

FEEDBACK POLICY



CMR INSTITUTE OF TECHNOLOGY

(UGC - Autonomous)

Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA and NAAC with A Grade

Kandlakoya(V), Medchal District, Hyderabad-501 401, Telangana State

Landline: 08418-200720; Fax: 08418-200240

E-mail: principal@cmritonline.ac.in

Web: www.cmritonline.ac.in

May 2021

INDEX

S. No.	Particulars	Page No.
1	Introduction	1
2	Feedback Committee	3
3	Feedback Mechanism	4
4	Consolidation and Corrective Action Taken	9
5	Feedback Relevance Matrix	10
6	Annexure (Standard Formats)	
	a. Student's Feedback on Course Curriculum	14
	b. Student's Feedback on Faculty	15
	c. Student's Feedback on Facilities	16
	d. Faculty Feedback on Curriculum	17
	e. Graduate Exit Survey Form	18
	f. Alumni Survey Form	19
	g. Employer Survey Form	20
	h. Parents Feedback Form	21

1. INTRODUCTION

The onus of any educational institute lies in translation of its vision and mission statements into tangible strengths & opportunities. The efficacies of all stakeholders help in overcoming the weaknesses and threats, if any, during the process. The societal members get empowerment to address tactically the global issues with academic, technical, psychological, cultural, traditional and professional excellence. They understand the need for suitable education, training, research and development towards fulfillment of aspirations and as beacon lights help in the enlightenment of the upcoming generations and to create awareness among other members of the global society. A structured feedback mechanism to academic partners and stakeholders has been in place at the institute, so as to ensure High-Quality Technical Pedagogy in the areas of TLP (Teaching Learning Process), R&D Outreach, and Technical Consultancy Services.

All the stakeholders play a pivotal role in the evaluation process to enhance the TLP and provide for suitable & technically specific process, designs, systems, components, assemblies, tools, models and prototypes to meet the global challenges in different spheres. This process helps the partnering agencies and stakeholders to know how the institute is stringent & focused in evaluation of their products/services that paves way to success in light of global competitions and challenges. The stakeholders are categorized into internal - staff, students, governance, etc. & external - parents, alumni, employer, industry experts, professional bodies, rating agencies, R&D institute, resource persons, accreditation agencies such as NAAC, NBA, UGC, AICTE, JNTUH Hyderabad etc.

Internal Stakeholder

- *Management* – coordinates activities/programmes at various levels in order to translate its vision, mission, objectives, strategies, goals, targets and outcomes, time to time.
- *Faculty* – serve as feedback mechanisms of various electronic/physical channels to translate vision, mission, objectives, strategies, goals, targets and outcomes of the department/programme, time to time.
- *Students* – enable timely feedback on various activities/programmes that help translate goals as career opportunities and capacity building.

External Stakeholders

- *Parents* – key players, who provide constructive suggestions for smooth functioning and betterment of the institution and their ward.
- *Alumni* – brand ambassadors, who convey the quality of TLP & professional success required to meet the global challenges.
- *Professional Bodies* – IEEE, ISTE, IETE, ACE, SAE, ACT, CSI, etc. – support our products/services for professional/career/academic excellence and advancement in the appropriate arena.
- *Industry Representatives* – Infosys, TCS, Virtusa, Accenture, IBM, Capgemini, Amazon, Tech Mahindra, EPAM, DBS, Mentor Graphics SAP, and various other MNCs under different MOUs help to imbibe necessary skill set and partner in R&D Labs, Manufacturing/Fabrications, Innovations, Incubation, Start-ups, IPR Issues, IIIE, POCEs, Cells, Units through trainings, industrial visits, internships and industrial projects.
- *Experts/Resource-Persons/Visiting-Faculty from Renowned Institutions* – IIT, IISc, TIER-I Institutions, Foreign Universities, Professional Associations, Accrediting Agencies, SRAs, Government, R&D, Society, Administrators, and Industry– enable maintain quality education through various products/ services/operations/activities/programmes,
- *Employer* – Plays pivotal role as end-users of services of our graduates and plug skill-gaps, if any between academia and industry expectations.

- *Accreditation Authorities* – ensure quality of both Graduate/Institute and provide evaluated and meritorious mandates on Graduate Attributes, time to time.

This process of involving various stakeholders emphasizes on the needs of students in general and industry in particular with quality assurance in our graduate studies/programmes, staff, academic-administration, R&D and professional consultancy services along with our global partners. The distribution, collection, analysis and presentation of structured feedback duly filled in by our stakeholders both online and offline enables remedial measures. The feedback template and report of the remedial measures are made available in the website for further review by all our stakeholders.

The stakeholders' feedback at institute/department level is obtained in the following processes:

- a. Formulation of vision, mission, objectives, strategies, goals and policies to maintain quality.
- b. Approval of PEOs/POs/PSOs/COs of various programmes offered.
- c. Identify & address curriculum gaps if any and strive for continual improvement.
- d. Participation in various internal/external Academic & Administrative Committees such as Governing Body, Academic Council, IQAC, IIE, student committees, Alumni Association meetings, DAC and PAC.
- e. Involvement in orientation and admissions processes through student awareness camps/workshops, structure induction programs and inter/intra-departmental meetings.

Objective of feedback

The process aims at continuous improvement of academic-administrative-caliber, capacity building of stakeholders and provide for overall betterment of the institute. The following are the measures initiated in vital areas to address the immediate needs of global society:

- **Feedback in Teaching Learning Process & Modern Pedagogy:** To synergize the potential at different stages of academic/professional/R&D training programmes and to acquaint staff with the necessary caliber, strength and identify their weak areas, if any, for their professional and career and advancement. This is a panacea for staff member to improve overall performance without causing any detriments to their careers.
- **Feedback in Student Assessment Process:** To understand the very purpose of programme academic requirements and choice of potential courses suitable to reach individual goals and objectives in addition to accomplishment of graduate attributes at the end of each programme(s) under study. However, there will be Course Advisors, Course Coordinators, Class In-charges, Faculty/Industry/Career Mentors in addition to Director/Principal/HOD/Programme-Coordinators/Deans/Senior-Faculty-Members to feed necessary inputs for overall performance of graduates.

2. FEEDBACK COMMITTEE

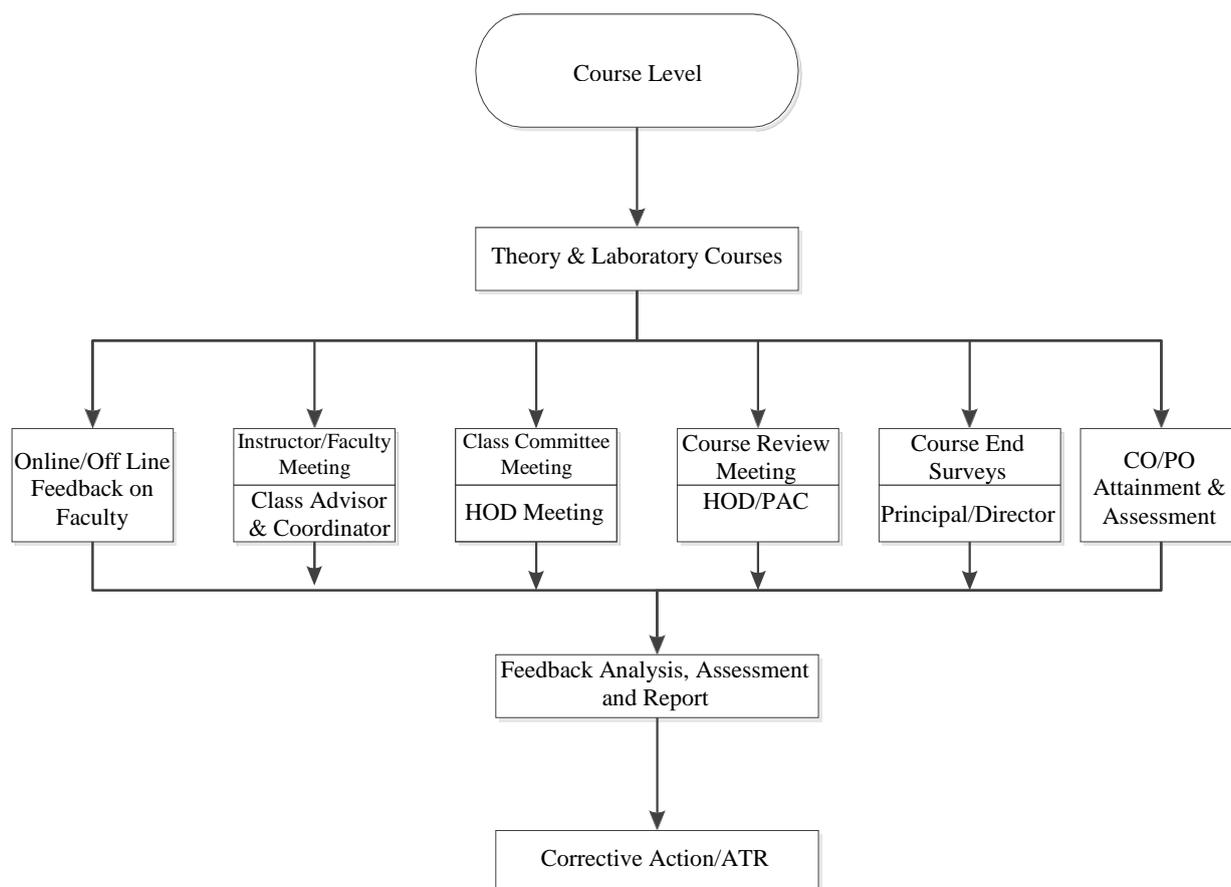
Committee / Activities	Management	Faculty	Student	Parent	Employer / Industrialist	Alumni
Governing Body Meeting	✓	✓			✓	
Academic Council Meeting	✓	✓				
IQAC	✓	✓	✓	✓	✓	✓
Department Advisory Committee (DAC) Meeting		✓	✓			✓
Programme Assessment Committee (PAC) Meeting		✓	✓	✓	✓	✓
IIPC/IPR etc.	✓	✓			✓	✓
SDP, Workshops, Webinars Technical Contests, Seminars, Conferences, Symposiums		✓	✓		✓	✓
CRT, Graduation Day, Other special occasions observed, Industry Connect, Placement Drives, Faculty Meets	✓	✓	✓	✓	✓	✓
Class Committee Meetings		✓	✓			
Parent Teacher Meeting		✓	✓	✓		
Alumni meet / Alumni Lecture series	✓	✓		✓	✓	✓
Professional Lectures		✓	✓		✓	✓

3. FEEDBACK MECHANISM

Feedback is obtained periodically from various stakeholders to enhance the academic/ professional/ technical areas and motivate both students and staff to improve their performance. The feedback is used by the Department Heads, Principal, Director and if necessary, by top management to initiate remedial measures. Further, the Feedback from various sources would significantly contribute to improve performance of academic activities and effectiveness of TLP with ICT/ Modern-pedagogical techniques for the advancement of student’s professional career.

Feedback collection and Analysis process

Feedback-Flow-Chart is as illustrated below



The detailed step by step process of feedback at CMRIT is illustrated below:

Feedback on Curriculum

Feedback on Teaching and Learning Process: Feedback from students is obtained periodically by the Heads of the Department in the course review meetings, instructor/faculty/mentor/advisor meetings, class committee meetings, end semester meetings, curricular-meets, exit survey, and alumni survey. Students evaluate the quality of TLP based on the specified criteria. The feedback is then analyzed and used for major academic decisions such as need based specialist programmes, QIP, Refresher Courses, Orientation Courses, TTPs/SDPs, crash-courses and sabbaticals in addition to special academic assistance by senior faculty/resource person from the department/industry/premier institute of national and international repute to carryout improvements suggested. The feedback obtained from students is as follows:

Feedback Mechanism for Teaching-Learning Process

S. No.	Feedback Mechanism	Frequency of feedback collected	Composition
1	Instructor/Mentor/ Faculty meeting	Once in a week	15 to 20 students
2	Class Committee Meeting	Monthly once during instruction period in addition to beginner/end meets	Student representative from: <ul style="list-style-type: none"> • Day Scholar • Hostler • 4 Slow Learners • 4 Average Learners • 4 Advanced Learners • Faculty Members/Coordinator • 2 Senior Faculty Members/Mentors • Programme Coordinator • Head of the Department
3	Course review meeting	Thrice in a semester (Before each Internal Assessment & Final)	Head of the Department with all faculty members of the programme
4	End semester review meeting	Once in a semester (One week before the end of the Semester)	The Director, Principal, Deans, & Head of the Department
5	Course end survey	Once in a semester	All students at the end of semester & reviewed by HOD/PAC after declaration of results

Students' feedback on faculty

Structured feedback form is designed with parameters, metrics, levels and scales both at the institute and department level for all the programs to enhance TLP/Pedagogy, student interactions, curricular doubts, industry practices, state of the art technology, use of ICT, communication, evaluation, subject knowledge, punctuality, real-life examples, inter/multi-disciplinary nature of the subject, stated PEOs, POs, PSOs, COs, ILOs, evaluation, pattern of examination of CIE/SEE, course attainment/ assessment, etc. The students fill their online feedback to the best of their knowledge with utmost faith and honesty through a highly secure private login.

The responses are analyzed technically by systems department and the results are handed over first to HOD. The HOD conducts several meetings with faculty, mentors, course coordinators, class in-charges, subject experts, senior faculty members, prepares the final report and submits to the Director/Principal for further decision making on faculty members' performance. The Director conducts a final meeting along with Principal, HODs, Deans, IQAC and other senior faculty members for future course of action, remedies, and decisions, send a report to GB and Academic Council if needed. The data will be analyzed on the suitable scale as deemed to be fit for assessment and for attainment of CO/PO/PSO for all courses offered in the programme under consideration.

Outcomes of Corrective Measures

Feed back				Corrective Measures	Beneficiaries	Outcome
Type	Collected by	Given by	Mode			
Direct & Indirect Interactive	Instructor Faculty Class Advisor Coordinator Mentor PAC HoD Principal Director Management	Student Course Mentor Subject Experts DAC PAC Industry T&P CRT Parents Alumni Resource Persons Visiting Professors	Instructor - student Meet (1:1)	Advanced learner programs	Student	<ul style="list-style-type: none"> • Semester End Examination Ranks • Infrastructure facilities • Higher Education opportunities • Employability skill acquisition • EDC/Startups • Innovation • Incubation • Project • IPR • Prototypes/ Models • Yoga/Meditation • Personality Development
			Mentor Meet (1:20)	Remedial class for slow learners		
			Class Committee Meet	Training Programs		
			End semester Meeting	Counseling Scholarship		
			Course end meeting	SDPs/TTPs Workshop Seminars Contests		
Parent-Teacher Meeting	Academic Administrative Audit	Department	<ul style="list-style-type: none"> • Program Development 			
Alumni Meeting	Management Review	Institution	<ul style="list-style-type: none"> • Vision-Mission attainment • Infrastructure • Ranking • Quality Improvement 			
Alumni Meeting	Extension & Outreach Activities	Society	<ul style="list-style-type: none"> • CSR and GPAC • Community development Programs 			
Value added programs						
Placement Training						
MoU						

Feedback on facilities

The institution provides sustainable and state of the art infrastructure. Assessment of these facilities is based on the structure online/offline feedback from various stakeholders along with descriptive ‘suggestion-box’ to hear-on for constructive suggestions and ‘noble thoughts come from all the sides.’

A grievance redressal committee is in place for staff & students, boys & girls in addition to Women Protection and Sexual Harassment Cell. They collect information, time to time, and forward the same directly to the Director-CMRIT.

The alumni-network is fairly strong, active and plays a creative role. The Institute collects feedback from available alumni periodically/occasionally through offline and online surveys. Alumni-events are scheduled twice in a year in addition to inviting them on various occasions such as orientation day, graduation day and annual day for obtaining suggestions. It is quite surprising and fortunate to any institution to observe their graduates on interview/selection/HR boards offer placements to the young

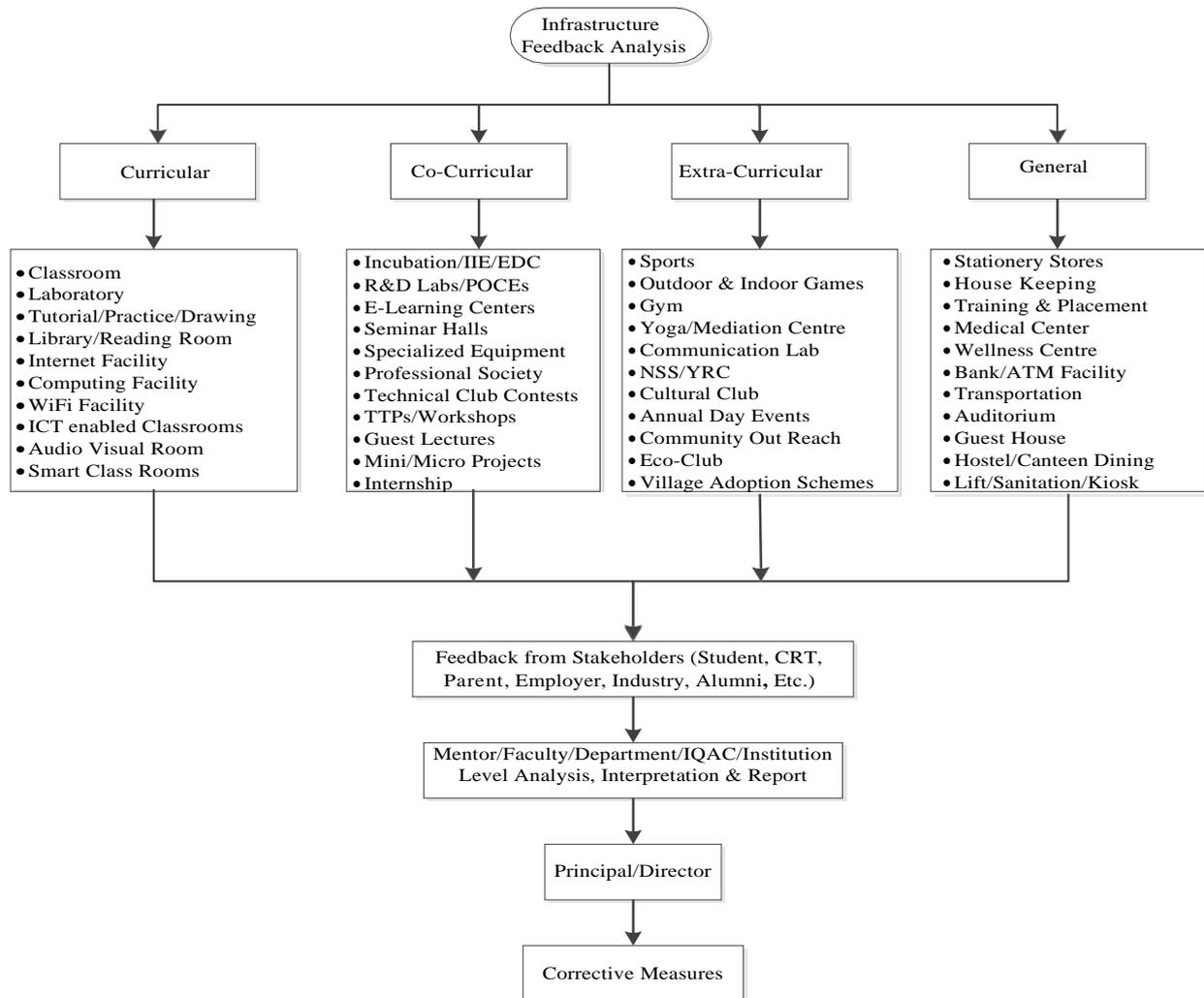
talents. Hence, alumni feedback is quite precious to strengthen placement prodigy both by way of value and volume on global arena.

Exit-survey cum feedback is collected from graduate student either in graduate ceremony or directly by faculty-mentors during the time of collection of certificates by them.

Parent Teacher Meetings provide an occasion to collect most valuable feedback from parents after interaction with faculty on their wards' performance. The meeting enables both the mentor and the parent to assess the potentialities of student in several aspects. The mentor can suggest suitable course based on the students' key strengths, caliber and capacity towards career growth and development. It is more psychological/behavioral process rather documentation process and sometimes helps the faculty mentor to understand about the student capabilities and assess his potentiality in employment and education aspects. As the same faculty mentor continues to be a mentor till student graduates, this type of assessment is possible.

All the surveys are helpful to the administrators to visualize their vision, change suitably their mission, strategies, targets and the ambition of stakeholders for sustainable development of both department and institution all leading to higher education and career advancement of young aspirants.

The following process to illustrate the feedback mechanism and its outcomes.



Outcomes and corrective action

Suggestions of stakeholders are considered selectively to further strengthen the infrastructure keeping in view the valuable experiences of our stakeholders. However, continuous infrastructure development is the policy of the institution by adopting state of the art practices, time to time. The Institute also caters to the academic needs of staff and students through utilization of labs/facilities to work for projects/proposals from AICTE/DST/SERB/Private & Government Research Foundations for external private funding through enhanced R&D, professional technical consultancy services, incubations, innovations and startups.

4. CONSOLIDATION AND CORRECTIVE ACTION TAKEN

Action Taken Report and Impact Analysis on TLP (Based on student/faculty feedback):

- Faculty/Instructor/Mentor Meeting, Placement/Admission Orientation/Induction.
- Annual/Career/Graduation Day programmes were held to get the awareness regarding career growth opportunities in global spheres both by way of higher education/employment and entrepreneurship/R&D opportunities.
- In class committee meeting, remedial/additional/tutorial/special classes were provided to students on analytical/typical/critical engineering/sciences papers for better performance.
- In course/syllabus/general review, special classes in theory and lab sessions were arranged for the completion of the syllabus before the internal assessment in light of competitive examinations, career opportunities with real life industry examples and latest R&D followed by the state- of- the-art practices and contemporary industry experiences.
- In end semester review, orientations regarding the SEE preparation and additional revision of classes for the slow-pace-learners/weak-performers to makeup themselves and face examinations towards sustainable growth and performance to withstand in competitive society with respectable scores to make them eligible for all government/private competitive examinations. The main focus is in success of the student in the course with respectable grade if not record-break-score.
- In course end survey, the use of ICT/Modern Pedagogy like NPTEL, Virtual Labs/Industry/ Lab View/Software suggested by NITTTR/Industrial Visits/, Guest Lectures by Industry/Professional Experts etc., has been adopted as a supplementary tool for capacity building/empowerment for higher order technical competencies to tap career opportunities.

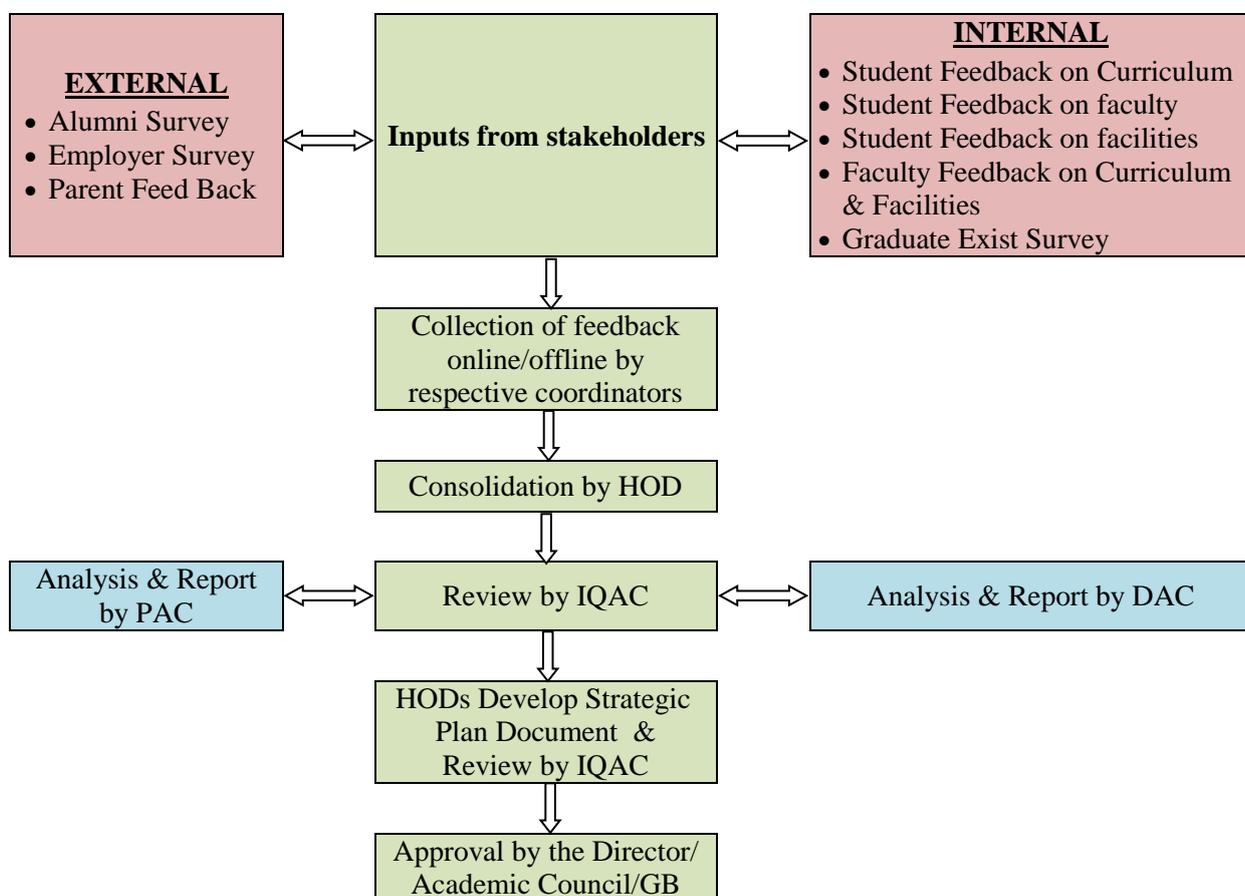
Basis of reward / corrective / remedial measures for feedback on faculty by students

Faculty members' graded above 90% will be rewarded with certificate of appreciation and a token of recognition for each course. If grade falls below 90%, the faculty will be counseled individually by the HOD/Principal and will be advised to take assistance from senior faculty members in the department or attend any refresher/orientation/certificate course to adopt better methods to strengthen quality of TLP in addition to sitting in senior faculty classes and watch video of faculty members of the premier/reputed institutions in relevant areas and interact with peer-group and even students and alumni on their own to identify their weak-areas and overcome them. There are no negative incentives such as stop increment/promotion. However, a special chance will be given to retire from that subject for one semester for thorough preparation and better performance. It is an iterative process open to staff members to improve their performance.

5. FEEDBACK RELEVANCE MATRIX

Feedback Parameters / Feedback Mechanism	Students feedback on Course Curriculum	Students feedback on Faculty	Students feedback on Facilities	Faculty feedback on Curriculum	Graduate Exit Survey	Alumni Survey	Employer Survey	Parents Feedback
a. Feedback on curriculum	Question 1 to15	Question A	-	Question 1-5,9-15	Question E	Question B (1-4,5-10, 13-15)	Question B (2,3) C (1-11, 13,14)	Question B (3,4,6,9) C (1,2,3,5)
b. Feedback on faculty	-	Question C,D,E,F	-	-	Question D	Question B (13)	-	Question B (2,3,4,6,9)
c. Feedback on facility	-	Question B	Question A,B,C,D	Question 6,7,8	Question C	Question B (12)	Question C (12)	Question B (1,5,7,8) C (4)

Feedback Flowchart



Feedback Consolidated Reports

Student's feedback on faculty	Student's feedback on facilities	Faculty feedback on curriculum	Graduate exit survey	Alumni survey	Parents Feedback form
Oral/Memo/Assignment/Assistance/Document Proof	Direct Letter to PACs, IQAC, R&D, EDC and IIE Cells to Review and Suggest Principal & Director	Consolidate at HOD, DAC, BOS, PAC level and send suggestions to Principal/Director Proof	Collected by Faculty Advisors, Project Guides, Mentors, Course Coordinator, Exam Cell, TPO HOD	Department Alumni Coordinator, Old Faculty Mentors, TPO, HOD, Guest lectures, Special Occasions	Faculty Mentors, Course Coordinators, Class I/Cs, HODs

Minutes

Committee	Programme Assessment Committee (PAC)	Department Advisory Committee (DAC)	Academic Council	Governing Body (GB)
MOM/Resolution/ATR/Notice/Circular issued by Coordinator of Committee/Principal	MOM, Resolutions, ATR, Circular to Concerned Faculty, IQAC BOS/DAC	MOM, Resolutions, ATR, Circular to Concerned PAC/IQAC/BOS	ATR, Circular to HODs/Deans/R&D PAC/IQAC/BOS	ATR, Circular to HODs/Deans/R&D/PAC/IQAC/BOS
Feedback Report from respective HOD/IC to the Director about initiatives observed in department, budget constraints, impact analysis (how, where, when, what). Incorporate in SP Doc of Dept. as Targets.	Feedback on Activities, Conducted, proof of impact by way of performance by the faculty/department/AR by HOD	Feedback on Activities, Conducted, proof of impact by way of performance by the faculty/department/AR by PAC/HOD	Feedback on Activities, Conducted, proof of impact by way of performance by the faculty/department/AR by R&D/IQAC /IIE to Principal/Director	Feedback on Activities, Conducted, proof of impact by way of performance by the faculty/department/AR by IQAC/TP/Principal and Director

Action taken report

A. Feedback on curriculum	
Comments	Corrective Actions
Curriculum may include content Beyond topics.	The curriculum gaps were identified in PAC and approved in DAC/BOS/AC/GB meetings. The recommended gaps were represented to Director through HOD.
Flexibility in curriculum and need for skill oriented courses was suggested.	CBCS/CBSS/Professional/Open elective have been adapted in the regulation R17/R18/R20 where the students can opt the courses in any stream of engineering fields. New regulation introduced with one credit courses and MCs to improve the skill. Few ungraded MCs introduced with CIE (only appearance enough). To this faculty has to develop ungraded assignment MCQs with 100% completion, like MOOCs Pattern of the Examination.

<p>Students suggested the need for core employment courses, training for facing interviews during campus selection & competitive exams for higher employment/ education.</p>	<p>Value-Added/Certificate/Executive Courses/TTPs/Workshops/ Expert-Lectures/Implant-Training/Seminar/Internship/Mini/ Micro/Main Projects/In-house Projects/industrial visits/ STUP/ SPDC/Conferences/Poster Presentations/Case Study, GRE/ TOFEL/IELTs/IES etc.</p> <p>Proof of Enrollment, Certificates, Brochures, Attendance, Test Report, Schedule, Correspondence with resource persons, Budget Proposal, Utilization Certificate, Receipts& Payment Vouchers.</p> <p>Maintain Assets Register, Cash Book, Receipts and Payments Account, Income & Expenditure Account and Separate Balance Sheet Certified by Auditor.</p> <p>HOD (MBA/HS) should take responsibility to maintain above records/documents/files and keep ready for inspection and audit.</p>
<p>Well Equipped laboratories with advanced instruments appreciated. R&D revenue to be generated, IPRs to be initiated by Patents/ Startups</p>	<p>R&D outcomes can be tested by revenue generated by R&D Projects, Consultancies, Registration Fees collected by the Coordinator/HOD/In-charges.</p> <p>More Research/Work Papers, Patents, Startups, EDC Activities, in association with IIE/R&D/IQAC/HOD/Dean for Research outcomes that generates revenue to the institution.</p> <p>Conduct National & International Conferences, Executive Development Programmes, MDPs to be initiated by HODs.</p> <p>Faculty Groups should visit various industrial undertakings to know state of the art and then take students in small groups for hands on experience.</p> <p>Maintain Assets Register, Cash Book, Receipts and Payments Account, Income & Expenditure Account and Separate Balance Sheet Certified by the IQAC/Auditor.</p> <p>HOD (MBA/HS) should take responsibility to maintain above records/documents/files and keep ready for inspection and audit.</p>
B. Feedback on faculty	
Comments	Corrective Actions
<p>Awareness among staff/students to publish their works, convert into patents, commercialization, prototype development and startups possibility research scholars to publish articles may be created.</p>	<p>Address by R&D/IQAC/HOD/Deans/Senior-Faculty-Members of various departments.</p> <p>Conduct Workshops for students and staff with the help of External R&D resource persons.</p> <p>Convert all projects into publishable works by fine-tuning by faculty supervisor/HOD/R&D in any conference/journal initially.</p> <p>Convert Projects in to publication in indexed journal and patent. Convert published patent into a final prototype and scale for production and initiate a startup or incubate in IIE.</p>
<p>Research Manuscript quality check can be made free access.</p>	<p>Open source plagiarism software was made available in website and issue guidelines in this regard by HOD/R&D/IQAC/CE. Store in remote server with SAD and department cloud.</p>
<p>Evaluation of departmental activities by Strategic Plan Document/Action-Plans/Calendar and their Implementation along with associated targets through work-break-down-chart/Gantt Charts.</p>	<p>HODs/IQAC/PAC/R&D together should prepare individual calendar for department and consolidated calendar to institute.</p> <p>Academic and Administrative Audit is to be conducted by IQAC/PAC/AO in all department by proper schedules.</p> <p>Department files/documents/records/registers should be checked time to time and submit reports as and when required to the Director, AICTE/JNTUH/NBA/NAC/AIRA/NIRF, etc.</p>

	HOD (MBA/HS) should help in preparation of Strategic Plan Document, Budget Preparation and Gant Chart preparation to all the departments in association with Accounts Officer.
Refresher/Orientation/Value Added/ Certificate/Crash Courses/ EDP/ MDPs to be planned in addition to enrich & Elevate the Department/ Institution.	Through the HOD/Deans/IIE/IQAC/R&D-Centre TTP/SDP/EDP/MDP in association with external/internal resource persons either in industry or R&D Sector Organizations/Institutes. Revenue Generated should be properly accounted and maintain necessary registers/records for issue of any certificates and should not be misused/tampered with facsimile of higher authorities.
R&D Incentives such as Registration fees / travel grants for participation in FDP/Conference/seminar organized by institution of national/international repute.	HODs/Coordinators of R&D/IQAC/AO/IIE/EDC should take initiative. Only Government/SRA Sponsored Programmes CMRIT Provide Travel Allowance, Boarding & Lodging Facilities to both resource persons and participants in limited number of outside/within the state non local participants. For local participants conveyance allowance given in lump sum or college transport allowed at free of cost. As usual Revenue Generated should be properly accounted and maintain necessary registers/records for issue of any certificates and should not be misused/tampered with facsimile of higher authorities. Staff members interested in R&D incentive schemes should follow R&D circulars time to time and avail benefits for participation in any national/international conferences. But everything in advance they have to get it approved to claim benefits under the scheme as per rules and regulations.
C. Feedback on facility	
Library	New Books are purchased and titles, Volumes increased. E-books and e-journals volumes increased. Digital Cloud, Remote Access, NDL INDEST, INFLIBINET and weeding.
Laboratory	Erection of Advanced Equipment in the Manufacturing/Fabrication/Projects/R&D labs.
Computer	All the computers are being monitored by the SAD &HOD (CSE) and troubleshoot/ debug problems in minimum time possible. New computers are only on approval of the Director.
Internet	Speed is increased and systems are to be upgraded, existing speed is 200 MBPS.
Wi-Fi	New Books are purchased, titles and Volumes increased. E-books and e-journals volumes increased. Digital Cloud, Remote Access, NDL, INDEST, INFLIBINET and weeding.

—————



CMR INSTITUTE OF TECHNOLOGY



UGC Autonomous

(Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA & NAAC with 'A' Grade)

Kandlakoya (V), Medchal District, Hyderabad-501 401

Phone: 08418 – 200720 / 9247605109 Fax: 08418 – 200240, www.cmritonline.ac.in

STUDENT'S FEEDBACK ON COURSE CURRICULUM

ACADEMIC YEAR: 20__ - 20__

DEPARTMENT OF CSE/CSE(AI&ML)/CSE(DS)/AI&ML/AI&DS/ECE

Name of the Programme		Subject	
Name of the Faculty		Designation	
Name of the Student		Roll No.	
Year, Sem. & Section		Branch	

Course outcomes are the resultant knowledge skills acquired after the completion of a particular course.

Note: This survey help us to strengthen the quality/delivery of TLP and to revisit metrics used strengthen COs/POs/PSO/GAs accomplished/attained on successful completion of course and/or on programme.

S.No.	Course Outcomes	Excellent	Very Good	Good	Satisfied	Poor
		5	4	3	2	1

A. Course outcomes

1	CO1:					
2	CO2:					
3	CO3:					
4	CO4:					
5	CO5:					

B. Course curriculum

6	Relevance of course curriculum to the programme					
7	Curriculum Balance, Credit-Distribution and Composition					
8	VACs/Guest Lectures/Visits/Projects to fill Industry Gaps					
9	Blooms Taxonomy used in design/assessment COs and POs					
10	Build confidence to face CIE/SEE and Competitive Exams					
11	Elective courses address global, societal & industrial needs					
12	Lab Experiments help to solve real life problems in industry					
13	Internet/Wi-Fi/e-Resources/Repositories/ICT/LMS/eCMS					
14	Infrastructure/Library/Labs/R&D/IIE/EDC availability					
15	Accreditation/Affiliation/Autonomy/Ranking/Rating process					

C. Suggestions for improvements

Date		Signature of the Student				



CMR INSTITUTE OF TECHNOLOGY



UGC Autonomous

(Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA & NAAC with 'A' Grade)

Kandlakoya (V), Medchal District, Hyderabad-501 401

Phone: 08418 – 200720 / 9247605109 Fax: 08418 – 200240, www.cmritonline.ac.in

STUDENT'S FEEDBACK ON FACULTY

ACADEMIC YEAR: 20__ - 20__

DEPARTMENT OF CSE/CSE(AI&ML)/CSE(DS)/AI&ML/AI&DS/ECE

Name of the Programme		Branch	
Name of the Student		Roll No.	
Year, Sem. & Section		Subject	
Name of the Faculty		Designation	

Note: Tick (✓) the appropriate choice for each point.

S.No.	Parameter	Excellent	Very Good	Good	Satisfied	Poor
		5	4	3	2	1
A Subject Command and Quality of Teaching						
1	Punctuality, Discipline & Regularity towards classes					
2	Course Coverage & Delivery with Details of COs					
3	Mid Test Evaluation & Conduct of Seminars/Activities					
4	Create interest with industry examples and Add on Syllabus					
SUB TOTAL (A)						
B Use of Innovative Teaching Aids & Resources						
1	Use Collaborative Learning and Conduct Activities					
2	ICT, Digital learning (NPTEL/Videos/SW Documentation)					
3	Use of Chalk, Clear Doubts, Write legibly & be Audible					
SUB TOTAL (B)						
C Communication Skills						
1	Pronunciation, Diction, RAWL Skills and Coherence					
2	Gestures/Postures/Eye to Eye Contact, Voice Modulation					
3	Dialogue, Prologue, Epilogue and Courteous to gender					
SUB TOTAL (C)						
D Effectiveness of Learning Experience						
1	Conduct Q&A and illustrate with real life examples					
2	Reinforce Quality TLP & Modern Pedagogy in teaching					
3	Inspire, Aspire, Influence, Stimulate and Motivate ethically					
SUB TOTAL (D)						
E Transparency in Evaluation & Assessment (Off/On Line)						
1	Solve previous CIE/SEE/Model Test Papers with illustrations					
2	Exhibit Booklets of CIE for Verification/Modification					
SUB TOTAL (E)						
GRAND TOTAL (A+B+C+D+E)						
F Laboratory Interaction (Only for Laboratory Courses)						
1	Checking of laboratory log books/observation/Records					
2	Availability of faculty throughout the lab/practice session					
3	Help in execution of experiment & apparatus/equipment setup					
4	Help in execution of extra experiments & mini/micro projects					
5	Daily Evaluation of CIE & Allow back log experiments					
TOTAL (F)						
Suggestions for improvements						
Date		Signature of the Student				



CMR INSTITUTE OF TECHNOLOGY



UGC Autonomous

(Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA & NAAC with 'A' Grade)

Kandlakoya (V), Medchal District, Hyderabad-501 401

Phone: 08418 – 200720 / 9247605109 Fax: 08418 – 200240, www.cmritonline.ac.in

STUDENT'S FEEDBACK ON FACILITIES

ACADEMIC YEAR: 20__ - 20__

DEPARTMENT OF CSE/CSE(AI&ML)/CSE(DS)/AI&ML/AI&DS/ECE

Name of the Programme		Branch	
Name of the Student		Roll No.	
Year & Semester		Section	

Note: Tick (✓) the appropriate choice for each point.

S.No.	Parameter	Excellent	Very Good	Good	Satisfied	Poor
		5	4	3	2	1
A Curricular Based						
1	Classroom Ambience, Seminar-Hall and Auditorium					
2	Laboratory Equipment Safety & Security Facilities					
3	Library, Reprography, Digital-Resources, Online					
4	Internet, Wi-Fi, Online Exam, ICT & Pedagogic Facilities					
5	Computing Labs, Servers, Kiosks, Remote Access and eCMS					
SUB TOTAL (A)						
B Co-Curricular Based						
1	Industry Supported Labs/R&D/Innovation/Incubation Centers					
2	E-Learning and Digital Learning Facilities					
3	Training & Placement facilities & Career Support					
4	Professional/Technical Societies/Chapters, EDC Activities					
5	Internships, Project Support with Industry Connect					
SUB TOTAL (B)						
C Extra Curricular Based						
1	Sports-Outdoor & Indoor Games facilities					
2	Gym, Yoga, Skill Cum Personality Development Activities					
3	Professional, Business and Social Communications Lab					
4	Cultural Club Activities, Contests, Presentations, Hackathons					
5	Social Services(NSS/YRC/ RRC)& Community Engagement					
SUB TOTAL (C)						
D General						
1	Stationary, Stores, Lift, Safety, Security, CCTV Facilities					
2	Canteen/Hostel, Boarding/Lodging Facilities & Recreation					
3	Medical/Wellness Center, ATM, Hostel-House Keeping					
4	Public/College/Internal Transportation, Campus WiFi					
5	Tree-Plantation, Landscape, Open Auditorium, Safe Water					
SUB TOTAL (D)						
GRAND TOTAL (A+B+C+D)						

Suggestions for improvements (if any)

Date		Signature of the Student	
------	--	--------------------------	--



CMR INSTITUTE OF TECHNOLOGY



UGC Autonomous

(Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA & NAAC with 'A' Grade)

Kandlakoya (V), Medchal District, Hyderabad-501 401

Phone: 08418 – 200720 / 9247605109 Fax: 08418 – 200240, www.cmritonline.ac.in

FACULTY FEEDBACK ON CURRICULUM

ACADEMIC YEAR: 20__ - 20__

DEPARTMENT OF CSE/CSE(AI&ML)/CSE(DS)/AI&ML/AI&DS/ECE

Name of the Programme	
Branch	
Name of the Faculty	
UID	
Year	
Semester	
Section	
Subject	

Note: Kindly rate the metrics from 1 to 5.

(1- Not Agreed 2 - Partially Satisfied 3 – Satisfied 4 – Agree 5 – Strongly Agreed)

S.No.	Parameter	Rating
1	Curriculum Balance, Distribution Credits, MCs, Composition, Evaluation and Assessment	
2	Core/Technical/Professional Knowledge by Electives/Labs/Internship/Project R&D and IIE	
3	Industry Orientation of curriculum/Value Added Courses/Professional Activities	
4	Counseling/Guidance/Mentoring/Advocacy is useful for higher studies/employment	
5	Syllabus Completion and Design/Assessment/Attainment process of COs/POs/PSOs/PEOs	
6	Adequacy of Internet/WiFi/e-Resources/Repositories in Use of ICT/Modern Pedagogy	
7	Adequacy of Infrastructure, Library, Labs, R&D, IIE, EDC by its usage and availability	
8	Accreditation, Assessment, Attainment, Affiliation, Ranking and Rating Processes	
9	Opportunity to attend/organize Workshops/Seminars/Webinars/SDPs/Conferences/IIE	
10	Current FPADs/R&D/Consultancy Opportunities for Career/Professional Development	
11	Opportunity for Participation in Decision Making, Additional Responsibilities/Committees	
12	Design & Development process of achievement and attainment of COs/POs/PSOs/PEOs	
13	Opportunity for Higher Education/R&D/Employment-lien.	
14	Involvement in NBA/NAAC/UGC/JNTUH/GOVT Accreditation/Affiliation/Rankings	
15	Present process of staff/student mentoring, IQAC and feedback on stakeholders	

TOTAL

Suggestions for improvements (if any)

--

--

Date		Signature of the Student	
-------------	--	---------------------------------	--



CMR INSTITUTE OF TECHNOLOGY



UGC Autonomous

(Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA & NAAC with 'A' Grade)

Kandlakoya (V), Medchal District, Hyderabad-501 401

Phone: 08418 – 200720 / 9247605109 Fax: 08418 – 200240, www.cmritonline.ac.in

GRADUATE EXIT SURVEY FORM

ACADEMIC YEAR: 20__ - 20__

DEPARTMENT OF CSE/CSE(AI&ML)/CSE(DS)/AI&ML/AI&DS/ECE

A. Personal Details (Update your current status in capital letters only)

Name of the Programme & Branch		Admitted Batch	
Name of the Student		Roll No.	
E-Mail		Cell No.	

B. Employment Details – Current

Occupancy (Tick & Write)	Employed / Entrepreneur / Higher studies /others _____
Designation & Organization Name	
Achievements /Awards	

Note: Kindly rate the metrics from 1 to 5.

(1- Poor 2 - Satisfied 3 – Good 4 – Very Good 5 – Excellent)

C. Feedback on Infrastructure Facilities

S.No.	Parameter	Rating
1	Adequacy of Infrastructure, Library, Labs, Project Labs and R&D Center	
2	Computer Resources/Innovation, Incubation, Projects, Industry/Professional Labs	
3	Internet/Wi-Fi/Digital Resources/Repositories in Use of ICT/Modern Pedagogy	
4	Curricular, Co-Curricular and Extra-Curricular Activities for Career Advancement	

D. Co-Curricular Based

S.No.	Parameter	Yes/No
1	Training & Placement Cell provided enough CRT for career opportunities/growth/R&D	
2	Enough number of employability activities/opportunities provided for career growth	
3	Counseling/Guidance/Mentoring/Advocacy useful for higher studies/employment	
4	Motivated by EDC of IIE Programmes/Activities/Workshops	
5	Professional/Academic/Technical/Curricular Services provided by the department	
6	Adequacy of Co and Extra Curricular opportunities/services provided during studies	
7	Is there any grievances-redressal mechanism in existence to solve your problems?	
8	Are you proud of your association with the department Academically & Professionally?	

E. Feedback on PEOs/PSOs/Pos

S.No.	Parameter	Rating
1	PEO1:	
2	PEO2:	
3	PEO3:	
4	PSO1:	
5	PSO2:	
6	POs Related to Applied Sciences/Engineering (1,2,3,4,5,6,12,13,14)	
7	POs Related to Core/Professional Competencies (2,3,4,5,,6,7,8,9,10,11,12,13,14)	
8	POs Related to Projects/Innovation/R&D/Diversified Projects/Career (All POs)	
9	POs Related to Communications Skills/Societal Impact/Ethics (All POs)	

Suggestions for improvements (if any)

--

Date		Signature of the Student	
------	--	--------------------------	--



CMR INSTITUTE OF TECHNOLOGY



UGC Autonomous

(Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA & NAAC with 'A' Grade)

Kandlakoya (V), Medchal District, Hyderabad-501 401

Phone: 08418 – 200720 / 9247605109 Fax: 08418 – 200240, www.cmritonline.ac.in

ALUMNI SURVEY FORM

ACADEMIC YEAR: 20__ - 20__

A. Personal Details (Update your current status in capital letters only)

Name of the Programme		Branch	
Name of the Student			
Date of Birth		Roll No	
Year of Graduation		Class Obtained	
Address with Pin code		Gender	
E-Mail ID		Contact No.	

Have you upgraded/pursuing any higher education? If yes, fill the below.

Degree/Specialization		Graduated Year	
Institution			

Employment Details

Name of the Organization			
Year of the appointment		Designation	
Current Designation		Total Experience	_____ Years

Are you an Entrepreneur? If yes, fill the below.

Name of organization			
Year of Establishment		Employees on Roll	

Note: Kindly rate the metrics from 1 to 5: (1-Poor, 2-Satisfied, 3-Good, 4-Very Good, 5-Excellent)

B. Curriculum Aspects

S.No.	Parameter	Rating
1	Level of Core/Professional relationship with current employment position	
2	Graduate Attributes/Leadership/Command in current/higher employment	
3	Specify reason for Immediate Reward/Appreciation/Promotion by employer, if any?	
4	Have you attended any outreach activities? If yes, mention No. of activities(Attach Sheet)	
5	PEO1:	
6	PEO2:	
7	PEO3:	
8	PSO1:	
9	PSO2:	
10	Curriculum Balance, distribution, Course Composition	
11	Accreditation, Assessment, Attainment, Affiliation and Ranking & Rating Pattern	
12	Adequacy of Infrastructure, Library, Labs, Project Labs and R&D Centre of the Institution	
13	Technical Knowledge imparted with Labs, Internship, Projects, R&D and Incubation	
14	Assessment, attainment process of COs/POs/PSOs/PEOs of programme under study	
15	Industry Orientations of curriculum offerings/Value Added Courses/Professional Activities	
Total Score		

Suggestions for improvements (if any)

--	--	--

Date		Signature of the Parent	
-------------	--	--------------------------------	--



CMR INSTITUTE OF TECHNOLOGY

UGC Autonomous



(Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA & NAAC with 'A' Grade)

Kandlakoya (V), Medchal District, Hyderabad-501 401

Phone: 08418 – 200720 / 9247605109 Fax: 08418 – 200240, www.cmritonline.ac.in

EMPLOYER SURVEY FORM

ACADEMIC YEAR: 20__ - 20__

A. Program Specific Outcomes (PSO):

1	After the successful completion of B.Tech. in _____, the students will be able to	
	PSO1	
	PSO2	
2	Name of the HR	
	Designation	
	Name of the Organization	
	Head of the Organization	
	Please characterize the accomplishments of CMRIT graduates in your company, after graduation	
	Name of the graduate	
	Year of study at CMRIT	
	Name of the supervisor	
	Designation of the supervisor	
	Email id of the supervisor	
	Mobile No. of the supervisor	

Note: Kindly rate the metrics from 1 to 5: (1-Poor, 2-Satisfied, 3-Good, 4-Very Good, 5-Excellent)

B. General aspects

S.No.	Parameter	Rating
1	How long our graduate associated with you(____ Years) & rate his performance	
2	Improvements required in our graduate's skills-set to meet employer expectations	
3	Is the CMRIT graduate is employed in the core discipline	

C. Curricular aspects

1	Technical & problem solving skills required for their job assignments	
2	Professional, Technical and Business Communication Skills & Abilities	
3	Further Elevation necessary for career and professional upgrade to better level	
4	Level of cultural/professional ethics, behavior and social responsibility	
5	Competency of graduate in professional& career Advancement & development	
6	Work with Multi-disciplinary, Multi-Lingual and Multi-Cultural teams	
7	Curriculum/Value Added Courses/Professional Activities address industry needs	
8	Electives offered in the syllabus are in relation to the technological advancements	
9	Experiments in the lab courses are relation to the real life/time applications	
10	Curriculum Balance, distribution, Course Components	
11	Curriculum framed by institute meets the industry/professional needs	
12	Curriculum Enrichment through Infrastructure, Labs, R&D, IIE, Industry Connect	
13	Application technical knowledge for solving engineering problems in employment	
14	Hiring of future CMRIT Graduates	

Suggestions for improvements (if any)

--	--	--

Date		Signature of the HR	
------	--	---------------------	--



CMR INSTITUTE OF TECHNOLOGY



UGC Autonomous

(Approved by AICTE, Permanently Affiliated to JNTUH, Accredited by NBA & NAAC with 'A' Grade)

Kandlakoya (V), Medchal District, Hyderabad-501 401

Phone: 08418 – 200720 / 9247605109 Fax: 08418 – 200240, www.cmritonline.ac.in

PARENTS FEEDBACK FORM

ACADEMIC YEAR: 20__ - 20__

A. Details of the Parent

Name of the Programme		Branch	
Name of the Student		Roll No	
Year, Semester & Section		Contact No.	
Name of the Parent		Occupation	
Educational Qualifications		Contact No.	
Name of the Organization		E-Mail ID	
Contact Address			

Note: Kindly rate the metrics from 1 to 5: (1-Poor, 2-Satisfied, 3-Good, 4-Very Good, 5-Excellent)

B. Basic aspects

S.No.	Parameter	Rating
1	Administrative facilitation & Help Desk	
2	Performance of Staff & Quality of Teaching	
3	Practical Knowledge imparted with Labs, Internship, Projects, R&D and Incubation	
4	Industrial Exposure and Placement & Career guidance	
5	Transportation and/or Canteen Facilities	
6	Extra-curricular activities	
7	Bank/Post Office/Medical Facilities	
8	Security	
9	Overall academic, professional, technical, psychological and cultural exposure	
Total Score		

C. Curricular aspects

1	Curriculum delivered is satisfactory on par with education system	
2	Technical knowledge has improved during the period of study	
3	Academic/Professional Performance of your ward in our institution	
4	Adequacy of Infrastructure, Library, Labs, Project Labs and R&D Centre	
5	Accreditation, Assessment, Attainment, Affiliation and Ranking & Rating Pattern	
Total Score		

D. Other aspects

S.No.	Parameter	Yes/No
1	Does your ward regularly inform you about his/her Performance?	
2	Did you receive any complaints about your ward from the institution? (If yes specify the nature of the complaint)	
3	Whether you are getting information about your ward from the Institution	
4	Would you recommend CMRIT to others friends and relatives to admit their ward	

Suggestions for improvements (if any)

--	--	--

Date		Signature of the Parent	
-------------	--	--------------------------------	--