

Dr.S.R.K. Government Arts College, Yanam
Best Practices 2019-20

Best Practices-1

“Preparation of Term Teaching Plan”

Goal : The aim of preparing term-wise teaching plan to ensure that the entire syllabus is spread uniformly over the session.
Enable the Heads of the various departments and college management to keep a check on the adherence to the plans.

Context: Planning of academic activities help in distribution of work load among the teaching faculty member of the department.
Planning enables effective use of time and material for teaching activity.

Practice : The academic session commences in the month of July every year. The session is divided into two terms: July to December and January to May. The staff members have to fill the teaching plan in the beginning of the session and details of the topics / units to be covered in each of the two terms so that there is a uniform distribution of the syllabus over the entire session.
The heads of various departments are directed to keep a check on the adherence to the plan. At the end of the term, the staff members are required to submit the topics actually covered till date to the Head of the department. This is then matched with the originally submitted plan. Rectification steps are taken if required.

Evidence of Teaching plans were prepared by all the faculty members in consultation with other members of the department, bring about coordination among them.

Success: Faculty members through the process of planning were able to prepare for the classes in advance and make teaching learning process more effective

Faculty was able to complete the syllabus in time, well before the semester examinations.

The conduct of internal evaluation for twenty five percent became effective with uniform planning.

Problems encountered and Resourcesrequired :

1. There was no notable challenging issue in designing a term-wise plan apart from a little resistance in implementation which itself was removed through open talks explaining the advantage of the same to the staff members.
2. Implementation sometimes became difficult due to unpredicted disturbance, which cut down the teaching hours and adoption of alternative method of teaching due to covid lockdown in the later part of the academic year.

Contact details:

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Best Practices-2

“Departmental interactions with IQAC and its impact”

- Goal** : 1. The College would like to achieve the vision of the institution – that of a life oriented education.
2. It also would like to improve discipline and human interaction on the campus through the mentoring system.

The Context : The College had earlier class teachers in charge of their respective classes, they were in charge of handing over the examinations progress reports after every exam conducted, wherein, the academic progress of the students was monitored, with not much opportunity to look into the strengths and weaknesses in the personal life of the student and guide him/her. To overcome this problem, the mentoring system was adopted in the College.

The students being at a vulnerable age tend to be rebellious (be it with regard to behaviour, use of cell phones, attendance or relationships). The mentor, with constant counseling help them to cope with their personal problems. This helps the students to be closer to the teacher in charge.

The mentors also strike a balance between the students coming from different strata of society thus creating an environment of self-respect and respect for others.

The Practice : Mentorship is assigned to each faculty based on the subject and classes they handle. Each staff member is allotted 30 - 40 students and She/he is a mentor for all the three years of their stay in Dr. S.R.K. Government Arts College at the UG level. The mentor sheets have been designed to make provision to include all academic, co-curricular and personal details of the candidate including his /her family during the first year degree.

The mentor helps the student understand the organizational culture. She/he provides guidance on personal issues and guides her/him to choose credit courses offered in the institution.

The mentor points out strengths and areas for development in each student. She/he also helps the student to set long-term career goals and short-term learning objectives to enable them to perform effectively.

The mentor meets her/his wards regularly. Parents are called for interactive sessions to know how constructively their ward utilizes the time at home. Constructive suggestions are made for the overall development of the student.

Sometimes mentors even address health problems and personal problems of the students.

Evidence of Success:

- Mentoring has proved to be the ideal system to have adopted, as tremendous improvements that have been seen in the overall performance of the students.
- There is a significant change and marked improvements in the students' attendance and attitude.
- High self-esteem, appreciation for one-self and respect for others.
- Mentorship was highly appreciated by the parents who felt that their children were in safe hands.
- Students felt that they had somebody to turn to in times of trouble.
- Improved discipline and humanizing environment on campus.
- Indiscriminate use of cell phones reduced.

Problems encountered

- : lack of support from the faculty due to academic activity and time constraints.
- : Lukewarm attitude of the parents in responding and interacting with the teachers.
- Independent attitude of the students, not interested in making use of mentoring system.

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