Best Practices

2021-22

Best Practice 1:

1. Title of the practice:

Upgradation of guardian student interface to mentor mentee system.

2. Goals:

a. To support students as mentees by taking care of individual student and mentioning students through the programme both in their professional and their personal lives.

b. To provide training and guidance to undergraduate post graduate students in all disciplines.

c. To Increase the participation of all students in the different activities conducted by the Institute.

d. To help the mentee students achieve their career objectives.

3. The Context:

Previously we have batch wise guardian teacher interface in every course of programme. Every year, guardian teacher of every batch will change according to the faculty teaching to the particular course. The new course, new subjects and new teachers leave them confused as to whom they could share their issues. This issue can be overcome by mentoringsystem which provides academic and emotional support to the students. Adoption of mentor mentee system will provide encouragement and guidance to them from entry to leaving of the course in order to foster all round growth.

4. The Practice:

Our institute has adopted a mentor-mentee system and highlights of this system are as follows:

a. Around 20 to 30 students are allotted to each faculty member for mentoring.Personal profile of the each mentee is collected by mentor in prescribed format.

b. After commencement of the academic session, each mentor has to conduct oneMentorMentee meeting per semester.

c. During the meeting, mentor make aware to mentees about issues like College discipline, uniform, attendance, syllabus, examination preparation, non-tolerance of ragging, rulesof examinations, sexual harassment at workplace etc.

d. Mentees are informed about Swatch Bharat campaign, water conservation, renewable energy and career goals.

e. Different facilities and scholarship related information's are given to them.

f. Mentees are motivated to discuss problems with mentors.

g. Mentors maintain the track record of the academic performance of mentees allotted tothem and give guidance and assistance to improve their performance.

h. The overall programme is monitored by Principal of the institute.

5. Evidence of success:

a. Improvement in mentees attendance.

b. Improvement in academic performance of mentees

c. Establishment of a healthy relationship between teachers and students.

d. Many of the issues of the students are come out in mentor mentee meeting which are addressed to Principal/faculty/committees.

6. Problems encountered and resources required:

1. Students resist sharing their problems with mentor.

2. Difference in student's attitude is difficult to handle.

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Best Practice 2:

1. Title of the practice:

Upgradation of ICT tools and e-learning management resources.

2. Goals:

a. Provide updated, flexible and just-in-time learning.

b. Increases professional development of faculty through usage of ICT in lectures.

c. ICT and e- learning management resources enable participants to exchange their idea and suggestion.

d. E-learning management resources makes easy for faculty to reach the students through a single, possible for a course designer to present to students through a single, reliable and perceptive interface

3. The Context:

Information and communications technology (ICT) and e-learning management resources are important parts of any institute now days. Up-To-Date ICT and e-learning resources offers enhanced classroom teaching and learning experiences. New software and technologies have the ability to uplift the education and provide platform for efficient student-teacher interaction in ways not possible before. Open source online learning system is very popular in the teaching and learning now a days. Moodle is one of the mode of open source online learning system. Cisco Webex is one of the best online learning and teaching mode of education. Smart boards can provide more interactive learning experience and it is one of the most important ICT based tool.

4. The Practice:

At the beginning of the session, upgrades version of Moodle and Cisco Webex online learning and teaching platform was purchased.

a. All the faculties and students are enrolled on Moodle.

b. Unique ID and password are provided to each faculty and students.

c. Course content is uploaded by faculty.

d. In each subject, respective faculty and students are enrolled.

e. For each class, virtual classroom are created. Faculty and students are enrolled on respective class virtual classroom.

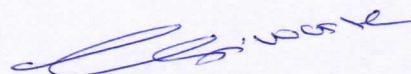f. Separate ID and Password of Cisco Webex are provided to each faculty.

g. All examinations are conducted on Moodle platform.

h. Notes and study materials are uploaded on Moodle platform.

i. Attendance of students is noted from Moodle platform.

j. Our institute has purchased smart board.

5. Evidence of success:

1) During tough time of Covid, ICT tools make able to change from face to face teaching to online teaching within a short period of time.

2) Students are joined the lectures and practical's from remote areas.

3) Eliminate usage of paper.

4) Teacher can teach with better images and graphics

6. Problems encountered and resources required:

1) Network issue of students leaving in remote areas.

2) Teacher requires experience to handle ICT.

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