



**MAHATMA GANDHI MISSION'S DENTAL COLLEGE &
HOSPITAL**

Accredited by NAAC with "A" Grade
Plot No. 1 & 2 Sector-01 (Old 18 & 19),
Kamothe, Navi Mumbai- 410209
E-Mail ID: mgmdch@mgmmumbai.ac.in



FEEDBACK MECHANISM POLICY

Purpose:

Feedback is necessary to know whether the institute is delivering good performance and quality education. Feedback forms are made available to different stakeholders to evaluate the institutional performance on different fronts.

Measures:

- 1) IQAC has developed an effective feedback mechanism and its framework. The relevant feedback forms are circulated to all the stakeholders including students, faculty, parents, alumni, employers, and professionals.
- 2) Duly filled forms are analyzed and the suggestions are forwarded to the IQAC and college council.
- 3) The measures sought are forwarded to the higher authorities including the Dean, college council, local governing council, and management as per the subject of concern.
- 4) Feedback is also obtained from the various institutional clubs to assess the involvement and participation of the students as well the level of satisfaction with the kind of activities conducted by each of these clubs.
- 5) Designing of feedback is governed by implicit factors laid down by IQAC and communicated to the various bodies obtaining feedback. These include – Suitability of the purpose, ease in filling the form, meeting the objectives of obtaining feedback, valid and reliable rating scales and obtaining constructive suggestions for betterment.
- 6) Feedbacks are collected under the following broad heads -

1. Feedback on Curriculum

Feedback on curriculum is taken from all the Stakeholders i.e., Students, Professionals, Employers, Alumni, and faculty to analyze the effectiveness of existing curriculum and to suggest alteration or modifications as per the need of an hour. The feedback is collected and analyzed by the feedback committee and is forwarded to the curriculum committee. The curriculum committee compiles the

Sign:

reports and forwards the suggestions to the IQAC and College Council. Certain suggestions are then forwarded to the regulatory bodies for their perusal.

2. Feedback on Quality Initiatives

Feedback is collected by the IQAC from various stakeholders including student, faculty, alumni and parents regarding the quality initiatives and sustenance measures taken by the IQAC to analyze the overall institutional performance in different aspects like infrastructure, teaching learning, placements and various activities undertaken by the college. This helps in making improvements in the next academic year.

3. Feedback on Programs conducted

Feedback is collected on the Continuing dental education programs by the scientific society, faculty development programs by the HSET and the value added by the departments. The feedback is analyzed by the respective bodies and the reports forwarded to the IQAC. Students and faculty are the valuable stakeholders.

4. Feedback on Teaching and Learning modalities

Feedback on Teaching and learning is collected and analyzed by the departments and those on examination reforms is collected and analyzed by the examination committee. The stakeholders giving feedback on the same include students, faculty, and parents.

5. Feedback on Patient Satisfaction

Patient feedback is collected and analyzed by the patient care cell to bring out satisfactory changes in treatment delivery to the patients.

6. Feedback from Peers

Microteaching forms as effective tool of obtaining constructive feedback from the peers on the teaching skills and attributes.

7. Feedback from Student Clubs

Feedback is obtained from all the existing student clubs including literary club, art club, photography club, music club, animal club and the institutional innovation council which is the innovation club. This ensures student participation and satisfaction levels of all the activities conducted by each of these clubs to hone the students innate talent and aptitude.

Sign:

Tools:

Google forms and QR codes provide the means of obtaining feedback for ease of feedback collection, analysis and maintaining records.

Committees: Feedback committee
Curriculum committee
HSET Cell
Examination Committee
Scientific Society
Parent Teacher Association
Patient Care Cell

Policy Statement:

Effective feedback is a critical means of performance appraisal. It enables the receiver to recognize what they are doing well and continue the same as well as where they need improvement and development. The feedback mechanism deciphers whether the institute functions optimally and whether its modus operandi is in tune with the expectations of its stakeholders.

DR. SRIVALLI NATARAJAN
DEAN
MGM Dental College & Hospital
Kamothe, Navi Mumbai - 410201

Sign: