



FEEDBACK POLICY

AIM:

Dr. Shivajirao Kadam College of Pharmacy, Kasabe Digraj, Sangli is affiliated to Shivaji University Kolhapur and hence follows the syllabus prescribed by Parent University and PCI, a statutory authority. The college is devoted to university and keep up effective feedback systems and to be fair and just with all stakeholders' groups including students. This feedback will be used to make sure that the college provides top-notch learning and teaching opportunities that successfully satisfy the demands of stakeholders while enhancing the reputation and impact of the college.

SCOPE:

This policy is applicable to collecting and analysing feedback and suggestions / remarks about academic performance, ambience of college, curriculum, teaching quality, and support provided by the college from students, teachers, alumni, parents, and other college stakeholders, including employers.

OBJECTIVES:

1. To keep a record of feedback and utilize it to analyze and develop our college as college par excellence.
2. Internal Quality Assurance Management makes use of participant feedback.
3. Recognize the demands and expectations of the stakeholders including students for which the college works.
4. To find ways to enhance decisions, processes, and action.
5. To record, schedule, take actions, and make decisions on difficulties found, then communicate these in order to enhance practices and look into alternative solutions.

PROCEDURES:

1. Issuance of feedback form:

A formal feedback form will be distributed on a regular basis to students, faculty members, employers, alumni and parents.

2. Collection of duly entered / signed feedback forms:

- i. Student Feedback Form:



Before the end of each semester, students are asked to complete student feedback form about their experience with the teaching and learning process, the resources offered, the curriculum material, exam assessment and evaluation, and infrastructure usage.

ii. Teachers Feedback Form:

Before the end of each semester, teachers are asked to complete teachers feedback form. Faculty will be asked to provide feedback on the teaching-learning process, curricular material, academic performance, college ambiance, and infrastructure usage before conclusion of each semester.

iii. Alumni Feedback Form:

Feedback from alumni is sought on alumni day and whenever an alumni visit to the department.

iv. Parent Feedback Form:

During the PTA meeting, parents will be asked for feedback on overall college performance in terms of utilizing the infrastructure and meeting the needs for quality enrichment

3. Uploading data in the system:

The collected feedback will be analyzed with proper statistical tools and interpretations are documented by IQAC.

4. Reviewing the suggestions:

The evaluated feedback will be forwarded to the appropriate authorities for review and recommendation, and action will be made in accordance with the prioritization and timeline. The college will use the feedback to improve course delivery, as well as the availability and utilization of learning resources, facilities, equipment, instruments, and services.