## ST.ANTONY'S COLLEGE OF ARTS AND SCIENCES FOR WOMEN



Amala Annai Nagar, Thamaraipadi, Dindigul-624 005, Tamil Nadu, India. Approved under 2 (f) & 12 (B) status of UGC Act, 1956.

[A Self-Financing Institution affiliated to Mother Teresa Women's University, Kodaikanal. Go. Ms. No.: 242 dt. 16.07.2007]

#### FEEDBACK POLICY

St. Antony's College of Arts and Sciences for women always endeavor for achieve excellence in terms of providing all the required facilities and resources to the students. To achieve this SACW has adopted a feedback system that takes suggestion from different stakeholders such as Students, Teachers, Parents, Alumni and Employers. The stakeholder's feedback is taken twice in an academic year and external stakeholder's feedback is taken once in an academic year. The feedback forms will be distributed to all stakeholders involved, and the completed forms will be collected. After analyzing the feedback, the valuable suggestions given by the stakeholders are considered and necessary actions are executed.

#### Stakeholders

Internal stakeholders-Students and Teachers

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 mutually 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.

#### Students' feedback on Academic and Facilities

The responses by students about teachers on various aspects such as completion of syllabus, classroom teaching, 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, and laboratory, general facilities like toilets, canteen stationary, facilities for sports and games activities etc., are obtained through this feedback collection.

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#### Feedback from Teachers

Teachers are the esteemed intermediaries of postsecondary education, contributing significantly to the advancement of academic standards. 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 vital 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.

#### **Employer feedback**

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

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#### FEEDBACK PROCESS

REMARKS	IQAC
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 Semester for internal stakeholders
	Once in a year for external stakeholders
Metrics used for Calculation	4-Excellent, 3-Good, 2-Satisfactory. 1-Poor
Target	80%-Excellent and very good category
Action taken/Corrective measure taken	80% and below, then suggestions are provided for corrective measures.



Principal
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#### CONSOLIDATION AND CORRECTIVE ACTIONS TAKEN

- ➤ IQAC and Department Heads evaluate the feedback and reviews forward to the management.
- > Syllabus related queries are intimated to the University from the Principal desk.
- Teaching learning queries and suggestions are discussed in the department and reforms are implemented in the next academic cycle.
- Infra and ambience related suggestions and queries are forwarded to the management, further steps are carried out by the Congregation superiors.

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