Government of Maharashtra

Government College of Arts & Science, Aurangabad (M.S)
(Established in 1923)
NAAC Reaccredited with 'A' Grade (2016)
(Kile Ark, Near Subhedari Guest House, Aurangabad)

Email ID: gasca1923@gmail.com	Phone/Fax: 0240-2331476	Website: www.gasca.ac.in

16/06/2021

Stakeholders' Feedback Meeting Minutes

	● Meeting #1
Date and Time	16 June 2021; 12:15 PM
Venue and Mode:	Online Mode Gmail Communications: 📄 Feedback Com 2020-21_Online_ Meeting Emails
In presence of (expected)	• Hon. Principal • IQAC Cordinator • Stakeholders Feedback Committee 2020-21 (All members) • Librarian
Agenda:	Agenda of the meeting: 1. Confirmation on all feedback Questionnaire 2. Mode of circulation of feedback forms 3. Instructions to the students and HoDs and faculty members. 4. Due date for all the feedback collection. 5. Miscellaneous issues.
Meeting Minutes	1. Chairperson of Stakeholders Feedback Committee 2020-21 (SFC 2020-21) briefed agenda of the meeting to all the attendees on Hon. Principal's Directions. 2. All the Questionnaires viz. (a) Teacher's Evaluation by Students, (b) **Course** and Department Evaluation by Students and (c) Feedback on Overall College Infrastructure and Students' Support Services are with scale of rating/recording feedback presented by SFC 2022-21 to all attendees. 3. Course evaluation/Feedback on Curriculum or Course by various stakeholders is of great importance as per NAAC guidelines said IQAC Co-ordinator and hence 6 Questions based Course Evaluation form is also drafted. 4. Suggestions received from Teachers are also acknowledged and partially adopted in final draft of all Questionnaires. 5. Hon. Principal suggested easy to understand translation of Questionnaires in Marathi – regional language to make students from Marathi medium comfortable in recording feedback. 6. Online feedback mechanism i.e. Entire feedback process hosted on website and scientific analysis using statistical tests are advisable by NAAC Guidlines said

	Chairperson SFC 2020-21. IQAC Coordinator aggreed on the neccessity of the website based feedback mechanism and insisted on the same.
	7. Hon. Principal sir suggested to continue with previous method of google form based feedback mechanism owing to Financial constrains.
	8. For statistical analysis IQAC Coordinator suggested to ask help fromGuest Faculty of department of Statistics.
	9. Built-in Statistical analysis and Graphical Representation service in google form can be used, said Chairperson, SFC.
	10. IQAC, Coordinator intimated SFC to submit Stakeholders feedback Analysis report well before the commencement of Next Academic Year for timely functioning of IQAC in the direction of execution of necessary Actions upon feedback. Furthermore, analysis of feedback by stakeholders on Course or Curriculum exected to be presented to Dr. BAM university - college affiliated to for further actions therefrom.
Decisions	• Total of six Google forms (T.Y.B.A/B.Sc, M.A., Course & Department Evaluation, Student Support Services, and Library services) to be created (with translation) and circulated among students in the period 21.06.-10.07.2021. • Stakeholders feedback Analysis report expectedly to be submitted on or before 20.07.2021.
Members Present **For Meeting**	• Hon. Principal • IQAC Cordinator • Dr Ramprasad Kale • Mr. Rupesh Madkar • Smt. Shubhangi Bidarkar • Mr. Ajaykumar Gandhi (Chairperson)

Dr. R.H. Satpute
Principal (I/C)
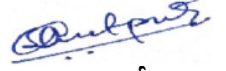Government College of Arts and Science,
Aurangabad

२१/०६/२०२१

सूचना

महाविद्यालयातील सर्व विभाग प्रमुख आणि शिक्षकांना सूचित करण्यात येते की विविध फिडबॅक लिंक्स या आपल्या वैयक्तिक तसेच विभागीय ई-मेल वर उपलब्ध करून देण्यात येत आहेत. फिडबॅक संदर्भात फिडबॅक समिती 2021 ने विभाग प्रमुख, शिक्षक आणि विद्यार्थ्यांसाठी काही सूचना दिल्या आहेत त्याची नोंद घ्यावी आणि फिडबॅक समितीस सहकार्य करावे.

प्राचार्य

डॉ. राजेंद्र सातपुते

शा.ज्ञा.वि.म., औ.बाद

फिडबॅक समिती २०२१

श्री. अजयकुमार गांधी (समिती प्रमुख)

श्रीमती. शुभांगी बिदरकर (समिती सदस्य)

श्री. रूपेश मडकर (समिती सदस्य)

डॉ. रामप्रसाद काळे (समिती सदस्य)

❖ Feedback Links:

Sr.No	Feedback on-		Google Form Links
1	Teacher's Evaluation by Students	For T.Y.B.A.	https://bit.ly/3gDA2ks
		For T.Y.B.Sc	https://bit.ly/3gBu9nY
		For M.A-II	https://bit.ly/3vDpHJG
2	Department And Course Evaluation By Students	For All T.Y.B.A/B.Sc/M.A-II	https://bit.ly/3vGoCAw
3	Feedback On Overall College Infrastructure And Students' Support Services	For All T.Y.B.A/B.Sc/M.A-II	https://bit.ly/3gIHWYK
4	Library Evaluation By Students	For All T.Y.B.A/B.Sc/M.A-II	https://bit.ly/35FUpHe

❖ **Instructions to students (विद्यार्थ्यांसाठी सूचना)**

1. Students Need to enter their **PRN** number while filling out Feedback form [Find PRN on Result by Dr. BAM University mark sheet (any) PRN साठी विद्यापीठाकडून मिळालेली कोणत्याही वर्षाची गुणपत्रिका पहा]

2. Read each question/point carefully and then give feedback (प्रश्न काळजीपूर्वक वाचून मग अभिप्राय नोंदवा)

3. Students are required to give feedback to All the teachers (of the subjects they have selected from F.Y to T.Y or M.A-I to II) who taught them in any year of the graduation (B.A/B.Sc) or post-graduation (M.A). [जरी आपण शेवटच्या वर्षाचे विद्यार्थी असाल तरी अश्या सर्व शिक्षकांसाठी आपण अभिप्राय द्यावा ज्यांनी आपल्याला प्रथम व द्वितीय वर्षात असताना शिकवले आहे. भाषा विषय कदाचित आपला शेवटच्या वर्षातील मुख्य (अथवा कसाही) विषय नसेल परंतु तो आपण प्रथम/द्वितीय वर्षात असताना शिकला आहात. म्हणून त्या विषयाच्या संबंधित शिक्षका साठी (केवळ ज्या आदरणीय शिक्षकाने आपल्याला शिकवले आहेत ते) आणि विभागासाठी अभिप्राय आपण नोंदवू शकता]

4. Use 0: Not Applicable/Neutral option appropriately and minimum possible times. 0: या अभिप्रायाचा अर्थ आपण त्या मुद्दाबाबत कोणतेही मत नोंदवू इच्छित नाही / उदासिन आहाता/ किंवा आपणास तो मुद्दा लागू नाही असा होतो. असे अभिप्राय त्या मुद्याचे अंतिम सरासरी मूल्यांकन करताना विचारात घेतले जात नाहीत. तरी "0" या अभिप्रायाचा वापर केवळ योग्य ठिकाणी आणि शक्य तितका कमी करावा. लक्ष्यात घ्या, 0 हा सर्वात कमी गुणांक नाही तर बहुतेक सर्व मुद्द्यांसाठी 1 = सर्वात कमी गुणांकन आणि 4/10 = सर्वात अधिक गुणांकन आहे)

❖ **Instructions to the HoD and Faculty members** (विभाग प्रमुख आणि शिक्षकांसाठी)

1. **At least one third** of the total student count (Subject/Department wise) required for final average evaluation. अंतिम सरासरी मूल्यांकनाकरिता एकूण विद्यार्थी संख्येच्या (विषय/विभाग निहाय) किमान एक तृतियांश विद्यार्थ्यांनी अभिप्राय देणे आवश्यक.

2. Google form links are shared on personal and departmental email addresses. सर्व लिंक या ई-मैल (वैयक्तिक आणि विभागीय) पत्त्यावर उपलब्ध करून दिल्या आहेत.

3. Every HoD and faculty must encourage their subject students to give feedback. (विभागप्रमुख आणि संबंधित विषय शिक्षकांनी आपल्या विद्यार्थ्यांना अभिप्राय देण्यासाठी प्रोत्साहित करावे)

❖ **Last dates for submission of all the feedback** forms given in table below, सर्व अभिप्रायांसाठी अंतिम तारखा खाली दिल्या आहेत.

Sr.No.	Evaluation of	Duration
01	Teacher's Evaluation by Students	21/06/2021 to **10/07/2021** (20 days)
02	Department And Course Evaluation By Students	27/06/2021 to **10/07/2021** (14 Days)
03	Feedback On Overall College Infrastructure And Students' Support Services	
04	Library Evaluation By Students	