




# MALWANCHAL UNIVERSITY, INDORE



## “Feedback on Curriculum Policy”

  
Registrar  
Malwanchal University  
Indore (M.P.)

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# “Feedback on Curriculum Policy”

Feedback on Curriculum Policy	Policy No: MU/FBOCUP Last reviewed: 19th September 2018  Page: 1 to -3
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## **Policy statement:-**

Malwanchal University recognizes that curriculum feedback is crucial to the successful offering of academic programs and feedback mechanism provides on opportunity for improvising the curriculum and making it a benchmark for other institutions as well. This policy outlines the processes of feedback mechanisms that will be undertaken to assure continuous quality improvement of the curriculum will be obtained from all the institute. Feedback on the curriculum will be obtained from all the primary stakeholders.

The student feedback shall be considered in implementation of proposed revisions to curricula by regulatory bodies. Students can provide opinions and suggestions on the offering of these programme.

## **2. Scope:-**

1. The policy applies to the students admitted under different programs offered by the constituent units.

## **3. Purpose**

1. To maintain quality in teaching learning process.
2. To provide opportunities for enhancement of services and facilities.
3. Identify professional development needs of the faculty.
4. To enhance effective delivery of courses.

5. To improve provision of learning resources.
6. To set quality bench marks of the institutions.

#### **4. Procedure**

1. The feedback process will be anonymous and respectful of the right of the stakeholders.
2. The feedback is collected from the following stakeholders:
  - \*Direct feedback from the students: Students would be asked to provide their feedback course-wise at the end of each academic year through feedback forms. The forms thus collected would be documented and evaluated to get the actual mindset of the student about each course that the institutes offer. This would be taken into account during the next BoS and any alterations would be incorporated based on the feedback.
  - \*Feedback from the Alumni: The institution regularly arranges for alumni of the department to provide their feedback course-wise. Since alumni do have an idea on how exactly has the curriculum helped him in acquiring a job opening or a higher education opportunity, this would be taken into account during the next BoS and any alterations would be incorporated based on the feedback.
  - \* Feedback from the faculty handling the specific subjects: The faculty members would provide his / her feedback on the course/ courses handled at the end of the academic year. The feedback is considered as one of the important component that would be taken into account during the next BoS and any alterations would be incorporated based on the feedback.
  - \*Feedback from external experts: External subject expert's enlisted in the BoS and other experts from their respective fields visiting the institution are sent the feedback form/ link after getting their concurrence, and any feedback would be taken into account during the next BoS and any alterations would be incorporated.
  - \*Feedback from employers: Employers of the alumni from the university are sent the feedback form/ link after getting their concurrence, and any



feedback would be taken into account during the next BoS and any alterations would be incorporated.

### **Procedure:**

1. Structured Feedback forms will be administered for respective stakeholders. The feedback shall be collected through both online and offline methods. Feedback – link will be made available in university web portal.
  2. Mentors will communicate to the students/stakeholders on the availability of the link and sensitize them towards the same.
  3. Heads of the institute monitors the number of responses in consultation with the IT section in order to ensure the fullest participation.
  4. Analyzed feedback shall be forwarded to the competent authority for further process and action. The action taken report shall be generated and necessary remedial measures taken on timely basis.
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3. Action taken report based on the analysis will be submitted to competent authority for approval.
  4. Frequency:
    - Every academic year
    - IQAC may request for a programme specific feedback as and when required

### **Responsibility**

- Internal quality assurance cell (IQAC) has established feedback mechanism. The other faculty members from different departments will be jointly responsible to motivate students for submission of forms.
- Custodian: Reports will be kept in the university for the next 5 years. A copy of action taken report will be sent to the IQAC.

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