



VIGNAN's INSTITUTE OF INFORMATION TECHNOLOGY
(AUTONOMOUS)

(Approved by AICTE-New Delhi & Affiliated to JNTU-GV, Vizianagaram)
Beside VSEZ, Duwada, Vadlapudi Post, Gajuwaka, Visakhapatnam - 530 049.

POLICY OF FEEDBACK FROM STAKEHOLDERS TO DESIGN CURRICULUM

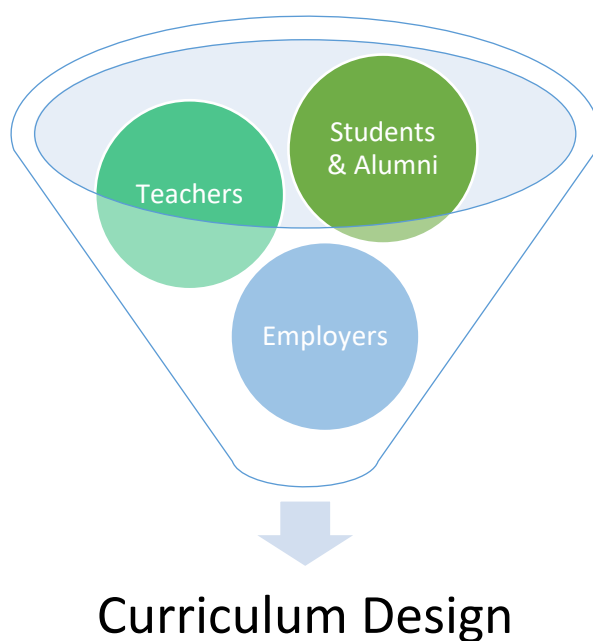


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1.About the Institution

Vignan's Institute of Information Technology (VIIT), established in 2002 in Visakhapatnam, Andhra Pradesh, India, is dedicated to providing top-notch technical education. It is affiliated with JNT University, Gurazada, Vizianagaram, and aims to produce competent and socially aware technical professionals to meet current and future industrial demands. VIIT is accredited by NAAC with 'A' Grade with a CGPA of 3.41/4.00 and NBA accreditation for five undergraduate programs. It gained Autonomous Status from UGC in 2017. VIIT offers 11 UG Programmes and 10 PG programmes and is a research center recognized by JNTUK, Kakinada. The institution adheres to ISO quality standards, emphasizes R&D, and collaborates with leading technical institutions and industries.

2. Preamble

Vignan's Institute of Information Technology (VIIT) collects the feedbacks from various stakeholders such as students, alumni, teachers, and employers to design Curriculum. The feedbacks are subsequently analysed and the suggestions from the stakeholders are taken into consideration and the actions are taken accordingly. Details of the feedbacks received are displayed on the website of the institute.

3. Policy Statement

The purpose of this Policy and the associated procedures is to achieve coordination, make use of consistent practices of feedback collection and with the analysis of feedback, decide action plan.

4. Policy Scope

The Policy applies to teaching staff and students of Vignan's Institute of Information Technology.

5. Respondents

Structured feedback shall be collected from following stakeholders.

- Students
- Alumni
- Teachers
- Employers

6. Objectives

- ✓ To achieve quality sustenance and enhancement ensuring that vision and mission of the institute are fulfilled.
- ✓ To know level of satisfaction and identify the gaps with understanding of increased expectations of stakeholders thereby helping in designing appropriate interventions
- ✓ To enhance the student experience through the defined system of collection and analysis of student feedback as a basis for improvement.

7. Feedback from Stakeholders

The curriculum design process starts with collection of feedback from the stakeholders by Curriculum Design and Monitoring Committee (CDMC). It is further discussed in the Board of Studies meeting and a draft curriculum is developed. It is approved by the Academic Council followed by the Governing Body, provided it aligns with the institution strategic vision and goals.

A) Student Feedback on Curriculum. The feedback on curriculum is collected from students to evaluate the curriculum design i.e., the Program structure, the syllabus etc. The feedback is analyzed in CDMC and the curriculum gaps are identified and suitable measures may be suggested to bridge the gaps.

B) Alumni Feedback on Curriculum: Feedback is collected from alumni regarding the curriculum design and expectations of the profession.

C) Faculty Feedback on Curriculum: Feedback is collected from teaching staff with respect to the curriculum of their respective subjects, regarding the curriculum design and changes or additions required.

D) Employer Feedback on Curriculum: Feedback is collected from the employers about the skill and knowledge of the students passed out from the institute and recruited in their respective organizations or institutions.

8. Methodology

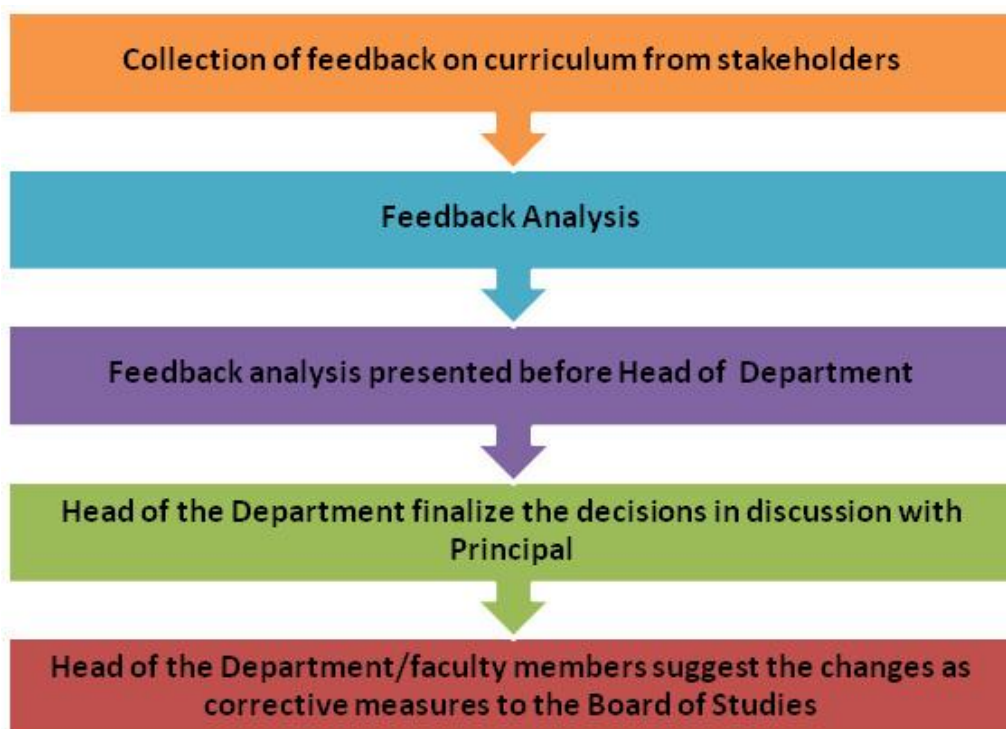
A) Feedback Collection: The Offline / online feedback is collected through well-designed questionnaires with rating scale.

B) Feedback Analysis: The feedbacks collected are analyzed and interpreted critically as per rating/responses given under complete confidentiality and are shared to respective departments for discussion in CDMC (Curriculum Design and Monitoring Committee) meetings.

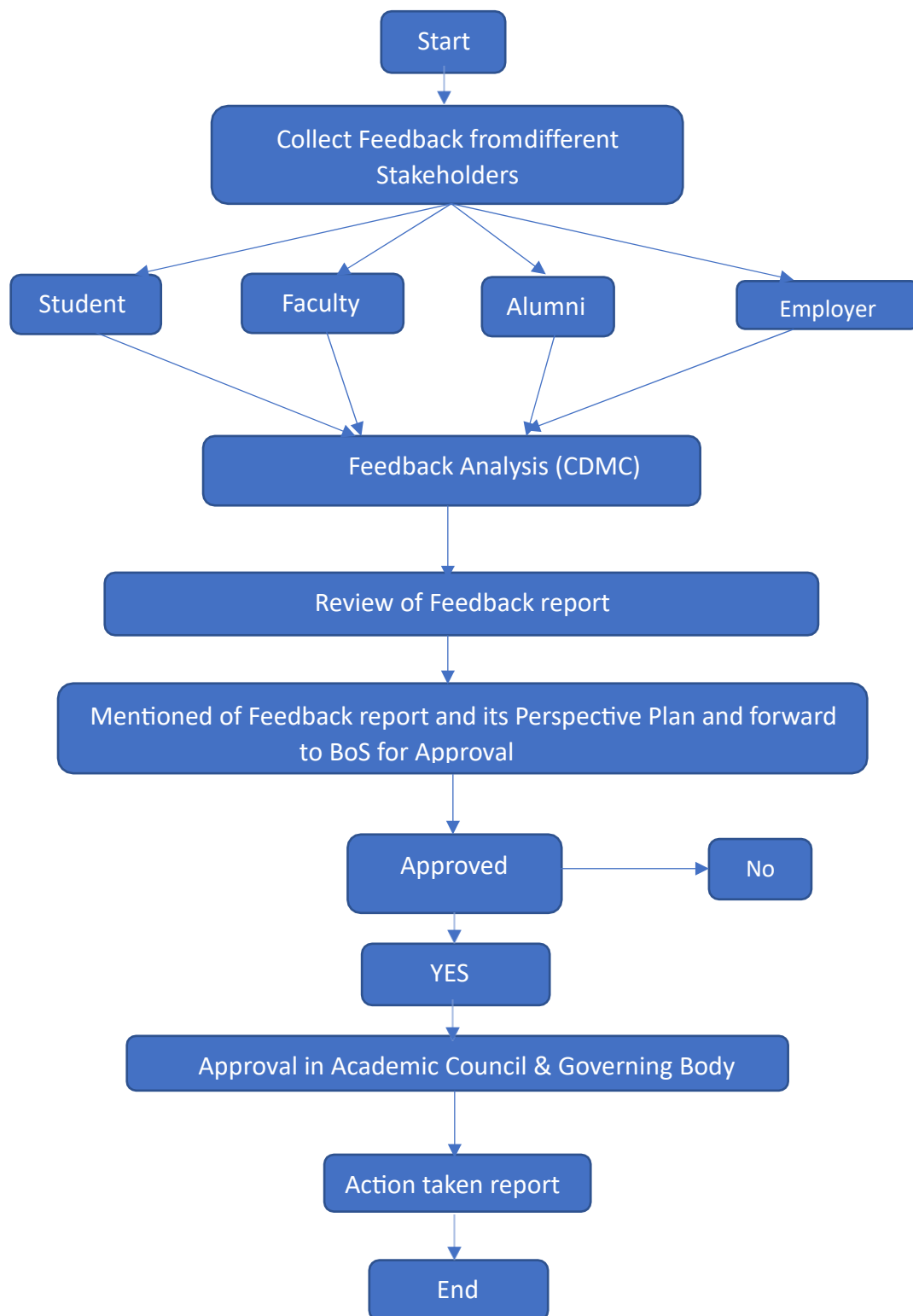
C) Action Taken: BoS & Academic Council decides the plan of action to improve the gaps and resolve the problems and to implement appropriate changes. Feedback collection, analysis and action taken report is stated in minutes of meetings.

D) Feedback Report: Feedbacks received and action taken report of the same are displayed on the website.

Role of CDMC (Curriculum Design and Monitoring Committee)



PROCESS FLOWCHART



9. Schedule for feedback collection

The department feedback committee prepares the schedule for collection of online / offline feedback from stakeholders and notify them. The details of this schedule are as follows:

Stakeholder type	Type of feedback	Frequency of feedback collection	Mode of feedback collection
Students	Curriculum Design	At the end of Semester/Academic Year	Online/Offline
Alumni	Curriculum design in related to profession	At the end of Semester/Academic Year	Online/Offline
Teachers	Curriculum design and delivery	At the end of Semester/Academic Year	Online/Offline
Employers	Skill and Training	At the end of Semester/Academic Year	Online/Offline
