

MINUTES OF GOVERNING BODY

Minutes-

Members present –

Mr. RS Vyas, Foundation Director and Trustee, Techno India NJR Institute of Technology, Udaipur

Mr. Lalit Yagnik – Industry Mentor, Techno India NJR Institute of Technology, Udaipur

Prof. Pankaj Kumar Porwal –Principal, Techno India NJR Institute of Technology, Udaipur

Prof. Pradeep Chhawchharia – Director (Research), Techno India NJR Institute of Technology, Udaipur

Prof. Prasun Chakrabarti, Executive Dean (Research) and Distinguished Professor, Techno India NJR Institute of Technology, Udaipur

Venue – ZOOM Meeting

Date – June 15, 2020

Agenda

Feedback data has been collected only for ODD Semesters due to COVID-19 closure of college w.e.f. March 24, 2020. Analysis is therefore based on ODD semester data only. Feedback was taken at end of ODD semesters from Students, Parents and Faculty only. **Feedback from Employers and Alumni could not be taken before.** The reports are given as below –

Student feedback

Part A (Student's Feedback on Faculty Performance during the classroom and labs)

The institute conducts student feedback on academic level and syllabus transaction. The rating is normally given on a scale of 1 to 4 based on the aspects: Excellent (4), Good (3), Average (2) and Below Average (1).

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Feedback was collected from students and based on their answers the following charts were prepared to analyze the results.

Question 1 in the feedback form: Is teacher always punctual in coming to your class?

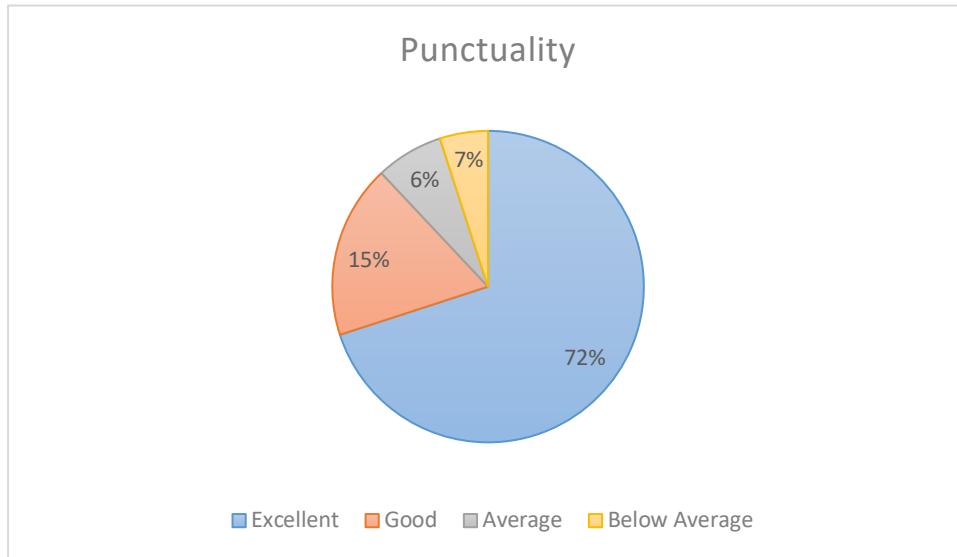


Figure 1: In-class Punctuality

Discipline and punctuality are the major pillars of the academic. Hence the teachers were rated on the basis of their punctuality and the figure 1 reflects that 87% of the students were satisfied with the teacher punctuality. The teachers are even ready to help the students beyond the class timings.

Question 2 in the feedback form: Does the teacher come well prepared for lecture in your class?

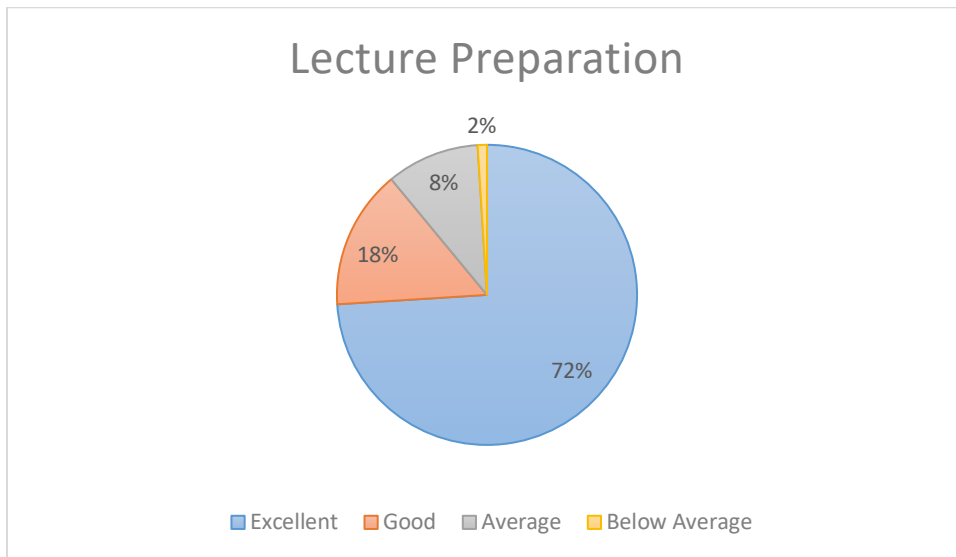


Figure 2: Lecture Preparation

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Analysis of figure 2 shows that 90% of the faculties delivered lectures with the proper preparation and notes. Apart from that sometimes teachers recommend some videos / mini clips of applications related to subject matter.

Question 3 in the feedback form: Does the teacher make efforts in teaching and explanation?

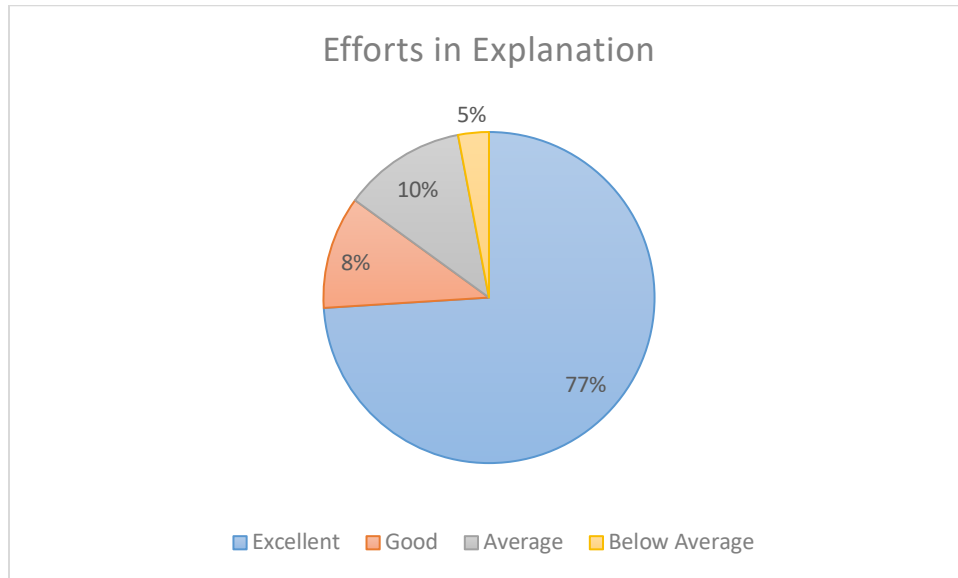


Figure 3: Efforts in explanation

Majority of the students are satisfied with the faculty's efforts. One most important feature is that the teachers use different teaching methodologies for slow and active learners and also take extra/remedial classes for backlog students.

Question 4 in the feedback form: Do you understand what the teacher is teaching?

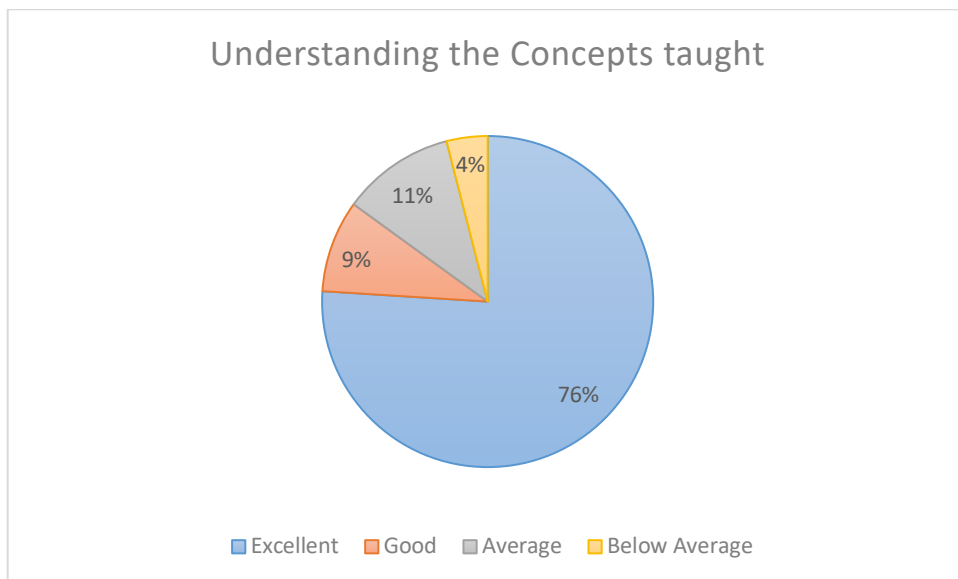


Figure 4: Understanding the concepts taught

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The teachers use to teach the basic and fundamentals of the subject matters along with industrial applications. This helps the students to get proper understanding of the actual concepts of the subjects. Once the basic knowledge is clear then the students can study advanced topics .

Question 5 in the feedback form: Do you feel comfortable asking question to teacher?

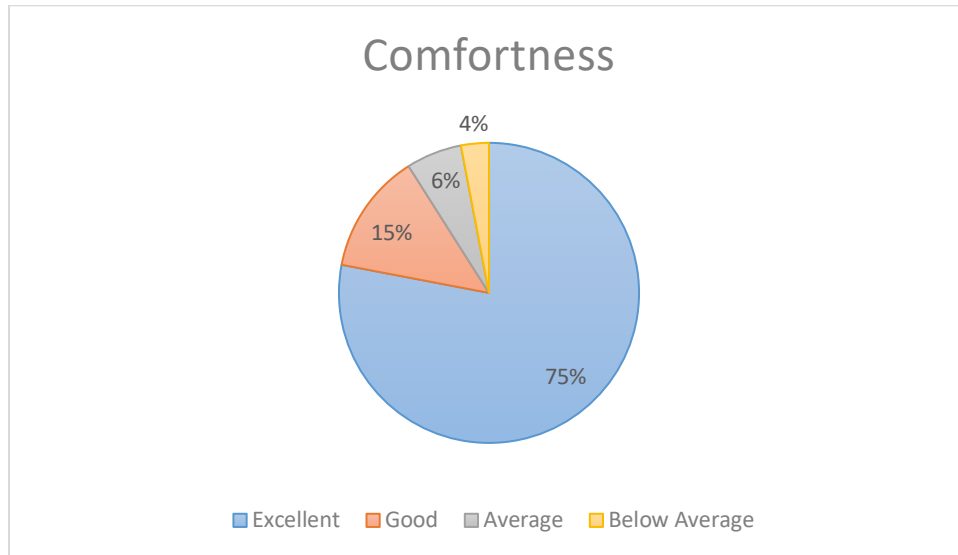


Figure 5: Comfortness

The above analysis clearly points out that during the class the students were free to ask questions and also participate in interaction with the faculties.

Question 6 in the feedback form: For the teacher's subject how much marks do you expect out of 100

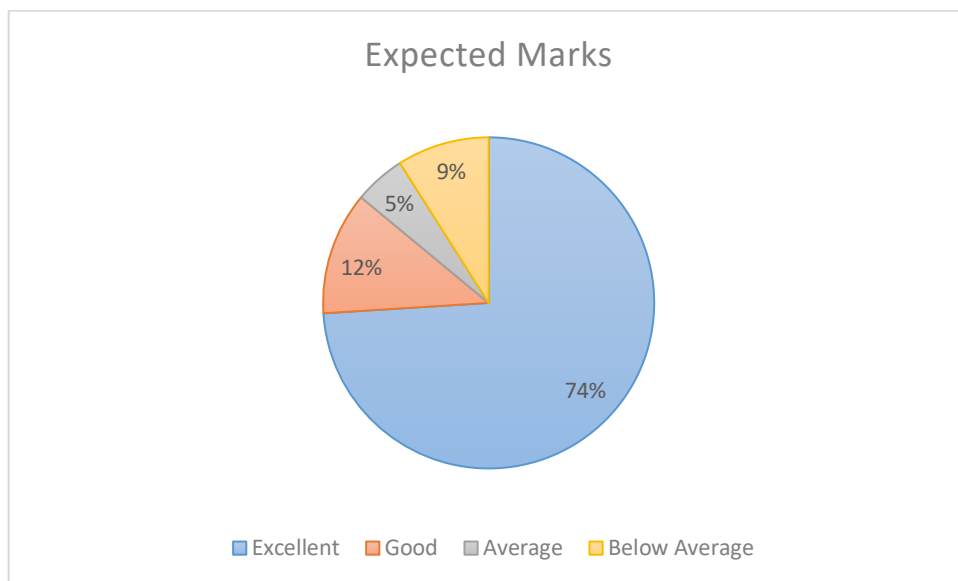


Figure 6: Expected Marks

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Since the faculties use to cover the entire syllabus hence the students comfortably could mention the expected marks and it was observed that majority cases the expected marks and actuals marks matched.

Question 7 in the feedback form: Are the equipment in the lab enough and in working conditions?

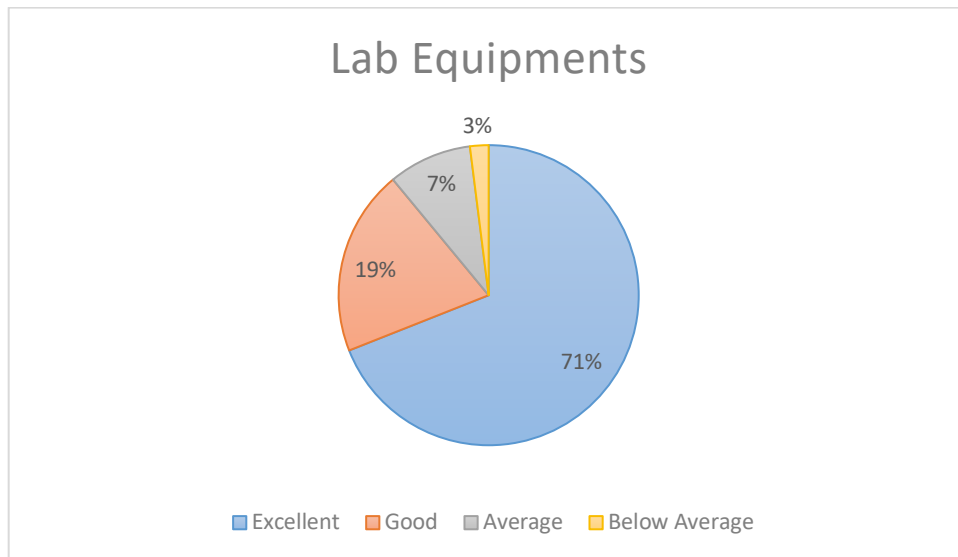


Figure 7: Lab Equipment

The condition of the lab equipment were satisfactory and student feedback was fine.

Question 8 in the feedback form: Is the lab in-charge explaining the experiment properly?

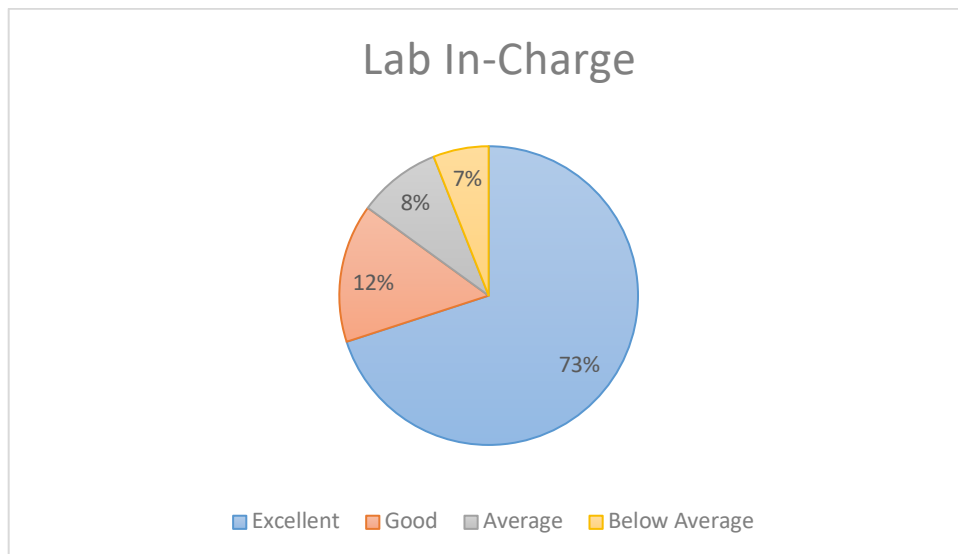


Figure 8: Lab In-charge

Analysis of figure 8 shows that the students are satisfied with the lab in-charges. Actually as per institute policy the lab assistants also had to undergo skill development courses.

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Part B(Student's Feedback on Curriculum for the year 2019-20)

The institute conducts student feedback on academic level and syllabus transaction. The rating is normally given on a scale of 1 to 4 based on the aspects: Excellent (4), Good (3), Average (2) and Below Average (1). Feedback was collected from students and based on their answers the following charts were prepared to analyze the results.

Question No 1 in feedback form: Activities leading to Placement/Entrepreneurship/Lifelong learning/Field Projects and Internship

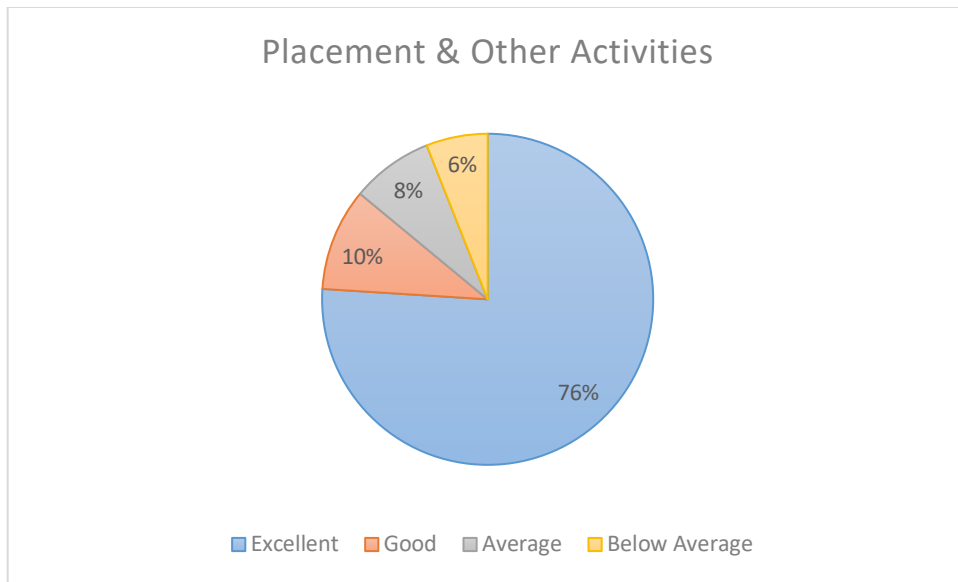


Figure 1: Placement & Other activities

The institute has a dedicated training and placement cell that takes care of activities leading to Placement, Entrepreneurship, Lifelong learning, Field Projects, and Internship. As per the analysis of figure 1, 76% of students were satisfied with the activities.

Question No 2 in feedback form: Motivation and exposure to Co-Curricular/Extra-Curricular Activities in the Institute

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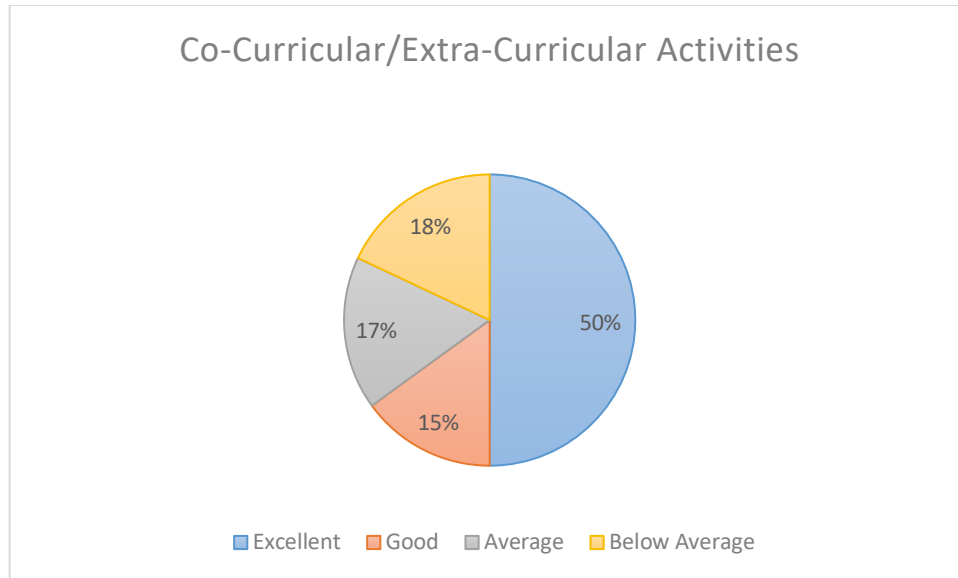


Figure 2: Co-Curricular/Extra-Curricular Activities

Though the institute mainly focuses on academic activities, still some co-curricular activities were conducted and as a result 50% of the students were extremely satisfied while few suggested to add more activities during the academic session.

Question No 3 in feedback form: Assessment of examination at Institute Level

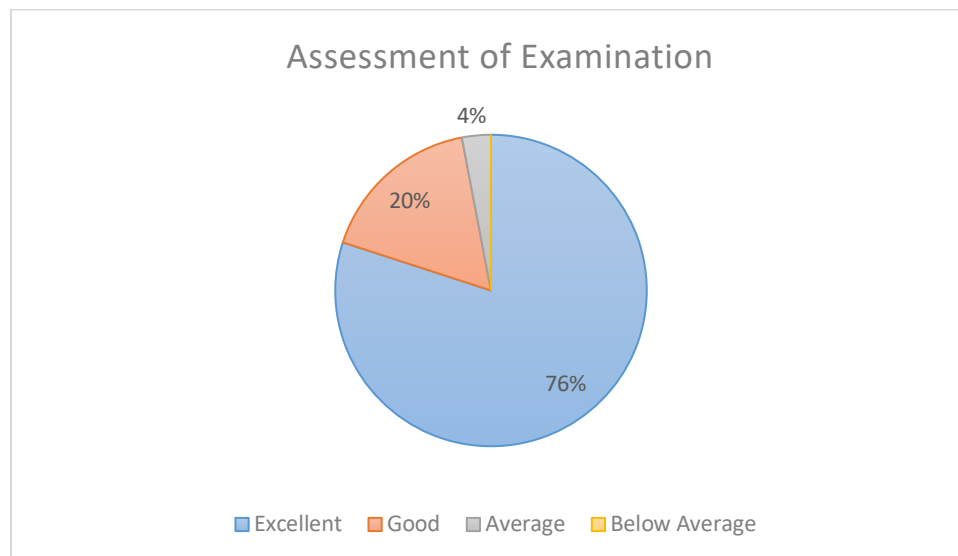


Figure 3: Assessment of Examination

The institute adopts a transparent and systematically assessment of the students based on class interaction, assignments, quizzes, performance in labs and mid-term exams. Almost all the students were satisfied with the methodology and transparency of the institute level assessment.

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Question No 4 in feedback form: Does the faculty use ICT Tools for teaching?

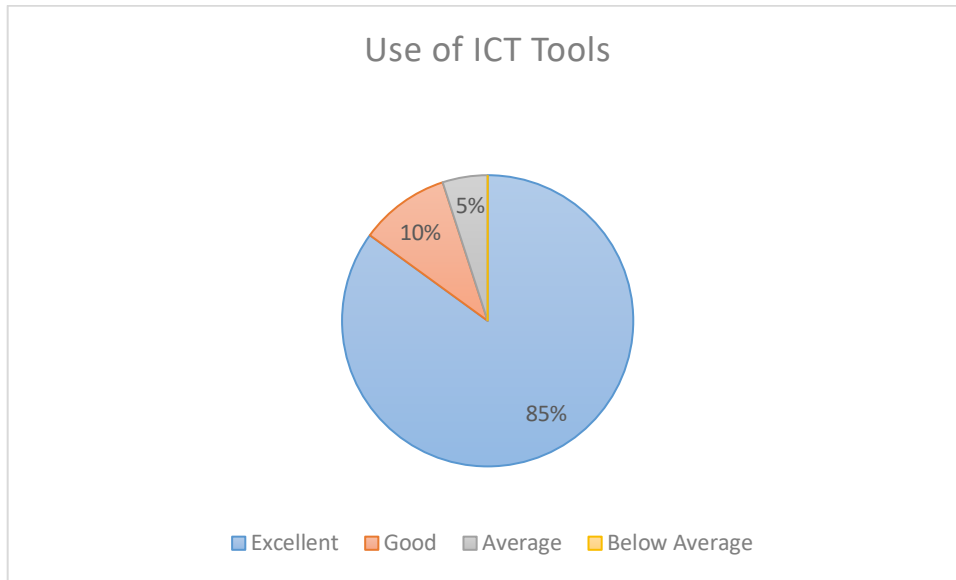


Figure 4: Use of ICT Tools

The institute has several smart classrooms and all faculty adopt ICT based teaching pedagogy. As per student feedback all faculty efficiently used ICT tools during their teaching in the class.

Question No 5 in feedback form: Is the faculty successful in improving your understanding of concepts and principles in the subject?

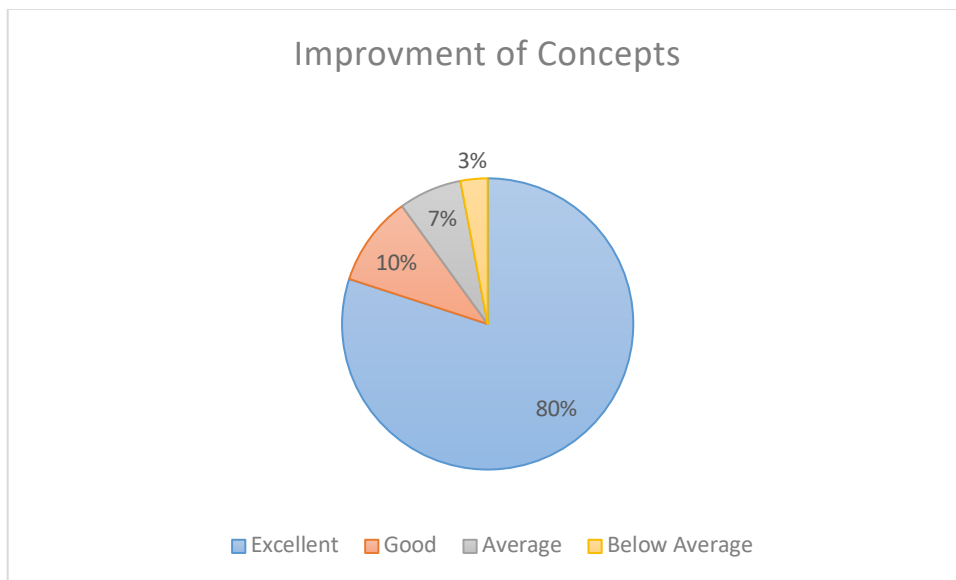


Figure 5: Improvement of Concepts

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As per figure 5, 80% of the students were satisfied with the performance of the faculty towards development of their concepts and principles in the subject.

Action taken : Feedback was taken at the end of each semester for the 2019-20 academic year. The observation based on the feedback are as follows:

1. Even though the institute has enhanced ICT facilities still for further trainings and certification, few more ICT enable smart classroom should be allocated.
2. To conduct much more placement ready classes /sessions.
3. To introduce bridge courses as and when required to meet the pre-requisites.

Accordingly in first year Python programming was being taught as a bridge course. Industrial tours would soon be conducted immediately after COVID phase is over.

Faculty Feedback –

Faculty's Feedback on Curriculum for the year 2019-20

The institute conducts faculty feedback on institute facilities and syllabus transaction. The rating is normally given on a scale of 1 to 4 based on the aspects: Excellent (4), Good (3), Average (2) and Below Average (1).The feedback form included 4 questions related to syllabus transactions and the same was analysed using the above 4-point scale. Feedback was collected from faculties and based on their answers the following charts were prepared to analyze the results.

Question No 1 in feedback form: The book/journals etc. prescribed/listed as reference materials are relevant, updated and cover the entire syllabus

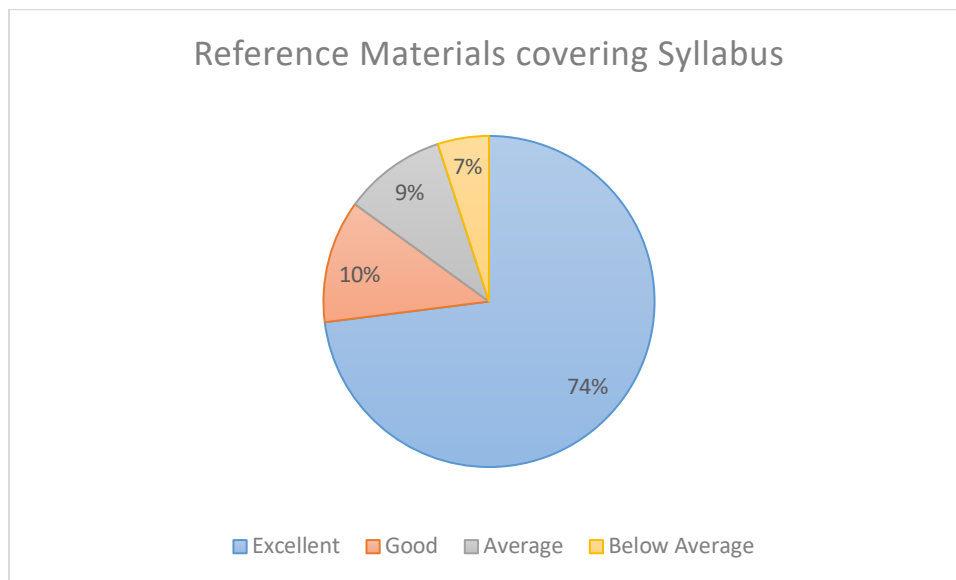


Figure 1: Reference Materials covering syllabus

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Analysis of figure 1 shows that 84% of faculty were of the opinion that the books/journals listed as reference materials would cover the entire syllabus.

Question No 2 in feedback form: The courses/syllabi of the subjects taught by me increased my interest, knowledge, and perspective in the subject area.

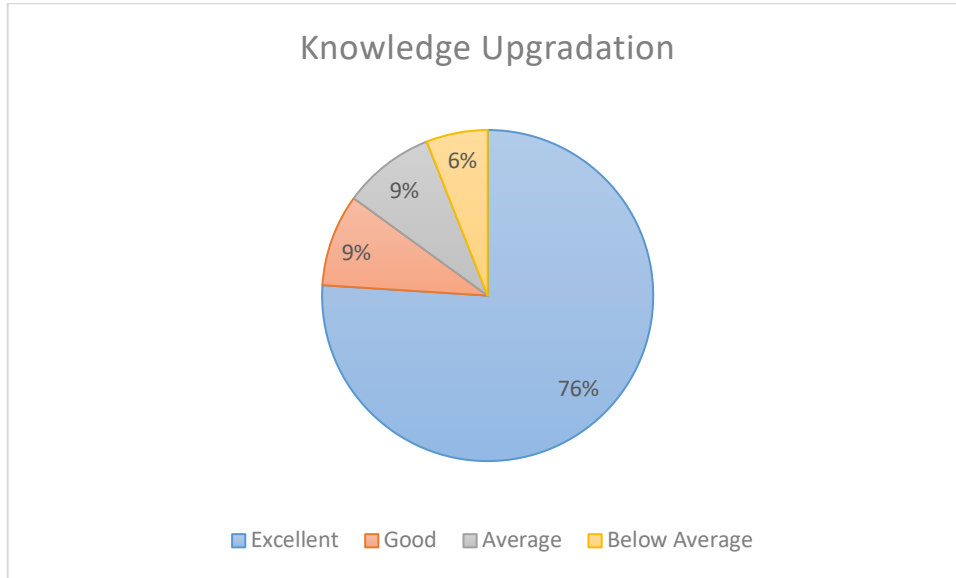
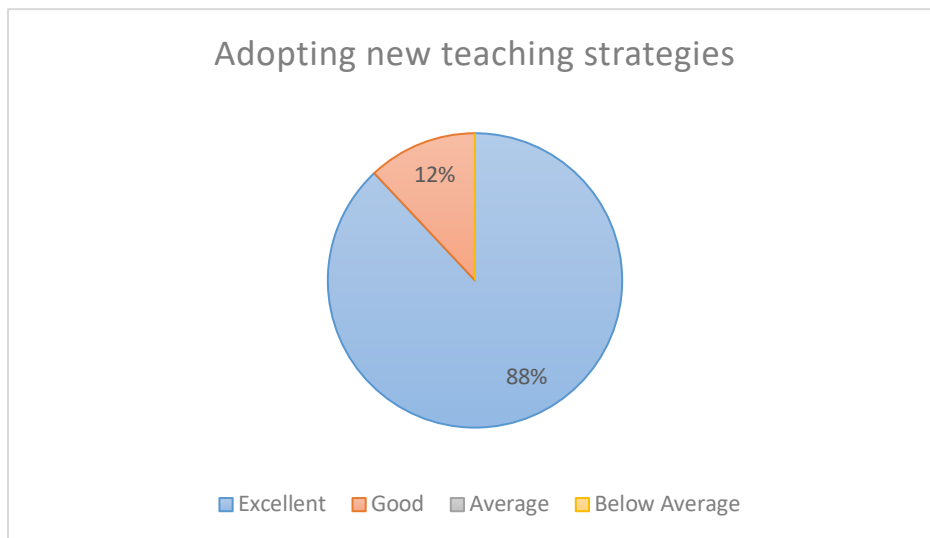


Figure 2: Knowledge Upgradation

Analysis of figure 2 shows that even though majority of the faculty members were satisfied with the syllabus content still to update their domain knowledge, they used to pursue industry certification, trainings, MOOC sessions, FDP and STTP.

Question No 3 in feedback form: The curriculum has given me full freedom to adopt new techniques/strategies of teaching such as group discussions, seminar presentations and learner's participation.



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Figure 3: Adopting new teaching strategies

The faculties have full freedom to conduct the classes as per their autonomy. Apart from the syllabus coverage they used to conduct interactive sessions, online sessions by subject matter experts from academia and industry, group discussions, seminars.

Question No 4 in feedback form: I have the freedom to adopt new techniques/strategies of testing and assessment of students.

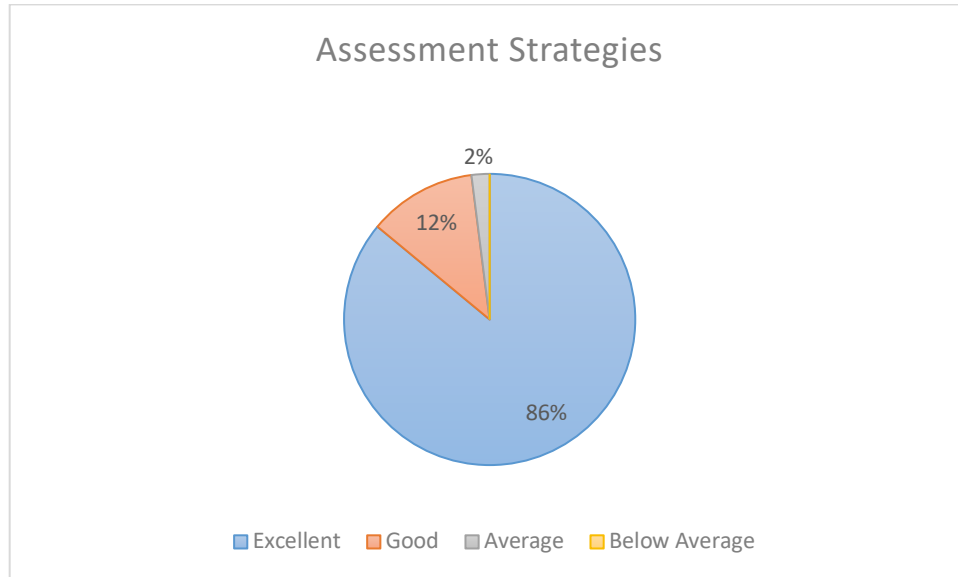


Figure 4: Assessment Strategies

The faculty members are extremely comfortable to adopt latest techniques and strategies for the students assessment as the institute gives full autonomy in their marking system.

Question No 5 in feedback form: ICT facilities in the college are adequate and satisfactory.

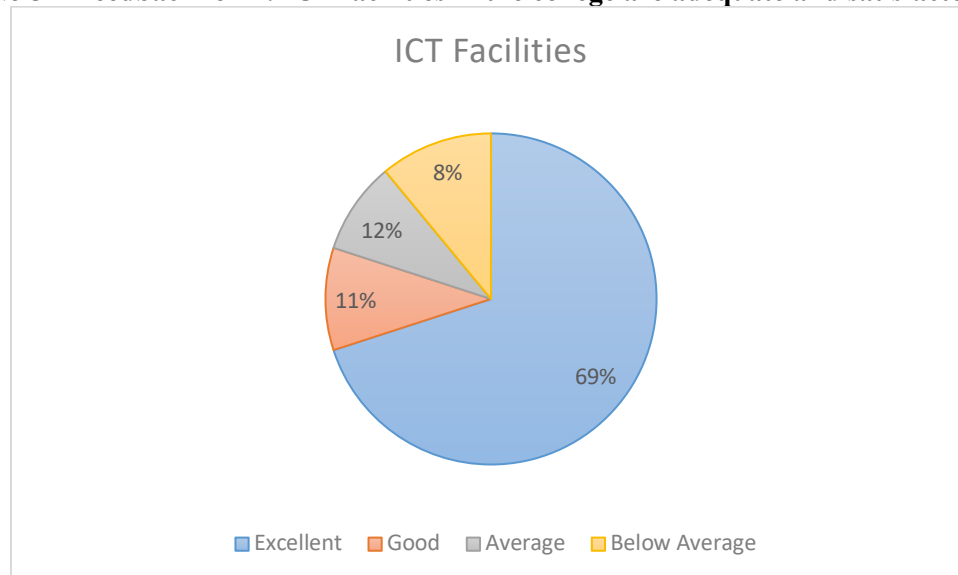


Figure 5: ICT Facilities

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Although faculties were happy with ICT facilities still the institute gives stress on ICT facility enhancement.

Question No 6 in feedback form: Faculty Room is adequate and available in the Institute.

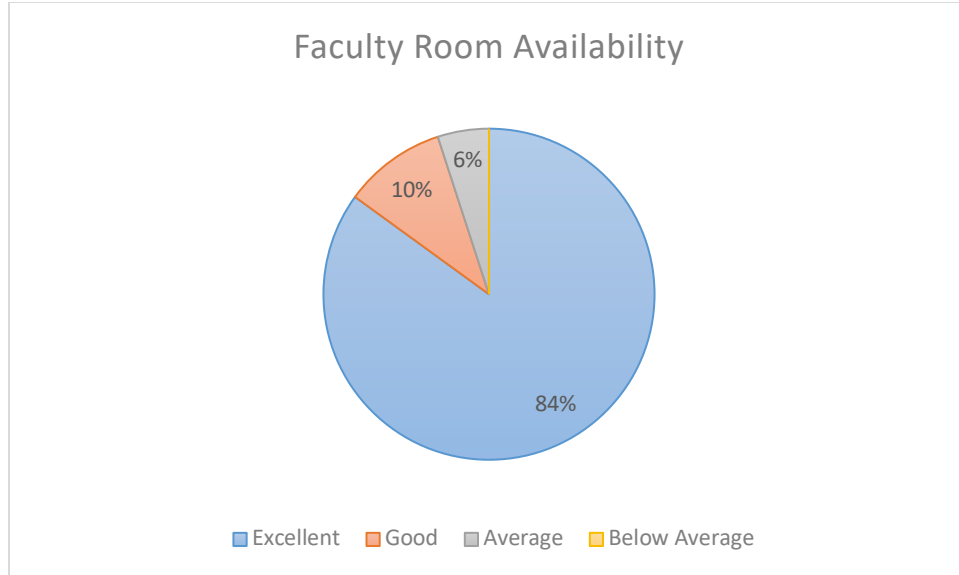


Figure 6: Faculty Room Availability

As per analysis of figure 6, the infrastructure of institute is as per the AICTE norms and there is adequate room for faculties.

Action taken - Feedback was taken at the end of each semester for the 2019-20 academic year. The observation based on the feedback are as follows:

1. To request the governing council to increase number of e-Journals in the library.
2. Faculty feedback on the various aspects on curriculum such as Design, sequence, Subject-Content, and its relevance shows that syllabus prescribed by the RTU is organized. However, the institute gives stress on beyond the syllabus activities like industry projects, professional training, certification, and SME lectures.
3. Faculties did many MOOC courses and fully utilized the lockdown phase.

Parent Feedback –

Parents' Feedback on Curriculum for the year 2019-20

The institute conducts Parents' feedback on institute facilities and syllabus transaction. The rating is normally given on a scale of 1 to 4 based on the aspects: Excellent (4), Good (3), Average (2) and Below Average (1). Feedback was collected from Parents and based on their answers the following charts were prepared to analyze the results.

Question No 1 in feedback form: Are you happy with the progress of your ward in academics?

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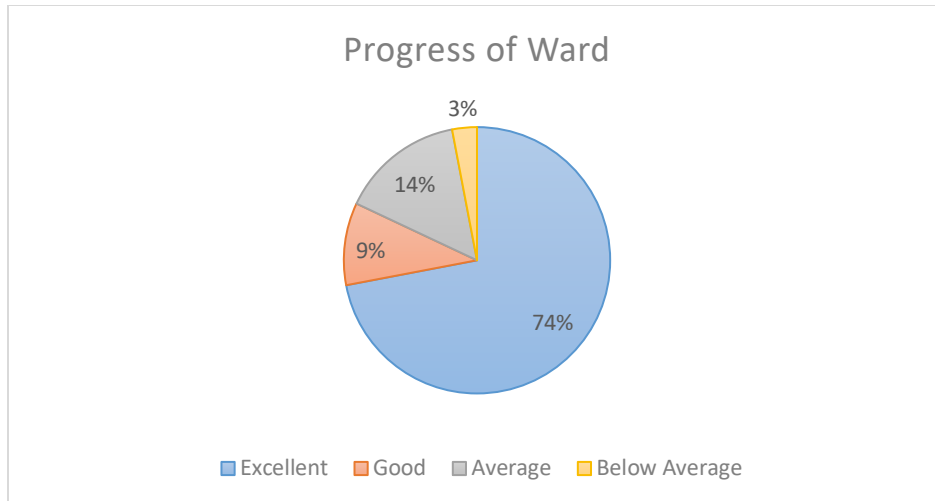


Figure 1: Progress of Ward

Analysis of figure 1 shows that majority of the parents were extremely satisfied with the progress of their wards in the academics.

Question No 2 in feedback form: How do you rate the infrastructural facilities provided by the institute?

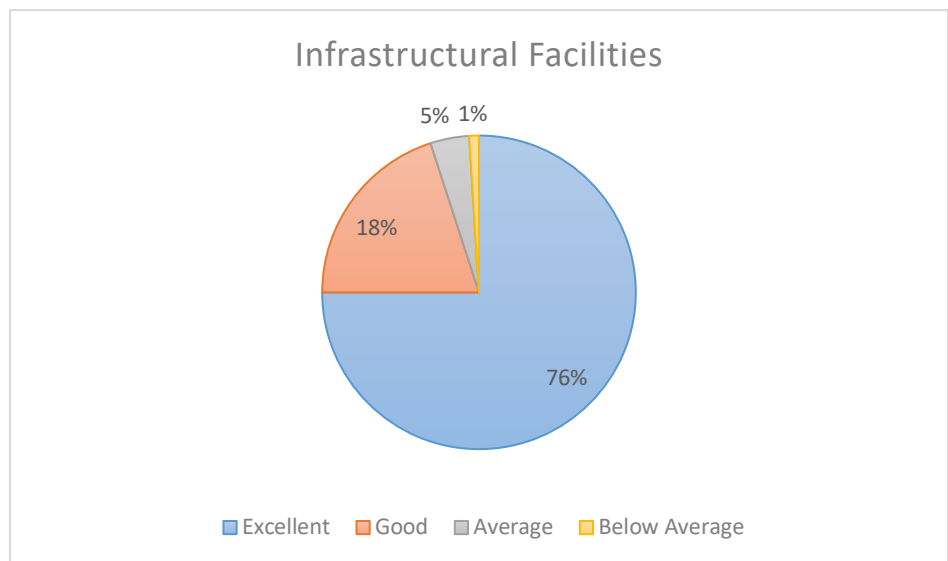


Figure 2: Infrastructural Facilities

The infrastructure feedback of the institute was fine.

Question No 3 in feedback form: Are you happy with the curricular (Add-on Courses/Seminar/Guest Expert Lectures) & Extra-Curricular Activities organized by the Institute?

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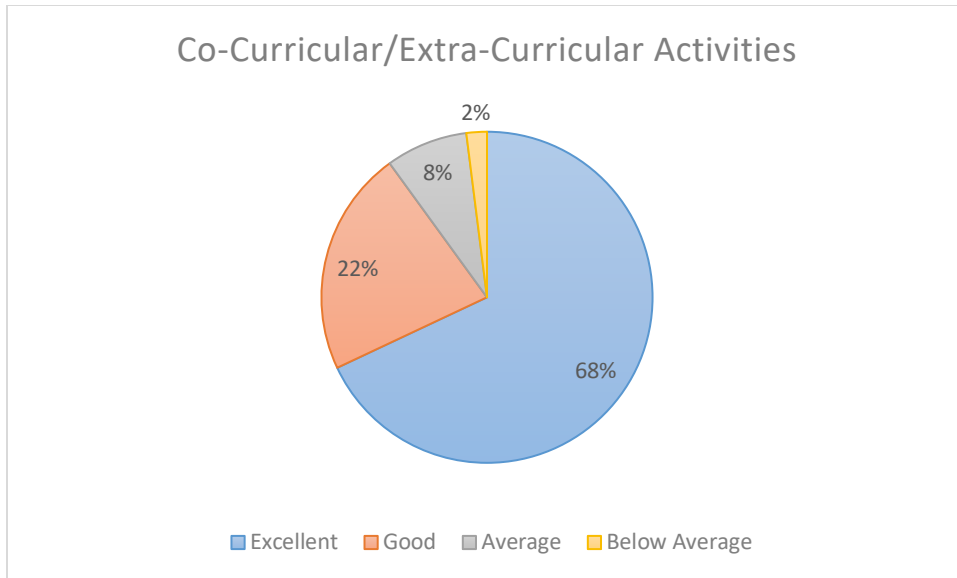


Figure 3: Co-Curricular/Extra-Curricular Activities

Since the institute mainly focuses on academic activities, still few parents suggested to increase co-curricular/extra-curricular activities for the students to make them versatile.

Question No 4 in feedback form: Are you satisfied with the Administration of Institute?

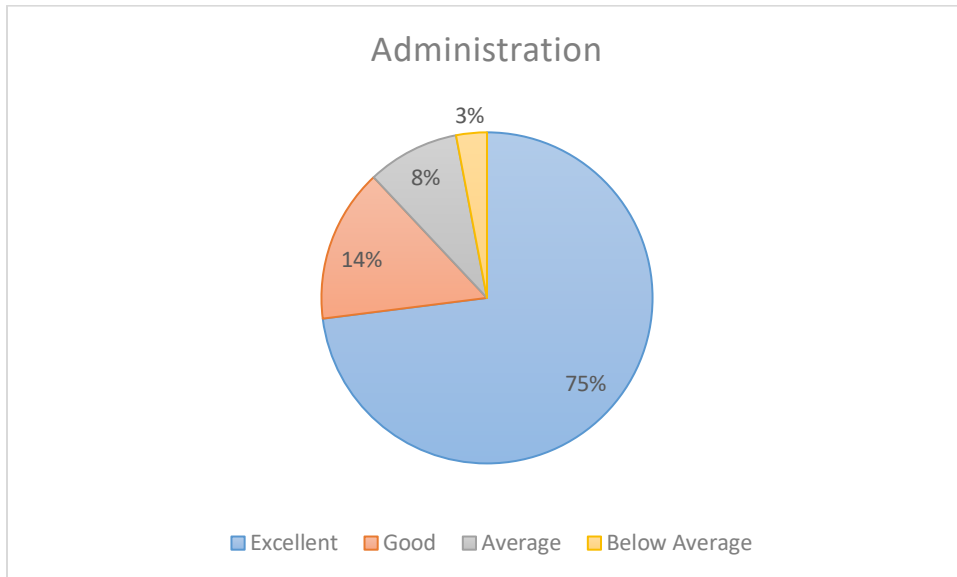


Figure 4: Administration

The institute has a well-defined administrative policy and regulation.

Question No 5 in feedback form: Are you satisfied with the student's discipline of the Institute?

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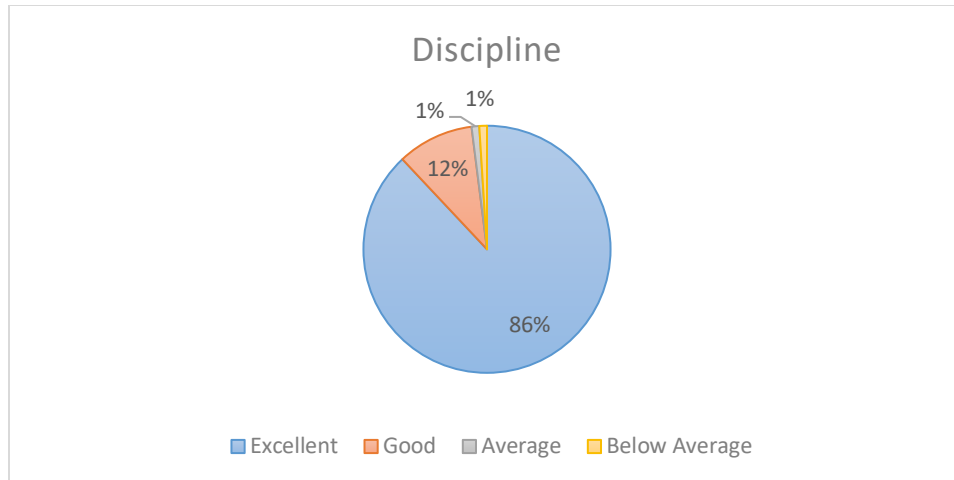


Figure 5: Discipline

There was hardly any disciplinary case.

Question No 6 in feedback form: Does your ward/Institute regularly inform you about his/her performance?

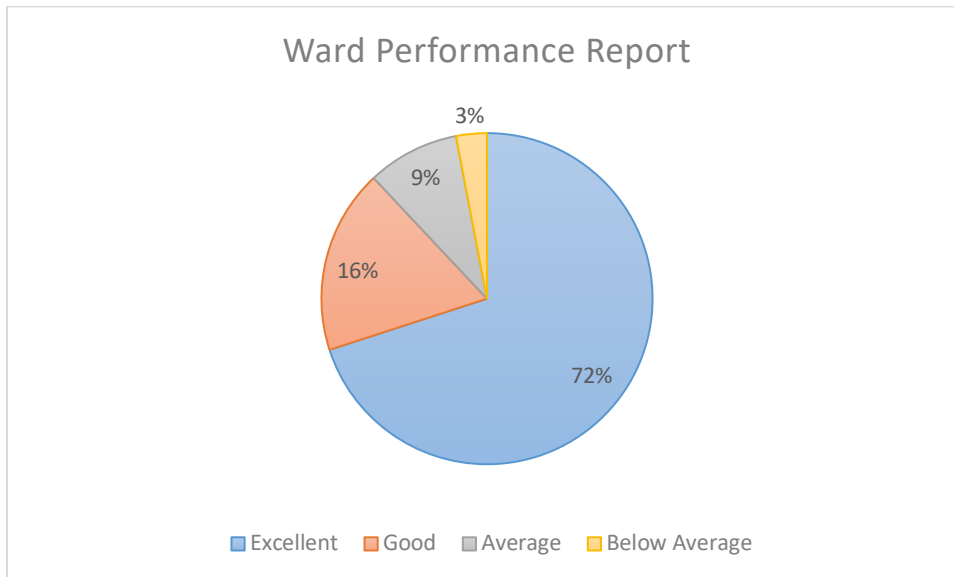


Figure 6: Ward Performance Report

Even though regular Parent-Teacher meetings were conducted still few parents suggested to increase the frequency of the meeting on their ward performance.

Actions taken- Parents requested to increase frequency of parent teacher meeting. It was well taken, and management is working on the same.

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