# SIDDHARTH INSTITUTE OF ENGINEERING & TECHNOLOGY

(AUTONOMOUS)

(Approved by AICTE, New Delhi & Affiliated to JNTUA, Ananthapuramu)
(Accredited by NBA for Civil, EEE, Mech., ECE & CSE
Accredited by NAAC with 'A' Grade)
Puttur -517583, Chittoor District, A.P. (India)

#### **Feedback Process**

Feedback on the curriculum from the stakeholders is vital in designing and framing the curriculum. The feedback committee constituted at the college level shares the primary responsibility to initiate the feedback process, analyse the collected feedback and get approval from Governing Body.

#### Feedback Committee

The feedback committee is chaired by the Principal and Heads of Department being its members. The feedback committee initiates the feedback process, and the Heads of Department will collect the feedback from students, alumni, faculty and employer.

#### Feedback Analysis

The department's feedback collected from various stakeholders is sent to the feedback committee for analysis. The feedback committee analyses the feedback, and a report is prepared. The report is sent back to the departments.

#### **Feedback Implementation**

The feedback report is one of the critical inputs for drafting curriculum by the Board of Studies (BoS). BoS carefully examines the possibility of implementing feedback comments and incorporates the feasible suggestion while drafting the curriculum.

#### Feedback Approval

Finally, the curriculum gets approval from Academic Council.

## **Preparation of Action Taken Report**

A summary document, namely Action Taken Report, is prepared by the Feedback Committee clearly stating the consolidated feedback comments from stakeholders and the relevant implementation while framing the curriculum.

### **Approval of Action Taken Report**

Action Taken Report thus prepared is placed in Governing Body for its approval. The Action Taken Report is kept on the college website for dissemination.

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