



SevalalMahilaMahavidyalaya

Place for Higher Learning & Research (Research Academy)

SakkardaraChowk, Umrer Road, Nagpur-440 024

E-mail: smm_college@yahoo.co.in

Website: www.sevalalmahilamahavidyalaya.ac.in

Included U/s 2(f) and 12(B) of the UGC Act, 1956

**STUDENTS, TEACHERS, ALUMNI AND EMPLOYERS
FEEDBACK PROCEEDING BOOK**

of

Session 2016-2021

Prof. Pravin Charde
Principal
SevalalMahilaMahavidyalaya, Nagpur



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2020-2021

MINUTES OF THE MEETING

06/02/2021

Item No 1.: To confirm the minutes of the last meeting.

Resolution No. 1.: The minutes of the last meeting held on 04/09/2020 were read and confirmed by all.

Item No 2.: To collect the data of the feedback from students, teachers and alumni.

Resolution No. 2.: It was decided to collect the data of the feedback from students, teachers and alumni.

Item No 3.: To analyze the data and take action on the collected information and prepare the report for the kind information of the Hon'ble Principal.

Resolution No. 3.: The decision was taken to analyze the data and take action. The data was analyzed and prepared the report on the analysis and action taken. The same was put before the the Hon'ble Principal.

The resolution was confirmed unanimously.

Prof. P. N. Charde
Principal



DR S G ROKADE
Co-ordinator



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2020-2021

NOTICE

Date: 05/02/2021

All the members of the feedback committee are being hereby informed that the meeting will be held on 06/02/2021 at Principals' office from 01.30 noon. Therefore, all the members should attend the meeting without fail.

The agenda of the meeting is as follows.

- 5) To confirm the minutes of the previous meeting.
- 6) To collect the data of feedback from students, teachers and alumni.
- 7) To analyze the data and take action on the collected information and prepare the report for the kind information of the Hon'ble Principal.
- 8) Any other item with the permission of the chair.

DR S G ROKADE

Co-ordinator
NAAC Criteria I

The following members attended the meeting.

1	Prof. P. N. Charde (Principal)	
2	Dr S G Rokade	
3	Dr. M.P.Patil	
4	Dr. H.A.Padole	
5	Dr. P.P.Chande	
6	Dr.P.A.Chinchkhede	
7	Dr. B.S. Tapase	



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2020-2021

MINUTES OF THE MEETING

04/09/2020

Item No 1.: To confirm the minutes of the last meeting.

Resolution No. 1.: The minutes of the last meeting held on 01/02/2020 were read and confirmed by all.

Item No 2.: To allot the work of feedback among the members

Resolution No. 2.: The work of allotment of the feedback was distributed among the members.

Item No 3.: To implement the work of distribution of the feedback forms to the students, teachers and alumni.

Resolution No. 3.: It was decided to implement of the distribution of the feedback forms to the students, teachers and alumni.

The resolution was confirmed unanimously.

Prof. P. N. Charde
Principal



DR S G ROKADE
Co-ordinator



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2020-2021

NOTICE

Date: 03/09/2020

All the members of the feedback committee are being hereby informed that the meeting will be held on 04/09/2020 at Principals' office from 12.00 noon. Therefore, all the respected members should attend the meeting without fail.

The agenda of the meeting is as follows.

- 1) To confirm the minutes of the last meeting.
- 2) To allot the work of feedback among the members.
- 3) To implement the work distribution of the feedback forms to the students, Teachers and Alumni.
- 4) Any other item with the permission of the chair.

DR S G ROKADE

Co-ordinator
NAAC Criteria I

The following members attended the meeting.

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2	Dr S G Rokade	
3	Dr. M.P.Patil	
4	Dr. H.A.Padole	
5	Dr. P.P.Chande	
6	Dr.P.A.Chinchkhede	
7	Dr. B.S. Tapase	



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2019-2020

MINUTES OF THE MEETING

01/02/2020

Item No 1.: To confirm the minutes of the last meeting.

Resolution No. 1.: The minutes of the last meeting held on 07/09/2019 were read and confirmed by all.

Item No 2.: To collect the data of the feedback from students, teachers and alumni.

Resolution No. 2.: It was decided to collect the data of the feedback from students, teachers and alumni.

Item No 3.: To analyze the data and take action on the collected information and prepare the report for the kind information of the Hon'ble Principal.

Resolution No. 3.: The decision was taken to analyze the data and take action. The data was analyzed and prepared the report on the analysis and action taken. The same was put before the the Hon'ble Principal.

The resolution was confirmed unanimously.

Prof. P. N. Charde
Principal



DR. S. G. ROKADE
Co-ordinator



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2019-2020

NOTICE

Date: 30/01/2020

All the members of the feedback committee are being hereby informed that the meeting will be held on 01/02/2020 at Principals' office from 12.00 noon. Therefore, all the members should attend the meeting without fail.

The agenda of the meeting is as follows.

- 5) To confirm the minutes of the previous meeting.
- 6) To collect the data of feedback from students, teachers and alumni.
- 7) To analyze the data and take action on the collected information and prepare the report for the kind information of the Hon'ble Principal.
- 8) Any other item with the permission of the chair.

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7	Dr. B.S. Tapase	



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2019-2020

MINUTES OF THE MEETING

07/09/2019

Item No 1.: To confirm the minutes of the last meeting.

Resolution No. 1.: The minutes of the last meeting held on 02/02/2019 were read and confirmed by all.

Item No 2.: To allot the work of feedback among the members

Resolution No. 2.: The work of allotment of the feedback was distributed among the members.

Item No 3.: To implement the work of distribution of the feedback forms to the students, teachers and alumni.

Resolution No. 3.: It was decided to implement of the distribution of the feedback forms to the students, teachers and alumni.

The resolution was confirmed unanimously.

Prof. P. N. Charde
Principal



DR S G ROKADE
Co-ordinator



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2019-2020

NOTICE

Date: 06/09/2019

All the members of the feedback committee are being hereby informed that the meeting will be held on 07/09/2019 at Principals' office from 12.00 noon. Therefore, all the respected members should attend the meeting without fail.

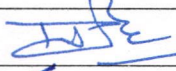

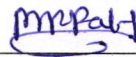
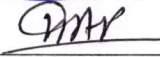
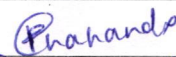
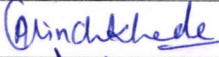
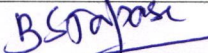
The agenda of the meeting is as follows.

- 1) To confirm the minutes of the last meeting.
- 2) To allot the work of feedback among the members.
- 3) To implement the work distribution of the feedback forms to the students, Teachers and Alumni.
- 4) Any other item with the permission of the chair.

DR S G ROKADE

Co-ordinator
NAAC Criteria I

The following members attended the meeting.

1	Prof. P. N. Charde (Principal)	
2	Dr S G Rokade	
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4	Dr. H.A.Padole	
5	Dr. P.P.Chande	
6	Dr.P.A.Chinchkhede	
7	Dr. B.S. Tapase	



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2018-2019

MINUTES OF THE MEETING

02/02/2019

Item No 1.: To confirm the minutes of the last meeting.

Resolution No. 1.: The minutes of the last meeting held on 01/09/2018 were read and confirmed by all.

Item No 2.: To collect the data of the feedback from students, teachers and alumni.

Resolution No. 2.: It was decided to collect the data of the feedback from students, teachers and alumni.

Item No 3.: To analyze the data and take action on the collected information and prepare the report for the kind information of the Hon'ble Principal.

Resolution No. 3.: The decision was taken to analyze the data and take action. The data was analyzed and prepared the report on the analysis and action taken. The same was put before the Hon'ble Principal.

The resolution was confirmed unanimously.

Prof. P. N. Charde
Principal



DR S G ROKADE
Co-ordinator



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2018-2019

NOTICE

Date: 01/02/2019

All the members of the feedback committee are being hereby informed that the meeting will be held on 02/02/19 at Principals' office from 12.00 noon. Therefore, all the members should attend the meeting without fail.

The agenda of the meeting is as follows.

- 5) To confirm the minutes of the previous meeting.
- 6) To collect the data of feedback from students, teachers and alumni.
- 7) To analyze the data and take action on the collected information and prepare the report for the kind information of the Hon'ble Principal.
- 8) Any other item with the permission of the chair.

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7	Dr. B.S. Tapase	



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2018-2019

MINUTES OF THE MEETING

01/09/2018

Item No 1.: To confirm the minutes of the last meeting.

Resolution No. 1.: The minutes of the last meeting held on 03/02/2018 were read and confirmed by all.

Item No 2.: To allot the work of feedback among the members

Resolution No. 2.: The work of allotment of the feedback was distributed among the members.

Item No 3.: To implement the work of distribution of the feedback forms to the students, teachers and alumni.

Resolution No. 3.: It was decided to implement of the distribution of the feedback forms to the students, teachers and alumni.

The resolution was confirmed unanimously.

Prof. P. N. Charde
Principal



DRS G ROKADE
Co-ordinator



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2018-2019

NOTICE

Date: 28/08/2018

All the members of the feedback committee are hereby informed that the meeting will be held on 01/09/2018 at Principals' office from 01.30 noon. Therefore, all the respected members should attend the meeting without fail.


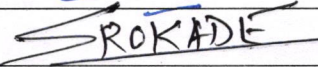
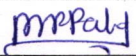
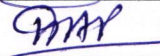
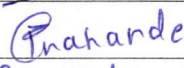
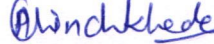
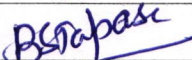
The agenda of the meeting is as follows.

- 1) To confirm the minutes of the last meeting.
- 2) To allot the work of feedback among the members.
- 3) To implement the work distribution of the feedback forms to the students, Teachers and Alumni.
- 4) Any other item with the permission of the chair.

DR S G ROKADE

Co-ordinator
NAAC Criteria I

The following members attended the meeting.

1	Prof. P. N. Charde (Principal)	
2	Dr S G Rokade	
3	Dr. M.P.Patil	
4	Dr. H.A.Padole	
5	Dr. P.P.Chande	
6	Dr.P.A.Chinchkhede	
7	Dr. B.S. Tapase	



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2017-2018

MINUTES OF THE MEETING

03/02/2018

Item No 1.: To confirm the minutes of the last meeting.

Resolution No. 1.: The minutes of the last meeting held on 02/09/2017 were read and confirmed by all.


Item No 2.: To collect the data of the feedback from students, teachers and alumni.

Resolution No. 2.: It was decided to collect the data of the feedback from students, teachers and alumni.

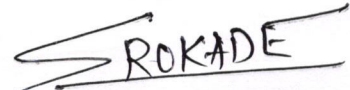
Item No 3.: To analyze the data and take action on the collected information and prepare the report for the kind information of the Hon'ble Principal.

Resolution No. 3.: The decision was taken to analyze the data and take action. The data was analyzed and prepared the report on the analysis and action taken. The same was put before the Hon'ble Principal.

The resolution was confirmed unanimously.


Prof. P. N. Charde
Principal




DR S G ROKADE
Co-ordinator



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2017-2018

NOTICE

Date: 01/02/2018

All the members of the feedback committee are being hereby informed that the meeting will be held on 03/02/18 at Principals' office from 12.30 noon. Therefore, all the members should attend the meeting without fail.

The agenda of the meeting is given as follows.

- 1) To confirm the minutes of the previous meeting.
- 2) To collect the data of feedback from students, teachers and alumni.
- 3) To analyze the data and take action on the collected information and prepare the report for the kind information of the Hon'ble Principal.
- 4) Any other item with the permission of the chair.

DR S G ROKADE

Co-ordinator
NAAC Criteria I

The following members attended the meeting.

1	Prof. P. N. Charde (Principal)	
2	Dr S G Rokade	
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7	Dr. B.S. Tapase	



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2017-2018

MINUTES OF THE MEETING

02/09/2017

Item No 1.: To confirm the minutes of last meeting.

Resolution No. 1.: The minutes of the last meeting held on 04/02/2017 were read and confirmed by all.

Item No 2.: To allot the work of feedback among the members

Resolution No. 2.: The work of allotment of the feedback was distributed among the members.

Item No 3.: To implement the work of distribution of the feedback forms to the students, teachers and alumni.

Resolution No. 3.: It was decided to implement of the distribution of the feedback forms to the students, teachers and alumni.

The resolution was confirmed unanimously.

Prof. P. N. Charde
Principal



DR. S. G. ROKADE
Co-ordinator



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2017-2018

NOTICE

Date: 30/08/2017

All the members of the feedback committee are hereby informed that the meeting will be held on 02/09/17 at Principals' office from 01.30 noon. Therefore, all the members should attend the meeting without fail.


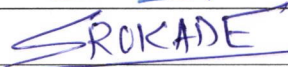

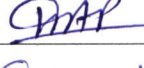
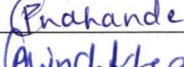
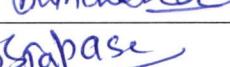

The agenda of the meeting is given as follows.

- 1) To confirm the minutes of the last meeting.
- 2) To allot the work of feedback among the members.
- 3) To implement the work distribution of the feedback forms to the students, Teachers and Alumni.
- 4) Any other matter with the permission of the chair.

DR S G ROKADE

Co-ordinator
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The following members attended the meeting.

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7	Dr. B.S. Tapase	



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2016-2017

MINUTES OF THE MEETING

04/02/2017

Item No 1.: To confirm the minutes of the last meeting.

Resolution No. 1.: The minutes of the last meeting held on 10/12/2016 were read and confirmed by all.

Item No 2.: To collect the data of the feedback from students, teachers and alumni.

Resolution No. 2.: It was decided to collect the data of the feedback from students, teachers and alumni.

Item No 3.: To analyze the data and take action on the collected information and prepare the report for the kind information of the Hon'ble Principal.

Resolution No. 3.: The decision was taken to analyze the data and take action. The data was analyzed and prepared the report on the analysis and action taken. The same was put before the Hon'ble Principal.

The resolution was confirmed unanimously.

Prof. P. N. Charde
Principal



DR S G ROKADE
Co-ordinator



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2016-2017

NOTICE

Date: 01/02/2017

All the members of the feedback committee are being hereby informed that the meeting will be held on 04/02/17 at Principals' office from 01.00 noon. Therefore, all the members should attend the meeting without fail.

The agenda of the meeting is given as follows.

- 1) To confirm the minutes of the previous meeting.
- 2) To collect the data of feedback from students, teachers and alumni.
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- 4) Any other item with the permission of the chair.

DR S G ROKADE

Co-ordinator

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SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2016-2017

MINUTES OF THE MEETING

10/12/2016

Item No 1.: To confirm the minutes of the last meeting.

Resolution No. 1.: The minutes of the last meeting held on 05/11/2016 were read and confirmed by all.

Item No 2.: To allot the work of feedback among the members

Resolution No. 2.: The work of allotment of the feedback was distributed among the members.

Item No 3.: To implement the work of distribution of the feedback forms to the students, teachers and alumni.

Resolution No. 3.: It was decided to implement of the distribution of the feedback forms to the students, teachers and alumni.

The resolution was confirmed unanimously.

Prof. P. N. Charde
Principal



DR S G ROKADE
Co-ordinator



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2016-2017

NOTICE

Date: 09/12/2016

All the members of the feedback committee are hereby informed that the meeting will be held on 10/12/16 at Principals' office from 12.00 noon. Therefore, all the members should attend the meeting without fail.

The agenda of the meeting is given as follows.

- 1) To confirm the minutes of the last meeting.
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7	Dr. B.S. Tapase	



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2016-2017

MINUTES OF THE MEETING

05/11/2016

Item No 1.: To generalize the constitution for the working of a feedback committee.

Resolution No. 1.: It was decided to form the body members and construct the constitution for the working of the feedback committee.

Item No 2.: To decide the format of feedback form for students, teachers, alumni and employers.

Resolution No. 2.: The decision was taken to prepare separate formats of feedback forms for the students, teachers, alumni and employers.

Item No 3.: To implement the working on the feedback activities.

Resolution No. 3.: It was decided to implement the working of the feedback process.

The resolution was confirmed unanimously.

Prof. P. N. Charde
Principal
Sevadal Mahila Mahavidyalaya



DR S G ROKADE
Co-coordinator
Criteria-1st



SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Session 2016-2017

NOTICE

Date: 04/11/2016

All the members of the feedback committee are hereby informed that the meeting will be held on 05/11/16 at Principals' office from 12.30 noon. Therefore, all the members should attend the meeting without fail.

The agenda of the meeting is as follows.

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DR S G ROKADE

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SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR

Feedback System

Feedback from Stakeholders on Curriculum:

Internal Quality Assurance Cell makes it a tradition to mandatorily collect feedback from stakeholders- students, teachers, alumni and employers. This is done by the feedback committee. They collect and analyse the feedback received and make suggestions to appropriate bodies so as to initiate the action for improvement. In past it used to be collected manually, but shifting the institute on technology, it has been made system supported & online

The institute through a structured feedback mechanism from various stakeholders ensures quality teaching learning process, research opportunities, and outreach services in technical education. The stakeholders play a vital role in the evaluation, development and enhancement of the quality of the learning experience. Feedback from stakeholders allows the institute to evaluate how its service provision is viewed. The stakeholders at Sevalal Mahila Mahavidyalaya, Nagpur are categorized into internal and external stakeholders. The internal stakeholders are management, faculty and students. The external stakeholders are parents, alumni, employer, etc.

Objective:

The objective of the exercise is to correctly gauge the impact of all the efforts taken by the institution at all levels on the various stakeholders. The institution wants the benefits to reach the stakeholders. This feedback is collected and trends generated through statistical analysis. Based on the opinions of the stakeholders, further action is taken by the administration.

1. To significantly increase students interaction with the institution.
2. To increase the quality of teaching and new updating on value added module
3. To communicate with all stakeholder regarding the progress of institute
4. Analysis the report and intimate to management regarding the progress
5. Create linkage with alumni and students for better employability opportunity
6. Promote the interests and welfare of students and all other stake holders
7. Intimate the college website committee regarding the new activity held in college
8. Whenever any alumni or parents visit the college, feedback is taken.
9. Feedback processes is systematic and respectful to the rights of all.

The process of feedback analysis had put an increasing emphasis on the need for involvement of the students in the quality assurance of Sevadal Mahila Mahavidyalaya. The stakeholders' involvement calls to act as active receivers of teaching and learning. The distribution, collection, analysis and corrective action of filled feedback form is done at the end of the academic session through online/offline mode. The feedback template and report of the corrective action are made available in the website for stakeholders views.

Methodology:

- Feedback on curriculum is collected from the students by uploading the feedback forms at the institutional website. It is collected online and brought to the IQAC for its analysis. The statistical data is handed over to the feedback committee. Further suggestions are incorporated by the concerning departments and governing body.
- Alumni feedback is collected during alumni meetings & even online. The filled in forms are sent for further action. Feedback is collected from teachers as well by uploading the feedback forms on the portal. Subsequent action is similar to the other forms.
- Employers' feedback is also collected either in person or online for further action.
- The teachers or peers also give their feedback which is available at the server and the received data gets forwarded to the authorities for further action.
- The feedback committee collects inputs and suggestions from the stakeholders and further action to be taken is discussed with departments and authorities. The decisions taken by the authorities are forwarded for action to be initiated.

Analysis:

- The data get compiled and analysed by the members associated with the committee. It then goes for deliberation to the IQAC and the Governing body.
- General action plan after data collection and analysis
- Annual feedback action taken report given after analysis of stakeholders' feedback.
- Meetings are held at the department level and with the Governing body.

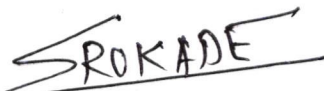
- Body to discuss the suggestions and trends and feasibility of implementing the suggestions in the feedback.
- More activities planned for better results and holistic development.
- Internet facility with high bandwidth has been provided.

CONSOLIDATION & CORRECTIVE ACTION TAKEN


After collecting and assessing the feedback from the various stack holders on curriculum aspects, the valuable suggestions if any, will make notice to the university curriculum committee to possible changes in the course structure for the next curriculum regulation. The college follows a continuous review system of the curriculum. The college established an IQAC as a Quality sustenance and Quality enhancement measure. The IQAC has been infusing a sense of belongingness into the entire teaching faculty of the Institution. The functioning of various committees of the college strengthens the quality sustenance and enhancement measures to ensure the effective development of the institution.

Feedback committee

Sr. No.	Name of the Member	Description
01	Prof. Pravin Charde	Chairman
02	DR S G ROKADE	Convenor
03	Dr. (Mrs.) M. P. Patil	Member (Science)
04	Dr. (Mrs.) H. A. Padole	Member (Home Sci.)
05	Dr. (Mrs.) P. A. Chinchkhede	Member (Arts)
06	Dr. (Mrs.) P. P. Chahande	Member (Parent)
07	Dr. (Mrs.) B. S. Tapase	Member (Students)


DR S G ROKADE
 Co-ordinator
 NAAC Criteria I




PROF. P. N. CHARDE
 Principal
 SevadalMahilaMahavidyalaya
 Nagpur

Date:- 27/10/2016

To,
Dr Shashikant G Rokade
Co-ordinator, Criteria-1st
Sevadal Mahila Mahavidyalaya,
Nagpur

Subject :- Formation of feedback committee

Sir,

Apropos to the subject cited above in purview of NAAC guidelines, I hereby directs you to form a fresh feedback committee in the college. The committee should designs a tested feedback module in the form of questionnaires to be filled up by the students, teachers, alumni and employers. The college must have a well defined feedback system in place of taking feedback from all stakeholders, namely, students, teachers, parents' alumni and employers once in a year. The collective feedback are summarized and analyzed for the corrective measures and continuous improvements; the objective of feedback collection is to provide a framework for acquiring, summarizing and documenting information on the inputs received from all the stakeholders viz. students, faculty, alumni, employers and parents.

Committee should obtained a feedback yearly from various stakeholders help alleviate the academic concerns and motivate the students and faculty to improve their performance. Feedbacks are taken into consideration and corrective measures/improvements are made by the Head of the departments and the Principal. If necessary, these suggestions are forwarded to the management for further action. Feedback from various sources has significantly improved academic activities, effective usage of teaching learning resources and student's professional career advancements.

Feedback committee should do the work as per the guideline of the NAAC.


Prof. Pravin Charde
Principal

Sevadal Mahila Mahavidyalaya
Nagpur

