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OFFICE CIRCULAR

Sub: Methodologies to be implemented to improve the perception of the Institute/Department- Reg.

Ref: Letter dt. 09.02.2022 from Dr T V Rama Krishna, Coordinator, IQAC

Methodologies to be implemented to improve the perception of the Institute/Department among the stakeholders.

1. Students.
2. Parents.
3. Alumni.
4. Industry.
5. Employers.
6. Faculty.
7. Academic Peers.

1. Students.

- By taking regular feedback from the students about the problems they are facing regarding the academic issues and correcting them whenever and wherever required.
- Everything should be taught from the application point of view. When the student understands the concepts of application in several spheres of the life he can enjoy the learning.
- Conducting the labs professionally and seriously by the faculty. Faculty should be patient enough to motivate the students to attend the lab regularly, teach everything from the application point of view, spend time with them until the experiment is successfully completed.
- Motivating the slow learners through several methodologies like remedial classes, special classes and personal attention etc.
- Arranging guest lectures by the experts from the Industry so that the student shall stay updated in sync with it.
- By designing and implementing the lab taken to class seriously.

- The teacher should help and closely monitor the project work so that the students get confidence which will help him during campus placements.
- Respecting the students. Students should be given freedom of thought and expression of their views in both academic and personal matters. Counselling process should be seriously implemented so that the student overcomes his shortfalls and become successful in career.
- Involve students in various Technical workshops, seminars and other events conducted by the department.
- Involve students to run various student activity clubs to develop leadership qualities in them.
- Taking students to Field trips or industrial trips.
- Arranging motivational lectures by the eminent people successful in their careers.
- Arranging interaction with the alumni, to that the seniors share their experiences during their study and work place. The present students really get motivated by those live examples.
- Developing the skill set in the students by Industry trained certification courses.
- By organizing social service activities through the student community.
- Actively involving the student in extension activities like NSS, NCC etc.
- Encouraging the students to play sports and motivating them towards specific goals.
- Encourage the students to write technical papers and publish in the journals.
- Conduct hardware expos in the department.
- Encourage the students to participate in the competitions at the national level.

2. Parents.

- In the process of counselling, discuss with the parent about the progress and performance of the student patiently.
- Every month identified faculty randomly calls 200 parents, record the feedback about the department performance and through serious of brainstorming discussions in the department change the methodologies of implementation wherever and whenever required.
- Invite the 10 parents of both slow learners and fast learners randomly(for sample study) and discuss with them regarding their perception about the department. It is not a parent meeting. This helps us to understand the study patterns, attitude of the students at home so that it helps to redefine the counselling parameters.
- Conduct parents meeting wherever required for slow learners.

- Send messages through social media (whatsapp, telegram etc) to parents about achievements of the students, faculty and the department.
- Form a telegram group of year wise parents to send messages to them.
- Involve the parents from different professions during policy making so that wide versatility helps to improve the perception among both parents and students as well.

3. Alumni

- Strong alumni cell run by the present students under the monitoring of the faculty. This creates a relationship and motivation among the students.
- Create a social media group of all alumni (telegram or WhatsApp) and Send the achievements of the department regularly.
- Invite alumni in designing the policy decisions of the departments (at least by mail).
- Involve alumni in top positions settled in their professions in designing the curriculum so that the latest skill set can be identified to train the current students.
- Take feedback from alumni to develop the placement activities in the department.
- Track the whereabouts of the alumni.
- Conduct alumni meeting every year.

4. Industry

- Involve Industry in the curriculum design.
- Arrange more number of guest lectures from the industry for the students and motivate the students.
- Industry run courses should be offered by the department.
- Skill development programmes should be run along with Industries.
- MOUs with the core industries should be done so that win-win situations are created between academia and Industry.
- Industry certification courses should be offered to the students.
- Couple the department research with Industry.
- Regular feedback (at least by mails) should be taken from the industry.
- Curriculum should be vetted by the industry periodically.
- projects should be evaluated by the Industry.
- Survey should be done about the trends in the industry by the students and faculty.

5. Employers

- Record the feedback given by the employers visiting the campus for picking up the students and include in the curriculum design and policy making.

6. Faculty

- Involve faculty in curriculum design, policy decisions.
- Motivate the faculty to upgrade their skills by sending to workshops, skill development training programmes.
- Appraisals to faculty for their contribution as per the policy.
- Exit survey should be done from the faculty leaving the organization on the policies implementing.

7. Academic Peers

- Invite faculty from IITs and NITs to the campus and take the feedback about the curriculum, laboratories etc.
- Study the policies of academic peer institutions, brainstorm and update the existing ones.

8. Institute/ Department Level

- Creating academic College YouTube channel / department YouTube channel and put one complete video course.
- Preparing the newsletter/magazines of each department/Institute in every month and will be send to teaching community via digital marketing (i.e. e-mail marketing, etc).
- Creation of moodle.sasi.ac.in, dspace.sasi.ac.in and projects.sasi.ac.in etc.,

Conclusion: An open minded, highly adaptive mindset with only positive outlook from the stake holders is needed to improve the perception of the department/Institute.

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