

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

1. Celebration of Important Days in the college

One of the notable best practices of our college is celebration of important days. Our vision and mission clearly describes our aim and leads us to chalk out a strategy for the fulfilment of the same. This practice of celebration of important days has been well conceived and drafted to achieve our goal of creating morally strong, socially concerned, intellectually well informed, culturally conscious and empowered women who can contribute significantly in the process of nation building.

Goals:-

- 1. Committed to girl's education of this area, our institution is providing appropriate teaching-learning environment to the girls students of rural as well as urban area. By educating women a big change can be brought in the society.**
- 2. To motivate the students to follow the holy path laid by great persons.**
- 3. To inculcate moral, social and patriotic values amongst the students.**
- 4. To introduce them with the great historical culture and heritage of India.**

The Context

Our college portrays the ideals and teachings of Swami Dayanand Saraswati. Swamiji always advocated that one should not follow the rigid traditions and rituals without applying any logic. He also emphasised upon the appropriate opportunities for the women's right. Because a woman has the responsibility of taking care of two families, therefore she can play an important role in character building and inculcating cultural, moral and social values. In that context it becomes more important to organise value based activities.

The Practice

Our college organises and celebrates the important days, National festivals and birth & death anniversaries of great persons and social reformers. Arya Yuwati Parishad, NSS, NCC, Youth Welfare Committee, Women Cell, Red Cross, Legal Literacy Cell, Science Forum, Environment Society, is involved to celebrate such activities.

Few practices

To mark the celebration of such important days college societies organise-Extension lectures, Inter College Debate and Declamations, Poetical Symposiums, Poster Making, Story and Essay Writing, Quiz Competition, Slogan Writing, Rangoli, Tree Plantation, Interaction with the experts and doctors, rallies etc. to make the students aware about great persons.

Counselling

Our college invites subject experts, Resource persons, and counsellors to interact with the students. Time-to-time one day workshops and Vaidik Chintan programmes are organised for counselling the girls students. Doubts, problems and questions raised by

the students are redressed with the help of teachers and other experts of the different areas.

Activities

Moral Values

Moral values reflect an individual's character and help us to decide what is good and what is bad. A woman carries the responsibility of two families, therefore it becomes imperative to educate and inculcate moral values like honesty, hard work, respect for others, kindness and forgiveness etc. amongst young women through the celebration of important days related to eminent personalities to make them aware of their life sketches, their character, achievements and contribution in the upliftment of society. To achieve this goal we regularly celebrate Yogiraj Shree Krishan Janamashtmi, Maharishi Dayanand Jayanti, Swami Shradhanand Balidaan Diwas, Tescher day and Havan is performed on Every Monday.

Patriotic Values

To inculcate patriotism and nationalism amongst our students we celebrate:

Sadbhawna Diwas- Our students collect and send Rakhies to army personnel to express their gratitude and solidarity towards them. Our students do this every year very enthusiastically. They get so excited that they make beautiful rakhies themselves to send to our soldiers. Similarly, the Days like Independence Day, Republic Day, Contribution Day, National Unity Day, Shaheed Bhagat Singh's Birth and Death Anniversary, Gandhi Jayanti, Voters Day, National Literacy Day, National Service Scheme Days are celebrated to inculcate the feeling of love, devotion and pride for nation.

Cultural Values

Cultural values are commonly held standards of what is acceptable or unacceptable, important or unimportant, right or wrong, workable or unworkable etc. in a community or society. To keep our students well aware about these standards we celebrate the days like Lohri and Makar Sankranti and Talent Finding Day, International Matribhasha Diwas, Hindi Diwas and Sanskrit Diwas are celebrated to inculcate the pride for self-language and ancient language.

Health Awareness

To keep our students aware of importance of health and fitness, the days like World health day, World Aids Day, Breast Feeding Day and Yoga Day are celebrated.

Others

To make our students well aware citizens and to provide them knowledge of modern and latest developments, the days like National Science Day, World Environment Day, World Tourism Day, Green Campus Clean Campus Day are celebrated. Along with these International Women Day is celebrated to make them aware of their rights and to recognize the social, economic, cultural, political and other achievements of women.

Evidence of success

Trees are planted by the students in the surrounding parks and colonies. Door-to-door canvassing and Nukkad Natak are performed regarding cleanliness. Free Coaching and health tips are given to the needy and poor people by our volunteers.

Maximum attendance of the students during National festivals is observed in the campus. Students are self-disciplined during the programs and other celebrations. NCC Cadets are selected in the Republic Day parade. Many students of this institution have joined various social service groups and reputed NGO's. Through these groups students provide their services to the needy and poor. Through such activities they are serving the society and the nation. Overall behavioural values are seen in their personal, social & professional field.

Problems encountered

To ensure maximum participation of the students lots of efforts have to be made at entry level as most of the students come from schools and different prospective. Through regular encouragement and motivation to participate in such events we are able to achieve our goals.

2. Promoting the use of ICT

The context

Modern world is moving ahead constantly towards digitalisation with the innovation in information and communication technology. ICT plays an important role in every sphere of life. Educational institutions also need to step up in the same direction to keep pace with growth in ICT and its practices. The use of ICT is needed to complement the traditional techniques being used in educational institutions to bring efficiency and transparency in collection, analysis and dissemination of information by removing all the barriers of communication.

Objective

Recognising the effectiveness of ICT for educational institution, the college administration initiative timely steps in introducing and gradually promoting the use of technology in teaching as well as office administration. It was considered imperative for the institution in order to keep pace with the time and improve overall functioning of the institution.

The practices

To make the overall functioning of the college more efficient in terms of transparency, time, space and money, college always stride towards increase in use of ICT in different functional areas in a phased manner:

- i. **Teaching and learning**
 - Smart Boards installed in the Classrooms
 - Teaching through PPTs
 - Use of internet
 - Use of E-resources
 - Increase in ICT facilitated Classrooms and Labs
 - Organising computer workshops for teaching faculty

- ii. **Office**
 - Installation of Computers in office for maintenance of all records
 - Computerised system of accounting (Tally) in the office to keep records of finances

- Fully computerized office for all the online processes related to admissions, examinations forms, scholarships, issue of Roll No's etc.
- CIMS in Office

iii. Library

- Bar coding system installed in Library
- LMS in the Library
- E-content (journal and books) in the Library
- Internet facility in the library
- LMS upgraded to ILMS in the Library

iv. Administration

- Bio-metric Attendance for all the employees.
- CCTV cameras for surveillance.
- SMS packages to send information to students and parents.
- Receiving salary from the Government through e-portal.
- Retirement related documentation through e-pension portal.
- Increase in number of computer labs gradually as per requirements.
- Purchase of computers as per requirement.
- Creation of college website.
- Updation and redesigning of college website.
- Regular Digital Display of activities conducted during the week, in the Assembly hall.
- Organising computer workshops for non-teaching staff.
- Workshops for supporting staff through PPT's.

Evidence of Success

- No delays in receiving the grants from Government and depositing the salary in employees A/cs.
- Speedy resolution to all the matters related to pension of retirees.
- Better and fast E-governance in administrative functioning of college.
- Easy and fast dissemination of important information among students.
- Organisation of various activities like State/National level seminar, workshops etc. became easy and effective.
- Fast and transparent process of admission/examination forms/scholarships etc.
- Teaching learning process becomes more interesting and effective.
- Enriched course content is given to students through the use of internet and e-resources.

Problems Encountered

- Non availability of smart phone or computer with the students of rural or poor background.
- Problem of internet connectivity.
- Lack of monetary resources.
- Senior employees not able to catch up fast with ICT practices.

Resources Required

- **More funds for purchase of better ICT equipments, computers etc.**
- **Employees willing to adopt enthusiastically.**
- **More skilled manpower.**