

7.2 Best Practices

Describe at least two institutional best practices.

Best Practice 1:-

Online e-content facilities on college website, Online classes using Google classroom app, ZOOM app and Google Meet app, and feedback is obtained from students on phone calls/online.

Goal:

- To continue studies and academic activities of students during lockdown and crucial period due to Covid-19 pandemic.
- To maximise *student's participation in online classes.*
- *To ensure regularity of students, so that contents are properly deliver to students as regular attendance of students is very important to understand all the topics of any subject because all the topics of a subject are related to each other.*
- *To maximize interactions with students as students are not able to come to college.*
- *To provide notes in the form e-content on college website so that each and every student can access them anywhere, anytime and whenever needed.*
- *The objective of taking feedback from students online to maximize participation of students in online classes and taking suggestions from students, improving interactions with students, boost up morale of students by involving them in teaching-learning process.*
- *To motivate faculty members in such a crucial period so that they can be utilised their time in teaching -learning process and feel good in such a pity pandemic situation rather than being disappointed and depressed.*

The Context:

The prevailing system of higher education focuses mainly on academic aspects and performance.

As all the courses are professional and technical courses, continuity and regularity both are equally important to understand course contents. Due to COVID-19 pandemic, the world suffered a lot, to continue academic activities in such a pandemic situation when students and teachers both are not able to come to college and social distancing is at priority, online classes are only the solution. Thus college has started online classes using online google classroom app, WhatsApp groups, Zoom app, google meet app etc. and a link is also provided on college website to upload e-contents on regular basis so that students can obtained them from anywhere, anytime, whenever needed.

To improve interactions with students and to increase involvements of students, feedback forms are made to be filled by the students on phone calls by teachers and their responses have recoded so that their suggestions are incorporated in upcoming process.

The Practice:

To continue academic activities, first of all classes are created on Google classroom app and teachers have created their classrooms and passwords on the google classroom app. The passwords and classroom details are forwarded to all the students via sms and then all students join classes. Online link of ZOOM class is sent by all the teachers on Google Classroom app on regular basis according to time schedule made in department.

Students attend classes from their homes using mobile or laptops and teachers maintained their attendance registers.

And then on regular basis, e-contents are uploaded on Google classrooms app as well as college website by all the teachers, and interactions with students can be made in Zoom app/ google meet app interactive sessions. Feedback from students are obtained by the teachers using phone calls and WhatsApp groups and google classroom app itself and suggestions are incorporated to improve quality of teaching learning process. Quiz and seminars are organised by using Google forms and zoom meetings and students submit their assignments on Google classroom app. Similarly, internal evaluations and quizzes are conducted online using Google form, ZOOM sessions and as per guidelines provided by the university and government. Daily attendance of students is recorded in attendance registers by the teachers in Zoom classes.

Evidence of Success:

- *Uploaded e-contents are available on college website.*
- *Filled Feedback form students available in departments.*
- *Information is available on Google classroom app.*
- *Attendance registers are available.*
- *Teachers are motivated to teach online and students are motivated to attend classes as strength increased.*
- *Feedback of students, teachers and parents are positive.*

Problem Encounter:

It is a smooth process and as regarding faculty there is no problem but slow network is an issue.

Best Practice 2:-Title of practice: Personality Development

2. Goal
- (i) Develop Skills and potential of students
 - (ii) Facilitate employability and establish careers.

3. Context

The youth of today are under tremendous pressure in order to carve out a niche for survival your life. They are subjected to fierce competitions against their peers not only in academics but also in job hunting and establishing careers. Besides their academic syllabus, it is felt that our students must be given additional training in relevant aspects so designed to widen their outlook and perspectives.

Hence personality development is designed for imparting their values, keeping in mind that the programme should be simple to manage but rich in content.

4. Practice

The outgoing students of all streams undergo lectures on P D during their final years. In Lectures different life Skills are imparted to the students. The Lecture content ranges from

- (1) IT for everyday life
- (2) Basic computer application
- (3) Interview Skills
- (4) Communication Skills
- (5) Common error in English
- (6) Psychological development
- (7) Basic first aid Skill
- (8) Traditional Values
- (9) Time management
- (10) Counselling on choice of career in various streams

5. Evidence of success

The PD programme met with a astounding response from the outgoing students. A Feedback collected from the participants show that the program was well received. More than 90% of the topics were

found to be relevant for participant. The PD programme provide them with necessary facilities and tools to face challenges.

6. problems encountered and resources are required The PD Programme is designed to accommodate all students from Science, commerce, home science & computer science. Since their class schedule has different time, we faced minor problem in setting a time slot that would be convenient for all streams.

Best practice 2.

Mentoring system

1. Title of practice: Mentoring system

2. Goal

- (1) To provide more contact hours between teachers & students
- (2) To maintain proper academic and attendance record of student
- (3) To minimize dropout rates among students
- (4) To identity slow learners and advanced learners

3. The Context

With a wide variation in student population with regard to educational and economic background the mentoring system promises to provide a better understanding of individual students and bring out their highest potential It also appears to be the most effective method Weapon for mitigating cases of drop out students

4. Practice

The IQAC had taken the initiative to implement this system. Every year the names of all students are collected and arranged according to their subject choice. They are divide into groups of 10-15 students & depending on number of students each group is assigned a teacher mentor who is responsible for academic performance and class attendance of individual students. The mentor is given necessary information regarding his/her mentees and is expected to offer guidance and counselling as and when required. In isolated cases parents are called for special meeting with the principal at the suggestion of mentor.

5. Evidence of success

Through the system significant improvement in teacher student relationship can be seen

There appears to be a lesser number of dopants since mentors can intervene before a student falls short of attendance or has been regularly abstaining from classes

6. Problems encountered and resources required

- The division of students into groups proves to be a tedious exercise withsome students opting for other courses now and then.

- Due to time constraint the teacher is unable to have sufficient time the mentees
- Most of our students are reserved and some are too complacent to come out with their problems thus limiting the mentor's capacity to render help
- The system does not incur much expenditure It only requires utmost commitment from mentor

B.Ed.

Goal: -

- To develop social sensitivity among student-teachers.
- To develop awareness about the environment.
- To develop the positive attitude towards the neglected class.
- To develop sympathy with the poor and the people below poverty line.
- To develop creativity of the students and student-teachers.
- To develop sensitivity and awareness about the environmental, and social problems in members of society also.

The Context: -

Community awareness programs are organized in educational institute to give the opportunity, to attach and to solve the problems of community to make the student, sensitive and aware about the society.

CAP is the opportunity to students and other members of institute to get involved with other people and problems of community and find effective way to aware and to solve problems. They get opportunity to develop creativity.

The Practice: -

College organizes the number of programs for the welfare of the community.

- During the July and August month institute organizes plantation program in which students and other members of the institution participate activity. Plants are planted in college premises and after plantation all students take care of plants and to provide with basic needs as and when needed.
- During November and December month institute organizes slogan writing and poster making competition on the different titles to make the students learn the importance of girl child (Beti Bachao-Beti-Pathao), Chhota pariwar-sikhi pariwar, Green India-Clean India and clean water etc.
- All students and other members feel motivated during and after the competition. These competitions motivate the students for developing creativity and psycho-social awareness about the community. It enhances their soft and psychomotor skills also.
- After slogan writing and poster making, competition a rally is held with slogan and posters in the city. All students and other members of college take the responsibility of awakening the citizens by the rally the importance of girl child, Green and clean environment, small family and education.
- For clean India awareness college motivates the students to keep the city and public places clean through cleanliness activities.
- In the January month a five days' program was organized on the national mission for clean Ganga abhiyan. In this activity students and teachers presented their ideas, thoughts, poem story song and dance related to the Ganga river as it's our cultural heritage.

Evidences of success: -

- Students and teachers feel motivated and participated with enthusiasm.
- Students are made to develop creativity and problem solving abilities with team spirit.

Students are being motivated to aware and learn environmental and social values and problems. They are feeling motivated to create ways for presenting the ideas.