Ref. No. ....   Date ....

Employer Feedback Analysis Report about Non-Teaching Staff

- **Introduction:**

An employer feedback mechanism is a structured system that facilitates the exchange of valuable insights between employees and the employers. Performance reviews of the employees of Maynaguri College are typically conducted once in the month of June at the end of every academic year. During a performance review, Principal of Maynaguri College as an employer gives the feedback on the employees. The employer will also give the employee feedback on their performance in various sectors. Because performance reviews give organizations the chance to identify areas where employees need improvement and offer appreciation. The feedback was taken in offline mode by a set of questionnaire made by the IQAC of Maynaguri College. Thus, feedback from Employer to Non-Teaching Employee has obtained. The purpose of this feedback is to get an understanding of how Non-teaching Staffs perform in various sectors.

- **Mechanism:**

Employer was requested to rate his agreement or disagreement with the IQAC's questionnaire on a scale of 1 to 4, in which 1 meant for Not satisfied, 2 meant for Satisfied, 3 meant for Happy and 4 meant for Very Happy.

- **Response:**

The numbers of responses against each point in a 4-point scale were found to be as follows (Total No. of Non-teaching Staff were- 28 on which Principal has given his feedback.):

Q. No.	Particular	1	2	3	4
1.	Developing practical solutions to work place problems	9	5	8	6
2.	Working as part of Team	0	0	21	7
3.	Creative in response to workplace challenges	12	3	10	3
4.	Open a new idea and learning new techniques	10	4	7	7
5.	Technical/knowledge skill	14	5	5	4

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Principal
Maynaguri College
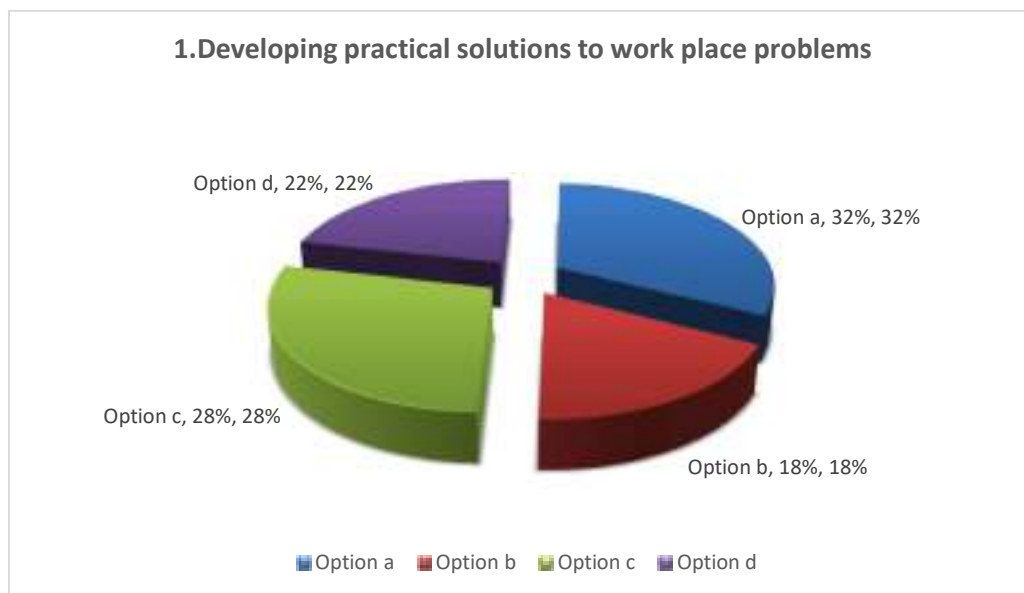Maynaguri
Jalpaiguri,
Principal
Maynaguri College
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Date ....

6.	Ability to manage/ leadership qualities	11	6	5	6
7.	Relationship with seniors/ peers/ subordinates	0	0	22	6
8.	Ability to take up extra responsibility	0	1	17	10

- **Analysis:**
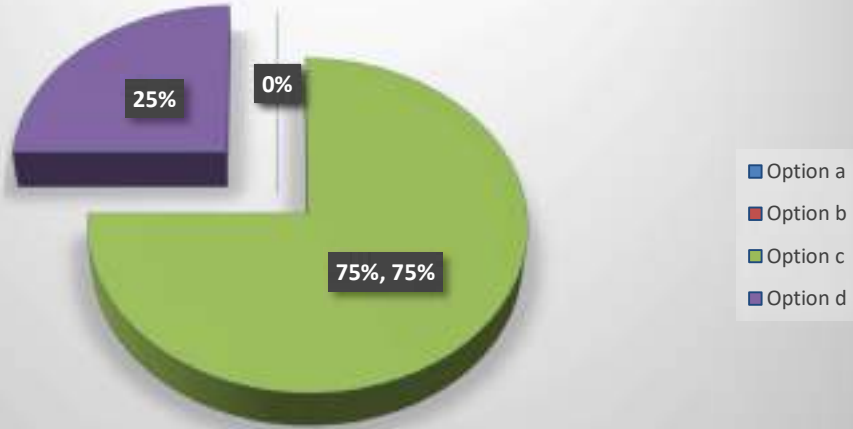 From the numbers of responses, the percentage of responses against each point in a 4-point scale was calculated:

1.Developing practical solutions to work place problems

Option d, 22%, 22%

Option a, 32%, 32%

Option c, 28%, 28%

Option b, 18%, 18%

■ Option a ■ Option b ■ Option c ■ Option d

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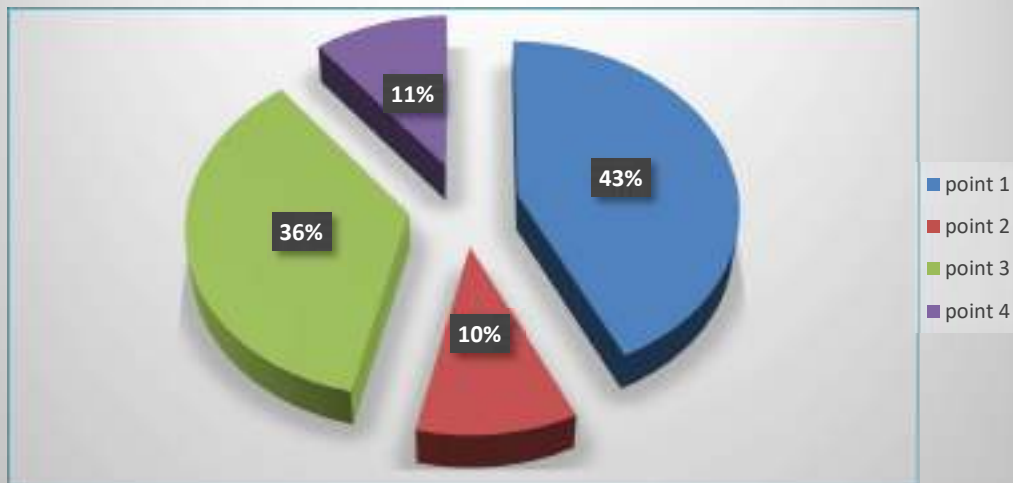Ref. No. ....   Date ....
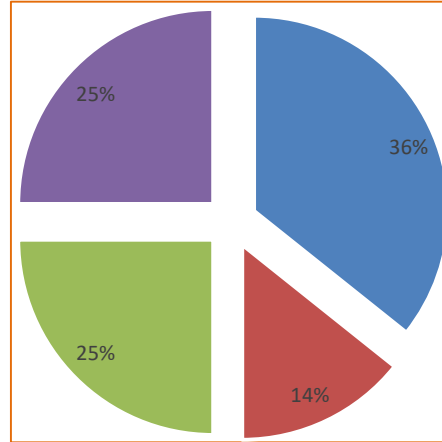
2. Working as part of Team

3. Creative in response to workplace challenges

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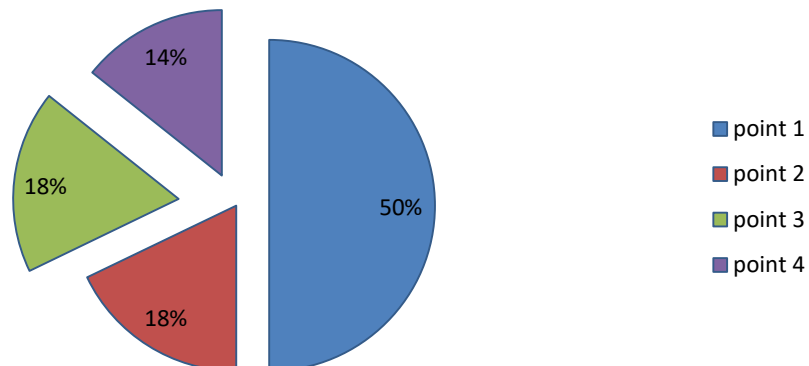Maynaguri
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4. **Open a new idea and learning new techniques**

25%   36%

25%   14%

■ point 1   ■ point 2   ■ point 3   ■ point 4

5. **Technical/knowledge skill**
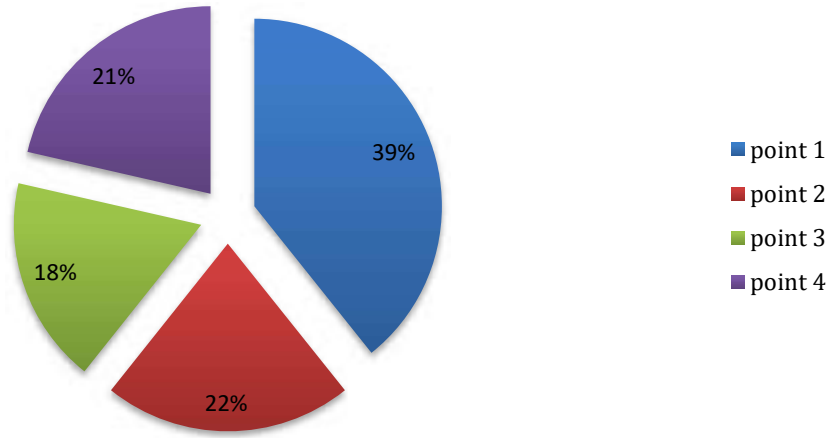

14%

18%   50%

18%

■ point 1
■ point 2
■ point 3
■ point 4

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Jalpaiguri.
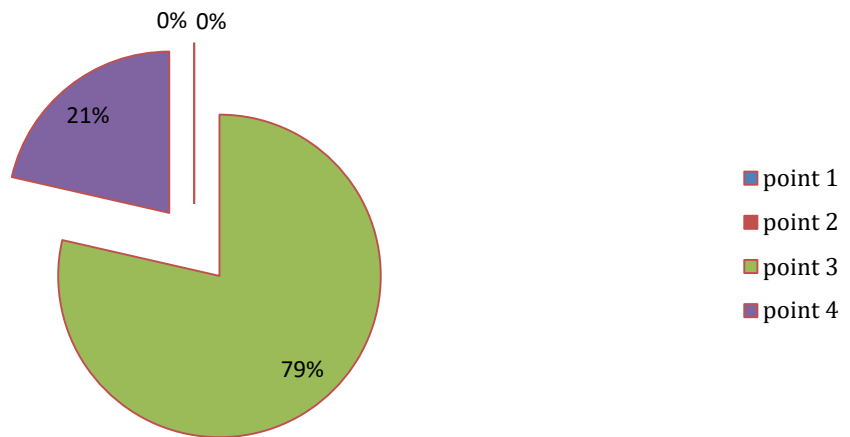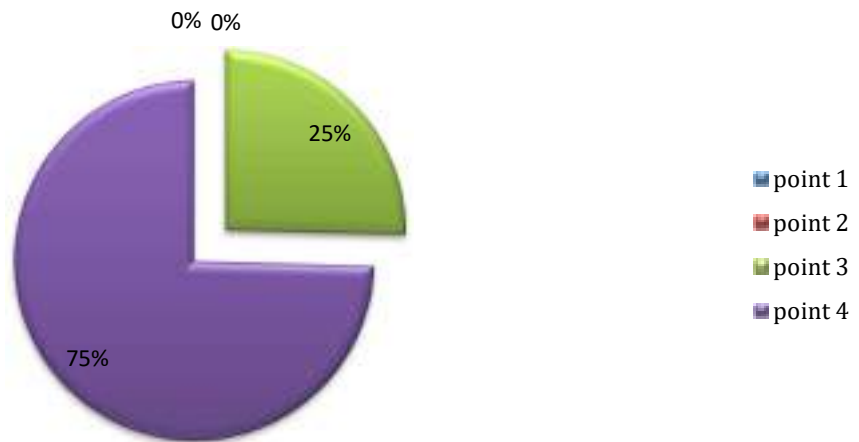Principal
Maynaguri College
Jalpaiguri

6. Ability to manage/leadership qualities

- point 1
- point 2
- point 3
- point 4

7. Relationship with seniors/peers/subordinates

- point 1
- point 2
- point 3
- point 4

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8. Ability to take up extra responsibility

0% 0%

25%

75%

- point 1
- point 2
- point 3
- point 4

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Employer's Feedback Analysis Report on the Teachers

- **Introduction:**
  An employer feedback mechanism is a structured system that facilitates the exchange of valuable insights between employees and the employers. Performance reviews of the employees of Maynaguri College are typically conducted once in the month of June at the end of every academic year. During a performance review, Principal of Maynaguri College as an employer gives the feedback on the employees. The employer will also give the employee feedback on their performance in various sectors. Because performance reviews give organizations the chance to identify areas where employees need improvement and offer appreciation. The feedback was taken in offline mode by a set of questionnaire made by the IQAC of Maynaguri College. Thus, feedback from Employer to Teaching Employee has obtained. The purpose of this feedback is to get an understanding of how teachers perform in various sectors.

- **Mechanism:**
  Employer was requested to rate his agreement or disagreement with the IQAC's questionnaire on a scale of 1 to 4, in which 1 meant for Not satisfied, 2 meant for Satisfied, 3 meant for Happy and 4 meant for Very Happy.

- **Response:**
  The numbers of responses against each point in a 4-point scale were found to be as follows (Total No. of Teaching Faculty were-59 on which Principal has given his feedback.):

Q.No.	Particular	1	2	3	4
1.	**Developing practical solutions to work place problems**	25	15	12	07
2.	**Creative in response to workplace challenges**	22	15	12	10
3.	**Their planning and organization skill**	14	`15	10	20
4.	**Technical/knowledge skill**	15	14	10	20
5.	**Ability to manage/leadership qualities**	15	10	14	20
6.	**Innovativeness, creativity**	18	04	15	22
7.	**Relationship with seniors/peers/subordinates**	0	0	15	44
8.	**Ability to take up extra responsibility**	14	13	10	22

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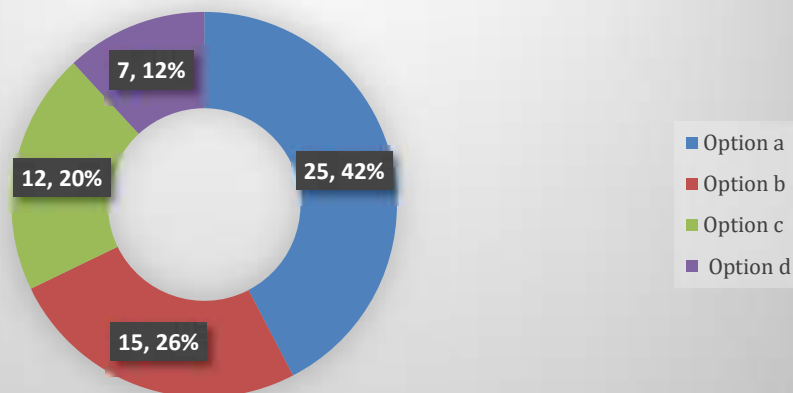Ref. No. ....   Date ....
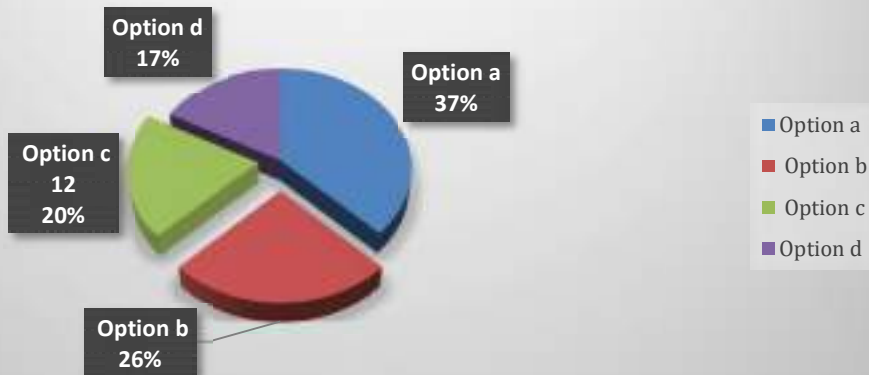
- **Analysis:**

  From the numbers of responses, the percentage of responses against each point in a 4-point scale was calculated:

1. Developing practical solutions to work place problems

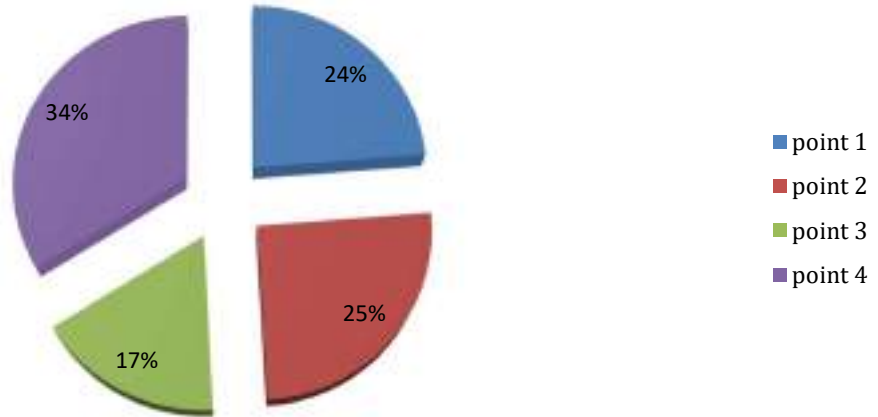**2. Creative in response to workplace challenges**

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3. Their planning and organization skill

- point 1
- point 2
- point 3
- point 4

4. Technical/knowledge skill

- point 1
- point 2
- point 3
- point 4

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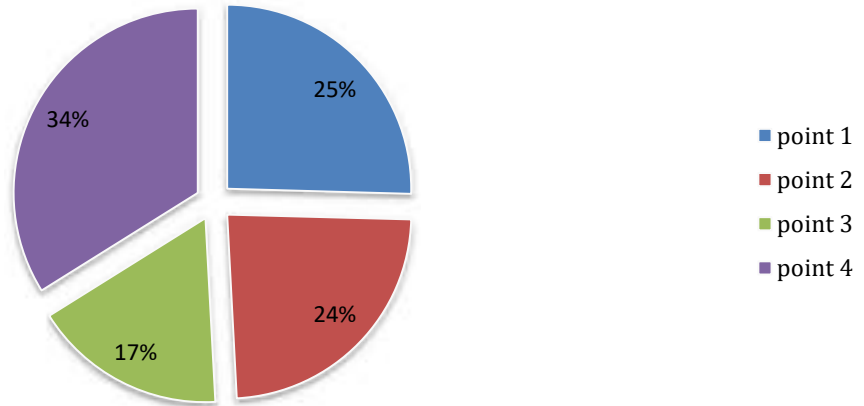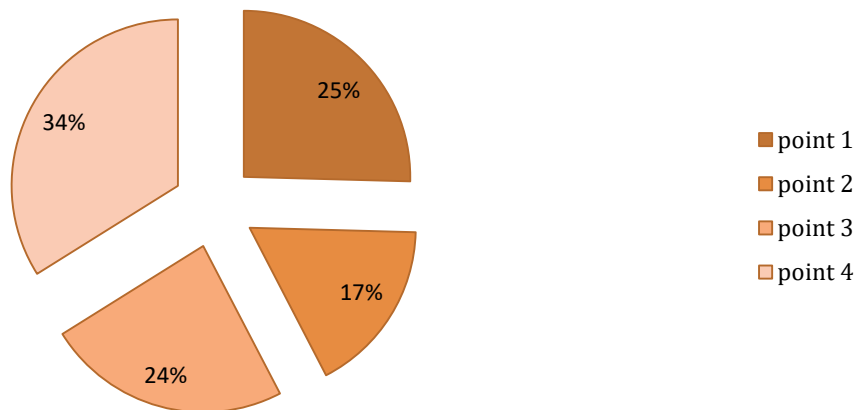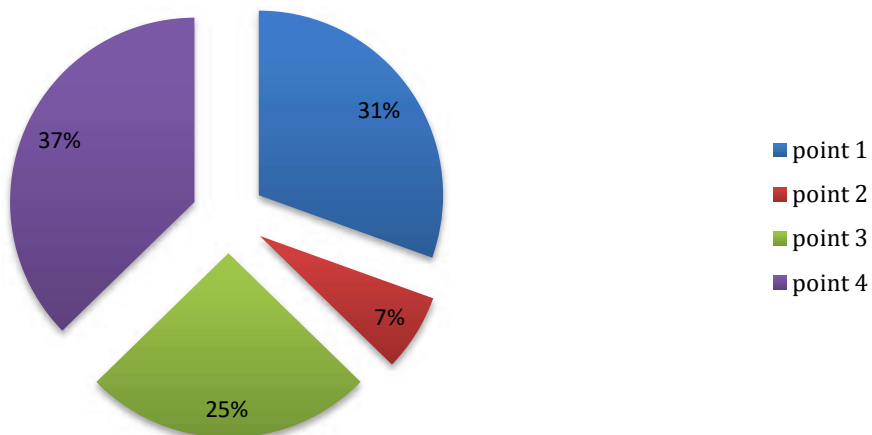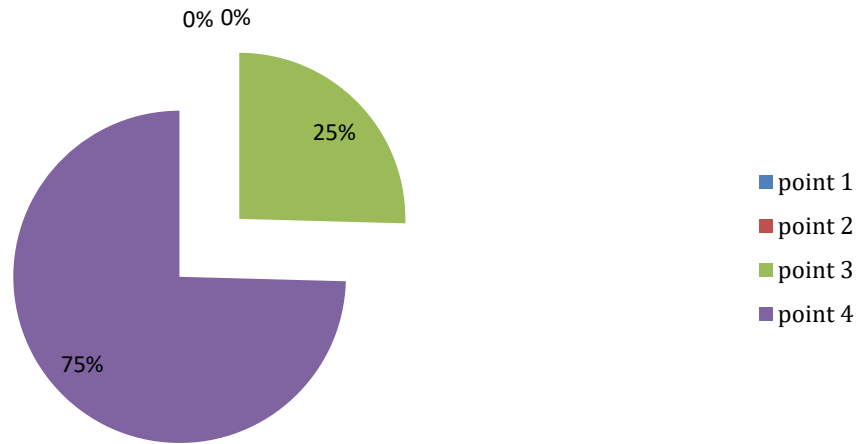## (Accredited by NAAC - "B+")
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5. Ability to manage/leadership qualities

- 25% — point 1
- 17% — point 2
- 24% — point 3
- 34% — point 4

6. Innovativeness, creativity

- 31% — point 1
- 7% — point 2
- 25% — point 3
- 37% — point 4

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7. Relationship with seniors/peers/subordinates

- point 1
- point 2
- point 3
- point 4

8. Ability to take up extra responsibility