Agenda

Dt.: 11.08.2026

Attention: Feedback committee members

The Feedback meeting is scheduled at 4:00 PM on 12th August 2026 at department seminar hall. All the feedback committee members are requested to attend the same without fail.

Meeting agenda:

1. Welcome address by the Chairman and initiation of the stakeholder feedback review meeting.
2. Presentation of student feedback analysis and discussion of curriculum relevance, course sequencing, syllabus workload, laboratory facilities, and practical exposure.
3. Review of teacher feedback regarding curriculum structure, credit allocation, L-T-P distribution, course outcomes, and evaluation methods.
4. Discussion of alumni feedback concerning industry-oriented skills, employability, technological advancements, and professional preparedness.
5. Review of employer feedback regarding graduate competencies, industry relevance, practical knowledge, and workplace proficiency.
6. Discussion of parent feedback concerning teaching quality, academic workload, availability of learning resources, evaluation transparency, and student learning outcomes.
7. Identification of common issues and areas requiring improvement based on the feedback received from all five stakeholders.
8. Discussion and finalization of the Action Taken Report (ATR) for each stakeholder category.
9. Assignment of responsibilities to faculty members for implementing the proposed corrective and improvement measures.
10. Discussion on monitoring mechanisms and timelines for reviewing the implementation of the proposed actions.
11. Any other matter with the permission of the Chairman.
12. Vote of thanks.

Dr. N. R. Gowthami
HoD-C.E

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