

## BEST PRACTICES OF THE INSTITUTE

### Remedial Classes

**Goal:** To reduce the failures in university examination

**Process:** Every department selected a list of weaker students in their respective courses and trained them

**Practice:** All the departments had their own schedule based on their timing and availability of the students.

**Evidences :** Mostly in the third year majority of the students were able to clear their papers and obtained their degree.

**Problems Faced:** Students sometimes are not interested to stay back or do not come early enough for the extra classes. Mostly, staff had to compel or pressurize them to take up these classes which mostly led to cancellation of these classes in some departments.

**Resources Required:** Faculty strength is insufficient and awareness among students is required more.

Further special attention to SC/ST students were given. Special classes were conducted to improve their level of understanding of the subject.

### Mentoring/Tutoring

**Goal:** To provide motivation for better performance in studies and to instil confidence among the students.

**Process:** Every department class tutors take care of their wards' academic and personal progress throughout their course of study.

**Practice:** The tutors meet the needed student after or before college hours to counsel or know their wards condition on a regular basis. . In case any issue sustains the head of the department and Principal involve in the issue who takes care of the issue or student as per the necessity of the situation. The tutors keep in contact with the wards' parent to update them on the student's attendance, progress and discipline.

**Evidences:** The number of absentees has come down because of counselling and the performances have shown a positive slope.

**Problems Faced:** Students sometimes are not interested in sharing their personal problems which is required to follow up on them. Girls especially don't express their problems. However, majority of the problems surface from their classmates or close friends which is addressed and rectified.

**Resources Required:** Faculty strength is insufficient. Large numbers of students are handled by a single faculty which keeps the staff restless at times.