

## **Best Practices I**

### **Title of the Practice:**

Guidance to excel in both academic and professional life

### **Objectives of the Practice:**

- ❖ To Aid in academic growth and development
- ❖ Helps in making proper career choice
- ❖ Facilitating behavioral changes among the students.
- ❖ Enhancing the students skill and effectiveness to cope with the present academic challenges
- ❖ To help students to update their information technology skill and guide them to use technology in proper manner
- ❖ To give the students information on matters important to success.
- ❖ To help the students know himself better his interest, abilities, attitudes and opportunities.

### **The Context**

The guidance focused at improving the student's academic and professional life, which have to be achieved by the end of the course. It was imparted with a clear aim to make the students understand better, there interest, abilities, attitudes, opportunities, overcoming difficulties in understanding and learning the material and encourage self-study and in study groups. Improving the students ability to establish and maintain relationships with others fellow students and faculties, Enhancing the student skill and effectiveness to cope with the present academic challenges.

### **The Practice**

For successful implementation of the programme the College framed a Triangular prism model that is 1. Class advisor 2.Mentor (cross mentoring that is involving other department faculty to guide students) finally 3. Expert counselling was involved.

### **Class Advisors**

For each class, advisors are nominated for continuously monitoring the students' performance in class room, examinations, competitions, sports and provide counseling to needy students and their parents for further improvement. In this direction, the Class Advisors and parents meet in parents Teacher meet which is conducted in every semester- wherein Teacher Convey the progress of the student to their parents. Further Class Advisors Lead the Professional Guidance among all students, they monitor the implementation and making a record of progress of all students.

## **Mentor (cross mentoring)**

Under this system of mentoring, students belonging to a particular department were assigned as mentees to faculty of other departments. Each mentor was approximately allotted about 30 mentees. Students felt this sessions very interesting as they had to share their thoughts with faculty. Cross-mentoring helped the students to interact with new faculty and have a fearless exchange of knowledge, thoughts and ideas. They were constantly encouraged by the faculty to develop skills. Students also shared their personal life issues with their mentors. The mentors maintained mentees' private information without disclosing them to others. This system helped the students gain confidence in their mentors. It helped them to excel in academics and extra-curricular activities. This initiative ensured strong bonding and improved the relationship of the mentor with their mentees. The poor performers were dealt with utmost care. The causes for poor performance were identified and appropriate counseling services were provided wherever necessary. Moderate performers were also motivated to work hard to reach the next level of performance.

## **Expert Counselling**

For this purpose the college hired Psychologist on regular basis to counsel students. Periodical Assessment was initiated to check the improvement of the students.

## **Evidences of Success**

Due to this innovative program, the overall growths in academic as well personal life of the students were observed by the Advisor and Mentor. The parents also felt the student's behavioral changes, ability to maintain good relations, involvement in career growth, using information technology very sensibly and helping fellow students to achieve this objective.

## **Problems Encountered and Resources Required**

### **1. Identification problems**

The biggest problem faced by the faculty members is identifying the students who are need of personal counselling and extra care

### **2. Family problems**

Students find difficult in Dealing with family turmoil this is being one of the most stressful issues facing a college student. Trying to deal with these problems can be very disruptive to college life, but learning to face these issues in a productive way will help students become emotionally stronger and have a better college experience.

## **Best Practices II**

**Title of the Practice:**

## Career and Skill Enhancement Practice

### **Objectives of the Practice:**

- To organize programmes for enhancing employability skills and exploring career opportunities to students.
- To improve communication skills through various programmes.
- To promote skill development as a key for future career needs.
- Helps in vocational and professional maturity.
- Facilitates an individual in the right education and profession.

### **The Context**

To assess the students skillset and cater them with plethora of skill development, career development to make them ready for employment on a continuous basis. This helps students to identify their skill and advance their knowledge in the respective career. This also focuses on the improvement of communication skill of the students. Various Vocational programmes have been conceived to address the challenges in the competitive world.

### **The Practice**

In connection to this practice, various MoU's (Memorandum of Understanding) have been signed with various training institutions such as Tech Mahindra foundation, NIIT (for women students) and Infact Pro Trainers Pvt. Ltd to provide hands on training to the students and make them ready for employment.

#### **Tech Mahindra foundation**

E- Publishing & Tally courses have been organized in collaboration with Tech Mahindra foundation and students have been placed.

#### **NIIT (for women students)**

BPO training programme was organized by NIIT for women students in which 88 students participated, of which 66 Students completed the programme successfully and a few of them were given placement too.

#### **Infact Pro Trainers Pvt. Ltd**

Coaching for competitive examination in banking sector was provided by Infact Pro Trainers Pvt. Ltd. In this programme 8 students were participated of which 3 students benefited.

### **Evidences of Success**

#### **Students placed in Tech Mahindra Training Programme**

Diploma in E-Publishing programme was offered in association with Tech Mahindra foundation. 56 students from shift I and 75 students from shift II were benefited through this training programme.

### **Infact Pro Trainers Pvt. Ltd**

Coaching for competitive examination in banking sector was provided by Infact Pro Trainers Pvt. Ltd. In this programme 8 students were participated of which 3 students benefited

### **Problems Encountered and Resources Required**

#### **1. Need for Continuous enhancement of Communication skill**

Most of the students were coming from Tamil medium background. This is, therefore the college have been conducted more number of programmes but still there is some lacking to improve the communication skill.

#### **2. Socially Backward Environment**

Majority of the students admitted into our college are from socially backward environment. They find it difficult to cope with the programmes.

#### **3. Lack of Confidence**

As our students are the first graduates in their families, the Confidence level is comparatively low and they lack in confidence to face the challenges in the society.