

# Institutional best Practices

## Best Practice 1 :

### Title : Mentor system

#### Objectives

- To closely monitor the overall development of the student.
- To involve parents in the progress of their wards.

#### Context

This practice provides a forum for the students to discuss their problems with mentors and find solutions. Personal attention and care is provided to the allotted students. Every mentor is assigned approximately 30 students. Mentor periodically meets wards and their parents and communicates the progresses and regresses. This will increase the moral, mental fiber of the students.

#### Mentor's responsibilities include

- To encourage the ward to participate in co-curricular and extra-curricular activities of the college.
- To persuade the ward to utilize best of the opportunities in personal, academic, cultural and recreational enrichment to enhance overall development .
- Providing personal counseling on need basis.
- Assess the financial condition of the ward and assist the ward in getting scholarships.
- To monitor the regularity in the attendance of the ward to the classes.
- To motivate the students to take up various competitive exams and guide them.
- To inspire students to pursue higher studies and research.
- To help the students to maintain good relationship with society and public.
- To stimulate the ward to volunteer themselves in social services like blood donation, disaster management, plantation, anti-drug awareness, AIDS awareness, visiting old age homes and orphanages.
- Motivate the advanced learners to coach the slow learners to perform better.
- Students are encouraged to participate in intra-collegiate and inter-collegiate cultural, sports, quiz, elocution, science model building and extempore competitions.

#### Practice

- Each teacher is allotted approximately 30 students.
- A cumulative record is maintained for every student for three years.
- The mentor periodically meets students and their parents and interacts with them.

**Evidence of success**

Improvement in the student's academic performance and attendance.

Constantly achieving ranks in the university examination.

Drastic increase in the intake of students to the institution compared to neighboring institutions.

Students have brought laurels in various inter collegiate, university level state level, national level, competitions.

**Problems**

Difficulty in convincing some parents to meet the mentor.

Some students hesitate to open up and share their problems with their mentors.

**Best Practice 2 :****Title : Extension activities to neighboring schools by the students and faculties.****Objectives:**

- To inculcate social responsibility among the students of the college.
- To promote the development of skills among the students.
- To boost their self confidence and morale.
- To enhance their knowledge.

**Context:**

This practice is a unique feature observed in the college. Students and teachers visit the neighbouring schools which were deprived of basic facilities and enlighten them through the mode of PowerPoint presentations on various topics like pollution, plastic ban, waste management etc. Our students demonstrate various science experiments and involve the high school students to understand the concepts in simplified way efficiently.

The museum specimens and models from the science departments are exhibited to the neighbouring high school students.

They are also encouraged to visit the college laboratories, the museums and the botanical garden. During their visit, teachers explain and clarify their doubts. Even cultural activities and competitions are held for the school children by the college faculties.

Annual NSS camps are held in different schools regularly as a part of curriculum and by this a good rapport is built up with the school students.

College students are guided by the faculties to prepare Powerpoint presentations, posters and lectures during the outreach programmes.

**Practice:**

- Students are guided by the faculties to prepare presentations on various topics and experiments.
- Faculties accompany the students during the visit to schools.
- Students of the college present lectures and demonstrate science experiments.
- Interactive sessions are made more interesting by rewarding prizes.
- Active participation of high school students is encouraged.
- The school students are invited to visit the college campus.

**Evidence of success:**

- Good response and feedback with appreciation was received from the school management .
- Schools arrange the visit to various departments, museums, laboratories and Botanical garden annually .
- School students are motivated to take up admission and continue their education in our college.

**Problems:**

Difficulty in finding slots of free time for both school and college students to engage in this outreach program.