7.2 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE – 1: Mentoring System for Students

Objective: To establish a structured mentoring system that fosters academic, personal, and professional growth by providing students with guidance, support, and motivation through regular interactions with experienced mentors, thereby enabling them to achieve their full potential and navigate challenges effectively.

The Context: There are several types of stress that students experience, including emotional, physical, academic, and personal. For first-year students living in dorms, the separation from family can be an especially difficult adjustment to college life. Low self-esteem and reluctance to speak up are common among students from economically challenged families, and they have a negative impact on their academic achievement and personal growth. It might be challenging to provide each student the individual attention they need in classrooms with a high student-teacher ratio. A dedicated 'Mentor' who connects with students could solve these concerns. The three pillars of holistic development emotional stability, improved decision making abilities, and clarity of thought are all bolstered by mentoring relationships.

The Practice:
- Each teacher is responsible for mentoring a group of approximately 16-20 students throughout their entire academic journey.
- Mentors stay in regular contact with parents, providing updates on matters such as attendance, test results, fee payments, and examination schedules on a weekly basis.
- Monthly meetings are held where students and mentors discuss and address a range of concerns, including both personal and academic issues.
- Mentors offer counseling to students who are experiencing emotional difficulties, providing the necessary support.
- Special attention is given to struggling students, with mentors advising them on effective study methods, helping to create personalized study schedules, clarifying doubts, and providing additional study materials.
- Mentors encourage students to actively engage in co-curricular, extracurricular activities, and sports, promoting holistic development.
- A detailed record is maintained to track students' academic progress and involvement in other activities.
- Any issues faced by students are discussed with department heads and other faculty members, and appropriate actions are taken to address and resolve these concerns.

Outcome:
- Improved performance in examinations.
- Increased attendance rates.
- Reduction in the number of students who drop out of college.
  In addition, there has been an increase in the number of students participating in extracurricular and co-curricular activities, there has been an improvement in the level

of discipline on campus, and there has been a more respectful interaction between teachers and students.

BEST PRACTICE – 2:Teaching Learning Process

Objectives:

- To motivate educators to embrace advanced pedagogical techniques, including the integration of ICT in classroom instruction.
- To elevate the pass percentage, average marks for each semester, and increase the number of ranks achieved by the college in university-level examinations.
- To enhance college placement, the quality of students must be improved.

The context: Different teachers use different methods to teach in class. They teach at different paces. It was observed that syllabus coverage remains a challenge when there is need of uniformity. The teachers find it difficult to keep pace with the techno savvy student learners. There was a need of uniformity and standard setting so that everyone is able to meet the objective of best teaching practices. It has become essential for teachers to adopt to the latest pedagogic styles and include ICT in class room teaching. The mismatch between the student learner and the teacher in the use and comfort of handling varieties of tools available for teaching – learning needs to be bridged.

The practice:
- Academic calendar is planned by the respective department under the instructions of Principal and Dean.
- Academic calendar is uploaded on the website for information to students, teachers and others.
- On the basis of that, every faculty prepares the academic planner in the form of course file which is audited by the department head.
- The heads of different departments monitor the pace of coverage of the syllabus.
- Timely Feedback is obtained from students regarding the content delivery by different teachers.
- Assignments, tests and evaluation are conducted at scheduled dates to improve performance in the semester – end examinations.
- Timeline of Assignments, and syllabus coverage is monitored by Dean, Academics at regular intervals.
- All the class rooms are ICT ready and all the departments adapted their class room teaching with the help of ICT.

Outcomes:
- All teachers have adopted modern pedagogic styles and ICT in their classes.
- Appropriately paced and timely completion of syllabus.
- Increased attendance in the classes.
- Improvement in results has been evident.