

***Elaboration of two best practices which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.***

## **ELABORATION OF TWO BESTPRACTICES**

### **I. Title of the practice**

To develop and inculcate good learning outcomes through e-learning & physical distancing

### **Goal**

The object of this particular practice is to create awareness among the students to promote healthy environment by making them learn new norms post pandemic that is e-learning, practicing to maintain social distancing, hand sanitizing and wearing masks inside the college premises.

### **The context**

The students and also the staff members of the institution had to learn to adapt to the new challenges like avoiding large gatherings, overcrowding in college campus, regular hand washing, etc. The hurdle was to carry out all the academic and administrative activities in a new way never done before. It included conducting classes, exams and assessments, seminars and meetings via virtual platforms.

### **The practice**

The institution encourages imparting knowledge using a hybrid approach that combines both face to face and online mediums of instruction. Students of different departments attended college in person once in a week and spent their rest of the days learning through online mode. Students are allowed to clear their personal doubts and issues when they come in person. Departments with large number of students are advised to report to college in a rotational basis. Training sessions are provided by each department to ease the student's difficulty in using e-modes of learning. Mentors guide maximum 20 students in their respective

departments to acquaint them with virtual platforms like using Google meet, Zoom meeting, emailing, etc. The students coming from far off and interior places faced issues with internet connectivity and e-learning. Hence, mentors were in personal touch of the students to provide them with support and help whenever required. While in the classroom students maintain a safe five-foot distance between the desks to avoid closer interactions. The desks are placed five feet apart whenever conducting physical classes or exams.

### **Evidence of success**

A majority of the teaching staff are now able to use various virtual platforms. They have conducted online classes and webinars successfully using their own resources in a productive way. Students have learned basic skills like completing their assessment online and have become efficient in using new tools of e-learning. The final semester students were able to give their online exams in a successful way. Moreover, the e-evaluation process could happen hassle free as all the teaching staffs was proficient in handling modern technology.

### **Problem encountered and resources required**

The students are having problem with the internet connectivity to join for the online classes as many of them come from far off remote areas. So efforts were made to reach them via phone calls & whatsapp messages. The e-learning materials and texts are communicated via department whatsapp groups. Special arrangements were made to assist the students who couldn't manage to appear online exams on their own. Arrangements were made for students in hostel coming from far off places. The mentors assigned helped their specific students to handle any technical issues related to online exam. The staff members are finding it difficult to manage and learn both online and face to face instruction due to their academic commitments. Faculty members are encouraged to stay in the college campus to smoothly carry out the academic and administrative activities following the roster duty guidelines during the period. E-learning modules and technical skills are required for which proper training and guidance is being provided by conducting in-house activities and training.

## **II. Title of the Practice**

### **Cleanliness Drive**

#### **Goal**

The aim of the practice is to create awareness about importance of cleanliness among the students and learning methods of handling waste in a responsible way, to create a natural environment space that caters to public and personal hygienic.

#### **The context**

The NSS unit of the college actively works to carry out the cleanliness drive campaigns inside the college campus and the neighbouring areas of the college premises. Personal and public hygiene has become the need of the hour in our country, city, town, village and institution. It is the prime responsibility of the institution to inculcate the values of hygiene and sanitation among students coming from different background and culture as these important life skills aren't covered in syllabus.

#### **The practice**

The institution follows **The Swachh Bharat Swasth Bharat Mission** that was initiated by our Prime Minister Shri Narendra Modi in 2016. The NSS units of the college along with the support of the other students and staff are an essential part of this drive. As a part of the cleanliness drive importance is laid to keep every nook and corner of the institution clean. The janitor staffs are felicitated and are rewarded with presents on special occasions celebrated in the college as a token of appreciation for their efforts and hard work.

#### **Evidence of success**

A large number of students volunteer themselves to participate in these campaigns. Since the students along with faculty and other staff participate in these sorts of activities, they are keener to keep the environment clean and healthy. More number of saplings is planted inside the college campus to promote greenery.

**Problem encountered and resource required**

The institution is having shortage of manpower to carry out these tasks so people are hired externally to keep the campus clean. The local municipality is not regular in disposing the solid waste. So the college needs a proper solid waste management system for proper disposal of wastes.