

BEST PRACTICE 2015-16

Practice 1

Title of the Practice – *Augmentation of physical infrastructure*

Objective of the Practice – To improve the basic infrastructure facilities towards optimising the efficacy of usage for all stakeholders— teachers, students, and administrative personnel. The practice involved overhauling of all aspects of infrastructure, including hygiene, sanitation, accessibility, classroom infrastructure, strengthening library and laboratory infrastructure, administrative infrastructure, amongst others.

The Context – Given that the college was set up in 1958, and the main administrative building was constructed therein, upgrading infrastructure on a regular basis remains crucial. In the past years while efforts were concentrated towards developing the overall performance of the college; specific focus on infrastructure development witnessed a gap. Given the situation, the new Principal, upon taking charge in 2015, prioritized infrastructure development as key towards optimising the college's growth potential.

The Practice – Several aspects of infrastructure were looked at including student utilities, civic infrastructure, administrative infrastructure, and accessibility, amongst others.

Student Utilities: Towards improving college infrastructure for students, extensive initiatives were undertaken. The existing library infrastructure was improved with complete flooring overhaul, new racks are introduced to improve library capacity and other amenities including furniture upgrades. The existing computer laboratory and Chemistry laboratory also witnessed infrastructure upgrades. A new Seminar room was constructed for the purpose of knowledge dissemination. Classroom infrastructure was improved with furniture and flooring overhaul and new classroom platforms.

Civic infrastructure: Several civic infrastructure upgrades were undertaken, such as overall refurbishment of the college including repair inside and outside the college building . Specific focus on hygiene and sanitation led to construction of a new septic tank and a boys' toilet, besides many renovations.

Administrative infrastructure: Refurbishment and revamp of exiting administrative buildings and offices were undertaken. Administrative offices were upgraded to state of the art offices towards improving operational transparency; Principal's chamber has been upgraded as required including construction of an attached toilet. New construction included an IQAC office equipped

with all necessary amenities such as computer, printer, almirah etc., a Bursar room and an Accountant's room, a toilet for staff.

Accessibility: Towards improving accessibility of students, who are mainly from rural areas and travel long distances daily, the college administration constructed a planned cycle stand with a capacity of over 500.

Evidence of Success –.The much required infrastructure development received positive feedback from all stakeholders— faculty, staff and students. The refurbishment and revamping of the existing administrative offices have led to increased storage space, leading to improved operational efficiency. The increase in the number of cash counters has led to lesser queues and hence faster turn-around time for students. Student-staff interaction has been positively impacted leading to a conducive environment of learning. A large number of students have been benefitted due to the new constructions.

Problems Encountered and Resources Required: Although the need for the infrastructure upgrades undertaken is undeniable, the financial burden of the expenditure (around Rs 35 lakhs) had to be borne majorly by the College from its Development Fund and other funds. The bulk expenditure in a single year has put a strain on college financial resources. Going forward, accessing state and central government grants for the maintenance and upkeep of the upgraded infrastructure will need to be prioritized.

Practice 2

Title of the Practice – Conceptualisation and implementation of a new Student's Feedback System

Objective of the Practice: To implement a method to register and address students' feedback, which can then be quantified towards overall improvement of college functioning. The scope of the feedback system encompasses aspects including curriculum and teaching quality; student facilities and utilities; ease of administrative access; and overall college environment.

The Context: As the institution caters to a large number of students, the need to institutionalise a formal feedback system towards analysing the impact of teaching and developmental interventions was realised. Given that most of the students are first generation learners, evaluating the teaching methodology and communication efficacy, was key. Additional aspects such as college infrastructure, skill development opportunities, administrative ease of access, etc. also needed to be evaluated.

The Practice: The scope of the formal feedback system institutionalized include several aspects such as Curriculum and Teaching; Examination and evaluation; College infrastructure; Extracurricular facilities; Concession and Scholarships; and Hygiene and Sanitation.

Curriculum and Teaching: This portion covers factors such as effectiveness of University Course Content / Curriculum, suitability of range of Core/Elective options offered; teachers' coverage of curriculum; teaching practices; teachers' communication ability, etc.

Examination and evaluation: This segment covers factors such as effectiveness of college examinations/ test and fairness of evaluation processes.

College infrastructure: This part covers factors such as central library servicet (text book, reference books, journals, etc.), internet access, computer access, staff cooperation, classroom infrastructure, canteen infrastructure, etc.

Extracurricular facilities: This section covers factors such as Games and Sports facilities/opportunities, recreational and extracurricular activities offered, effectiveness of health check-up and health awareness activities undertaken, efficacy of soft skill development activities organized, etc.

Concession and Scholarships: This segment covers factors such as availability of transport concessions, students' fee concession, government scholarships, etc.

Hygiene and Sanitation: This part covers factors such as availability of drinking water, cleanliness and maintenance of toilets, amongst others.

Evidence of Success: The formal feedback system was welcomed enthusiastically by students, as can be quantified by the fact that over 500 students submitted their feedback within a very short period. The gamut of factors covered has helped depict a holistic impact of the college on the student community. Thus, a clear roadmap evolved towards further narrowing the gaps through tailored interventions.

Problems Encountered and Resources Required: Given the extensive nature of the feedback questionnaire, the tabulation and analysis process was time and resource intensive.