



**1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website**

**A. Feedback collected, analyzed, action taken & communicated to the relevant bodies and feedback hosted on the institutional website**

### Internal Circular & Office Order Communicated to respective bodies

Response : A : Feedback collected, analyzed, action taken & communicated to the relevant bodies and feedback hosted on the institutional website

	Feedback	Response	Year
1	Students Feedback	Feedback collected	2018-2019
2	Teachers Feedback	Feedback Analysis	2019-2020
3	Alumni Feedback	Action Taken Report	2020-2021
4	Employer Feedback	Communicated to Authorities	2021-2022 2022-2023

### Weblink and reports

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## Action Taken Reports + Communications

### AY 2018-19

SN	Stakeholders	Feedback Received	Communicated to Authorities	Action Taken
1	Students	Focus on innovative teaching is needed	Director, HOD and Teachers	Informed by HOD and Director to all faculties for incorporation of innovative & experiential TL Pedagogy.
		Stock Market sessions needed	HOD	Financial Expert Faculty Dr Lavkush from Sister Institute has been asked for conducting the Stock Market sessions. Session I conducted.
		Industry visits needed	Placement Team	Placement team is informed and the corrective actions are taken
2	Teachers	Day care facility for working mothers required	Management	Communicated to Management and Management has started the Day care facility for the Children of women employees of the Society.
3	Alumni	Alumni frequent interaction needed for strong bonding	Director & HOD	Virtual Alumni meets are executed to get connected with Alumni who are away from the city
4	Employer	Aptitude classes to be provided to student	Training & Placement team and Coordinator	Extra classes are provided for building the Aptitude knowledge and Spoken English classes are increased.
		Spoken communication skill to be developed amongst students.	Training & Placement team and Coordinator	

  
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SAIBALAJI EDUCATIONAL SOCIETY  
INTERNATIONAL INSTITUTE OF MANAGEMENT & HUMAN RESOURCE DEVELOPMENT  
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OFFICE ORDER NO IQAC/18-19/21

(For Internal Circulation only)

4/4/19

**SUBJECT: Communication Of Feedback Received From Stake Holders**

Office order is made to communicate feedback of stake holders for academic year 2018-19.

Communicated to:

- (1) Director
- (2) HOD
- (3) Faculty Members
- (4) Coordinator
- (4) Placement Team
- (5) Management

**(1) Students Feedback:****(i) Focus on Innovative teaching is needed. :**

All the faculty members are informed to incorporate the decision made on adopting the innovative way of teaching and experimental learning process so that contents of the academic lesson plan and delivery shall reach fast to the students.

**(ii) Stock Market Sessions needed**

Decision to this effect has been made and Financial Expert Dr. Luvkush Singh from our Sister Organization has conducted the teaching modules on Stock Market.

**(iii) Industry Visits needed**

Head Placement and Corporate Relations is informed to organize the industrial visits to neighboring industries with due permission from them. Such activities shall be carried through out the year.

**(2) Teachers Feedback:****(i) Day care facility for working mothers required**

Management is being informed for above feedback submitted by Faculty members and it is informed to all faculty members that management has agreed upon the issue and started the day care facility for the children of women employee's of SaiBalaji Education Society.

**(3) Alumni Feedback:****(i) Alumni frequent interaction needed for strong bonding**

Matter has taken up with the Management and virtual meetings are executed to get connect with alumni who are away from Pune City.

**(4) Employer Feedback:****(i) Aptitude classes to be provided to students****(ii) Spoken communication skill to be developed amongst students.**

Informed to all HOD's and Training &amp; Placement team to conduct an aptitude test as well Spoken English Classes. Such tests shall be conducted on weekly basis, so that knowledge potential of the students can be enhanced. Along with that spoken English classes are to be conducted for all the students.

Communicated by: IQAC Head

Received by:

1) Prof. Pooja Karkhale

2)

3)

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## Action Taken Reports + Communication

AY 2019-20

SN	Stakeholders	Feedback Received	Communicated to Authorities	Action Taken
1	Students	More Internship grooming and Interview preparations to be scheduled more frequently.	Communicated to HODs and Training & Placement team.	HODs have scheduled Domain specific grooming sessions for students. Placement team has increased the mock interview sessions.
		Space of Canteen Facility need to be increased	Communicated to HODs and Canteen Committee Office order :	Extended canteen space provided to students. Lunch Break is extended to 1 hour.
2	Teachers	In Library general reading books to be increased.	Communicated to Library Committee. Office order :	Director has instructed to Librarian for increasing the general reading books and implemented.
3	Alumni	Alumni cell to be more active	Communicated to Alumni Coordinator.	More number of Alumni involvement and interactions are arranged.
4	Employer	More focus on women Personality development	Communicated to HODs and Training & Placement team.	In Induction program Leadership sessions, SWOC sessions are added.
		More motivation needed		

  
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OFFICE ORDER NO IQAC/19-20/12

23/3/20

(For Internal Circulation only)

SUBJECT: COMMUNICATION OF FEEDBACK  
RECEIVED FROM STAKE HOLDERS

Office order is made to the effect of feedback given by various stake holders for academic year 2019-20

Communicated to:

- ✓(1) Director
- ✓(2) HOD
- ✓(3) Faculty Members
- ✓(4) Coordinator
- ✓(4) Placement Team
- ✓(5) Management

## (1) Students Feedback:

(i) More Internship grooming and Interview preparations to be scheduled more frequently.

HODs have scheduled Domain specific grooming sessions for students. Placement team has increased the mock interview sessions.

(ii) Space of Canteen Facility need to be increased

Extended canteen space provided to students. Lunch Break is extended to 1 hour.

## (2) Teachers Feedback:

(i) In Library general reading books to be increased.

Director has instructed to Librarian for increasing the general reading books and implemented.

## (3) Alumni Feedback

(i) Alumni cell to be more active

More number of Alumni involvement and interactions are arranged.

## (4) Employer Feedback

(i) More focus on women Personality development, more motivation needed.

In Induction program Leadership sessions, SWOC sessions are added.

Communicated by: IQAC Head

Received by:

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## Action Taken Reports + Communication

AY 2020-21

SN	Stakeholders	Feedback Received	Communicated to Authorities	Action Taken
1	Students	Revision sessions for Accounting subject needed.	Communicated to HOD and coordinator.	Extra sessions are scheduled in the time table for Accounting subject.
		Required expert sessions for opting right specialization.	Communicated to HODs. Office order : IQAC/20-21/11	After semester I, separate grooming sessions are scheduled by each domain HODs.
2	Teachers	LCD projector focus in class rooms to be adjusted	Communicated to IT team. Office order : IQAC/20-21/11	IT Incharge has checked all classroom LCDs and adjusted the focus.
3	Alumni	Self-defense classes to be arranged	Communicated to Director.	Lathi-Kathi sessions are scheduled for students
4	Employer	Students should get more practical exposure	Communicated to HODs and Training & Placement team.	Teachers are informed for more practical oriented sessions. And all have incorporated the practical approach in their lecture execution. Each Saturday is devoted for Industry Interaction with students.
		Include more Industry expert talks in campus.		

  
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OFFICE ORDER NO IQAC/20-21/11

4/5/21

(For Internal Circulation only)

**SUBJECT: COMMUNICATION OF FEEDBACK  
RECEIVED FROM STAKE HOLDERS**

Office order is made to the effect of feedback given by various stake holders for academic year 2020-21

Communicated to:

- ✓(1) Director
- ✓(2) HOD
- ✓(3) Faculty Members
- ✓(4) Coordinator
- ✓(4) Placement Team
- ✓(5) Management

**(1) Students Feedback:**

- (i) Revision sessions for Accounting subject needed.  
Extra sessions are scheduled in the time table for Accounting subject.
- (ii) Required expert sessions for opting right specialization.  
After semester I, separate grooming sessions are scheduled by each domain HODs.

**(2) Teachers Feedback**

- (i) LCD projector focus in class rooms to be adjusted : IT Incharge has checked all classroom LCDs and adjusted the focus.

**(3) Alumni Feedback**

- (i) Self-defense classes to be arranged  
Lathi-Kathi sessions are scheduled for students

**(4) Employer feedback**

- (i) Students should get more practical exposure / Include more Industry expert talks in campus.  
Teachers are informed for more practical oriented sessions. And all have incorporated the practical approach in their lecture execution.  
Each Saturday is devoted for Industry Interaction with students.

Communicated by: IQAC

Received by:

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## Action Taken Reports + Communication

### AY 2021-22

SN	Stakeholders	Feedback Received	Communicated to Authorities	Action Taken
1	Students	Revision sessions for Accounting subject needed.	Communicated to HOD and coordinator.	Extra sessions are scheduled in the time table for Accounting subject.
		Required expert sessions for opting right specialization.	Communicated to HODs. Office order :	After semester I, separate grooming sessions are scheduled by each domain HODs.
2	Teachers	LCD projector focus in class rooms to be adjusted	Communicated to IT team. Office order :	IT Incharge has checked all classroom LCDs and adjusted the focus.
		Health Hygiene should be maintained in view of recent precautions against COVID cases.	Communicated to the Director	Detailed policy from Union Government of India, Government of Maharashtra and Savitribai Phule Pune University is being adopted by all the faculty and staff of the Institute and all were cautioned over taking precautions against COVID.
		Online sessions need to be increased for completion of academic activities.	Communicated to the Director	All the HOD's and faculties are instructed to follow and complete the academic activities in online mode
3	Alumni	Self-defense classes to be arranged	Communicated to Director.	Lathi-Kathi sessions are scheduled for students
4	Employer	Students should get more practical exposure	Communicated to HODs and Training & Placement team.	Teachers are informed for more practical oriented sessions. And all have incorporated the practical approach in their lecture execution. Each Saturday is devoted for Industry Interaction with students.
		Include more Industry expert talks in campus.		

  
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OFFICE ORDER NO IQAC/21-22/09

16/4/2022

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**SUBJECT: COMMUNICATION OF FEEDBACK RECEIVED FROM STAKE HOLDERS**

Office order is made to the effect of feedback given by various stake holders for academic year 2021-22

Communicated to:  
✓(1) Director  
✓(2) HOD  
✓(3) Faculty Members  
✓(4) Coordinator  
✓(4) Placement Team  
(5) Management**(1) Students Feedback:**

- (i) Revision sessions for Accounting subject needed. Extra sessions are scheduled in the time table for Accounting subject.
- (ii) Required expert sessions for opting right specialization. After semester I, separate grooming sessions are scheduled by each domain HODs.

**(2) Teachers Feedback**

- (i) LCD projector focus in class rooms to be adjusted IT Incharge has checked all classroom LCDs and adjusted the focus.
- (ii) Health Hygiene should be maintained in view of recent precautions against COVID cases. Detailed policy from Union Government of India, Government of Maharashtra and Savitribai Phule Pune University is being adopted by all the faculty and staff of the Institute and all were cautioned over taking precautions against COVID.
- (iii) Online sessions need to be increased for completion of academic activities. All the HOD's and faculties are instructed to follow and complete the academic activities in online mode.

**(3) Alumni Feedback**

- (i) Self-defense classes to be arranged – Communicated to HOD and Coordinator for Lathi-Kathi sessions are scheduled for students

**(4) Employers Feedback**

- (i) Students should get more practical exposure & (ii) Include more Industry expert talks in campus. Communicated to T& P team and Coordinator. Teachers are informed for more practical oriented sessions. And all have incorporated the practical approach in their lecture execution. Each Saturday is devoted for Industry Interaction with students.

Communicated by: IQAC Head

Received by:

  


  
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## Action Taken Reports + Communication

AY 2021-22

SN	Stakeholders	Feedback Received	Communicated to Authorities	Action Taken
1	Students	For accounting subject extra sessions to be conducted	Communicated to Director	Extra sessions are scheduled in the time table for Accounting subject.
		Grooming session for internship as well as placement to be conducted	Informed to Director	After semester I, separate grooming sessions are scheduled by each domain HODs.
		Sanitary Napkin Vending Machine needs to be installed in Girls Common Room and Girls hostel.	Communicated to the Director	Sanitary Napkin vending machine is installed at both the places.
2	Teachers	LCD Projector need to be adjusted for clarity	Communicated to Director	IT Incharge has checked all classroom LCDs and adjusted the focus.
3	Alumni	Self-defense classes to be arranged	Communicated to Director.	Lathi-Kathi sessions are scheduled for students
		Cyber Security Session to be executed for the students.	Communicated to the Director	Guest lecture on Cyber Security is conducted to the both year MBA Students.
4	Employer	Students should get more practical exposure Include more Industry expert talks in campus.	Communicated to the Director	Teachers are informed for more practical oriented sessions. And all have incorporated the practical approach in their lecture execution. Each Saturday is devoted for Industry Interaction with students.

  
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OFFICE ORDER NO : IQAC/22-23/11

6/8/23

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SUBJECT: COMMUNICATION OF FEEDBACK RECEIVED FROM STAKE HOLDERS

Office order is made to the effect of feedback given by various stake holders for academic year 2022-23

Communicated to:

- ✓(1) Director
- ✓(2) HOD
- ✓(3) Faculty Members
- ✓(4) Coordinator
- ✓(4) Placement Team
- (5) Management

**(1) Students Feedback:**(i) **For accounting subject extra sessions to be conducted** : Extra sessions are to be scheduled in the time table for accounting subject.(ii) **Grooming session for internship as well as placement to be conducted**  
After semester I, separate grooming sessions are scheduled by each domain HODs.

- Sanitary Napkin Vending Machine needs to be installed in Girls Common Room and Girls hostel. Sanitary Napkin vending machine is installed at both the places.

**(2) Teachers Feedback**(i) **LCD Projector need to be adjusted for clarity** : IT Incharge has checked all classroom LCDs and adjusted the focus.**(3) Alumni Feedback**

- (i) **Self-defense classes to be arranged** : Lathi-Kathi sessions are scheduled for students
- (ii) **Cyber Security Session to be executed for the students.**  
Guest lecture on Cyber Security is conducted to the both year MBA Students./

**(4) Employers Feedback**

- (i) **Students should get more practical exposure** : Teachers are informed for more practical oriented sessions. And all have incorporated the practical approach in their lecture execution.
- (ii) **Include more Industry expert talks in campus.** : Each Saturday is devoted for Industry Interaction with students.

Communicated by: IQAC Head

Received by:

  
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