

Report on Academic Feedback

Introduction:

The purpose of this report is to outline the process and key elements of the academic review conducted once every semester at our institution. The academic review serves as an important feedback mechanism to assess faculty performance and enhance the overall quality of education provided. This report provides an overview of the review process, including communication, eligibility criteria, feedback collection, and the dissemination of the summary report.

Review Schedule:

The academic review is conducted once every semester to ensure regular assessment of faculty performance and continuous improvement of educational standards. The schedule is established well in advance and is communicated to the departments through a circular. This ensures that all relevant stakeholders are aware of the timeline and can plan accordingly.

Departmental Communication:

The departments are notified about the academic review schedule through a circular. This communication highlights the importance of the review and emphasizes the need for their active participation. It provides details regarding the timeline, eligible students, and any specific instructions or requirements.

Eligibility Criteria:

Each department is responsible for identifying and providing a list of eligible students who can participate in the feedback process. These students are typically enrolled in courses taught by the faculty members under review. The department ensures that the selection process is fair and representative, allowing for a comprehensive evaluation of faculty performance.

Feedback Collection:

To collect feedback from students, an in-house software has been developed specifically for this purpose. The software enables students to provide feedback on faculty members anonymously, ensuring confidentiality and promoting honest opinions. The software includes a user-friendly interface that allows students to evaluate various aspects of teaching, including clarity of explanations, responsiveness to questions, organization, and overall effectiveness.

Summary Report Distribution:

Once the feedback collection process is completed, a summary report is generated. This report provides an overview of the feedback received for each faculty member. The summary report is then presented to the principal for review. After the principal's review, the report is circulated to the

department heads. The department heads, in turn, share the report with the respective faculty members, fostering transparency and accountability.

Conclusion:

The academic review conducted once every semester plays a vital role in maintaining the quality of education at our institution. Through effective communication, eligibility criteria, and the use of an in-house software for feedback collection, this process ensures fair evaluation of faculty performance. The summary report, distributed to the principal, department heads, and faculty members, promotes transparency, accountability, and opportunities for continuous improvement. By regularly conducting academic reviews, our institution can make informed decisions and enhance the overall educational experience for our students.

Report on Academic Feedback

The academic feedback is conducted once every semester to assess faculty performance and improve education quality. The feedback process includes communication to the department, feedback collection, and summary report dissemination.

Review Schedule: The schedule is communicated via a circular to departments, emphasizing their participation and providing necessary details which will ensure that the stakeholders are aware of the timeline.

Feedback Collection: An in-house software enables students to anonymously provide feedback on teaching aspects using a user-friendly interface.

Summary Report Distribution: A summary report is generated, reviewed by the principal, and then circulated to department heads and faculty members, fostering transparency and accountability.

The academic review process ensures fair evaluation of faculty performance and continuous improvement. By conducting regular reviews, our institution enhances the overall educational experience for students.

Student Feedback Form Snap:

FEEDBACK FORM

Branch : Semester :

Select Your Electives Only :

Subject :

Name of Staff Member :

1. Way of Teaching :

2. Extent of Understanding the subject & satisfaction :

3. Ability to clear the doubts :

4. Attitude towards the students :

5. Punctuality :

6. Interaction during lecture :

7. Class control :

Note: All Fields are Mandatory

Help -> F1 | All Fields are Mandatory | CAPS | NUM | INS | SCRL | 18-05-2023 | 10:41

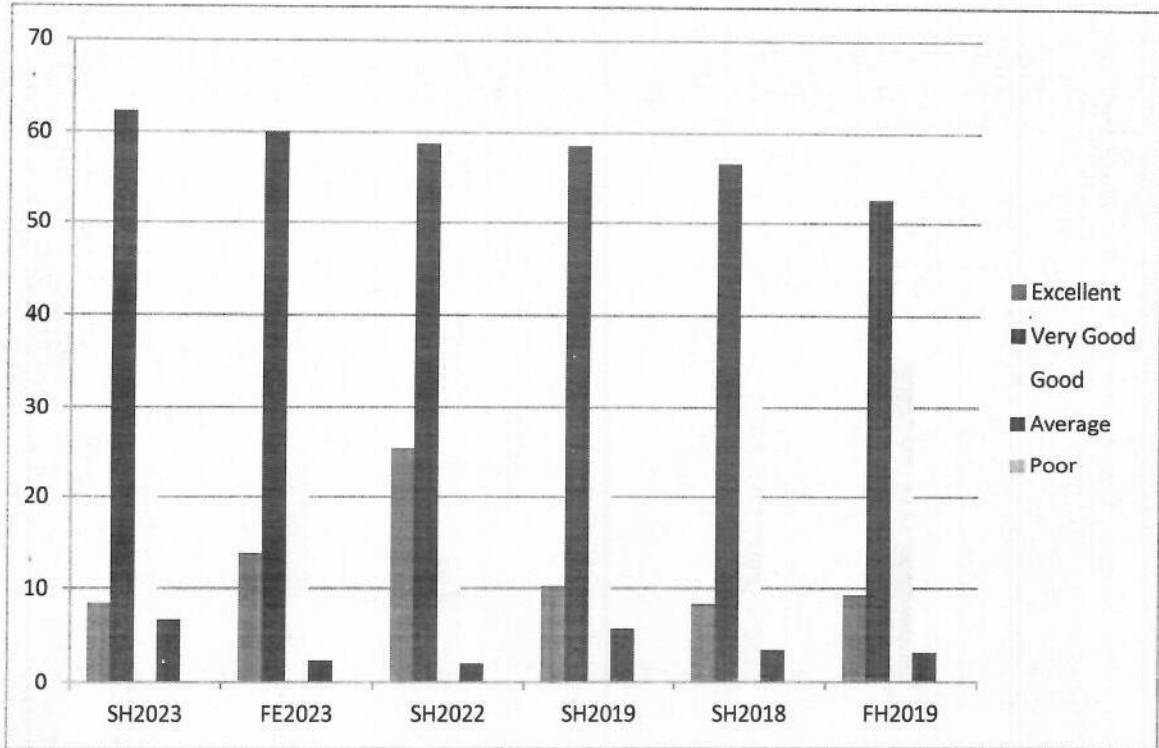
Type here to search | 31°C Haze | 18-05-2023 | 10:41

Student Grading Scales	Excellent <input type="checkbox"/> 5	Very Good <input type="checkbox"/> 4	Good <input type="checkbox"/> 3	Average <input type="checkbox"/> 2	Poor <input type="checkbox"/> 1
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Average Calculation Criteria :	4.5-5.0 <input type="checkbox"/> Excellent	3.5-4.5 <input type="checkbox"/> Very Good	2.5-3.5 <input type="checkbox"/> Good	1.5-2.5 <input type="checkbox"/> Average	0.0-1.5 <input type="checkbox"/> Poor
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Comparative

	SH2023	FE2023	SH2022	SH2019	SH2018	FH2019
Excellent	8.38	13.85	25.49	10.26	8.29	9.28
Very Good	62.28	60	58.82	58.46	56.59	52.58
Good	22.75	23.85	13.73	25.64	31.71	35.05
Average	6.59	2.31	1.96	5.64	3.41	3.09
Poor	0	0	0	0	0	0



[Handwritten Signature]



Employer Feedback Form:

At our engineering college, we prioritize the invaluable feedback loop between students and employers, recognizing the pivotal role employers play as stakeholders in our educational ecosystem. Following the recruitment of our students through campus placements, we diligently collect and analyze feedback from employers to ensure continuous improvement in our value added courses and student preparedness. This symbiotic relationship not only enhances the quality of our educational programs but also nurtures a dynamic environment where industry needs are seamlessly integrated into our academic frameworks. Attached is a sample feedback form showcasing our commitment to fostering dialogue and collaboration between academia and industry, a cornerstone of our educational values.

M.H.Saboo Siddik College of Engineering, Mumbai T&P Dept

"Employer Feedback Form" A.Y 2021-22

Greetings of the Day from M.H.Saboo Siddik College of Engineering!!


We are grateful to you for providing employment to our students every year in your organization. Many of them might be performing well in your company. Our relation will be long lasting.

We shall very much appreciate and be grateful to you if you can spare some of your valuable time to fill up this feedback form. It will help us to improve further and give you better **Technocrats**.

Click the number that best describes your level of satisfaction with each question:

- 1 - Poor
- 2 - Satisfactory
- 3 - Good
- 4 - Excellent

zainab.mirza@mhssce.ac.in [Switch account](#)

 Not shared



*** Indicates required question**

Name of the HR *

Your answer

Designation *

Your answer



Company/Organization *

Your answer

Basic Communication Skills *

1

2

3

4

Problem Solving ability at work place *

1

2

3

4

Team Member *

1

2

3

4



Creativity in work place challenges *

- 1
- 2
- 3
- 4

Their Planning and organizing skills *

- 1
- 2
- 3
- 4

Responsibility and self determined *

- 1
- 2
- 3
- 4



Accepting new ideas and techniques *

- 1
- 2
- 3
- 4

Use of modern tools and technologies *

- 1
- 2
- 3
- 4

Contribution towards aim and objectives of the organization *

- 1
- 2
- 3
- 4



Technical Capabilities *

- 1
- 2
- 3
- 4

Modernization and Innovativeness *

- 1
- 2
- 3
- 4

Relationship with seniors / peers / subordinates *

- 1
- 2
- 3
- 4



Participation in the social activities *

1

2

3

4

If you are dissatisfied with any aspect, please comment further

Your answer

Submit

Clear form

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