

Subject: Policy Document: Faculty Excellence Award (MBBS & BDS)

1. Purpose

To establish a transparent and merit-based system for recognizing faculty members who demonstrate outstanding teaching effectiveness and sustained contributions to academic excellence in the MBBS and BDS programs.

2. Scope

This policy applies to all full-time teaching faculty of CMH LMC & IOD who have actively taught in any professional year of the MBBS or BDS program during the relevant academic session.

3. Policy Statement

Each academic year, one faculty member from each professional year of MBBS and BDS will be awarded the Faculty Excellence Award. The award will be based on the highest composite score determined through verified student feedback data, reflecting both quantitative ratings and qualitative comments on teaching performance.

4. Data Collection

L-QEC will collect, compile, and verify student feedback scores for all faculty members teaching in the MBBS and BDS programs

5. Selection Criteria

Criterion	Description	Weightage
Teaching Effectiveness	Average student feedback score compiled and validated by L-QEC for each professional year, verified through qualitative data.	40% student feedback
	Research work for each Year/ verified through Director ORIC	10%

Additional Evaluation Components

To ensure a broader, multi-dimensional, and more credible evaluation of faculty performance, following components will be incorporated in the review of shortlisted candidates:

- **Peer Evaluation 20% weightage:** Structured and qualitative feedback will be obtained from departmental peers or senior faculty, focusing on teaching effectiveness, collegiality, innovation, and contribution to departmental teaching culture. Peers will provide feedback highlighting specific strengths and areas for improvement.

- **Self-Evaluation 10% weightage:** The final three faculty members achieving the highest student feedback scores will be invited to submit a brief reflective report outlining their teaching philosophy, innovative instructional practices, contribution to students' learning, and areas identified for personal improvement.

- **Administrative Feedback 20% weightage:** Inputs from the respective HOD, Vice Principal (Academics), and Dean SHaPE will be included to capture professional conduct, punctuality, academic responsibility, teamwork, and contribution to institutional goals. These qualitative observations will complement student and peer evaluations to ensure a holistic review.

6. Shortlisting and Selection

For each professional year, three faculty members achieving the highest overall multisource feedback scores will be identified.

Final endorsement and decision will be made by the Faculty Excellence Committee.

7. Committee Review

- The Faculty Excellence Committee will comprise:
- Vice Principal (Academics)
- Dean SHaPE
- Dean IOD
- Head, L-QEC
- Respective Head of Department (HOD)

8. Recognition and Award

The Faculty Excellence Award will be presented annually during Research Day. Each awardee will receive a Certificate of Excellence in recognition of exemplary teaching performance and dedication to student learning. A financial award will also be given as per college policy.

Certificates will be signed by:

Dean SHaPE

Vice Principal (Academics)

Deputy Chief Executive

Chief Executive

9. Record Keeping and Documentation

L-QEC will maintain records of all award recipients, supporting feedback data, and committee proceedings for institutional quality assurance and audit purposes.

10. Policy Review

This policy will be reviewed every three years, or earlier if required by institutional or regulatory changes, under the direction of the Dean SHaPE and the Local Quality Enhancement Cell.

Approved by:

Dean SHaPE	<u>Amina Ahmed.</u>	Date: <u>29/12/2025</u>
Vice Principal (Academics)	<u>[Signature]</u>	Date: <u>29/12/25</u>
Deputy Chief Executive	<u>[Signature]</u> 31/12	Date: _____
Chief Executive	<u>[Signature]</u>	Date: <u>1/1/26</u>