



Indo-American College

Not just another college

Permanently Affiliated to THIRUVALLUVAR UNIVERSITY, Vellore

Accredited by NAAC with B Grade

Recognised Under Section 2 (f) & 12 (b) of UGC Act

T.N. Govt G.O.M.S. No.173, Higher Education Dept., dt. 27.4.1998

FEEDBACK POLICY

Indo American College always strives for achieving perfection in terms of providing all the required facilities and resources to the students. To achieve this IAC has adopted a feedback system that takes suggestions from different stakeholders such as Students, Teachers, Parents, Alumni and Employers. The internal stakeholder's feedback is taken twice in an academic year and external stakeholders' feedback is taken once in an academic year. All the stakeholders will be provided with the Feedback form and the filled-in feedback forms are collected back. After analyzing the feedback collection, the valuable suggestions given by the stakeholders are considered and necessary actions are executed.

Stakeholders

- i. Internal stakeholders-Students and Teachers
- ii. External stakeholders - Alumni and Employers

Feedback Collection Process

The Internal Quality Assurance Cell of the college is assigned the responsibility in carrying out the feedback collection activities. The Principal, IQAC coordinator, IQAC members, HOD's and selected teacher work together for the feedback collection process.

Feedback on college, the curricular, co-curricular and extracurricular activities carried out here is sought from students, parents and alumni.

Principal
Indo-American College,
Cheyyar - 604 407.



Students' feedback on Academic and Facilities

The responses by students about teachers on various aspects such as completion of syllabus, preparation for classes, communication abilities, and approaches towards teaching are collected in the survey through questionnaire. Feedback from students regarding the infrastructure and facilities also is sought. Student's opinion on classroom facilities, ICT enabled teaching-Learning tools, library, computer rooms, general amenities like toilets, recreation facilities, facilities for sports and games activities etc. are obtained through these feedback collections.

Feedback from Teachers

Teachers are one of the most important pillars of any higher educational institutions. Being the noble facilitators of higher education, teachers provide valuable inputs towards the academic betterment. The issues to be addressed in the curriculum and syllabus can be well addressed by teachers. The learner centered issues can be best dealt by teachers during classroom interactions.

Alumni Feedback

Alumni of any academic institute play a crucial role in its growth and development. Every year alumni meetings are arranged by the college level where the members make very valuable suggestions, opinions and remarks on the growth, development and performance of the college. The infrastructure development, laurels of academic and extra-curricular excellence, issues to be addressed by the college etc. are presented before the alumni. For seeking their help and support, they have offered a great level of support in the betterment of the Institution.

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Employer feedback

Feedback from the employers is also collected for analyzing the institutional outcome in terms of the qualified and trained manpower and employability of the courses offered. It can also be an eye-opener to evaluate the employability and skill development aspects of various programmes offered by the college.

Before the collection of feedback forms, for each question a target percentage is set. From the analysis report all the suggestions given by the stake holders are forwarded to the Head of the Departments and also recommended to take necessary actions for the questions.

Below table is the target percentage.

FEEDBACK PROCESS	REMARKS
Feedback collection	Applicable to all courses and collected through offline and online mode during regular academic schedule
Feedback receiver	IQAC
Frequency of the feedback collection	Once in a year for internal stakeholders and for external stakeholders
Metrics used for calculation	4-Excellent ,3-Good,2-Satisfactory,1-Poor
Target	80% in Excellent and very good category
Action taken / corrective measures taken	80% and below, then suggestions are provides for corrective measures.

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CONSOLIDATION AND CORRECTIVE ACTIONS TAKEN

- ✓ IQAC to evaluate the feedback reviewed by the Departments.
- ✓ Training is conducted by various sources through Department of Computer Science and EDC Cell to enhance student's knowledge in latest ICT technologies and Entrepreneurship.
- ✓ All the departments conducted Add On programs for the development of students skill set.
- ✓ All the Departments arranged Industrial Visits to get exposure on real time applications and working environments.
- ✓ Additional classes on Saturdays were provided to the students to make them confident and achieve better results in University Examinations and the faculty members were able to complete the syllabus

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