



JAIPUR ENGINEERING COLLEGE
AND RESEARCH CENTRE

Department of Mechanical Engineering

Circular

Date: 1/12/2018

This is to inform all members of DQAC that there is a meeting scheduled on 03.12.2018 regarding "Feedback analysis and action taken report from different stake holders" from 2 to 4 pm at the BT-19, B-Block, to discuss the following agenda points:

1. Feedback analysis for different stakeholders
2. Discussion on action taken report on student's curriculum, co-curricular, facilities, hostel and transport.
3. Discussion on action taken report on parent's feedback.
4. Discussion on action taken report on alumni feedback.
5. Discussion on action taken report on Employer feedback.
6. Any other

HOD ME

Head of the Department
Mechanical Engineering
JECRC, Jaipur

CC to

- Principal
- Registrar
- On the notice board



Minutes of Meeting

Meeting Venue: BT-19, B-Block

Date: 04/12/2018

The department of mechanical engineering collects the feedback from the different stakeholders and later analysis is done. The various stake holders are mainly the students, faculty members, alumni and employer. Based on the analysis, an action taken report is prepared for further improvement. Program coordinator informs all faculty members about the feedback and the analysis of the stakeholders.

1. Vision and Mission of JECRC and Department of ME:

Parameters	Responses
Vision of JECRC and Department of ME	Majority of the faculties agreed with the Vision statement of JECRC and Department of ME.
Mission of JECRC and Department of ME	Majority of the faculties agreed with the Mission statement of JECRC and Department of ME.

2. Students Curriculum Feedback Analysis:

Parameters	Responses	Action taken
Present Curriculum of JECRC	Approximately 89-98 % students agree with the present curriculum and only 02-11% students were not in agreement with the present curriculum.	HoD advised all the faculty members regarding making certain improvements in Students Curriculum Feedback which are as follows: <ul style="list-style-type: none"> ➤ HoDs have instructed their faculty members to plan various activities wrt content beyond and add the same to academic calendar. ➤ Provide the advanced study materials to all students. ➤ Arrange for more interdisciplinary guest lectures and IV'S as well as to arrange awareness session on Environment & Sustainability and plan new activities.
Teaching Learning Feedback Analysis	Approximately 91-95 % students were in agreement with the present teaching learning and only 05-09 % students were not in agreement with	HoD advised to all the faculty members regarding improvement in Teaching Learning Feedback which are as follows: <ul style="list-style-type: none"> ➤ Ensure the regularity and punctuality of faculty members in class. ➤ Motivate the students to make maximum involvement in extracurricular activities. ➤ Mentors to increase the frequency of active mentoring sessions, especially for slow



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	present teaching learning system.	learners. Increase the involvement of slow learners in discussion. ➤ Provide last year's GATE, IES etc questions in assignments for fast learners and provide extra discussion time for slow learners. ➤ Upload advanced study materials, lecture videos, lab experiments videos/ NPTEL/ Swayam/ Swayam Prabha links to students.
Students Extra Curriculum Feedback Analysis	Approximately 92-97 % students were in agreement with the present Students Extra Curriculum and only 03-08% students were not in agreement with the present Students Extra Curriculum system.	HoD advised to all the faculty members regarding improvement in Students Extra Curriculum Feedback which are as follows: ➤ Provide the number of activities and motivate each student to participate in at least one activity as a team leader or team member as well as in ethical orientation. ➤ Motivate students to organize and participate in extracurricular activities and provide support in the form of auditorium, playground, electrical supply etc. ➤ Suggest reward program for students for organizing/participating in the activities. ➤ Provide easy ways to participation of students in National / International conferences and provide support for the same.
Student's Facilities Feedback Analysis	Approximately 84-90 % students were in agreement with the present Student's Facilities and only 10-16 % of students were not in agreement with present Student's Facilities system.	HoD advised to all the faculty members regarding improvement in Student's Facilities Feedback which are as follows: ➤ Students have given feedback related to maintenance and cleanliness issues and the same has been communicated to the Maintenance & Cleanliness In Charges. ➤ The issue is addressed and action based on the same is taken. ➤ Sports in-charge has been instructed to maintain and enhance the sports facility.

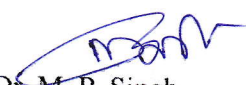
3. **Alumni feedback analysis:** JECRC organized several activities to inculcate moral values and social responsibilities in students. Most of the students participated in these activities. HoD's to motivate each student to participate in at least one activity.



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4. Employer feedback analysis:

- Communication skills are good but students should be guided more on technical specific of Indian IT industry.
- Advised to improve communication skills and technical skills .


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HOD, ME Dept.

Head of the Department
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Dr V. K. Chandna

Principal

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