



**M.Kumarasamy  
College of Engineering**

**NAAC Accredited Autonomous Institution**

Approved by AICTE & Affiliated to Anna University

ISO 9001:2015 Certified Institution

Thalavapalayam, Karur - 639 113, TAMILNADU.



## **M.KUMARASAMY COLLEGE OF ENGINEERING**

**(An Autonomous Institution)**

**Thalavapalayam-639113, Karur**

### **FEEDBACK POLICY**

**(Version – 1.0)**

**Policy No: MKCE/AUD/2018/01**

**Date: 17.05.2018**



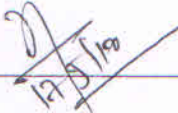


## **Vision**

To emerge as a leader among the top institutions in the field of Technical Education.

## **Mission**

- Produce smart technocrats with empirical knowledge who can surmount the global challenges.
- Create a diverse, fully-engaged, learner-centric campus environment to provide quality education to the students.
- Maintain mutually beneficial partnerships with our alumni, industry and professional associations.



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**PRINCIPAL**  
M. Kumarasamy College of Engineering,  
THALAVAPALAYAM,  
KARUR - 639 113





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## 1. Objective

The feedback collection system aims to ensure **continuous improvement** in academic, administrative, and infrastructural areas by gathering stakeholder opinions, analyzing them, and implementing corrective actions.

The objectives are to:

- Evaluate curriculum relevance and adequacy.
- Enhance the quality of teaching–learning processes.
- Maintain and improve physical and academic facilities.

## 2. Feedback on Curriculum

### 2.1 Stakeholders

Feedback on curriculum is collected from:

- Students
- Faculty
- Alumni
- Employers
- Parents

### 2.2 Frequency and Mode of Collection

- **Students and Faculty:** End of each semester via institutional portal (CAMS).
- **Alumni, Employers, and Parents:** Annually through online/offline forms during alumni meet, placement drives, or parent meetings.
- **Structured questionnaires** are available on the institutional website.

### 2.3 Feedback Analysis

- Data analyzed on a **five-point rating scale** (5–Excellent to 1–Poor).
- Department-level **CDC/PAC** reviews the data and identifies key improvement areas.

### 2.4 Action and Implementation

- CDC/PAC summarizes stakeholder feedback and provides recommendations to the **Board of Studies (BoS)**.
- The **BoS** reviews and suggests curriculum modifications.
- Approved changes are incorporated during **curriculum revision cycles**.

### 3. Feedback on Teaching–Learning Process

#### 3.1 Collection Mechanism

- Conducted **twice every semester** through the **CAMS online system**.
  - **First feedback:** After CIA I.
  - **Second feedback:** After CIA II.
- Questions assess faculty's classroom effectiveness, academic excellence, punctuality, student assistance, and innovative practices (as per uploaded question sets).

#### 3.2 Analysis and Review

- Data analyzed statistically by the **IQAC** and **Department IQAC Coordinators**.
- Reports submitted to the **Principal** and **HoDs** for review.

#### 3.3 Action Taken

- Principal and HoD discuss performance with individual faculty members.
- **Appreciation letters** for top performers.
- **Improvement plans** for faculty requiring support.
- Faculty encouraged to attend **FDPs, workshops, and training programs** to enhance teaching quality.
- Consolidated analysis maintained in IQAC records for academic audits.

## 4. Feedback on Facilities

### 4.1 Scope

Covers infrastructure and support systems such as:

- Academic and laboratory facilities
- Library and digital resources
- Hostel and mess facilities
- IT and internet facilities
- General amenities and campus environment

### 4.2 Collection Mechanism

Feedback is received through multiple channels:

- **Email submissions** based on specific requirements.
- **Class Committee Meetings** – conducted twice per semester.
- **Connect with Principal Meetings** – organized once every month.
- **Suggestion Boxes** – placed in key campus locations.
- **Online feedback forms** via institutional portal (CAMS).

### 4.3 Analysis and Action

- Collected data consolidated by the **IQAC** and submitted to the **Principal**.
- Principal forwards feedback to concerned administrative units (Maintenance, Library, IT, Hostel, etc.) for action.
- Periodic review of resolved and pending issues is done in the **IQAC meeting**.

## 5. Documentation and Reporting

- All feedback reports, analyses, and action-taken reports are documented semester-wise.
- IQAC maintains a repository for reference during audits, accreditation, and BoS reviews.
- Summary reports are presented during **Academic Council** and **IQAC review meetings**.



## **6. Outcome**

The feedback mechanism ensures:

- Curriculum relevance and outcome alignment.
- Continuous enhancement in teaching–learning quality.
- Improved satisfaction with infrastructure and academic facilities.
- Strengthened stakeholder engagement and accountability.



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**Template of various feedback system are attached as annexure.**

## FACULTY FEEDBACK ON CURRICULUM

Department:	Academic year:
Program name:	Faculty ID:
Name of the Faculty:	Designation:

Please rate your valuable feedback on the curriculum for review of syllabus / to improve quality of the programme.

		Excellent (5)	Very Good (4)	Good (3)	Average (2)	Poor (1)
S No	Questionarie	Excellent	Very good	Good	Average	Poor
1	Rate the structure of the curriculum framed for the entire program					
2	Course objectives and outcomes of the syllabi are well defined and clear to faculty and students.					
3	Syllabus content is suitable to the course					
4	The course/syllabus has good balance between theory and lab.					
5	The curriculum has the potential in developing the habit of self-learning among the students					
6	Allocations of the hours and credits to the courses are satisfied.					
7	Syllabus content of the courses relevant to industry expectation.					
8	Electives offered in the syllabus are in relation to the technological advancements.					
9	The books prescribed/listed as reference materials are relevant, updated and appropriate.					
10	The opinion of the faculty members are taken in to account during curriculum revision.					

Other Suggestions:

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**Date:**

**Signature of the Faculty  
(Optional)**



## ALUMNI FEEDBACK ON CURRICULUM

Name of the Alumni:	Year of passing:
Program name:	DoB:
Email ID:	Mobile No.:

Please rate your valuable feedback on the curriculum for review of syllabus / to improve quality of the programme.

		Excellent (5)	Very Good (4)	Good (3)	Average (2)	Poor (1)
S No	Questionarie	Excellent	Very good	Good	Average	Poor
1	Adequateness of the courses offered in the programme.					
2	How do you rate the academic initiatives taken by the college to bridge the gap between industry & academia?					
3	The academic flexibility embedded in the curriculum provides opportunities to pursue the courses by choosing from a vast number of electives from own area/specialization as well as from other areas.					
4	Skills acquired from the curriculum to face the industry challenges					
5	The curriculum has been designed to make industry ready skill set by imparting analytical, reasoning and language skills in addition to technical competencies.					
6	Rate the design of the courses in terms of self-learning or extra learning.					
7	Student & staff mentoring system					
8	Extracurricular activities					
9	Training and placement cell in getting plenteous placement opportunities					
10	Institution support for overall development of the students					

### Alumni Information

Employed <input type="checkbox"/>	Entrepreneur <input type="checkbox"/>	Higher studies <input type="checkbox"/>
Name of the organization:	Name of the company:	Name of the institution:
Position in organization:	Nature of the company:	Year of admission:
		Programme name:
Suggestions if any:		

**Date:**

**Signature of the Alumni**

## PARENT FEEDBACK ON CURRICULUM

Name and occupation of parent:	
Address:	
Mobile number:	Academic year:
Name of the student:	Department:

Please rate your valuable feedback on the curriculum for review of syllabus / to improve quality of the programme.

	Excellent (5)	Very Good (4)	Good (3)	Average (2)	Poor (1)		
S No	Questionarie		Excellent	Very good	Good	Average	Poor
1	The Choice Based Credit System is in tune with the emerging national and global trends						
2	The Curriculum has the capability to enhance students' competency in communication, critical thinking, problem solving and creativity						
3	Courses in the curriculum promote entrepreneurship and students are encouraged and supported to initiate start-ups.						
4	Students are sensitized towards cross cutting issues like gender equality, environment and sustainability, ethics and values etc., through courses in curriculum and other awareness programs.						
5	How do rate the courses in terms of their relevance to the latest and/or future technologies?						
6	Holistic development of students is ensured by participation of students in extra-curricular and co-curricular activities organized throughout the year.						
7	How do you rate the college activities that help your ward in getting jobs and placements?						
8	Ethical and Moral Orientation given by college is admirable						
9	The internal evaluation system of programme is very effective, transparent and unbiased.						
10	How do you rate the transformation of your ward after the completion of the course?						

Other Suggestions:

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**Date:**

**Signature of the parent (Optional)**

## EMPLOYERS FEEDBACK ON CURRICULUM

Dear Employers,

As industry is the ultimate customer of engineering graduates, its satisfaction about standards and content of **M. Kumarasamy College of Engineering** products is important. We always maintain a continuous dialogue accordingly. As the ultimate beneficiary of our quality product your support and feedback will help us to maintain the required standards of education. Here are some of the points to facilitate you in giving feedback about our students. You are requested to give marks in the box provided against each item as per the following norms.

Excellent (5)	Very Good (4)	Good (3)	Average (2)	Poor (1)
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**Name of the Company/Institute:**

**Name of the evaluating person with Designation:**

**About M. Kumarasamy College of Engineering Products already employed:**

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S No	Questionarie	Excellent	Very good	Good	Average	Poor
1	Content and coverage of curriculum					
2	Adequacy of core courses in the curriculum					
3	Adequacy of elective courses in the curriculum					
4	Inclusion of practical content in the curriculum					
5	Knowledge about recent tools and their usage					
6	Developing practical solutions to work place problems					
7	Self-motivated and taking on appropriate level of responsibility					
8	Technical knowledge/skill ability to manage/leadership innovativeness					
9	Ability to contribute to the goal of the organization and relationship with seniors/peers/subordinates					
10	Obligation to work beyond schedule if required					

**Date:**

**Signature of the Employer**

## STUDENT'S FEEDBACK ON CURRICULUM

Department:	Academic year:
Program name:	Year/semester:
Name of the student:	Roll number:

Please rate your valuable feedback on the curriculum for review of syllabus / to improve quality of the programme.

Course 1		Course 5	
Course 2		Course 6	
Course 3		Course 7	
Course 4		Course 8	

		Excellent (5)		Very Good (4)		Good (3)		Average (2)		Poor (1)	
S No	Questionarie	Course 1	Course 2	Course 3	Course 4	Course 5	Course 6	Course 7	Course 8		
1	How do you rate the course objective and course outcome stated in the course?										
2	How do you rate the syllabus of the courses that you have studied in relation to the competencies expected out of the course?										
3	How do you rate the relevance of the units in syllabus relevant to the course?										
4	How do you rate the depth of syllabus of the courses in relation to the competencies expected by industry/society?										



S No	Questionarie	Course 1	Course 2	Course 3	Course 4	Course 5	Course 6	Course 7	Course 8
5	How do you rate the offering of the electives in terms of their relevance to the specialization streams?								
6	Rate the size of syllabus content, allocations of the hours and credits in the course.								
7	Blooms taxonomy followed in assessment is matched with the same level of Course Outcomes framed								
8	The distribution of the contact hours among the course components (L-T-P) is good.								
9	Rate the courses in terms of extra learning or self-learning considering the design of the courses								
10	How do you rate the percentage of courses having experimental learning?								

Other Suggestions:

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**Date:**

**Signature of the Student (Optional)**

## TEACHING LEARNING FEEDBACK QUESTIONS

### A.Theory Courses

#### Academic Excellence:-

S No	Questionnaire	Excellent	Very good	Good	Average	Poor
1	Presentation of concepts in logical and sequential manner					
2	Fluency in English					
3	Updation of current trends related to the subject					
4	Provision of real-time examples and applications					
5	Overall effectiveness					

#### Classroom Effectiveness:-

S No	Questionnaire	Excellent	Very good	Good	Average	Poor
6	Preparation for the class					
7	Punctuality					
8	Interactive classroom environment					
9	Audibility					
10	Class control					

#### Student Assistance:-

S No	Questionnaire	Excellent	Very good	Good	Average	Poor
11	Preparation for the class					
12	Punctuality					
31	Interactive classroom environment					
14	Audibility					
15	Class control					

## B. Laboratory Courses

### Lab Questionary 1

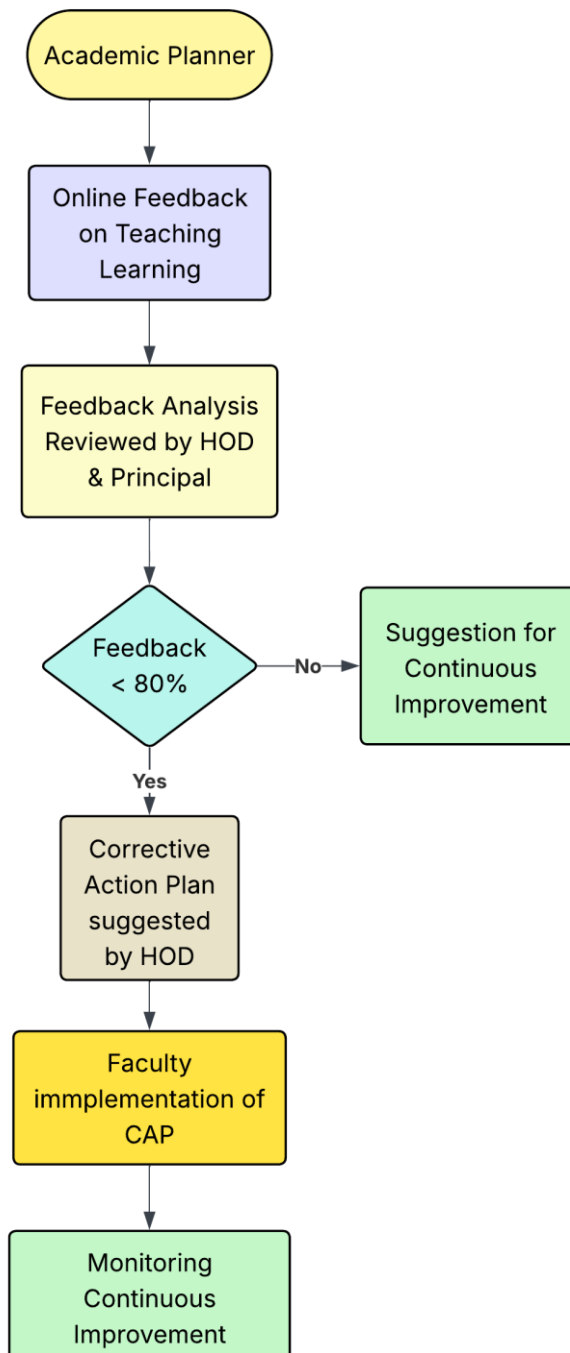
S No	Questionnaire	Excellent	Very good	Good	Average	Poor
1	Provision of real-time examples and applications					
2	Overall effectiveness					
3	Classroom Control					
4	Handle students with respect					
5	Assistance in course-related activities					

### Lab Questionary 2

S No	Questionnaire	Excellent	Very good	Good	Average	Poor
6	Punctuality					
7	Correction of observation/record notes before the next lab class					
8	Raising of related viva-voce questions					
9	Guidance in completion of experiments					
10	Assistance in acquiring practical skills					

## Student feedback of teaching learning process and actions taken

Quality circle meetings are conducted thrice in a semester with student representatives and the faculty handling the subject for that class. A senior faculty member will act as a chair of the meetings. Students are free to convey their views and comments on the way the faculty members handle the classes for better dissemination of knowledge to make continuous improvement in all aspects.



**Teaching Learning Feedback Collection Process**