

**Rayat Shikshan Sanstha's
Karmaveer Bhaurao Patil College, Vashi, Navi Mumbai
(Autonomous)
Feedback Committee
Annual Plan 2020-2021**

Sr. No.	Tentative Week & Month	Activities	Incharge member
1	Fourth Week August	Meeting of committee members for annual planning, work distribution & finalizing all types of online feedback forms	All Members
2	Third Week, September	Online feedback from students about Online teaching process on kbp.digitaledu.in	All Members
3	Fourth Week of November	Online feedback about Teachers, Syllabus, Institute from student	All Members
4	Fourth Week of November	Circulation of online feedback forms (Google forms) to Peer Teachers, Parents, Industry Persons (Through Heads of departments) & Alumni (Through Alumni committee)	Ms.Manasi Mishra Ms. Somali Chatterjee
5	First Week of December	Analysis of feedback obtained online and its evolution	Ms. Gayatri Bhagwat Mr. Datta Bhosale
6	Second – Fourth Week of December	Follow up of feedback from all stakeholders except Students	Ms.Manasi Mishra Ms. Somali Chatterjee Ms.Swati Gaikwad Ms.Manisha Jangale
7	January	Conduction of Students' Satisfaction Survey using Google form and submitting same to Hon. Principal	Creation: Gayatri Bhagwat Follow-up: All Members

8	Second Week February	Conduction of Students' Satisfaction Survey	All Members
9	Fourth Week February	Online feedback from students about Teachers, Syllabus, Institute from student on kbp.digitaledu.in	All Members
10	First Week, March	Analysis of Feedback forms, Submission to Hon. Principal, Preparation of Action taken report with permission from Hon. Principal (syllabus suggestion, infrastructure upgradation)	Ms. Gayatri Bhagwat Mr. Datta Bhosale Ms. Manasi Mishra
11	Third week of March	Uploading all types of feedback and action taken report on feedback received as per the NAAC requirements.	Ms.Swati Gaikwad Ms.Manisha Jangale


 Chairman
 Feedback Committee