

Students Feedback Analysis and Action Taken Report

Academic Session: 2023 -24

At ITM Gwalior, the **Management Information System (MIS)** plays a crucial role in gathering, analyzing, and responding to student feedback. This process is designed to ensure the effective communication of student experiences, enabling continuous improvement in academic quality and campus life. Below is the streamlined feedback collection and analysis process:

1. Feedback Collection

- **Periodicity:** Feedback is collected twice a year, typically at the mid and end of each academic semester.
- **Online Platform:** The MIS portal allows students to log in with their credentials and provide feedback anonymously. The interface is user-friendly, ensuring easy access for all students.
- **Questionnaire:** A structured questionnaire is designed, covering various aspects such as:
 - I was clear from the start about what I was going to learn in the Subject
 - The faculty communicated his/her Knowledge well
 - I was clear from the start about how the assignment will be done
 - I was aware of how to ask for extra guidance if needed
 - The course schedule was well organized. I know what topics would be cover every week
 - I felt there was enough theory covered
 - I felt there were enough numerical solved
 - The faculty used enough practical examples and illustrations in class
 - Class ambiance was just the right balance of discipline and friendliness
 - The class was conducted on time with no delays
 - I found the theory, Lab and ABCAS & PBL activities interesting and helpful for my studies
 - The teacher was objective and fair in assessment
 - Language of instructions (reading & writing) was in English
 - Rate your satisfaction with the teaching perfection of the concern teacher
 - The resources provided by the faculty [slides,handbooks,handout etc] were helpful.

- **Rating Scale:** Students rate on a scale (Strongly Agree, Satisfactory, Strongly Disagree) for consistency in evaluation.

2. Data Submission

- Once the feedback is submitted, it is stored in the **centralized MIS database**. Data security protocols ensure that the feedback remains anonymous and cannot be traced back to individual students.
- Notifications are sent to relevant departments to ensure timely participation in the feedback process.

3. Data Analysis

- **Reports:** The Dean Academic office generates reports based on the aggregated data available on MIS. The key metrics such as overall faculty performance, course satisfaction, and student suggestions are analyzed.
- **Performance Trends:** Institute identifies the patterns and trends, highlighting areas of excellence and those needing improvement.

4. Feedback Review

- **Departmental Review:** Based on feedback report received from Dean Academics office the Heads of departments review the feedback results for their respective departmental courses and subjects. This helps them to assess teaching methodologies and course structure.
- **Management Review:** The administration also reviews the feedback for overall institution performance, focusing on broader aspects such as facilities, campus services, and support systems.

5. Action Plan

- Based on the feedback, an **Action Taken Report (ATR)** is prepared by the institution. This includes:
 - Identification of areas for improvement
 - Implementation of corrective measures e.g., curriculum revision, faculty development programs.
 - Follow-up actions for resolving student concerns related to infrastructure or services.

6. Communication of Outcomes

- After implementing necessary improvements, the institution communicates the actions taken to students, ensuring transparency and trust in the feedback process.
- Periodic reviews are conducted to measure the effectiveness of the implemented changes.

7. Eligibility

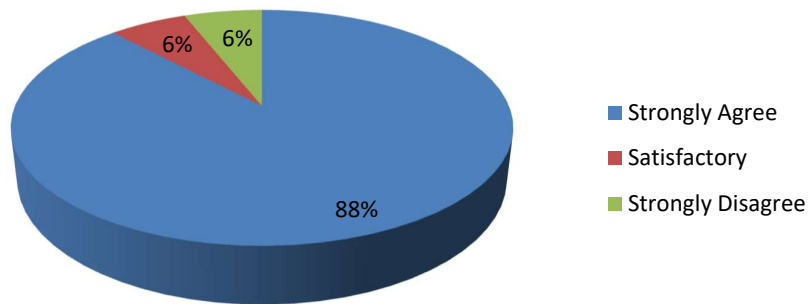
- Students having 65% class attendance are eligible for give Feedback on MIS.

At ITM Gwalior, the **Google Forms Feedback System** is also an integral part of collecting, analyzing, and acting upon student feedback to improve academic and administrative services for first year students due to non-availability of enrolment numbers from affiliating universities at the beginning. This process ensures that student opinions are gathered efficiently in a user-friendly, digital format, providing a seamless feedback mechanism.

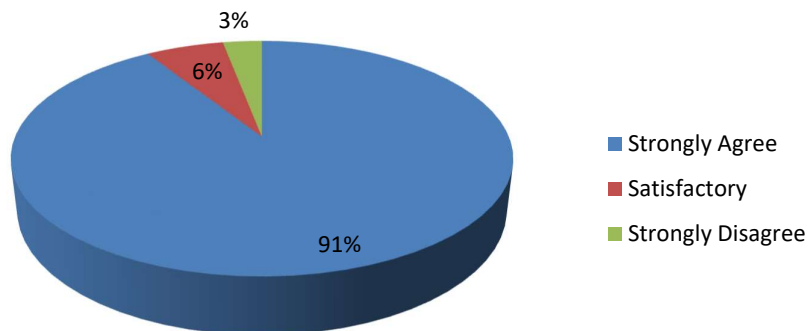
By leveraging MIS and **Google Forms**, ITM Gwalior ensures that student feedback is not only collected efficiently but also acted upon in a way that promotes continuous improvement in academic and operational aspects of the institution.

Student Feedback Analysis 2023-24

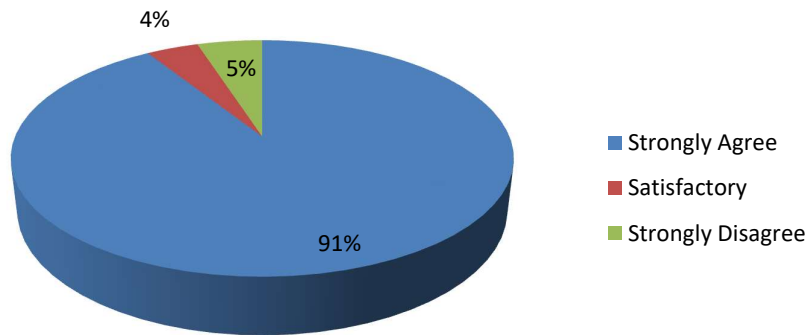
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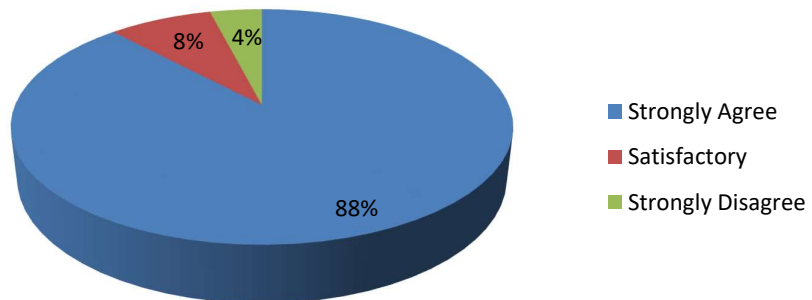
The faculty communicated his/her Knowledge well



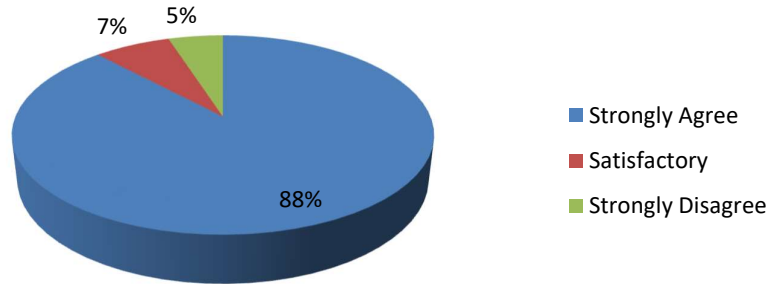
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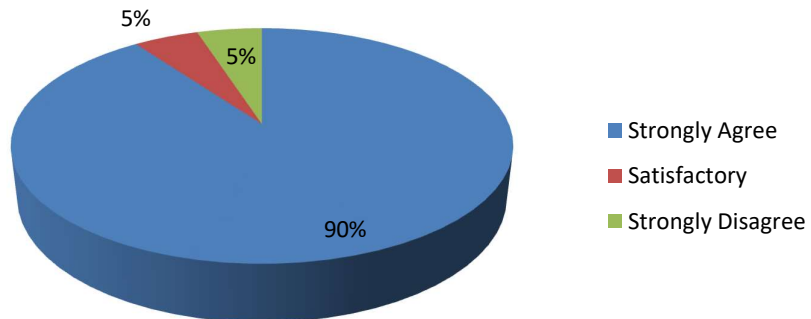
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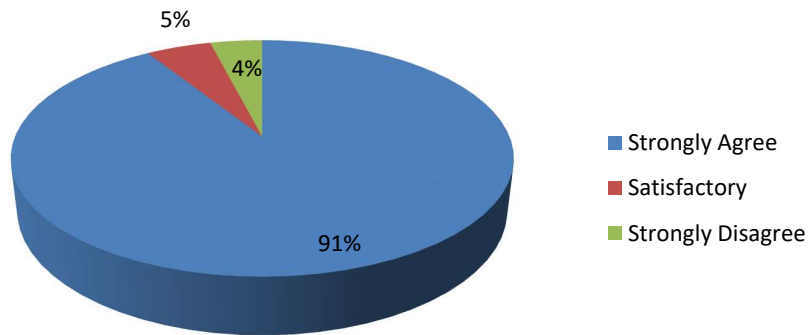
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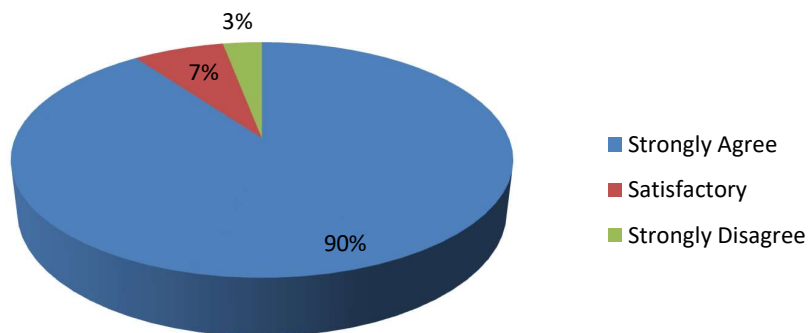
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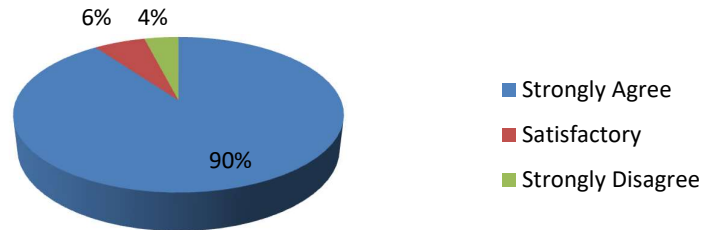
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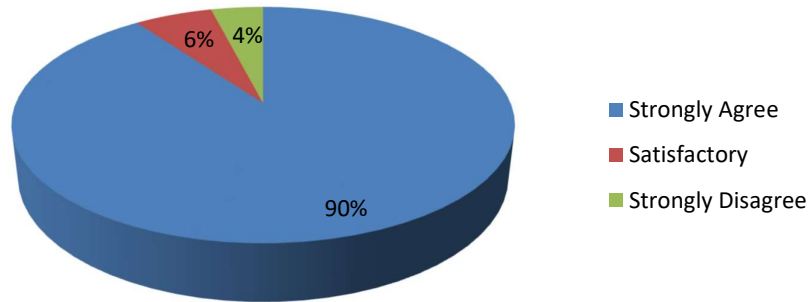
The faculty used enough practical examples and illustrations in class



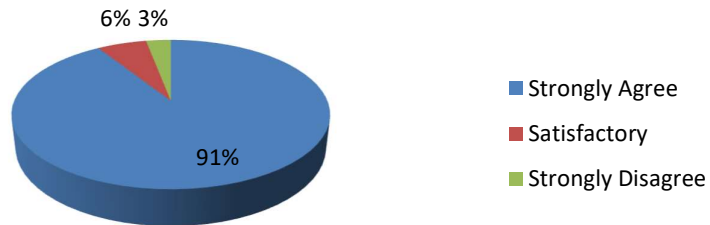
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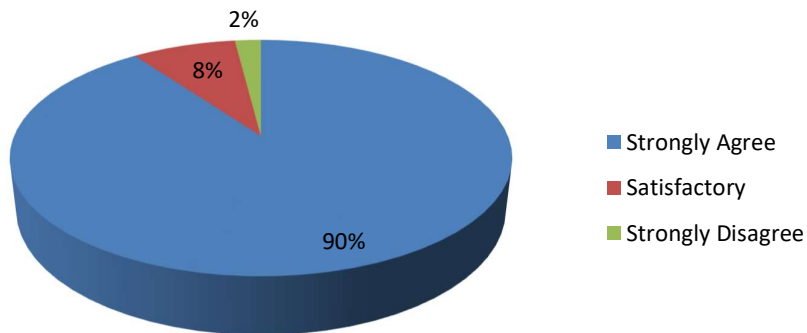
The class was conducted on time with no delays



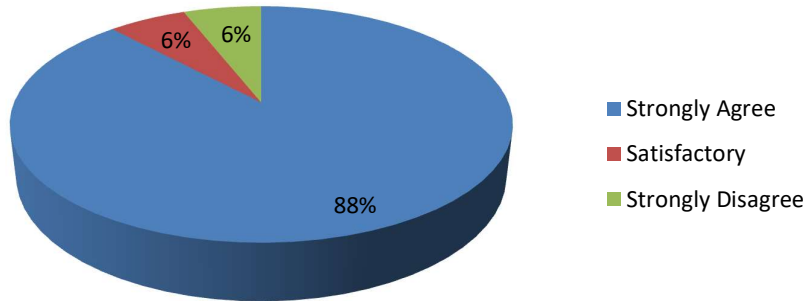
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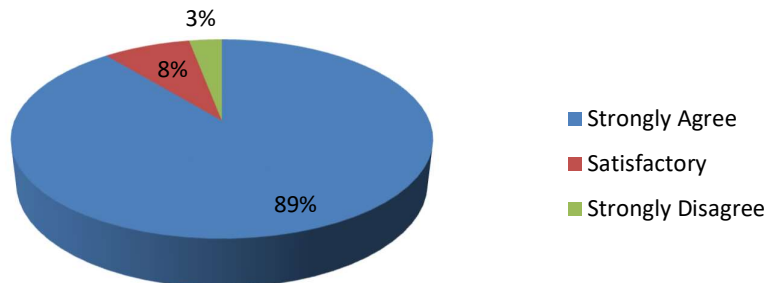
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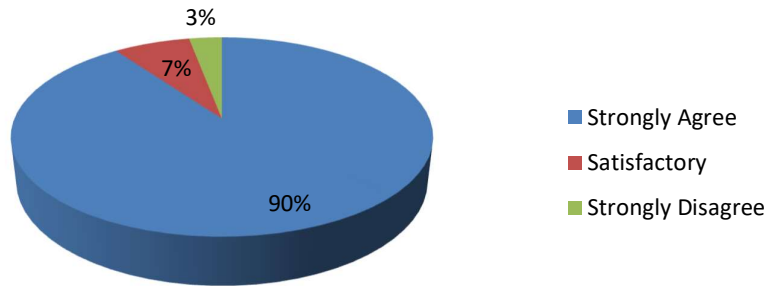
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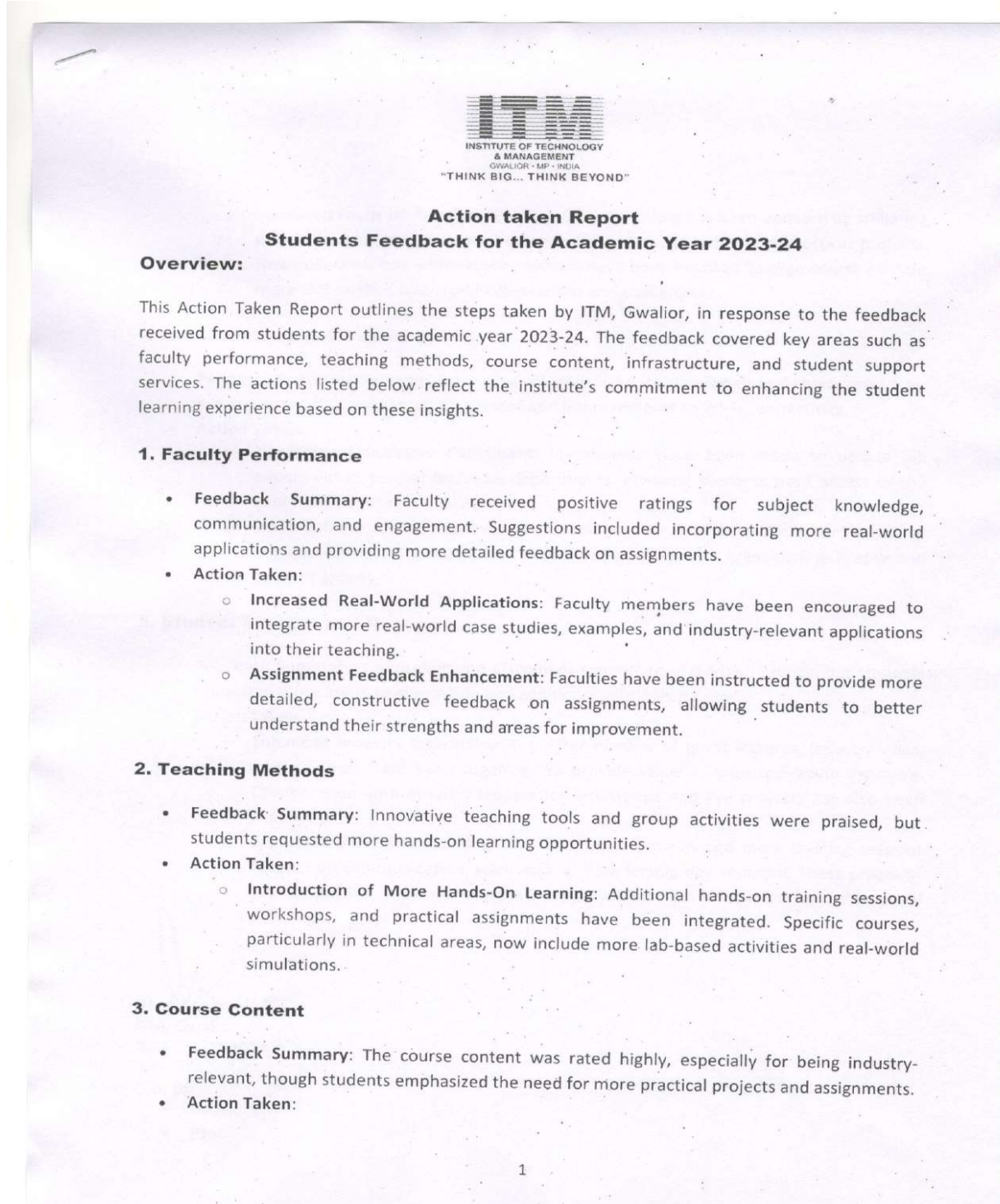


**The resources provided by the faculty
[slides,handbooks,handoutetc] were
helpful.**



Action Taken Report (ATR)

Based on Students Feedback- 2023-24






- **Increased Focus on Practical Learning:** The curriculum has been updated by affiliating universities to include more industry-oriented assignments and practical projects. New collaborations with industry experts have been initiated to align course content more closely with real-world expectations and challenges.

4. Infrastructure and Facilities

- **Feedback Summary:** Students were generally satisfied with classrooms and library resources, but requested upgrades to lab equipment and improvements to Wi-Fi connectivity.
- **Action Taken:**
 - **Upgrading Laboratory Equipment:** Investments have been made to update lab equipment in several technical departments, ensuring students have access to the latest tools and technologies.
 - **Wi-Fi Infrastructure Improvement:** Campus-wide Wi-Fi has been enhanced to improve connectivity, particularly in previously problematic areas such as hostels and outdoor spaces.


5. Student Support and Resources

- **Feedback Summary:** Counseling and placement support received high ratings, but students requested more industry interaction and additional soft skills training.
- **Action Taken:**
 - **Enhanced Industry Interaction:** A greater number of guest lectures, industry visits, and webinars have been organized to provide students with real-world exposure. Collaboration with industry leaders for internships and live projects has also been expanded.
 - **Expanded Soft Skills Training:** The institute has introduced more training sessions focused on communication, teamwork, and leadership development. These programs aim to further enhance students' employability and readiness for professional challenges.


Dean Academic
ITM, Gwalior
Date: 20.07.2024


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- Director
- IQAC


Dr. S. S. Chauhan
Dean Academics
Institute of Technology &
Management, Gwalior


Institute of Technology and Management, Gwalior
Action Taken Report- Student Feedback
Session July- Dec. 2023

The feedback link opened on MIS and was informed to the I, III and V sem students of all the department. The feedback was filled by the students through MIS. The faculty feedback given by the students was analyzed by Dean Academic office and the reports were shared with all the concerns. The feedback of each individual faculty has also been conveyed to them personally. The advisories issued to those faculty members whose feedback is below 75% and they were also counseled by concern HOD and directed to take appropriate measures for further improvement in teaching pedagogies.


(Dr. S. S. Chauhan)
Dean Academic

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1. Director



Dean Academics
Institute of Technology &
Management, Gwalior

Institute of Technology and Management, Gwalior

Action Taken Report- Student Feedback


Session Jan.-June 2024

The feedback link opened on MIS and was informed to the II, IV and VI sem students of all the department. The feedback was filled by the students through MIS. The faculty feedback given by the students was analyzed by Dean Academic office and the reports were shared with all the concerns. The feedback of each individual faculty has also been conveyed to them personally. The advisories issued to those faculty members whose feedback is below 75% and they were also counseled by concern HOD and directed to take appropriate measures for further improvement in teaching pedagogies.


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