

## **Best Practice I**

**Title:** eCampus: ICT enabled teaching, learning and administration for paperless office.

**Objectives:**

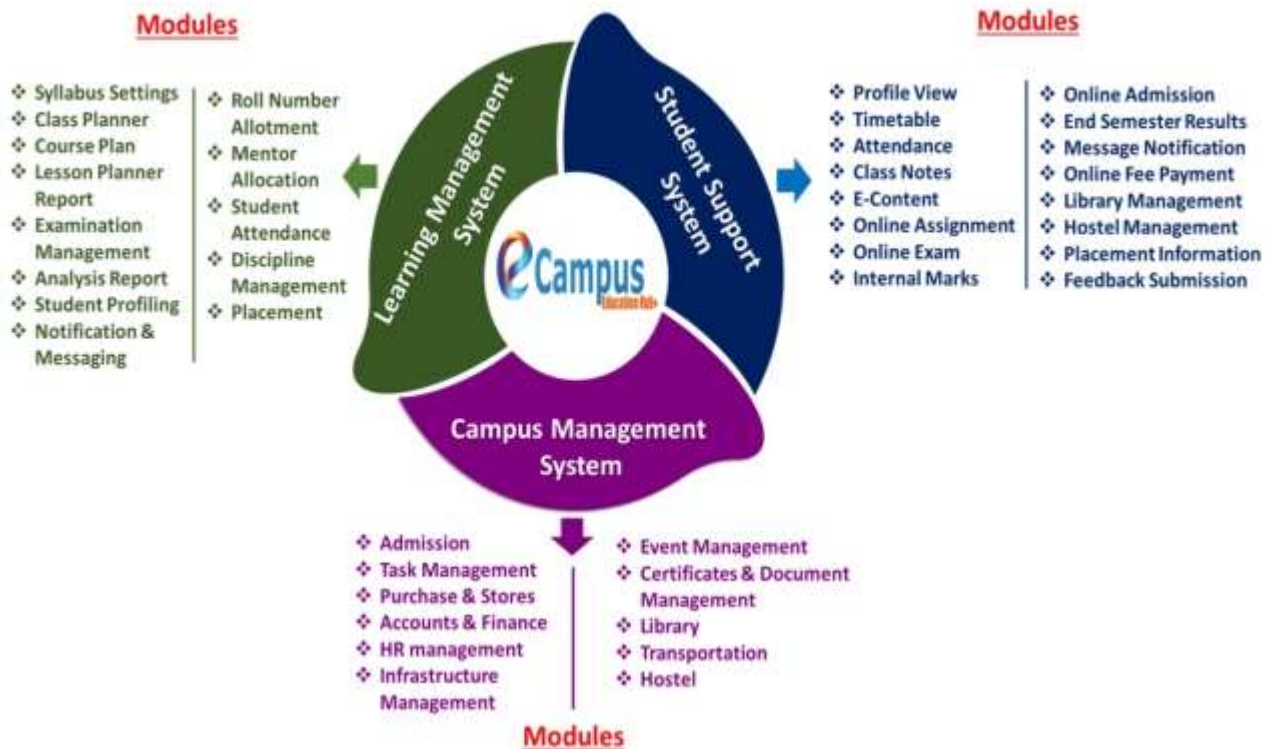
1. To facilitate teaching and learning and evaluation through digital platforms.
2. To implement E-Governance in student support and campus management systems.
3. To improve efficiency by, documenting, sharing and retrieving data to promote paperless office.

**The Context:**

21<sup>st</sup> century calls for blended learning beyond chalk and talk for which digital platform is important. Today educational institutions have become highly complex involving range of activities apart from delivery education. The student support and campus management have become very tedious and complex as well. It is high time to find solution to improve the overall system and maintain a competitive edge. eCampus is a comprehensive management system that operates in three verticles to ensure the academic and administrative excellence and monitor the student progress with less paper use but more efficient. In this direction the college has established a standardized automatic system across all verticles through eCampus.

**The Practice:**

The eCampus has been established in the year 2008 with an intention of managing the admission, fee payment and attendance of students and teachers. Subsequently developed a system to maintain, share and retrieve academic information regarding teaching, learning and evaluation. Authenticated users have access to the system and authorized users are permitted to enter and modify data. Currently the eCampus is used in three verticals like **Learning Management System, Student Support System and Campus Management System** encompassing all the modules of e-campus management system. All the activities to support the entry of relevant information is done faithfully on time by the Department/ office concern



### Evidence of Success:

- Time is saved because of the readiness of the required data at all the time.
- The linking of all the three verticals in eCampus eliminates repeated data entry and avoids redundant data resulting in accuracy of data and saving of effort
- Access to information related to activities for far and near.
- Management is able to get the data on all activities of the college on real time basis from anywhere which helps in decision making process
- Manage class information and analytical reports
- Complete attendance automation
- Complete automated marks / grade management system
- Keep up-to-date on ward's academic performance, attendance, fees via automated SMS
- Measurement of Course outcomes and Programme outcomes are generated automatically

- Feedback on teachers, syllabus, curriculum and amenities can be obtained, analyzed and report can be generated quickly.
- Lesson notes and e-content available to the students and short videos on important topics for the slow learners
- Access to library transactions.
- Placement officer can easily filter the eligible students for the placement drive and placement records are generated automatically. The placement information is available to all the stakeholders.
- Communication sent at all levels through eCampus has reduced the use of paper drastically

### **Resources required:**

- Sophisticated server is required to store and maintain the data.
- Provision must be given in each department for entering data after the classwork.
- The students those are not having laptops required additional lab hours to submit assignment in eCampus.

The required resources are immediately provided by the management to enable the stakeholders to utilize the system effectively.

### **Problems encountered:**

- Student and faculty personal information need to be entered in server.
- Faculty should enter the data regularly after the class.
- New faculty members require orientation to understand the working environment of eCampus.
- Initial level data entry is time consuming in eCampus.

Initially, it took some time to make the faculty members, staff and students to adapt and utilize the system for the benefit of better functioning. Later, they realized the advantage and started using it without any problem.

## **Best Practice 2**

**Title of the Practice:** Fostering Community Responsibility and Social Bonding through Community Service.

**Objective of the Practice:**

To impart values to students and upgrade their personality and experience through community service by creating opportunity to work with underprivileged sections of the society.

**The Context:**

Tolerance, cross-cultural outlook, and social awareness are corollaries of total personality development. There are many areas of community needs where the participation of students would develop leadership qualities among the youth. Women education and awareness campaigning on health and sanitary conditions are a few to mention. There is a need to design these activities in such a way as to foster all-round development of students for empowerment and leadership.

**The Practice:**

The practice consists of enhancing knowledge of values with the involvement of students, teachers and the institution through the exposure to realities in the world of. The combination of the two is expected to generate motivation for service. Field experience through visits to orphanages, old age homes, schools of differently abled, corporation schools, tree plantations, participation in rallies and campaigns are integral to the practice. Students from different streams and subjects are encouraged to study the problems, which appeal to them and then attempt to find necessary solutions. All the outreach and extension activities are carried out at A) individual level B) at department level as association and club activities C) through NSS, YRC, RRC, totally 132 activities were conducted during the assessment period D) at the institutional level. Under outreach program every department visits orphanages, old age homes, government schools, to distribute sweets, food, face masks, sanitizers, pencils, notebooks etc.

Individual	Dept. /Associations &Clubs	NSS/YRC/RRC	Institutional
<ul style="list-style-type: none"> <li>• Donated to school children</li> <li>- Books</li> <li>- Dresses</li> <li>- Food</li> <li>- Face masks</li> <li>- Stationary (25 Schools)</li> </ul>	<ul style="list-style-type: none"> <li>• Donated food to orphanages and old age homes</li> <li><b>Number visited – 26</b></li> <li>• Literacy to school children</li> <li><b>No. of activities – 14</b></li> <li>• Distributed tree Saplings - <b>4850</b></li> </ul>	<ul style="list-style-type: none"> <li>• Blood donation - 09 camps, <b>957 units of blood</b></li> <li>• Awareness Rallies - <b>12</b></li> <li>• Special camps in adopted villages - <b>03</b></li> <li>• School campus cleaning - <b>03</b></li> <li>• Tree plantation - <b>5000 Saplings</b></li> <li>• Lake cleaning - <b>03</b></li> <li>• Awareness campaigns - <b>20</b></li> <li>• Competitions - <b>05</b></li> </ul>	<ul style="list-style-type: none"> <li>• Donation to Chief Ministers Fund (Trust)</li> <li><b>Rs. 1 Crore</b></li> <li>• Oxygen busses to Govt. hospital during covid</li> <li><b>02 Buses</b></li> <li>• Annadhana, Food for deserving during covid - <b>30,000</b></li> <li>• Covid vaccination camps - <b>1,60,000</b></li> <li>• Infrastructural needs and Psychological counselling - <b>03 School</b></li> <li>• Dresses to school children - <b>374</b></li> <li>• NEET Coaching with free food, accommodation and educational materials to Government school students from 13/06/2022 to 13/07/2022 - <b>70</b></li> </ul>
<ul style="list-style-type: none"> <li>• No. of extension and outreach activities - <b>132</b></li> <li>• No. of students sensitized - <b>13,314</b></li> <li>• No. of awards and recognition - <b>23</b></li> </ul>			

### **Evidence of Success:**

Students have become aware of the condition of the downtrodden. They have become compassionate, understanding and supportive to the disadvantaged groups of the society. Bonding with the society got expressed at all levels starting from individual to institutional. The response of those who got benefited from these programmes is very positive and encouraging. Alumni Association wishes to continue their financial support to deserving students.

### **Resources:**

The programmes are jointly organised by the Management, willing teachers, staff and students. The alumni, faculty and the employees have always been generous enough to lend their support.