

# Best Practices for the year 2022-2023

## 1. Title of Best Practice –Effective Teaching Strategy

### 2. Goal:

- To make sure the completion of syllabus according to the academic calendar of College
- To facilitate teachers to adapt to advance pedagogical methods including ICT adoption in class room teaching
- To increase pass percentage, average marks in each semester and enhance the number of ranks bagged by the college at the university level examinations
- To improve the placement of college as quality of students would be improved

### 3. 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.

### 4. The practice:

- Academic calendar is planned by the respective department under the instructions of Principal and correspondent.
- 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, syllabus coverage is monitored by Academic Coordinator at regular intervals.
- All the class rooms are ICT ready and all the departments adapted their class room teaching with the help of ICT.

### **5. Evidence of Success:**

- 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.
- Last year we bagged gold medal in MSC (Botany) at University level.

**6. Problems encountered and Resources required:** This practice requires a monitoring system which can show the progress and gaps at each point of time. The institute ERP is serving the purpose but it needs upgradations as the time changes.

### **8. About the Institution**

- I. Name of the Institution: Singareni Collieries women's Degree College
- ii. Year of Accreditation: 2014
- iii. Address: Opp:Municipal Office,Kothagudem
- iv. Grade Awarded by NAAC: "A"
- v.E-Mail: scwdoffice@gmail.com
- vi. Contact person for further details:Ch.Sarada,Principal
- vii. Website: scwdegreeandpgcollege.com

### **1. Title of the Practice-Participative Management**

### **2. Goal:**

To inculcate in the faculty a sense of belongingness and responsibility for the overall development of the college through collaborative and participative management. The faculty are oriented and motivated to plan, organise and implement activities related to a specific institutional requirement such as conduct of examinations, purchases, civil and infrastructural development etc.

### **3. The Context:**

For the success of any organisation, it is imperative that all its employees feel a sense of belongingness and learn to take responsibility for the effective functioning of the organisation. In most organisations, employees are given a set of responsibilities and expected to execute them to some degree of conformance.

They generally do not have much of a say in the overall integration of these responsibilities to the development of the organisation. Only those organisations that are able to motivate their staff to see and take responsibility for the overall functioning of the organisation can go the extra mile in delivering quality output through coordinated and concerted efforts of the staff and not through individual excellence.

### **4. The Practice:**

For the overall administration of the institution, there are several requirements that need to be planned and addressed effectively. Generally, the overall responsibility for this lies with the Principal of the college, who, along with a team of administrative staff, attempt to execute the same. This place the entire success of the institution on this team as also the burden of its execution.

Moreover, such an approach tends to isolate individual faculty members from the overall institutional challenges for they fail to identify themselves in suitable assistive roles. The practise at our college has been to draw in all its faculty members into different administrative roles so that each and every faculty of the college feel responsible for the overall success of the institution. The faculty are therefore, grouped into various committees each headed by a senior faculty member who serves as convenor of the committee. The following are some of the major committees of the college:

#### **1. Examination Branch**

2. Purchase Committee
3. Career and Placement Cell
4. Alumni Cell
5. Library Committee
6. Time-table committee
7. Eco Club
8. Disciplinary Committee

The members of each of these committees are drawn one from each department. The Principal of the college serves as chairman of all these committees. The members of each of these committees meet on a regular basis to plan, coordinate and implement various developmental activities under their purview.

The challenge faced in such an approach is to bring all faculty involved onto a common platform to be able to appreciate the overall vision of the institution and identify what needs to be done in their respective domains that would enhance the performance of the institution.

### **5. Evidence of Success**

All decisions related to a given domain or portfolio are discussed in details and resolutions arrived at by the committee for final approval by the members of management. For example, any major financial investment to be made by the college, such as purchase of capital equipment for a laboratory, are entirely dealt with by the Purchase committee which includes a person from management. The committee calls for quotations from concerned parties, makes a detailed comparative study of the offers made, carries out negotiations with all the parties to identify the best supplier in terms of cost and quality. The purchase order is then placed on that supplier and payment disbursed to them.

### **6. Problems Encountered and Resources Required**

One of the biggest challenges in this endeavour has been to bring all the faculty on board to equally appreciate the task at hand and deliver effectively. All faculty are part of this effort beginning from the most newly recruited to the senior-most. Significant amount of time is spent in orientation of the faculty to appreciate the challenges on hand. While this may appear to be a limitation, it greatly helps capacity building for the system. Faculty at the junior-most level

learn to appreciate the challenges faced in administration. The greatest benefit is that it fosters a sense of belongingness and team-spirit.

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