internet Facilities		
Library		
Over All Rating of College		
Additional Suggestions:		

FEEDBACK ON CURRICULUM IMPROVEMENT AND TEACHING LEARNING PROCESS

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

Attributes	Write the metric value	If need to improvement metric give me Suggestions
PSO1: <<department to specify the corresponding PSOs>>		
PSO2: <<department to specify the corresponding PSOs>>		
PSO3 : <<department to specify the corresponding PSOs>>		
Rate relevance of the courses in relation to the program?		
Rate the sufficiency of the courses related to industry that are included in the program?		
Rate the competencies in relation to the course content?		
Rate the sequence of the units in the syllabus?		
Rate the relevance of the topics to the industry?		
Rate the offering of the in relation to the specialization streams?		
Rate the offering of the electives in relation to the Technological advancements?		
Rate the courses which are skills related suiting to the industry		

included into the programs?		
Rate the applicability of the domains and the tools used for designing the experiments in terms of existing practices in the industry?		
Rate the experiments in terms of their relevance to the real-life application?		

- Do you suggest any changes in curriculum and syllabi (Gaps)?
- What are your recommendations for the enhancement of the teaching-learning process in our Institute?
- What are your recommendations for improvement/advancement of the student projects undertaken at our Institute?
- What are your suggestions for improvement in the industrial training?
- Can you help the Institute in organizing the industrial training?
- Any contribution towards the institute in terms of financial, training, and internship etc.,
- Any other suggestions/comments

For Centre / Dept. use only	Signature of the Alumni
Dean- Academics/ HoD Signature	

Thank you for completing this survey

Feedback Analysis and Action taken

Student Feedback Analysis	Actions Taken

ANNEXURE IV



Sanketika Vidya Parishad Engineering College

(APPROVED BY AICTE, AFFILIATED TO ANDHRA UNIVERSITY)

P.M.PALEM, VISAKHAPATNAM-41 WWW.SVPEC.INFO

Email: id-svpec.principal@gmail.com

Ph-9573334902



STUDENTS FEED BACK ON FACILITIES

Name:

Department:

Programme:

Year & Section:

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

A	CURRICULAR BASED	Write the metric value	If need to improvement metric give me Suggestions
1	Classroom ambience & Seminar Hall facilities		
2	Laboratory facilities		
3	Library facilities with reprography services		
4	Internet & Wi-Fi Facilities		
5	Computing facilities & AV rooms		
B	CO-CURRICULAR BASED	Write the metric value	If need to improvement metric give me Suggestions
1	Industry Powered Centers		
2	E-Learning facilities		
3	Training & Placement facilities		
4	Professional Society & Chapters		
5	Technical Clubs		
C	EXTRA CURRICULAR BASED	Write the metric value	If need to improvement metric give me Suggestions
1	Sports - Outdoor & Indoor Games facilities		
2	Gym & Yoga Centre		
3	Non-Technical Clubs		
4	Communication Lab		
5	Social Services (NSS / YRC/ RRC)		
D	GENERAL	Write the metric value	If need to improvement metric give me Suggestions
1	Stationary & Stores Facility		
2	Dining & Canteen Facility		
3	Medical Center		

4	Bank with ATM Facility		
5	Transportation		

Suggestions for improvements: (if any) _____

3D Graph

Feedback Analysis and Action taken

Student Feedback Analysis	Actions Taken

ANNEXURE V



Sanketika Vidya Parishad Engineering College

(APPROVED BY AICTE, AFFILIATED TO ANDHRA UNIVERSITY)

P.M.PALEM, VISAKHAPATNAM-41 WWW.SVPEC.INFO

Email.id-svpec.principal@gmail.com

Ph-9573334902



PARENTS FEEDBACK FORM

DEPARTMENT –

NAME OF THE STUDENT:

DATE :

BATCH:

YEAR:

SEMESTER:

Name of the Parent:

Qualification of the parent:

Occupation:

Present Postal Address:

Pin Code: -

Phone No: -

Mobile No: -

Email Id:

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

Attributes	Write the metric value	If need to improvement metric give me Suggestions
a. Basic aspects		
1. Administrative facilitation		
2. Help from college office		
3. Performance of teacher		
4. Practical Knowledge imparted		
5. Quality of Teaching		
6. Lab infrastructure		
7. Industrial Exposure		
8. Placement & Career guidance		
9. Transportation		
10. Canteen		
11. Extracurricular activities		
12. Bank/Post Office		
13. Medical Facilities		
14. Security		
15. Overall exposure		
Total Score		

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

Si. No	Attributes	Write the metric value	If need to improvement metric give me Suggestions
b. Curricular aspects:			
1	Rate the program that your ward is undergoing in terms of the load of the courses in different semesters?		
2	Rate the availability of the Text and reference books in the Market?		
3	Rate the quality and relevance of the courses included into the semester?		
4	Rate the treatment of the students by the faculty irrespective of the background of the student that includes Gender, cast, community creed etc. in teaching and evaluation?		
5	Rate ambience of the college for effective delivery of the academic programs?		
6	Rate the courses in terms of their relevance to the latest technologies or future technologies?		
7	Rate the programs based on the comfort of your ward in coping with the workload?		
8	Rate the quality of teaching in the college?		
9	Rate the outcomes that your ward has achieved from the courses		
10	Rate the transparency of the evaluation system in the college?		

1. Does your ward regularly inform you about his/her Performance? Yes/No

2. Did you receive any complaints about your ward from the institution? Yes/No

If yes specify the nature of the compliant:

1. Whether you are getting information about your ward from the Institution: Yes/No

2. Your suggestions:

Signature of the Parent

Feedback Analysis and Action taken

Student Feedback Analysis	Actions Taken

ANNEXURE VI



Sanketika Vidya Parishad Engineering College

(APPROVED BY AICTE, AFFILIATED TO ANDHRA UNIVERSITY)

P.M.PALEM, VISAKHAPATNAM-41 WWW.SVPEC.INFO

Email: id-svpec.principal@gmail.com

Ph-9573334902



Employer Survey Form

Department of _____

Name of the graduate:

Batch / Year of study at SVPEC:

Organization Name & address:.....

Head of the organization :.....

Name of the supervisor :.....

Designation of the supervisor :.....

Email id of the supervisor :.....

Phone number of the supervisor:.....

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

Attributes	Write the metric value	If need to improvement metric give me Suggestions
Student's Quality		
Discipline among the students		
Punctuality of the students		
Knowledge of the students		

FEEDBACK ON PROGRAMME EDUCATIONAL OBJECTIVES (PEOs)

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

PEOs / Attributes	Write the metric value	If need to improvement metric give me Suggestions
PEO1		
PEO2		
PEO3		

FEEDBACK ON PROGRAMME OUTCOMES (POs)

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

PO NO.	PROGRAMME OUTCOMES	Write the metric value	If need to improvement metric give me Suggestions
1	Engineering Knowledge		

2	Problem Analysis		
3	Design/ Development of Solutions		
4	Conduct investigations of complex problems		
5	Modern Tool Usage		
6	The Engineer and Society		
7	Environment and Sustainability		
8	Ethics		
9	Individual and Team Work		
10	Communication		
11	Project Management and Finance		
12	Life-long Learning		

FEEDBACK ON PROGRAMME SPECIFIC OUTCOMES (PSOs)

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

PSO NO.	PROGRAMME SPECIFIC OUTCOMES	Write the metric value	If need to improvement metric give me Suggestions
1			
2			
3			

FEEDBACK ON CURRICULUM IMPROVEMENT AND TEACHING LEARNING PROCESS

- Did you provide additional (on the job or off the job) training in the first year of recruitment to improve your newly appointed engineers?

☐ Yes

☐ No

If **YES**, what training did you provide? Please be specific.

- **Do you suggest any changes in curriculum and syllabi (GAPS):**

- **What are your recommendations for the enhancement of the pedagogy at SVPEC?**

- **In what areas does SVPEC need to improve its preparation of graduates for employment?**

☐

Communication skills

☐

Leadership quality

☐

Professional ethics

☐

Technical skills

☐

Others (please specify)

- **Any other suggestions/comments:**

Name: _____

Company/Organization: _____

Department/Division: _____ **Position:** _____

Years in position: _____

Job nature (Software, Design, Manufacturing and Thermal Engineering etc.):

E-mail id:

Tel: _____ **Mob:** _____

Signature with Date

Thank you for completing this survey

Feedback Analysis and Action taken

Student Feedback Analysis	Actions Taken

ANNEXURE VII



Sanketika Vidya Parishad Engineering College

(APPROVED BY AICTE, AFFILIATED TO ANDHRA UNIVERSITY)

P.M.PALEM, VISAKHAPATNAM-41 WWW.SVPEC.INFO

Email: id-svpec.principal@gmail.com

Ph-9573334902



Graduate Exit Survey Form

The department in SVPEC, PM Palem is implementing outcome-based education as per the requirements of National Board of Accreditation. It is required to collect feedback from our stakeholders i.e. alumni, industries, and professional advisory organizations. This will help to evaluate / improve B. Tech programme in preparing students to become competent engineers for professional life after graduation.

The objective of the survey is

- 1.To gather information on the importance of the programme educational objectives (PEOs), programme outcomes (POs) and programme specific outcome (PSOs) statements.
2. To measure our graduate accomplishments after few years of graduation (PEO) and also to measure their attributes soon after of the graduation (PO&PSO) Department will be grateful if you spare some time to complete this survey form. Please tick in the small boxes and enter data in the space provided

1. Name of the Graduate _____
2. Year of Graduation _____
3. Contact No (Mobile)
4. Email id:.....
6. Roll Number _____

PART-A: TEACHING-LEARNING

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

Attributes	Write the metric value	If need to improvement metric give me Suggestions
Faculty		
Infrastructure		
Environment		
Networking with other alumni of this College by Alumni Association		
Help from college in respect of further study/research/job		
Overall, College Ambience		
Modern Equipment's in lab		
Industry exposes of the students by training/visit		
Procedure of Training conduction		

Procedure of Placement Conduction		
Library automation		
Library Ambience		
Access to Internet Centre as and when you require		
Availability of Equipment's in Sports & Games		
Conduction of Sports & Games		
Procedure of Training conduction (If any)		
Quality of food served in the canteen		
Hygiene & sanitization in the canteen		
Working condition of the Equipment's in the lab(s).		
Ambience of Laboratory		
Cleanliness of the class rooms		
Cleanliness of the Toilets / washrooms		
Availability of clean drinking water in the college campus		
First-Aid facility		
Overall, College Ambience		
Availability of ATM Services		
Availability of stationery store		
Availability of Transportation Services		
Continuity of electricity supply and power backup		

PART-B: Program Outcomes (POs) & Program Specific Outcomes (PSOs)

Programme Outcomes (POs) and Programme specific outcomes (PSOs) are statements describing knowledge, skills, behaviors and abilities which should be achieved by graduates soon after graduation

FEEDBACK ON PROGRAMME OUTCOMES

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

PO NO.	PROGRAMME OUTCOMES	Write the metric value	If need to improvement metric give me Suggestions
1	Engineering Knowledge		
2	Problem Analysis		
3	Design/ Development of Solutions		
4	Conduct investigations of complex problems		
5	Modern Tool Usage		
6	The Engineer and Society		

7	Environment and Sustainability		
8	Ethics		
9	Individual and Team Work		
10	Communication		
11	Project Management and Finance		
12	Life-long Learning		

FEEDBACK ON PROGRAMME SPECIFIC OUTCOMES

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

PSO NO.	PROGRAMME SPECIFIC OUTCOMES	Write the metric value	If need to improvement metric give me Suggestions
1			
2			
3			

FEEDBACK ON PROGRAMME EDUCATIONAL OBJECTIVES

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

PEOs / Attributes	Write the metric value	If need to improvement metric give me Suggestions

General Comments Please make any additional comments or suggestions, which you think would help strengthen our programs for the preparation of graduates who will enter your field.

Signature

Thank you for completing this survey

3D Graph

Feedback Analysis and Action taken

Student Feedback Analysis	Actions Taken

ANNEXURE VIII



Sanketika Vidya Parishad Engineering College

(APPROVED BY AICTE, AFFILIATED TO ANDHRA UNIVERSITY)

P.M.PALEM, VISAKHAPATNAM-41 WWW.SVPEC.INFO

Email: id-svpec.principal@gmail.com

Ph-9573334902



FACULTY FEEDBACK ON CURRICULUM

Teachers' feedback is an important parameter for quality improvement of the curriculum and the quality of the student of institution. Teacher's feedback on curriculum is received every year and evaluated by IQAC and necessary up-dation is carried in the curriculum design and syllabus for the betterment of the student community.

Name (Optional):

Department:

Designation:

Academic Year:

Kindly rate on 3-point scale (3,2,1)

(3 -Above my expectation, 2- Met my expectation, 1- Need more)

Si. NO	Assessment Factors	Write the metric value	If need to improvement metric give me Suggestions
1	The curriculum framed by the college is relevant to the programme and year of study		
2	Allocations of the hours and credits to the courses are satisfied		
3	Electives offered in the syllabus are in relation to the technological advancements.		
4	Experiments in the lab courses are relation to the real life/time applications.		
5	Facilities provided by institution is more adequate for improvement in teaching practice using modern pedagogy tools		
6	Curriculum designed by college is more relevant the engineering background		
7	Assessment pattern is satisfied for you to complete the syllabus in time		
8	College duration hours and library utilization hours is sufficient		
9	Sufficient numbers of prescribed books are available in the Library.		
10	The books prescribed/listed as reference materials are relevant, updated and appropriate		
11	Course has good balance between theory and application		

Suggestions for improvement:

1.

2.

Report

The IQAC conducted an online Teachers feedback about Curriculum for the academic year 2024 - 2025 between the scheduled dates of andThe students responds to the following questions about the curriculum

Si. NO	Assessment Factors
1	The curriculum framed by the college is relevant to the programme and year of study
2	Allocations of the hours and credits to the courses are satisfied
3	Electives offered in the syllabus are in relation to the technological advancements.
4	Experiments in the lab courses are relation to the real life/time applications.
5	Facilities provided by institution is more adequate for improvement in teaching practice using modern pedagogy tools
6	Curriculum designed by college is more relevant the engineering background
7	Assessment pattern is satisfied for you to complete the syllabus in time
8	College duration hours and library utilization hours is sufficient
9	Sufficient numbers of prescribed books are available in the Library.
10	The books prescribed/listed as reference materials are relevant, updated and appropriate
11	Course has good balance between theory and application

Course wise Suggestions:

1.

2.

Total number of responses:

FEEDBACK SUMMARY in %

Assessment Factors	Above my expectation (3) %	Met my expectation (2) %	Need more (1) %
The curriculum framed by the college is relevant to the programme and year of study			
Allocations of the hours and credits to the courses are satisfied			
Electives offered in the syllabus are in relation to the technological advancements.			
Experiments in the lab courses are relation to the real life/time applications.			
Facilities provided by institution is more adequate for improvement in teaching practice using modern pedagogy tools			
Curriculum designed by college is more relevant the engineering background			

Assessment pattern is satisfied for you to complete the syllabus in time			
College duration hours and library utilization hours is sufficient			
Sufficient numbers of prescribed books are available in the Library.			
The books prescribed/listed as reference materials are relevant, updated and appropriate			
Course has good balance between theory and application			

Feedback from the teachers were collected and analyzed and has been represented graphically. The teacher's opinion on the curriculum were expressed on the feedback and that has been found to be excellent in every domain.

3D Graph

Feedback Analysis and Action taken on Faculty Feedback on Curriculum

Faculty Feedback Analysis	Actions Taken

ANNEXURE IX



Sanketika Vidya Parishad Engineering College

(APPROVED BY AICTE, AFFILIATED TO ANDHRA UNIVERSITY)

P.M.PALEM, VISAKHAPATNAM-41 WWW.SVPEC.INFO

Email: id-svpec.principal@gmail.com

Ph-9573334902



Accreditation Framework - Student Satisfaction Survey

Guidelines for Student Satisfaction Survey (SSS)

- Higher Education Institutions (HEIs) have to strictly upload data of at least 50% of currently enrolled students as per data template format of excel sheet given in portal.
- Data will be accepted in text format only as per the template given by NAAC.
- Column names (case sensitive) and order should not be altered. No column/cell should be left blank
- Repetition of Name, e-mail address, Mobile number is not allowed.
- There are two separate columns for Student ID and Enrollment ID. In the absence of separate Ids the institutions can repeat same Id in the two columns.
- Total entries should not be greater than the students marked in Institutional Information for Quality Assessment (IIQA).
- **SSS will be administered to institutions simultaneously with Data Validation and Verification (DVV) process.**
- The SSS questionnaire (20 objective & 01 subjective) which is available in NAAC website and will also be e-mailed to students and the following rules will be applied for processing the responses.
 - a) Maximum of Two survey attempts will be initiated to reach the desired level of response as per requirements mentioned below
 - i. For Colleges – (UG/PG and Autonomous) responses should be received from at least 10% of the student population or 100, whichever is lesser.
 - ii. For Universities – 10% of the student population or 500, whichever is lesser.
 - b) If the response rate is lower than the limits mentioned by NAAC, the metric will not be taken up for evaluation.
 - c) SSS will be completed within 30 days simultaneously with Data Validation and Verification (DVV) process.
 - d) As soon as survey is initiated by the coordinator of NAAC it has to be completed within 10 days.
 - e) The institute can encourage students to participate in survey and guide them about survey to make the SSS possible within the given time period of 10 days.
 - f) SSS questionnaire is in English. NAAC website will have both English and Hindi version available. If needed HEIs can make local language translation available for information of students before they take the survey.

Context:

From 2017 onwards the NAAC (National Assessment and Accreditation Council) has endeavoured to conduct a Student Experience Survey the results of which will go into the accreditation process. The Survey will capture student responses through the list of students provided by the Higher education institutes (HEIs). The students will remain anonymous throughout the process. The institution is supposed to send a list of total student strength, with details of their student ID number, Aadhaar ID number (Any other Valid ID No. in the absence of Aadhaar), degree programme, email id and mobile number. NAAC will send online link to the survey to the email address/mobile no of the student, and the student will have to fill the survey before a stipulated date.

About questionnaire:

The questionnaire will be based on the Likert type scale, that means the responses are scaled on a scale of 0 to 4, with the most positive response being rated as 4 and the most negative response being rated as 0. The score emerging out of the survey is part of the second criterion on Teaching—Learning and Evaluation, out of the seven NAAC criteria. The questionnaire consists of several facets of the teaching learning process. Questions vary from specific teaching skills of the teacher, to his overall approach to the educational process. Specific skills of the teacher like, subject knowledge, communication skills, class preparation, and use of ICT tools are part of the questionnaire. The overall approach of the teacher and institution with respect to providing the right environment, motivation, interpersonal relationships, feedback etc. forms the second major component of the questionnaire. Twenty of the twenty one questions are objective in nature, while one question is open ended to elicit observations and suggestions for improvements providing an opportunity to the student to give suggestions and criticisms in their own words. Analysis of the survey would be done using software which will aggregate the responses and generate the score. The score will range from a minimum of 0 to a maximum of 4 on a five point scale and would affect the overall score of second criteria on Teaching-Learning and evaluation. Responses to the open ended question would also be aggregated to find out the most common suggestion and criticisms emerging out of the survey.

Process:

The survey analysis score will be used as a key component of accreditation. A predetermined weightage is also assigned to this key indicator in this accreditation framework. A stratified random sample of students will be chosen for the survey. Response rate below 10% will not be considered. In sample, students would be spread evenly across different classes, year of enrolment and gender as far as possible. The HEIs are required to submit data of all students. (Class wise with name, e-mail & mobile number and Aadhaar number) The institution, teachers; should not by any way try to influence the students with respect to the survey. This will ensure genuine feedback for the institute to improve further.

Analysis of questionnaire:

There are twenty objective questions in the questionnaire and one open ended question.

Analysis of objective questions:

There are twenty objective questions and students will respond on a scale of 4 to 0, with the most positive response rated as 4 and most negative response rated as 0. The mean score for each question will be calculated and the overall mean will be arrived at. This figure will range from 4 to 0 and will give the mean satisfaction level of the students for the particular institute.

This figure in the range of 4 to 0 will be the score of key indicator 'Student Satisfaction Survey' (2.7.1) which is part of criterion II on Teaching – Learning and Evaluation

Analysis of the open-ended question:

The students are asked to give three observations/suggestions to improve the overall teaching--learning experience in the institution. Analysis would be carried out by aggregating the most occurring suggestions in the student responses. This would provide an idea of the most general expectations, observations and suggestions from the students. This Information can be provided to peer team conducting onsite visit, to be used for validation as well as peer team report preparation.

Guidelines for Students

NAAC (National Assessment and accreditation council) is conducting a Student Satisfaction Survey regarding Teaching – Learning and Evaluation, which will help to upgrade the quality in higher education. A student will have to respond to all the questions given in the following format with her/his sincere effort and thought. Her/his identity will not be revealed.

Student Satisfaction Survey-Key Indicator - 2.7.1

A) Please confirm this is the first and only time you answer this survey.

a) Yes

b) No

B) Age:

C) College Name:

D) Gender: a) Female b) Male c) Transgender

E) What degree program are you pursuing now?

a) Bachelor's

b) Master's

c) Doctorate

d) Other ()

F) What subject area are you currently pursuing?

a) Professional

b) Science

c) Commerce

d) Other ()

Instructions to fill the questionnaire

- All questions should be compulsorily attempted.
- Each question has five responses, choose the most appropriate one.
- The response to the qualitative question no. 21 is student's opportunity to give suggestions or improvements; she/he can also mention weaknesses of the institute here. (Kindly restrict your response to teaching learning process only)

Criterion II – Teaching–Learning and Evaluation

Student Satisfaction Survey on Teaching Learning Process

Following are questions for online student satisfaction survey regarding teaching learning process.

1. How much of the syllabus was covered in the class?

4 – 85 to 100%

3 – 70 to 84%

2 – 55 to 69%

1– 30 to 54%

- 0 –Below 30%
2. How well did the teachers prepare for the classes?
- 4 –Thoroughly
 - 3 – Satisfactorily
 - 2 – Poorly
 - 1 – Indifferently
 - 0 – Won't teach at all
3. How well were the teachers able to communicate?
- 4 – Always effective
 - 3 – Sometimes effective
 - 2 – Just satisfactorily
 - 1– Generally ineffective
 - 0– Very poor communication
4. The teacher's approach to teaching can best be described as
- 4– Excellent
 - 3 – Very good
 - 2 – Good
 - 1 – Fair
 - 0– Poor
5. Fairness of the internal evaluation process by the teachers.
- 4 – Always fair
 - 3 – Usually fair
 - 2 – Sometimes unfair
 - 1 – Usually unfair
 - 0– Unfair
6. Was your performance in assignments discussed with you?
- 4 – Every time
 - 3 – Usually
 - 2 – Occasionally/Sometimes
 - 1 – Rarely
 - 0– Never
7. The institute takes active interest in promoting internship, student exchange, field visit opportunities for students.
- 4 – Regularly
 - 3 – Often
 - 2 – Sometimes
 - 1 – Rarely
 - 0– Never
8. The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth.
- 4 – Significantly
 - 3 – Very well
 - 2 – Moderately
 - 1 – Marginally

- 0– Not at all
9. The institution provides multiple opportunities to learn and grow.
- 4 – Strongly agree
 - 3 – Agree
 - 2 – Neutral
 - 1 – Disagree
 - 0– Strongly disagree
10. Teachers inform you about your expected competencies, course outcomes and programme outcomes.
- 4 – Every time
 - 3 – Usually
 - 2– Occasionally/Sometimes
 - 1 – Rarely
 - 0– Never
11. Your mentor does a necessary follow-up with an assigned task to you.
- 4 – Every time
 - 3 – Usually
 - 2 – Occasionally/Sometimes
 - 1 – Rarely
 - 0 – I don't have a mentor
12. The teachers illustrate the concepts through examples and applications.
- 4 – Every time
 - 3 – Usually
 - 2 – Occasionally/Sometimes
 - 1– Rarely
 - 0 – Never
13. The teachers identify your strengths and encourage you with providing right level of challenges.
- 4 – Fully
 - 3 – Reasonably
 - 2 – Partially
 - 1 – Slightly
 - 0– Unable to
14. Teachers are able to identify your weaknesses and help you to overcome them.
- 4 – Every time
 - 3 – Usually
 - 2 – Occasionally/Sometimes
 - 1 – Rarely
 - 0 – Never
15. The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process.
- 4 – Strongly agree
 - 3 – Agree
 - 2 – Neutral

1 – Disagree

0 – Strongly disagree

16. The institute/ teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.

4 – To a great extent

3 – Moderate

2 – Some what

1 – Very little

0 – Not at all

17. Teachers encourage you to participate in extracurricular activities.

4 – Strongly agree

3 – Agree

2 – Neutral

1 – Disagree

0 – Strongly disagree

18. Efforts are made by the institute/ teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work.

4 – To a great extent

3 – Moderate

2 – Some what

1 – Very little

0 – Not at all

19. What percentage of teachers use ICT tools such as LCD projector, Multimedia, etc. while teaching.

4 – Above 90%

3 – 70 – 89%

2 – 50 – 69%

1 – 30 – 49%

0 – Below 29%

20. The overall quality of teaching-learning process in your institute is very good.

4 – Strongly agree

3 – Agree

2 – Neutral

1 – Disagree

0 – Strongly disagree

21. Give three observation / suggestions to improve the overall teaching – learning experience in your institution.

a)

b)

c)

Student Satisfaction Survey Report

A Student Satisfaction Survey was conducted to assess the overall institutional performance of the SVPEC. Out of the twenty-one questions asked in the survey, twenty questions were objective in nature and one was open-ended. The open-ended question aimed at eliciting suggestions by providing the students an opportunity to give suggestions and observations in their own words. Twenty objective questions of the survey covered various aspects such as, Relevance of the Curriculum, Knowledge and Understanding of the Teachers, Extracurricular activities, Integration of Crosscutting issues into the Curriculum, Imparting of Employability Skills, Fairness of the Internal Evaluation Process, Internship and Field visit Opportunities, Mentoring Process of the University, Use of ICT tools and online resources for teaching and learning process, and Students' participation in various co-curricular/extracurricular activities and committees etc. for continuous quality improvement. A total of students participated in the survey. Their response was saved and analyzed. Detailed Report of the student satisfaction survey is given below:

3D Graph

Any other suggestion that you would like to give to improve the overall performance of the institution

SSS Analysis and Action taken

SSS Feedback Analysis	Actions Taken