

# GURU NANAK INSTITUTE OF TECHNOLOGY

Approved by A.I.C.T.E., New Delhi  
Affiliated to MAKAUT, West Bengal



## POLICY ON STUDENT FEEDBACK ON FACILITIES

Guru Nanak Institute of Technology  
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Principal  
Gurunanak Institute of Technology

## **Policy on Student Feedback: based on Library Facilities**

Library is one of the most important facilities for an engineering student. Below is a detailed policy outline for student feedback on library facilities in Guru Nanak Institute of Technology:

### **1. POLICY STATEMENT:**

This policy aims to establish a comprehensive feedback system that takes care of one of the most fundamental requirements of students, which is a modern and well stocked library, in order to develop their academic and professional knowledge. The policy seeks to address the possible issues regarding the library for the students.

### **2. Objectives:**

The feedback policy on library facility is designed to put in place effective measures to maintain, and improve the existing facility. To achieve this outcome, the following objectives have been identified:

- i) To provide students with a well-stocked and modern library.
- ii) To improve the existing facilities in the library e.g. remote access to e-journals and e-books.
- iii) To provide the students with a library that caters to their academic and professional requirements.
- iv) To provide the students with library having adequate infrastructure.

## Students' Feedback on Library Facilities

Sample form:

1. Name of the student:
2. College ID no.:
3. Department:
4. Semester:
5. Are central library and departmental library available in the institute?  
Yes/No
6. Does the central library have adequate number of books for your department?  
Yes/No
7. Does the central library have adequate number of journals for your department?  
Yes/No
8. Does the central library have adequate number of e-books for your department?  
Yes/No
9. Does the central library have adequate number of reference books for your department?  
Yes/No
10. Does the central library offer browsing facility to the students?  
Yes/No
11. Does the central library have any modern software for its operation?  
Yes/No
12. Does the central library provide books under the book bank scheme?  
Yes/No

## **Policy on Student Feedback : based on Canteen Facilities**

Canteen is a crucial part in the life an engineering college student. Below is a detailed policy outline for students' feedback on canteen facility in Guru Nanak Institute of Technology:

### **1. POLICY STATEMENT:**

This policy aims to establish a comprehensive feedback system that takes care of the need to provide nutritious, wholesome, palatable food to the students, who may be a day-scholar or hostel boarder.

### **2. Objectives:**

The feedback policy is designed to implement effective measures that enhance the quality of the academic ambience in the institute. To achieve this outcome, the following objectives have been identified:

- i) To provide the students with a canteen that serves tasty, nutritious food.
- ii) To provide the students with a canteen with choice for foods available.
- iii) To provide the students with a canteen that can be easily located and accesses.
- iv) To provide the students with a canteen with proper amenities.

## Students' Feedback on Canteen Facilities

Sample form:

1. Name of the student:
2. College ID no.:
3. Department:
4. Semester:
5. Is a subsidized canteen available for the students?  
Yes/No
6. Does the canteen serve both veg and non-veg foods?  
Yes/No
7. Is the seating arrangement in the dining area of the canteen adequate?  
Yes/No
8. Is the dining area of the canteen clean?  
Yes/No
9. Does the canteen exclusively cater to the hostel boarders?  
Yes/No
10. Does the canteen serve tasty and wholesome food?  
Yes/No
11. Is the portion size sufficient?  
Yes/No
12. Is the food provided by the canteen freshly cooked/prepared?  
Yes/No
13. Is the menu adhered to?  
Yes/No
14. Does the canteen provide special meals on medical ground?  
Yes/No
15. Is the food served on time?  
Yes/No

16. Is the canteen located nearby the hostels and the institute?

Yes/No

17. Is credit facility available at the canteen?

Yes/No

18. Does the canteen manager interact with you?

Yes/No

## **Policy on Student Feedback: based on Internet Facilities**

Internet connections are absolute necessity for all the stakeholders in an engineering institute. Below is a detailed policy outline for student feedback on internet facilities in Guru Nanak Institute of Technology:

### **1. POLICY STATEMENT:**

This policy aims to establish a comprehensive feedback system that takes care of one of the most vital aspects in the life of an engineering student. Having a good internet connection is essential for the academic and professional development of a student. The policy seeks to address the possible issues regarding the internet connections for the students.

### **2. Objectives:**

The feedback policy on internet facilities is designed to put in place effective measures to maintain, and improve the existing internet facilities. To achieve this outcome, the following objectives have been identified:

- i) To provide students with fast and free internet facility in the institute.
- ii) To improve the existing internet facilities.
- iii) To provide the students with internet connection with adequate coverage area.
- iv) To provide the students with internet facility having uninterrupted connectivity.

## Students' Feedback on Internet Facilities

Sample form:

1. Name of the student:
2. College ID no.:
3. Department:
4. Semester:
5. Is free wi-fi available for the students in the institute?  
Yes/No
6. Is the speed of the wi-fi connection adequate?  
Yes/No
7. Is there sufficient number of computer connected to LAN in laboratories?  
Yes/No
8. Are network security measures like firewall available in the institute?  
Yes/No/Don't know
9. Does the internet connection remain stable?  
Yes/No
10. Is there any restriction on the number/size of downloads per day?  
Yes/No/Don't know



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## **Policy on Student Feedback: based on Sports Facilities**

Sports facilities are necessary for the students in an engineering institute. Below is a detailed policy outline for student feedback on sports facilities in Guru Nanak Institute of Technology:

### **1. POLICY STATEMENT:**

This policy aims to establish a comprehensive feedback system that takes care of one of the basic requirements for the holistic development of the students, which is a proper sports facility. The policy seeks to address the possible issues regarding the sports facilities for the students.

### **2. Objectives:**

The feedback policy on sports facilities is designed to put in place effective measures to maintain, and improve the sports facilities available in the institute. To achieve this outcome, the following objectives have been identified:

- i) To provide students with modern indoor and outdoor games facilities.
- ii) To improve the existing sports facilities.
- iii) To provide the students with well maintained playing grounds.
- iv) To provide the students with facilities for track and field category of sports.

## Students' Feedback on Sports Facilities

### Sample form:

1. Name of the student:
2. College ID no.:
3. Department:
4. Semester:
5. Are separate playing grounds for girls and boys available?  
Yes/No
6. Does the institute have facilities for indoor and outdoor games for students?  
Yes/No
7. Is there any trainer/coach for the outdoor games?  
Yes/No
8. Are the sports and games facilities available with the institute adequate?  
Yes/No
9. Is there facility available for track and field category of sports?  
Yes/No
10. Does the institute encourage the students to participate in sports and games?  
Yes/No
11. Are the equipments and infrastructure for the sports and games regularly maintained?  
Yes/No
12. Is the playing ground regularly maintained?  
Yes/No



## **Policy on Student Feedback : based on Toilet Facilities**

Toilets are an absolutely essential infrastructure for all the stakeholders in an engineering institute. Below is a detailed policy outline for student feedback on toilet facilities in Guru Nanak Institute of Technology:

### **1. POLICY STATEMENT:**

This policy aims to establish a comprehensive feedback system that takes care of one of the most basic requirements of students, which is a clean and hygienic toilet, in order to provide them with a healthy general ambience in the institute. The policy seeks to address the possible issues regarding the toilets for the students.

### **2. Objectives:**

The feedback policy on toilet facilities is designed to put in place effective measures to maintain, and improve the toilet facilities. To achieve this outcome, the following objectives have been identified:

- i) To provide students with clean and hygienic toilets.
- ii) To improve the toilet facilities e.g. installing better toilet fittings.
- iii) To provide the students with toilets that can be easily identified and accessed.
- iv) To provide the students with toilets having modern amenities.

## Students' Feedback on Toilet Facilities

Sample form:

1. Name of the student:
2. College ID no.:
3. Department:
4. Semester:
5. Are separate toilets for girls and boys available?  
Yes/No
6. Does every floor have toilets for students?  
Yes/No
7. Is there sufficient number of stalls in the toilets?  
Yes/No
8. Are the toilets properly cleaned with phenyle every day?  
Yes/No
9. Is the number of times per day a toilet is cleaned sufficient?  
Yes/No
10. Do the toilets have clear markings for girls and boys?  
Yes/No
11. Do the toilets have running water?  
Yes/No
12. Do the toilets have both Indian style and western style systems?  
Yes/No
13. Are the toilets hygienic?  
Yes/No
14. Are air fresheners used in toilets?  
Yes/No
15. Are the toilets easy to access?  
Yes/No
16. Are the fittings and plumbing work in toilets satisfactory?  
Yes/No

## **Policy on Student Feedback : based on Classroom Facilities**

Classrooms are one of the most vital infrastructures in an engineering institute. Below is a detailed policy outline for students' feedback on classrooms in Guru Nanak Institute of Technology:

### **1. POLICY STATEMENT:**

This policy aims to establish a comprehensive feedback system that takes care of the academic infrastructure in order to provide an environment conducive to the academic excellence of the students

### **2. Objectives:**

The feedback policy is designed to implement effective measures that enhance the quality of the academic ambience in the institute. To achieve this outcome, the following objectives have been identified:

- i) To provide the students with a classroom of proper size and comfort.
- ii) To provide the students with a classroom with adequate natural lighting.
- iii) To provide the students with a classroom that can be easily located and accesses.
- iv) To provide the students with a classroom with proper academic equipments.

## Students' Feedback on Classroom Facilities

### Sample form:

1. Name of the student:
2. College ID no.:
3. Department:
4. Semester:
  
5. Is dedicated classroom allotted?  
Yes/No
6. Does the allotted classroom have room number?  
Yes/No
7. Is there sufficient number of desks in the classroom?  
Yes/No
8. Are the desks comfortable to sit?  
Yes/No
9. Is the number of ceiling fans in the classroom sufficient?  
Yes/No
10. Does the classroom have a smart board?  
Yes/No
11. Is the classroom ICT enabled?  
Yes/No
12. Is the white board/green board in the classroom in good condition?  
Yes/No
13. Is the classroom well lit?  
Yes/No
14. Does the classroom have a unique room number?  
Yes/No
15. Is the classroom easily accessible?  
Yes/No
16. Is the classroom cleaned daily?  
Yes/No



## **Policy on Student Feedback: based on Hostel Facilities**

Hostel is a vital part in the life of an engineering student who comes from a distant place. Below is a detailed policy outline for students' feedback on hostel facilities in Guru Nanak Institute of Technology:

### **1. POLICY STATEMENT:**

This policy aims to establish a comprehensive feedback system that takes care of the hostel related infrastructure and facilities required for the outstation students in order to provide an environment conducive to their academic and personal development.

### **2. Objectives:**

The feedback policy is designed to implement effective measures that enhance the quality of the infrastructure and facilities available in the hostels. To achieve this outcome, the following objectives have been identified:

- i) To provide the students with a proper boarding facility
- ii) To provide the students with a hostel with adequate space.
- iii) To provide the students with a hostel this is located very near the institute.
- iv) To provide the students with a clean and comfortable ambience in the hostel.

## Students' Feedback on Hostel Facilities

Sample form:

1. Name of the student:
2. College ID no.:
3. Department:
4. Semester:

5. Are separate hostels available for boys and girls?

Yes/No

6. Does the hostel have adequate number of rooms?

Yes/No

7. Is there sufficient furniture in the room of the hostel?

Yes/No

8. Are the rooms in the hostel well ventilated?

Yes/No

9. Is the lighting in the room sufficient?

Yes/No

10. Is the lighting in the common areas of the hostel sufficient?

Yes/No

11. Is free wi-fi available in the hostel?

Yes/No

12. Is purified drinking water available in the hostel?

Yes/No

13. Is the number of toilets in the hostel adequate?

Yes/No

14. Is the hostel located very near the institute?

Yes/No

15. Are the hostel rooms, common areas, and toilets daily cleaned?

Yes/No

16. Is there a common room in the hostel?

Yes/No

17. Are facilities for indoor games available in the hostel?

Yes/No

18. Is there Warden in the hostel?

Yes/No

19. Is there security guard in the hostel?

Yes/No

20. Is the existing rule to monitor the entry and exit of the students to and from the hostel sufficient?

Yes/No