

MATHRUSRI RAMABAI AMBEDKAR DENTAL COLLEGE & HOSPITAL

(Founded by : Ananda Social & Educational Trust)
ISO 9001:2015 CERTIFIED

Affiliated to Rajiv Gandhi University of Health Sciences
Recognised by Dental Council of India

1/36, Cline Road, Cooke Town, Bengaluru - 560 005
Ph: 080 - 2546 0747 www.mradc.in

INSTITUTIONAL POLICY DOCUMENT ON MID COURSE IMPROVEMENT OF PERFORMANCE OF STUDENTS

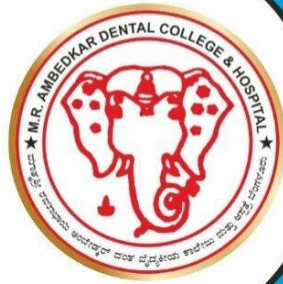
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PREAMBLE:

Midcourse improvement is an integral component of Mathrushri Ramabhai Ambedkar Dental College and Hospital. The teaching method aids the students by continuously monitoring the students performances by the faculty. The course evaluation method comprises of well framed remedial measures along with well assessed internal examinations to evaluate student performance. This includes assessment exams and remedial teaching and tests and timely faculty feedback from the students.

PURPOSE OF THE POLICY:

The purpose of this policy is to framework the principles and concerns that guide the faculties in evaluation of student performance throughout the course.

PRINCIPLES:

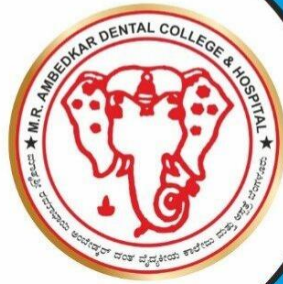
- To form a helpful environment to guarantee students a satisfying, challenging and knowledgeably motivating experience.
- Empower the students to inculcate ethics, nurture a desire for life time learning and to make best use of their potential.
- Make students to confidently perform in their exams.
- To create a well-reinforced system involving the faculty, mentors, in charge of various year students and to help build complete environment for work.



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Improvement Measures:

Assessment of learning level of students & remedies

- Examination of individual students.
- Remedial measures comprised of one to one teaching for slow learners
- Remedial classes beyond regular theory classes.
- Library for students—Limitless access to books and journals
- Preparing students for examination with question banks
- After the lecture classes-Chapter wise revisions and tests
- Makeup assignments and revision of topics bimonthly
- Consistent internal exams—on-time assessment and feedback
- Preparatory model exams to understand the pattern of final examination provided
- Practical assistance given to understand the practical purpose of topic
- Use of models, specimens and videos for better teaching provided to students.
- Counseling to students who are facing difficulties.
- Complete revision of portions done with student seminars and group discussion sessions.

ASSESSMENT BY FACULTY

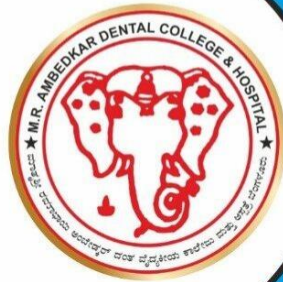
Answer booklets will be evaluated by the same faculty member for the same question without any bias. Marks will be available to students within 10 working days. Productive response from students on the performance in the examinations.



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CONTINUOUS INTERNAL EVALUATION (CIE)

CIE ADMINISTRATION:

The institution takes the initiatives for proper functioning and management of CIE. The institution draws the academic calendar which is outlined in agreement with the University calendar in order to guarantee periodicity, even functioning & conductance of Internal assessment examinations. Components of the CIE include the students attendance, active involvement in regular classroom events, record books maintenance and periodical attainment of assignments in addition to the marks obtained in the academic proceedings.



Frequency of Internal Examination and their conductance:

Sl. No.	Name of the Exam	Frequency of Exam	Conductance
1.	Internal Exam (Theory)	Thrice annually	After every 3 Months
2.	Internal Exam (Practical)	Thrice annually	After every 3 Months

The announcements for the examinations are presented well in advance on the notice board. The preparation of internal examinations is intimated to all students by the registrar, Principal office, academic coordinators & Heads of the departments.

Formative evaluation for students: Every three months the students are assessed with internal exams. The students will have access to see their performance and marks. There is a formative evaluation made for students for theory and practical.

Summative evaluation for students: Every academic year the academic

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portions are completed as term plans and students are finally assessed by university practical and theory examinations. Parent Teacher Meetings are held once in three months for every academic year.

CIE Criteria for Under-graduate Students:

Under-graduate students are made well acquainted with all the Medical as well as Dental subjects followed by internal exams which occur thrice in an academic year (including theory and practical exams).

CIE Criteria for Post-graduate Students:

Post graduate Students are exposed regularly to journal clubs, seminars, group discussions, case presentations followed by internal assessment exams. The regularity of the assessment is common for all the departments. Standardization is preserved in the mode of evaluation of the presentation of seminars and journal clubs.

Timely & periodic assessment and feedback

Theory

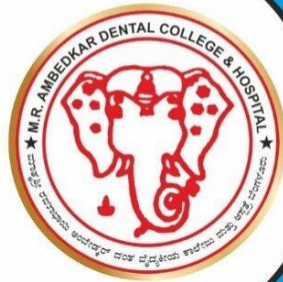
The results of the internal assessment tests are presented within a time frame of 10 days after the conductance of the exam. The assessment of the answer books is done at the individual departments, by all the concerned faculties. The marks scored by the students in the internal exams and the details of the attendance percentage are informed to the students & the parents. In the preclinical departments, the comments on strengths and areas of improvement are stated in the answer books at the end of each internal assessment. In the Clinical departments, an Evaluation



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sheet is distributed to the faculty member for entering the details of student roll numbers, names, marks obtained and feedback on strengths and areas of improvement. This aids as a record of the student performance and is used during the feedback sessions. Regular feedback meetings are organized in departments to high point on the students performance and give ideas for perfection.

Viva - Voce:

Viva-voce is conducted along with the practical internal assessment and based on the feedback, students performance is evaluated.

Case Presentations in Clinical Postings

Case presentations by the students are conducted on daily basis in the clinical postings and also serve as a stage for assessment of students and providing instant feedback.

List of Opportunities provided for the Midcourse improvement of Slow Learners:

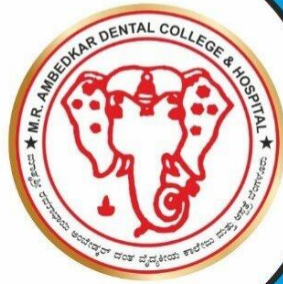
Sl. No.	Improvement Programs	Period
1.	Make-Up Assignments	After the internal assessment and prior to University Exams
2.	Remedial Classes	After the internal assessment and prior to University Exams
3.	Revision Classes	After the internal assessment and prior to University Exams



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Individual Consideration by faculties for Slow Learners: A faculty In-charge is allocated to handle the slow learners for training in each internal assessment exam.

Make-Up Assignments: Make-up assignments are allotted to the slow learners 1week prior to internal assessment in the topics related to the concerned internal assessment. A last date is assigned for the submission of the assignments and the information is personally informed to the students.

Remedial Classes are conducted for the progress of slow learners and enormous actions are taken in providing opportunities for mid-course improvement. Remedial classes are one amid the opportunities provided to the students in upgrading their academic improvement.

Revision Classes In addition to the remedial classes, revision classes are being regularly conducted by all the departments prior to the University examinations, after the completion of the portions in the syllabus, with the purpose of reinforcement of ideas and with the intention of providing a helping hand to the slow learners. Periodical revision exams are also conducted to increase the competency in writing and presentation skills of the students.

Mentorship Programme

Apart from these activities, periodic mentor-mentee collaboration also helps in periodical assessment of the student and creates an opportunity to provide feedback to the students.

Postgraduates -

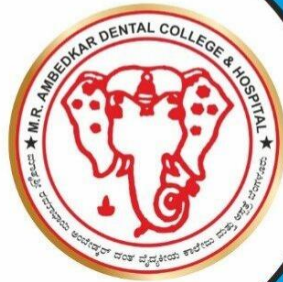
The Postgraduates are motivated to present Seminars/Journal Clubs on regular basis which is later evaluated on a checklist and a written feedback is given to them after each presentation in all the departments. To maintain



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uniformity, a common protocol is being followed in order to assess and maintains the quality of the presentations by all the departments.

Make-up assignments

Make-up assignments are one among the opportunities provided to the slow learner students in supporting their academic improvement.

Identification of Slow Learners {UG & PG}:

Identification of such students is centered on the aggregate of first three internal assessment marks (Students scoring less than 50% - are considered as slow learners)

In the Pre-clinical Departments (UG & PG):

Identification based on the aggregate of first three internal assessment marks (Students scoring less than 50% - considered as slow learners)

In the Clinical Departments {UG & PG}:

Identification based on the aggregate of first three internal assessment scores (Students scoring less than 50% - considered as slow learners)



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OPPORTUNITIES PROVIDED FOR STUDENTS FOR MID COURSE IMPROVEMENT OF PERFORMANCE IN THE EXAMINATIONS

TIMELY ADMINISTRATION OF CONTINUOUS INTERNAL EXAMINATION

The institution prepares the examination schedules well in advance and notifies the students about the schedules at the beginning of the academic year through the academic calendar. This permits the students to be aware of the examination dates and prepare for the examinations without any astonishment.

MAKE UP ASSIGNMENTS / TEST

Students who are facing difficulty in performing are made to write make up assignments on the examination paper to assist them in knowing the subject.

ON TIME ASSESSMENT AND FEEDBACK

Answer booklets will be assessed by the same faculty member for the same question without any bias. Marks will be available to students within 10 working days.

REMEDIAL TEACHING AND SUPPORT

Remedial measures included with one to one teaching for slow learners
Revision classes are taken in addition to routine theory classes.
Library for students—Limitless access to books and journals.
Preparing students for examination with question banks
Comprehensive revision of portions done with student seminars and group discussion sessions.
Counseling provided to students with difficulties for better performance.



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