

BEST PRACTICES FOR THE SESSION 2022-23

Title of the practice

Yoga Session for students

Objectives of the Practice

- To help students understand the importance of physical training through yogic exercises
- To enable the students to develop a scientific point of view of health with reference to traditional and modern concept of health
- To enable the students to identify health problems and understand their own role in facing the health challenges
- To help the students develop a good attitude in maintaining a healthy behaviour
- To practice mental hygiene and develop emotional stability
- To prepare the students physically and mentally for the integration of their physical, mental and spiritual faculties

The Context

This practice was initiated by the Principal of our college Mr. Bipin Choudhury on 11th November 2021 with the intention to strengthen the immunity of our students in the post-Covid era. On a usual day just before resuming their normal academic chores in the institution, the students especially the hostel inmates begin their day early at 5:30 a.m in the morning with a Yoga Session. It ensures efficiency in their everyday activities.

The Practice

The day begins with meditation followed by different asanas. Usually the Yogic asanas are done along with Pranayama and meditation. The Yoga asanas are practiced under the guidance of Yoga instructor.

Evidence of Success

Every year on 11th of November 2022, Annual Yoga Day is celebrated in our college on the completion of one year of Yoga practice in our college. Also every year International Yoga

Day is celebrated by organizing different Yoga Activities for students and staff where NCC, NSS and YRC UNITS actively participate. The students have benefitted from this practice.

Problem encountered and resources required

A proper and neat space was needed for Yoga Session so that the students could enjoy the practice in itself. Therefore arrangements are being made to create a space on the terrace of the main building of the college so that more number of students can be accommodated.

Title of the practice

Mentoring System for Students

Objectives of the Practice

- To provide supportive care and advice to the students
- To ensure maximum student attendance in the classroom
- To build up student mentor relationship and maintain social connectivity
- To resolve any issues pertaining to student's financial needs and provide him/her the necessary help to cope with it

The Context

Mentoring provides opportunity to the students to share the difficulties & problems to get support and guidance by building trust and confidence. The teachers in the various departments sometimes find it hard to cater to the needs of the absentee students or the students facing the brunt of financial constraints in their families. Henceforth, mentoring system helps to adopt effective measures to address their academic hindrances as well as the financial challenges faced by the students.

The Practice

Every student of the college is placed in group under a proctor. Each group consists of around 20-25 students. A member of the teaching staff is designated as proctor and is the teacher-leader of a number of students. The Proctor exercises an effective control and influence over the students under his/her charge. The proctor assists in academic and over all development of the student. The proctor enquires into their various problems and helps them to solve either by himself or by bringing it to the notice of the Head of the

institution or the parents of the students. A student whose performance is not up to mark is counseled and guided to help the student improve his/her performance in the coming Semesters. Frequent assignments, tests and evaluation are conducted to help them improve their performance in the semester-end examinations.

Evidence of Success

This program has helped in improving the attendance and the overall performance of the students in their different subjects. There is significant change and marked improvement in the students' attendance & attitude. Students are easily able to come up to their mentors regarding any issues they have which are then solved accordingly.

Problem encountered and resources required

Despite the fact that Proctorial system has helped in many ways, some of the students are still not instilled to stay in touch with the proctors. It's difficult for some proctors to imbibe the social quotient with their mentees. Lukewarm interest of a few parents and some students has led to lack of appreciation. Sometimes due to lack of proper resources such as mobile phones and network connectivity among the mentees or students, it gets difficult to connect with the students living in remote areas.


PRINCIPAL
S.D. Women's College
Rajgangpur, Sundargarh

BEST PRACTICES FOR THE SESSION 2021-22

I. Title of the Practice

Yoga:

Objectives of the Practice

This practice was started on 11th November 2021 by the Principal of our college Mr Bipin Choudhury with the intention to strengthen the immunity of our students in the post-covid era.

The Context

As the Yoga practice started at 6 am in the morning, the greatest challenge was to convince the students to wake up early in the morning everyday to join the yoga practice before getting ready to resume their normal classes in the college.

The Practice

Our institution was the first college in Sundargarh which implemented yoga practice on a daily basis. Prime Minister Narendra Modi has succeeded in promoting yoga as a unique contribution of India to the global cultural ecosystem. Various yoga asanas are taught to the students by a yoga professional everyday. Our college perseveres to make this a regular practice in the life of the students who will go on to become not only physically and mentally healthy individuals but will also prove to be the flag bearers of our Indian culture in which yoga is ingrained.

Evidence of success

The yoga practice has helped the students to make it a natural occurrence to wake up early and get ready for their classes with a healthy body and an active mind. On 11th November, 2022, Annual Yoga Day was celebrated in our college on the completion of one year of Yoga practice in our college.

Problem encountered and resources required

The students were having problem with practicing yoga on the cold hard ground without proper yoga wear hence arrangements were made to provide them with yoga mats and yoga clothes.

II. Title of the Practice

Mentoring system

Objectives of the Practice

The objective of this practice is to increase the interpersonal relationship between the mentor and the mentees in order to help in the overall development of the students.

The Context

This program had been started by the Higher Education Department of Odisha during the Covid-19 era to ensure the smooth conduct of online classes and online examination.

The Practice

The students have been divided into groups under individual teaching staffs who hold meetings twice a month in online or offline mode to mentor the students about not only their study related issues but also their personal issues which might hinder their educational carrers. Our college has assigned lecturers of different honours subjects as mentors to different honours students in order to increase the interpersonal relationship between the mentors and the mentees.

Evidence of success

This program has helped in improving the attendance and the overall performance of the students in their different subjects. Students are easily able to come up to their mentors regarding any issues they have which are then solved accordingly.

Problem encountered and resources required

Initially due to lack of resources such as mobile phones and network connectivity among the mentees, it was difficult to hold regular meetings between the mentors and the mentees.


Principal
S.D. Women's College
Rajgangpur, Sundargarh

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.


PRINCIPAL 10/04/24
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Best Practices Of the college

With higher education becoming an international service, there is growing concern the world over about quality, standards and recognition. Consequent upon this trend, the debate on how benchmarks have to be evolved for ascertaining and assuring quality at different levels of higher education is significant. This paper highlights the initiative of the National Assessment and Accreditation Council (NAAC) to promote the concept of best practices benchmarking. It also sets the stage for a discussion of the identification, sustenance, dissemination and adaptation of best practices and of their transference from one system to the other. Best practices of an institute are usually the benchmark it wishes to set for itself and others in the society. Being an institute of higher learning we realize our role in building a society free from discrimination and deprivation. We also realize that in a nation endowed with youth power we are facing an acute shortage of skilled youth who are industry employable. In order to fulfill our role, we are engaged in various tasks which can be labeled as Best Practices. Fostering Community Responsibility, Skill Development Program, Spreading social awareness etc. are few of the best practices of the college.

1. Title of the Practice

Proctorial Management System

2. Goal

- To ensure maximum student attendance in the classroom
- To provide supportive care and advice to the students
- To build up student mentor relationship and maintain social connectivity
- To improve the pass percentage and enhance marks secured by the students at the university level examinations
- To resolve any issues pertaining to student's financial needs and provide him/her the necessary help to cope with it

3. The Context

- A decrease in the student attendance has led to poor academic performance of the institution. The students lack impetus to regularly attend the lecture classes and in general feel lost because of the strict teacher-student association. These issues need to be handled through effective mentoring system where the students feel at ease to interact with their teachers and is motivated to stay in the classrooms for his/her academic betterment.

- The teachers in the various departments sometimes find it hard to cater to the needs of the absentee students or the students facing the brunt of financial constraints in their families. Henceforth, it has become quintessential to adopt effective measures to address their academic hindrances as well as the financial challenges faced by the students.

4. The Practice

- Every student of the college is placed in group under a proctor
- Each group consists of 30 students
- Each member of the teaching staff is designated as proctor and is the teacher-leader of a number of students. The Proctor exercises an effective control and influence over the students under his/her charge. The proctor assists in academic and over all development of the student
- The proctor enquires into their various problems and helps them to solve either by himself or by bringing it to the notice of the Head of the institution or the parents of the students.
- The Proctor maintains a Student Information Record Registers for each of his/her wards which gives all the details of the students, examination results, etc . in terms of a quarterly Proctorial record and submits to the Head of the Institution .
- The Proctor sends quarterly progress report to the Parent/Guardians of the student, wherever deemed necessary.
- A student whose performance is not up to mark is asked to appear for counseling with the proctor in order to help the student improve his/her performance in the coming Semesters. Frequent assignments, tests and evaluation are conducted to help them improve their performance in the semester-end examinations.

5. Evidence of Success

- A number of faculty members have actively contributed in adopting this practice in our institution. There is a sense of responsibility in each proctor to carry out the sessions.
- The number of students participating in curricular activities and regularly attending the classes has also improved. The percentage of attendance in various departments has drastically increased.
- The number of students passing the examination has improved. Students have secured distinction as well as improved their Grade points in some depts.. Like education and political science, Odia and Economics.
- The students facing financial issues in their families are brought to notice because of the Proctorial Management System. It has helped in building the trust and in providing them supportive assistance in times of need.

6. Problems encountered and Resources required

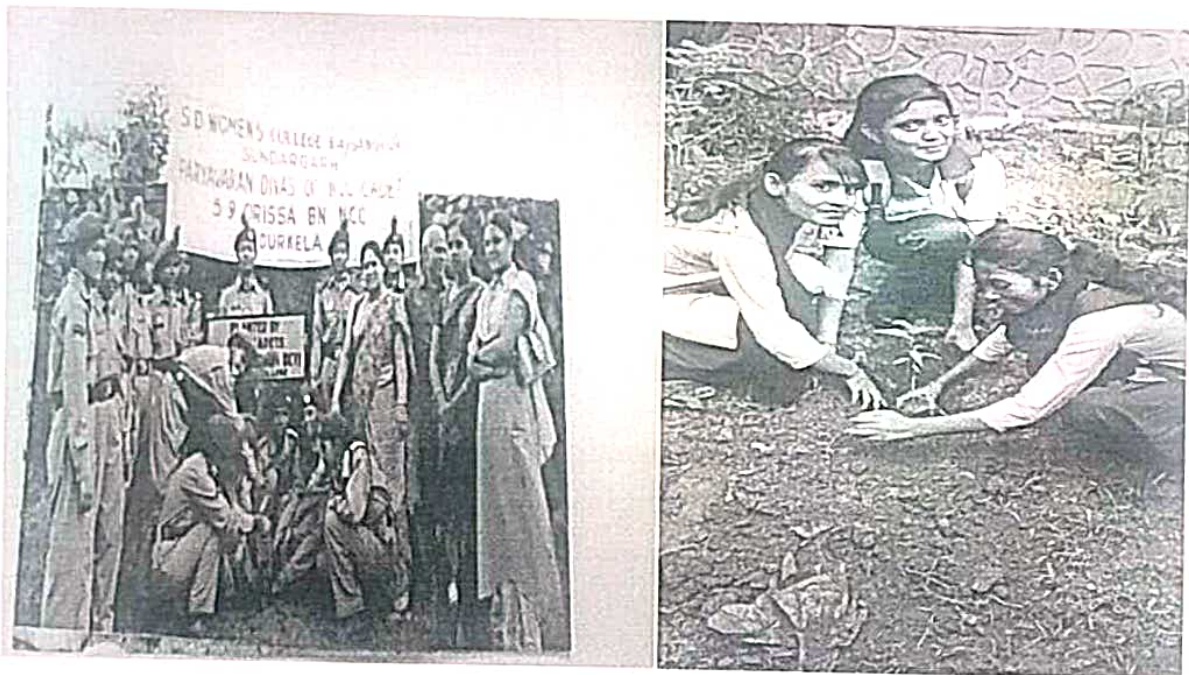
- Despite the fact that Proctorial system has helped in many a ways, some of the students are still not instilled to stay in touch with the proctors. It's difficult on part of some proctors to imbibe the social quotient with

their wards. Lukewarm interest of the parents and some students has led to lack of appreciation.

- Unless the teachers and proctors guide and counsel the pupils in a proper way, this effective methodology cannot be brought to life. Provision should be made to enable a better and creative way of boosting the process of Proctorial.
- It is essential to address the financial issues of the students hailing from poor and meagre background. A different unit to be formed to look after such students in a financial way.

Swachh Green Campus:

The Nature Club of NSS and NCC of the college organizes tree plantation drive regularly. Students and Staff actively participate in keeping the surroundings clean. Regular cleaning activities are carried out by NSS, Volunteers, staff & Teachers. The College is making efforts to maintain a herbal garden in the campus. Dustbins are properly placed inside the campus and waste materials are dumped on regular basis.



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