

Student Feedback Process & Policy 2018-19


(Frequency :Every Semester)

PIEMR conducts Feedback Process during each semester to evaluate Teaching Learning Process and Faculty Performance. The process is to be improved periodically.

1. Selection of Sincere Students & preparation of Class-wise Lists - Attendance > 75 %
2. With reference to PIEMR-ACAD-Annexure-I course wise faculty list to be prepared
3. Class wise – Course wise – Faculty List with Parameter matrix is to be prepared
4. Selected Students need to be informed about parameters and values related to performance
5. Team of Non-Teaching Staff is to be formed and classes need to be assigned to each member
6. On specified date & time, students to be called in classroom and asked to give feedback
7. Feedback is collected and Excel Sheet is prepared
8. Summary and Analysis need to be presented to The Director
9. The Director need to evaluate and forward feedback departmental Summary to all HoDs with covering letter & remarks

Parameter Value Range (0-5)	Remark	Action
< 3	Need improvement	Suggest improvement process
3 -4	Can do better	Appreciate & suggest improvement areas
> 4	Keep it up & Help others	Appreciate & assign other faculty for mentoring

10. HoD need to conduct meeting with individual faculty and inform the Parameter wise Feedback along with suggestions to Improve and submit report to Director.


Director

