



KOLHAN UNIVERSITY

CHAIBASA, WEST SINGHBHUM

Jharkhand, Pin : 833201

Phone No. 06582-255274

Ref. No: KU/R./2020/20

Date : 22/12/2020

CIRCULAR

Subject - Policy to be adopted by all departments of Kolhan University to collect feedback on curriculum and initiate due action

Taking regular feedback on curriculum from important stakeholders like students, alumni and faculty should be a regular process and compulsorily followed by all Deans/ Heads of the Department under ambit of Kolhan University.

The Process to be adopted for collection, analysis and action to be taken is as follows:

1. Feedback from as many stakeholders, mainly students, alumni and faculty should be gathered at least once during an academic year.
2. Feedback can be taken on hardcopy forms or through online medium. Suggestive blank formats are annexed herewith this document. However, respective Deans may make due amendments in the formats while keeping the spirit of gathering feedback on curriculum intact.
3. A committee headed by a Senior Faculty of the department with minimum 2 years of service experience at Kolhan University should analyze all such feedbacks received and prepare a summary to be presented to concerned Dean/Head of the Departments of the University.
4. Dean within his powers and in due consultation with members of Academic Council should prepare an action taken report and submit the same to the office of undersigned. It is expected that most of the points related to requisite updations/modifications in curriculum would have been taken up at the faculty/department level and in BOS before the same are submitted to the office of the undersigned.
5. A summary of all Feedback Analysis and Action Taken Reports as received from from different Departments will be duly analyzed at central level under due guidance of Pro-Vice Chancellor.

It must be noted that improvement in curriculum should be treated as a regular process with one single goal of training the students on most contemporary technologies and all initiated to keep it most updated and regular.

Prof. Jayant Shekhar
Registrar
Kolhan University, Chaibasa

Enclosures:

Suggestive plan formats to gather feedback on curriculum

Copy to:

1. PA to Vice Chancellor
2. PA to Pro-Vice Chancellor
3. All Deans and Departmental Heads



STUDENTS FEEDBACK ON CURRICULUM

This questionnaire is to collect information relating to your satisfaction towards curriculum for creating conducive atmosphere for teaching and learning. The information provided by you will be kept confidential and will be used as important feedback for quality improvement of the program of studies/institution.

| | |
|----------------------|--|
| Name of the Student: | |
| Programme Name: | |
| Session: | |
| Registration No: | |

Rate the curriculum/syllabus on the following Points

| SL NO | Statements | Excelle | Ver | Goo | Avera | Below |
|----------|---|---------|-----------|-----|-------|-------------|
| | | nt | y good | d | ge | Averag e |
| | | 5 | 4 | 3 | 2 | 1 |
| 1 | How do you rate the syllabus of the courses that you have studied in relation to the competencies expected out of the course? | | | | | |
| 2 | How do you rate the allocation of the credits to the courses? | | | | | |



| | | | | | | |
|----|---|--|--|--|--|--|
| 3 | Relevance for implementation in projects | | | | | |
| 4 | How do you rate the electives offered in relation to the technological advancements? | | | | | |
| 5 | How do rate the evaluation scheme designed for each of the course? | | | | | |
| 6 | How do you rate the percentage of courses having LAB components? | | | | | |
| 7 | Curriculum and syllabus of the courses are sufficient to make you analyze the engineering problems and its suitable solution | | | | | |
| 8 | Usage of teaching aids and ICT in the class by faculty to facilitate teaching | | | | | |
| 9 | Opportunities for out of class room learning(guest lectures, seminars, workshop, value added programmes, conferences, competitions) | | | | | |
| 10 | Opportunities in the School/ University for Research Activities | | | | | |

Suggestions:





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JHARKHAND, INDIA**

IQAC Feedback form for Teachers

(On Curriculum, Course, Teaching-Learning and Evaluation)

This feedback form is intended to collect information relating to your satisfaction towards the curriculum, teaching, learning and evaluation. The information provided by you will be kept confidential and will be used as important feedback for quality improvement of the programme of studies/institution.

| S.No. | Descriptor | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
|-------|--|----------------|-------|---------|----------|-------------------|
| 1 | Curriculum and Syllabus are need based | | | | | |
| 2 | The course outcomes are well defined and clear | | | | | |
| 3 | Sufficient number of relevant reading materials and digital resources are available in the Library | | | | | |
| 4 | The course has good balance between theory and application | | | | | |
| 5 | The course/syllabus of this course increased my knowledge and perspective in the subject area | | | | | |
| 6 | I have the freedom to propose, modify, suggest and incorporate new topics in the syllabus | | | | | |



| | | | | | | |
|----|--|--|--|--|--|--|
| | through proper forum | | | | | |
| 7 | I have the freedom to adopt new techniques/education tools /strategies in teaching | | | | | |
| 8 | I am able to achieve the minimum required course outcome attainment level for my class | | | | | |
| 9 | I have taken sufficient steps to provide assistance to slow learners | | | | | |
| 10 | I have contributed to the curriculum and/or syllabus development | | | | | |

Programme:

Course:

Additional Comments / suggestions:

Signature with Name and Designation





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IQAC Feedback Form for Alumni

(On Curriculum, Course, Teaching-Learning and Evaluation)

Dear Alumnus,

The Internal Quality Assurance Cell seeks your valuable feedback for enhancing the quality of education at Kolhan University.

Name:

Mobile number & email ID:

Session:

Name of the programme studied:

Present Designation and Work

Profile:

| S. No. | Descriptor | Strongly agree | Agree | Neutral | Disagree | Strongly disagree |
|--------|--|----------------|-------|---------|----------|-------------------|
| 1 | The curriculum and syllabus content were appropriate for my placement/higher education | | | | | |
| 2 | Sufficient number of co-curricular activities | | | | | |



| | | | | | | |
|----|---|--|--|--|--|--|
| | were arranged during my study period | | | | | |
| 3 | The institute-industry tie ups were useful for me | | | | | |
| 4 | The institute/faculty helped me in placement/ higher education | | | | | |
| 5 | The institute offers sufficient scholarships to merit students and deserving students | | | | | |
| 6 | The learning ambience at the institute is good | | | | | |
| 7 | The institute provides sufficient opportunity to participate in extracurricular activities | | | | | |
| 8 | The curriculum accommodates courses with experiential learning (hands-on) | | | | | |
| 9 | All the academic processes of the institute is transparent | | | | | |
| 10 | The institute is student-centric in all its academic initiatives | | | | | |

Other suggestions / remarks:

