Best Practice – 1

1. **Title of the practice**: Providing higher education to women and the deprived sections of society

2. **The context that required the initiation of the practice:**
Sherghati is an emerging town in a rural area where sad realities of India's hinterlands are keenly felt. The population is dominated by backward castes and minority Muslims. Young men often drop out of schools to help their families earn a little more money. The occupations they join range from agriculture to small businesses. Most young women get married just after joining the undergraduate course and are either forced to leave their studies or they leave it on their own. This peculiar situation demands extra care in providing education to women and people belonging to the reserved categories. On top of all this, our college is the only constituent college under Magadh University, Bodh Gaya in the entire Sherghati subdivision; the nearest colleges to the north are more than 30 km away, close to the city of Gaya, and the nearest colleges to the west are 50 km away in Aurangabad. Thus it becomes the only option for students from a very large area if they seek higher education.

3. **Objectives of the practice:**
   ○ To provide academic and social exposure to women and deprived communities.
   ○ To provide vocational skills to students to aid them in the job market.
   ○ To lessen the financial burden of higher education on women students and students from deprived communities.

4. **The Practice:**
   ○ We do not collect tuition fees from target students.
   ○ We involve target students in various NSS activities and events concerning environmental awareness and social development, and the like.
   ○ Through the NSS we encourage target students to participate in cultural contests from regional to national levels.

5. **Evidence of Success (Impact of the practice):**
   ○ The NSS unit of the college has seen increasing participation over the last five years.
   ○ Women have become the majority among the student body of the college.

6. **Obstacles faced and strategies adopted to overcome them:**
   ○ Obstacles:
      1. The college does not have enough staff members, teaching or otherwise, and it is incapable of appointing permanent teachers by itself.
      2. Many students are professionals unable to attend college regularly.
   ○ Strategies:
      1. The college has procured computers to provide on-campus access to students who need them.
      2. The college has arranged for vocational courses (BCA, BLIS) to let students get job-oriented training if they so choose.
      3. The students from these communities are provided with financial aids in the form of various scholarships and student credit card scheme.

7. **Resources required**
   ○ Funds to make up for the tuition fee waiver and to be used for the upgraded infrastructure.

- ○ More permanent teachers and non-teaching staffs, since the demanding nature of the tasks required of a teacher/non-teaching staff in this practice cannot be expected from ad hoc staffs.

Best Practice – 2

1. **Title of the practice:** Automation of admission and other Practices

2. **The context that required the initiation of the practice:**

   The COVID 19 pandemic caused regular classes to be suspended. The college was forced to look for alternative ways to carry on the process of teaching and learning. A chunk of the students could not attend regular classes even before the pandemic chiefly due to financial responsibilities. This may be the reason why even after the pandemic, the relevance of e-contents has not diminished. Besides, the erstwhile manual admission and other academic processes were judged to be slow, inefficient and were vulnerable to corruption. This called for fast and transparent academic processes.

3. **Objectives of the practice**:

   - ○ To impart lessons to students at a distance;

   - ○ To enable hybrid learning where offline classes and e-contents are used simultaneously to offer a more seamless learning experience;

   - ○ To adopt a transparent and faster academic practice by automation.

4. **The Practice:**

   - ○ Teachers have uploaded lecture videos and notes on the college website under the e-content section.

   - ○ Some departments have begun building virtual classrooms with the help of platforms such as Google Classrooms.

   - ○ An additional portal (https://online.smsgcollege.org/) has been added to the college website which has digitised the admission process.

5. **Evidence of Success (Impact of the practice):**

   - ○ Students can now access uploaded files and visit links given in the e-content section of the college website;

   - ○ The easy use of audio-visual material has increased the effectiveness of the classes;

   - ○ The inconveniences of an inability to be physically present in one or several classes is mitigated to an extent through online classes and e-content.

   - ○ There has been increased transparency during the admission/exam form filling process.

- The students now have the facility to undergo the admission or other college related practices from the comfort of their home at the time convenient to them (even after the college is closed or even on holidays)

- The college is now able to store and process easily retrievable data regarding admission and other related practices.

- The verification process of enrolled students for various scholarship or student credit card applications is now faster and more convenient.

6. **Obstacles faced and strategies adopted to overcome them:**

- Obstacles:

   1. Not all students have smartphones and internet connections *via* mobile data are not as efficient in and around Sherghati as they are in and around larger towns and cities.

   2. Being not habituated to the online process, lots of mistakes were made by the students during the process which were found/reported and corrected

- Strategies:

   1. The college has arranged for in-campus wi-fi facility with the help of the government;

   2. A computer lab has been provided so that those who cannot access the materials may access them from the lab.

   3. College staff offer verbal assistance to students regarding the online procedure.

   4. Plan is underway to install detailed audio-visual demo regarding the online process to assist the students

7. **Resources required:**

- Uninterrupted internet connection in the campus;

- Knowledgeable staff to carry out the online admission process;

- Knowledgeable teachers who know how to create online educational content;

- Knowledgeable students who know how to use online educational content.

- Few audio-visual equipment