

MRMCW/Policy/JAN-2018/15


INSTITUTIONAL POLICY FOR MIDCOURSE IMPROVEMENT OF STUDENTS

Midcourse improvement refers to strategies to be implemented to enhance the performance of students who may be lagging behind in their coursework. In our college Malla Reddy Medical College for Women , the Institutional Midcourse Policy aims to provide opportunities for students to catch up and meet their expected learning outcomes. This is typically achieved through a combination of continuous internal assessments, remedial teaching, and additional support measures. Mid-course improvements are an opportunity for students to gain knowledge which finds students difficult or enable to understand. It is opportunity for teachers to gather feedback on the course implementation including teaching-learning and assessment methods. This enable teachers to quickly act on the feedback and implement changes for continuous improvement. Making changes in the implementation of the course early on can increase student engagement and learning.

Objectives:

1. To improve the students who fail to attain the prescribed goal.
2. To increase the level of understanding the particular topic adopting various teaching-learning methods
3. Mentoring students for subjects which are difficult to understand.
4. Based on the feedback obtained , faculty development Programs can be conducted for capacity building of the faculty.

MIDCOURSE CHECK - IN



How the students are progressing towards the specific learning objectives targets?

Which students are struggling /exceeding expectations ?

What additional resources are needed to achieve the SLO's ?

Conduct of midcourse Improvement:

- **Time to take mid course improvement:**

Mid course assessment will be conducted quarterly. When to conduct a mid-term evaluation depends on the length of course. This gives students a significant amount of time to become integrated in the course and to provide insightful feedback.

- **Communication and Feedback:**

It is important to take the time in class to explain the mid-term evaluation process to students and feedback process. Students are informed that their responses will remain completely anonymous and will only be used to improve the course and their learning. It is useful to provide students with examples of how past student feedback made improvements to the course to increase engagement. Student feedback is taken quarterly and the students can inform or express the view on particular subject in the feedback.

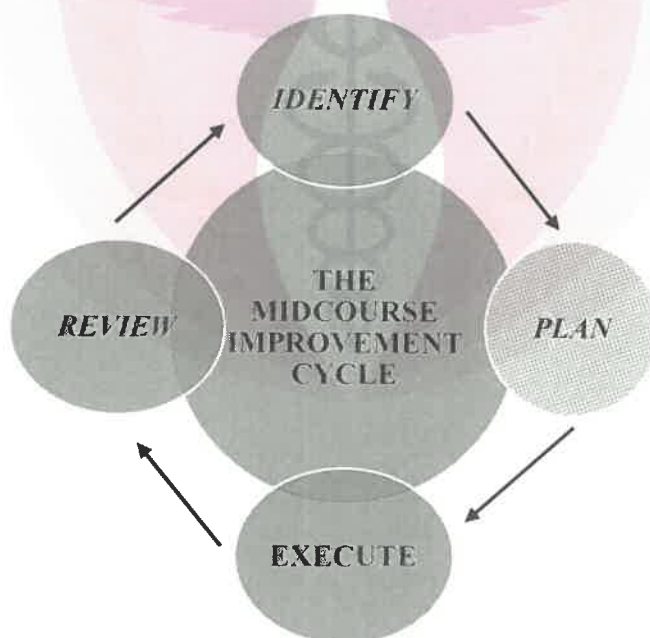
- **Interpret results:**

Once mid-term evaluations are completed, results are analyzed and interpreted. Basically the marks of Internal & Formative Exams are considered. Accordingly results are analyzed and informed to students.

- **Implement changes:**

The teaching areas for improvement act as the springboard for creating a professional development plan. If the feedback indicates that certain teaching approaches are not effective we can improve this by utilizing opportunities such as training, mentoring, workshops, tutorials, books, etc. If certain topics or materials are not resonating with the class, this feedback can form the basis for a curriculum change action plan.

Mid-course Improvement



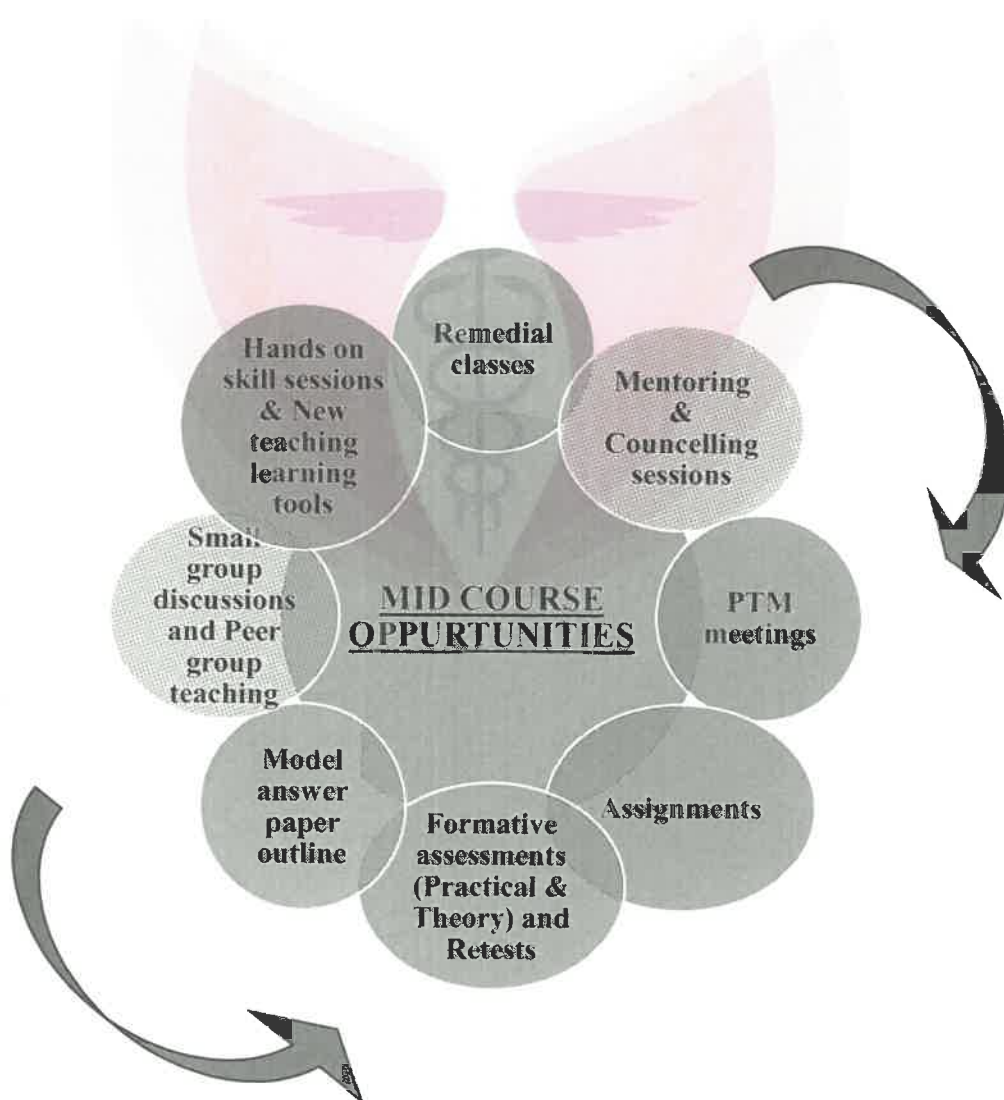
Our college has a well-defined policy for midcourse improvement that includes:

I. IDENTIFICATION

Continuous Internal Evaluation (CIE) & Formative Assessments : Conducting multiple internal exams for both theory and practicals to assess student performance regularly.

II. PLAN

List of oppurtunities for Midcourse Improvements :



(1) Frequent tutorial sessions

Most departments schedule frequent tutorial sessions prior to each Internal assessment in order to reinforce key concepts and give slow learners extra attention.

(2) Academic assistance with educational materials

Every department implements strategies to address the academic concerns of underachievers. They receive reading materials, lecture notes, and a discussion on college application essays. Furthermore, audio lectures and other resource materials are uploaded on the institutional learning management system. For the advantage of the students, past year's exam papers are also available in the institutional library.

(3) Assignments for makeup

To encourage learning among the slow learners, make-up assignments are assigned prior to internal assessment tests. The responsibility of supervising the makeup assignments falls to a faculty member.

(4) Concentrated guided reading

Coaching in the form of "focused supervised reading" is employed, giving students direction on how to comprehend and convey the issues under study.

(5) Classes for remediation

To aid in learning, remedial special classes and clinical postings are scheduled even beyond college hours (4.00–5.00 PM).

(6) Review sessions

After the curriculum is finished, revision sessions and postings are scheduled to help with learning.

(7) Follow-up Exams

"Re-tests" (also known as supportive evaluations) are given as necessary in order to help students perform better.

(8) Mentoring Program

Additionally, a mentoring program is being followed. All students are paired with mentors in groups of eight to ten. Through intimate contacts, mentors and subject matter experts provide extra attention to slow performers. The mentor supports the assigned Student's intellectual, psychological and personal development. Meetings are scheduled on a regular basis or as needed.

(9) Parent-teacher Meeting

These are Academic year specific meetings that are periodically held(twice in a year) to evaluate academic performance, attendance, and strengths and shortcomings. Appropriate counseling and corrective action are also discussed.

(10) To conquer challenges continuously, regular interactive workshops, labs, new teaching learning tools and hands-on skill sessions are conducted.

III. EXECUTION :

Rules for Conducting Mid Course Improvement:

1. Those students who show very low performance in Internals and Formative Exams or Students who are slow performers are considered for mid course improvement.
2. The students identified by a particular mentor are required to attend for mid course improvement.

3. Any student who wishes to attend the mid course improvement can also be the part of the course.
4. Students who have not understood the particular or specific topics are also can be participant for mid course improvement.
5. Every subject in charge are informed to take mid course improvement for students having less marks in Internals and Formative Exams.
6. Students have to complete assignments/Task/Homework given by respective subject teachers.
7. Students should make every effort to understand the topic taught by the teacher in all regards and if any doubt can directly ask his/her teacher.
8. Students should interact with advanced learners regularly in practicals in order to gain as well as share knowledge from them.
9. Students should attend Industrial Visit/Expert Lectures/Soft Skill Programme/Personality Programme/Value added Courses time to time.
10. Students who show poor performance even after mid course improvement for them extra consideration is given by respective subject teacher.
11. Feedback has the key role to play

IV . REVIEW

- **Formative assessments (Retests performance)**
- **Pre-Final Exam (Internal Exam) marks**
- **University exam results**

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Date: 15.06.2018

MRMCW/Policy/JAN-2018/11

MERIT SCHOLARSHIP POLICY (FREE SHIPS)

- 1. Objective:** To provide merit scholarships for academic toppers as an encouragement.
- 2. Scope:** The merit scholarships are provided based on the performance indicated in the exams for the UG and PG students in the respective academic year.
- 3. Eligibility:** The students who secure Distinction/ First, Second and third position of UG and PG program in each academic year based on the percentages, are eligible for the merit Scholarship.
- 4. Amount of Appreciation:**
Rs. 5000/- for the Distinction in UG and PG program every year.
Rs. 3000/- for the Division in UG and PG program every year.
- 5. Tenure:** The institutional policy is amended and effective from June 2018 onwards and approved by the governing body.

