

MARTHANDAM COLLEGE OF ENGINEERING AND TECHNOLOGY (MACET)




COLLEGE ROAD, KUTTAKUZZHI, VEEYANNOOR POST,

KANYAKUMARI DISTRICT, TAMIL NADU, INDIA. PIN-629177



# FEEDBACK POLICY



  
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Marthandam College of Engineering and Technology is unswerving in promoting high-quality teaching-learning process in a conducive and favourable environment. It is committed to fulfill its vision and mission, and takes extra efforts and ensures that world-class engineers, scientists, and great professionals emerge and they are valuable assets not only to this great country, but also to the universe.

The institution, through a well planned feedback system, ensures quality teaching-learning process. It obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni, etc. Feedback forms are provided to all the stakeholders and their responses are diligently collected.

Upon analyzing the feedbacks, the valuable suggestions from the stakeholders are deliberated upon, and essential actions are initiated, followed by the submission of an action report to the relevant authorities. The distribution, collection, analysis and corrective action of the filled feedback form is done for each semester through online/offline mode. The action taken report on the feedback is made available on the institutional website.

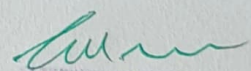
## **OBJECTIVES**

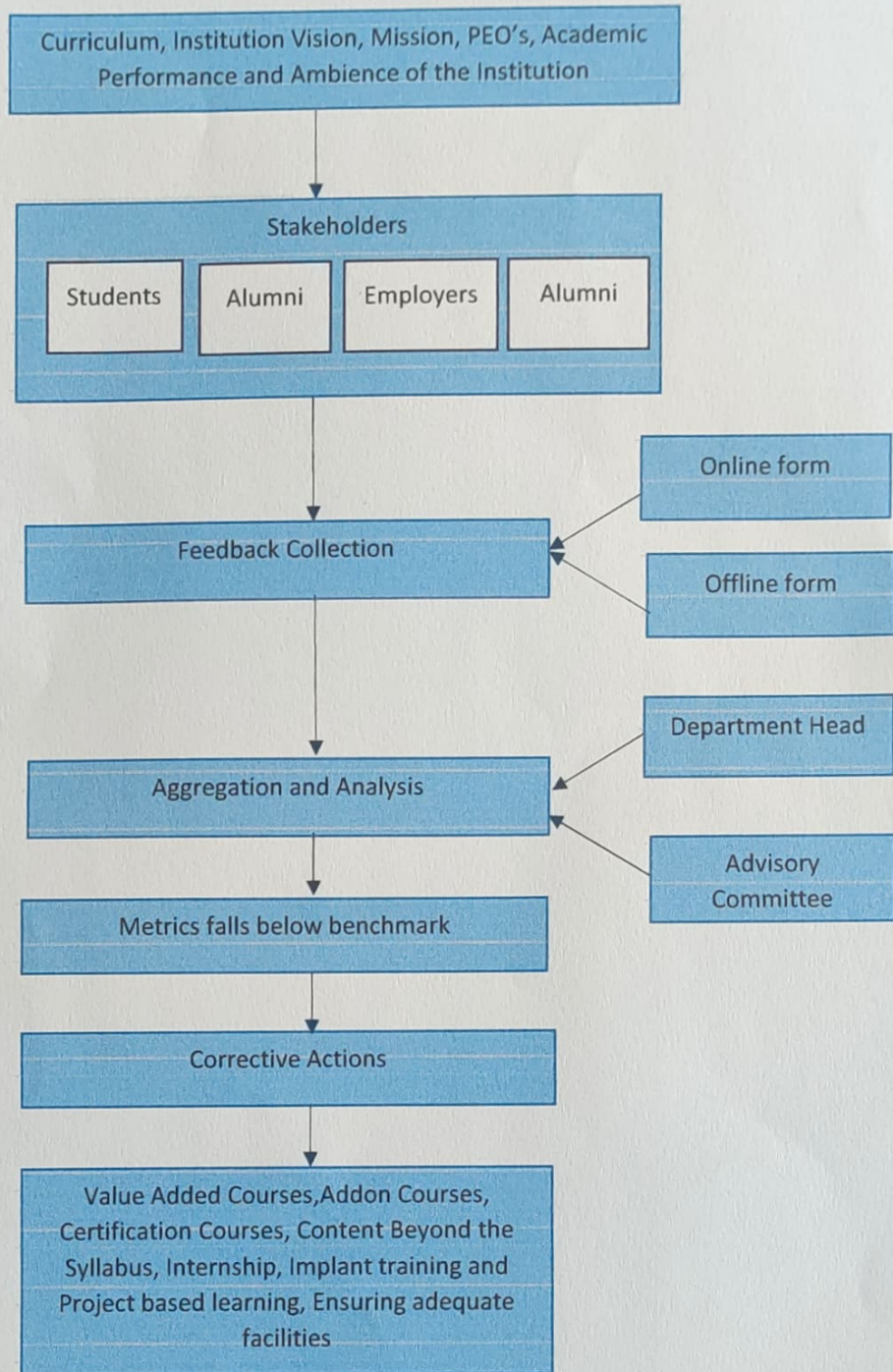
- To develop curriculum delivery implementation and methodologies
- To improve the academic and administrative facilities available on campus
- To raise awareness of the strengths and the areas to be improved
- To identify actions to be taken to improve performance
- To enhance learning and improve assessment performance

## **FEEDBACK COLLECTION AND ANALYSIS PROCESS**

Feedback about the Academic performance and ambience is collected from the Stakeholders as illustrated in the following flow chart.



  
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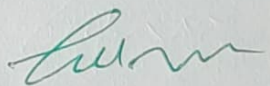
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### Feedback Process Implementation Policy:

1. The questionnaire on various aspects related to curriculum, academics and infrastructure are framed and circulated to the stakeholders.
2. Feedback collected from various stakeholders such as Students, Teachers, Alumni, and Employers through online and offline forms.
3. The infrastructure and learning methodologies are annually evaluated through online and offline mechanisms.
4. The outcome based education system is periodically evaluated through class committee meetings.
5. The 5 scale rating method is used for feedback collection. The following are the ratings used for feedback collection and suggestions for improvement are also collected from the stakeholders.
  - Excellent
  - Very Good
  - Good
  - Satisfactory
  - Poor
6. The benchmark values are fixed before the circulation of the review forms.
7. The OBE's collected feedback values are aggregated and analyzed during the department meeting and necessary actions are taken.
8. The collected feedback forms regarding infrastructure ambience and academic activities are analyzed by the advisory committee and the remedial actions are taken based on the result.
9. The metrics which falls under the target benchmarks are taken into considerations for improvement actions.
10. The management ensures the implementation activities which are executed through the suggestions of stakeholders.



  
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## METHODOLOGY

Marthandam College of Engineering and Technology undertakes Stakeholders' Feedback and Student Satisfaction Survey every year with structured questionnaires specifically designed for its students, teachers, alumni and parents in the following aspects.

1. Student feedback on curricular aspects, academics and infrastructure.
2. Teacher feedback on curriculum and infrastructure.
3. Alumni feedback on various aspects
4. Employer feedback on general aspects.

### **Student feedback on curricular aspects, academics and infrastructure:**

More than 75% of respondents are involved in the surveying process and the rating of each and every students are taken into consideration. The results are depicted in graphical form for student data.

### **Teacher feedback on curriculum and infrastructure**

This questionnaire is intended to collect information related to teacher's satisfaction towards the curriculum, learning and evaluation, facilities and infrastructure.

### **Alumni feedback on various aspects**

This questionnaire is intended to collect information about the quality of education they received and the level of preparation they had at the College and also to assess the quality of the academic program.

### **Employer feedback on general aspects**

This questionnaire is intended to collect information relating to employer's satisfaction towards the alumni's performance and infrastructure.



  
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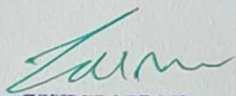


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**Process:** The survey was done by floating the questionnaires in Institution web site at Students, Teachers, Alumni and Employer links. The stakeholders are informed about the importance of the survey and its objectives through their class Advisors and mentors.



  
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