**Annexure 5.4**

**Student Feedback on Institutional Governance/ Faculty performance**

Feedback is a regular activity at the institute. The Institution has a mechanism for analyzing student feedback on institutional performance. Some of the tools used to assess feedback on the system and processes at the student level are:

* Informal Feedback.
* Faculty Feedback Form.
* Library suggestion form.
* Suggestion boxes.
* Feedback from outgoing students.
* Students’ representation in various functional committees.
* Student feedback is obtained for the faculty in the prescribed Performa on the curriculum, teaching-learning-evaluation, facilities, classroom conduction, lesson structure and placing, content presentation, initiative, classroom discipline, code of conduct, support services and overall learner centric issues. The data is then analyzed and the outcome is shared with the concerned faculty members and the feedback is utilized for improving teaching-learning environment in the institute
* The feedback obtained from the new incumbents during Parichay: The orientation program also provides insight into the expectations of the newcomers.
* Outgoing Students Feedback Form is yet another mechanism to enhance the academic environment on campus.
* The institute conducts open house sessions frequently under which students’ suggestions are invited and they are free to talk on any matter – personal & academic that concerns the institute. The prime aim of the institute is to see that every student has equal access to competent and qualitative teaching which leads to vibrant academic, social & personal growth on the campus and off the campus.
* Students’ feedback is also facilitated through suggestion boxes placed at strategic locations in the campus. Through these formal & informal mechanisms the gap between the students’ expectations and knowledge delivery is bridged.

The management ensures inputs and opinions from students on a continuous basis ensuring improvement in the quality of infrastructure, academics, placements, research, consultancy, seminars and conferences and Institutional Governance.