

## 7.2 Best Practices

Describe at least two institutional best practices. Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

### **BEST PRACTICE I – Initiatives through Unnat Bharat Abhiyan (UBA)**

#### ***Goal:***

- To transform the lives of the rural youth and those who have not directly benefitted from the mainstream government programmes.
- To give students an opportunity to be part of the developmental strategies of the surrounding villages.
- To enhance leadership qualities and team spirit among the students.
- To broaden the outlook of the students and help them to work for the welfare of the society.
- To focus on the overall personality of the students along with Academic excellence.
- To realize the goal of the college to empower the community.

#### ***Context:***

- The college has adopted 5 villages within 30 kms of the college, under the MHRD – Ministry of Human Resource Development, Govt of India.
- The college works with the people of the 5 villages to identify developmental challenges and evolve appropriate solutions to accelerate sustainable growth.
- The college has adopted the neighbouring villages of Agassaim, Goa Velha, Batim, Neura and Carambolim.

#### ***Practice:***

- It gives an opportunity to the college to familiarize with the local people, observe their lifestyle and accordingly chalk out the development work required in the village.
- Through the development programme, the college ensures that the village youth prepare themselves and take the maximum advantage of the programme designed for them.
- The study based on the door to door survey conducted devise and plan programmes which are based according to the needs of the villagers.
- The target group of villagers selected face several problems regarding health, sanitation, cleanliness, renewable energy.
- Organised a household survey of five villages to study the demographic profile such as number of members in the family, migration status, land holding, sources of water, sources of energy and power, agricultural produce and the inputs used.
- Organised the National Voters Day to bring about awareness on the importance of voting.
- Awareness to stop the use of plastic.

#### ***Evidence of Success:***

- It helped the college connect with the rural people and helped in creating a good rapport between the people and the college.
- It imparted values such as charity, selflessness and discipline.
- It created an opportunity to share the knowledge and experience of the Senior Citizens.
- It enabled the people to avail government schemes through various awareness drives.

***Problems encountered:***

- Lack of transport facilities to reach the interiors of the village.
- Shortage of time.

**BEST PRACTICE II - Discipline cum Examination Reforms:**

***Goal:***

- To inculcate the value of discipline of the students.
- To ensure better attendance of the students.
- To bring about qualitative changes in the examination system.

***Context:***

- Guidelines of Goa University broadly outline the rules for the conduct of the examination. Based on these guidelines, the institution has adopted certain methods in which the Internal Evaluation would be conducted.
- It is mandatory for the students to have 75% attendance; if a student falls short of the required percentage, he/she will not be eligible to answer the Semester End Exam.

***Practice:***

- A committee list for monitoring discipline (day wise) is prepared where teachers will be assigned the task to monitor each floor everyday before the 1<sup>st</sup> lecture and after interval.
- The teachers ensure that all the students are inside the classrooms and that the students wear their ID cards.
- Discipline is maintained within the college campus.
- The student's attendance for the month is displayed on the notice board and SMS is sent to both the parents and students every month.
- In case a student has less attendance, the class mentor takes the responsibility to call the parents and inquire the reasons for the same.
- An Examination Committee is set up to oversee the smooth conduct of Examination of both the ISA exam and SEE from the preparation of the time table, supervisor's list, sitting arrangement of the students and giving/collecting of the answer booklets.
- Preparation of templates for question papers (ISA and SEE)
- Introduction of transparency in marks assigned.
- The first ISA paper is objective in nature and is checked by the HODs of various departments and mistakes if any are corrected.
- The Second ISA is an assignment of 10 marks for all the subjects to be written in a scientific way.
- After the submission of the SEE papers, besides the HOD checking, the IQAC Committee members also re-check the question papers that are submitted.
- All teachers have to submit the 'Zero defect form' in order to ensure that the question papers are free from errors.
- An exam orientation is conducted for all the first year students and the new teachers by the Examination Committee to orient them on the examination process.
- The Academic calendar in the student's handbook show the dates for the ISA and the SEE exam.
- The time table for the first year and second year students is prepared by the Examination Committee.

*Evidence of Success:*

- The Monitoring system has ensured better attendance of the students.
- The practice has ensured an increase in the number of students who are eligible to answer the Semester End Exam.
- It has enhanced the student's involvement and participation in class activities.
- It has shown an improvement in the overall performance of the students.