



## Feedback Policy for Curriculum

**Reference : Resolution Passed in Meeting of IQAC held on 4<sup>th</sup> April ,2018**

Internal and external feedback systems are integral and inherent part of institution process, for the growth of Marathwada Mitra Mandal's College of Architecture. While enabling accountability and teaching effectiveness; feedback systems provide suggestions and roadmap to improvement to academic approach.

**1. Feedback collection :-**

Academic & curriculum implementation feedbacks shall be collected from Students, Teachers, Parent and Alumni at regular intervals; as suggested by the Principal & Management Committee.

**2. Eligibility for providing Feedback**

Following stakeholders will be eligible for providing

- 1) All students of MMCOA, listed under current roll list.
- 2) All core faculties and visiting faculty of MMCOA.
- 3) Alumni of MMCOA
- 4) Parent of students under current roll list of MMCOA.

**3. Frequency & period of feedback collection. :-**

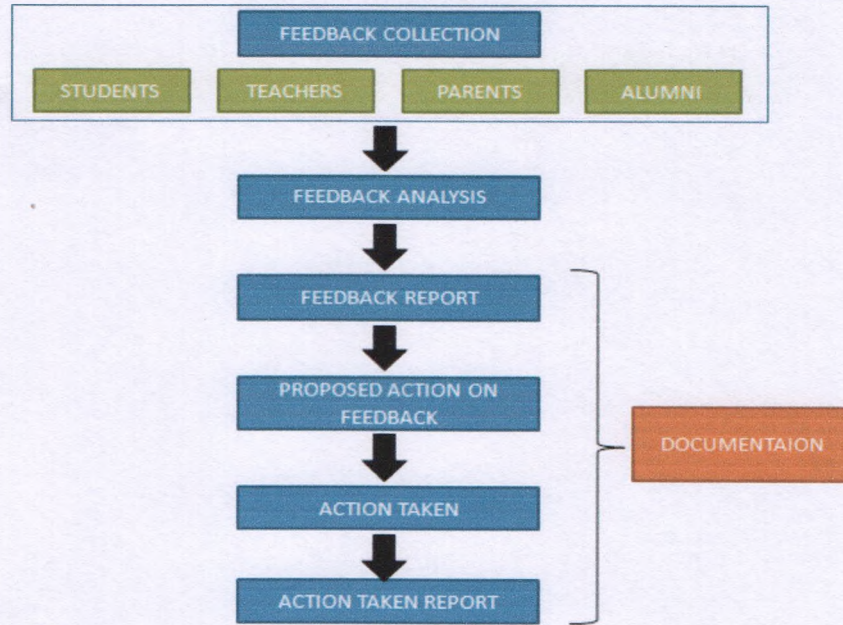
Feedback shall be conducted at the end of year academic term and/or at the suggestion of the Principal/Managing committee

- 1) Students' feedback shall be collected at regular interval i.e. at the end of each Academic term.
- 2) Students' & Teachers' feedback shall be collected at the discretion of the Principal/Managing Committee.
- 3) Parent's feedback maybe collected during PTMs
- 4) Alumni may provide feedback at their convenience and/or during Alumni Meet.

**4. Feedback collection process :-**

- 1) At the end of Academic Term and/or based on the suggestion of Principal/Managing committee, feedback shall be collected.
- 2) Physical/online feedback forms to be circulated to the stakeholders
- 3) Feedback collection
  - a. Students' feedbacks to be collected by Academic coordinator.
  - b. Teachers' feedback to be collected by the Principal
  - c. Parents' feedback to be collected by respective class coordinators & handed over to PTM coordinator
  - d. Alumni feedback to be collected by Alumni coordinator
- 4) Collected feedback responses to be analyzed by feedback coordinators and conveyed to Principal and/or Managing Committee
- 5) Meeting to be conducted regarding the comments received in feedback among all core & visiting faculties. MOM to be recorded
- 6) Actions proposed on the feedback comment to be conveyed to management Committee

7) Action taken report to be generated.



**5. Analysis & Report of Feedback :-**

- 1) Feedback shall be analyzed by the feedback coordinators.
- 2) Analysis to be recorded in graphical/verbal statement and report to be prepared.
- 3) Feedback Report to be brought to the notice of Principal/Management committee.
- 4) Action Taken on feedback to be recorded in a report.
- 5) Collected feedback, Analysis report and action taken report to be documented and archived for future reference.

This Policy shall be effected from 4<sup>th</sup> April 2018

Sr. No.	Feedback Coordination Team	Sign
1.	Dr. Supriya Nene (Principal)	
2.	Ar. Ravi Patwardhan (Academic Coordinator)	
3.	Ar. Shubhangi Shiroley (Alumni Coordinator)	Subanggi
4.	Ar. Kirti Sagaonkar (PTM Coordinator)	
5.	Ar. Shounak Naik (Feedback Coordinator)	



Place : Pune  
Date : 4/4/2018

**Dr. Supriya Nene**  
Principal

**B.G. Jadhav**  
Executive President