

PRAFULLA CHANDRA COLLEGE

Best Practices for the year 2019-20

Best Practice 1

Title: Admission Procedure of the institution

Objectives of the Practice: The College pursues the objective of advancement of learning by providing equal access to quality education to all students irrespective of financial, cultural, gender or ethnic identity. Therefore, a transparent, merit-based admission procedure is adopted by the college according to the availability of seats and fulfillment of certain legal formalities like reservation of seats for the S.C., S.T., OBC, Physically Challenged candidates as per Govt. Rules.

Context: The ordeal associated with off-line admission system with students queuing in front of the college gate, with tedious process of fee submission is altogether done away with through the introduction of the online admission process. The state government however, has now made it mandatory, though the college has been pursuing it for more than five years now. This increases the transparency of the entire process. As the college follows every single government stricture related to the policy of reservation of seats, the college can boast of considering it as one of its best practices in the context of recent developments regarding undergraduate and postgraduate admission process.

The Practice: The College runs fully online admission system through a dedicated admission portal. The entire process of admission starting from collection and sorting of applications, preparation and publication of provisional merit list to payment of admission fees that completes the admission process is done through the admission portal. The online application process has the advantage of enabling students from all over India to apply for courses of their choice in the college. The online fees payment option has also been made available to them from this session. The entire admission process has become fast, efficient, student friendly and hassle free.

Evidence of Success: The entire admission process has become fast, efficient, student friendly and hassle free. The students do not need to show up in the college during the process of admission. The physical verification of their documents is done at the time of commencement of classes. Also, it has become easier for the college office to maintain and retrieve students' records that helps further in the registration process.

Problems Encountered and Resources Required: Since the process is dependent on third party software operator, occasionally, the college faces the problem of communication gaps or time management. However, as the fees collection system has been made fully online this year, the problem of a time gap in getting the data from the bank is resolved. Close coordination among the college office, software operator and concerned bank is required for smooth and effective management of the admission process, and the college has been successful in running this fully online admission process smoothly and efficiently in the current year.

Best Practice 2

Title: Introduction of Electronic Learning Management System (e-LMS)

Objectives of the Practice: The college has introduced the Electronic Learning Management System at a crucial juncture in March 2020 when the pandemic led to a complete closedown of all educational institutions. With the help of this software programme, the college aims to reach out to the students with the promise of serving them with quality education even in times of crisis.

Context: With an increasing emphasis on e-education, e-learning, the Government is progressing towards a complete overhaul of the academic scenario in recent years through expansive digitalization. In fact, the pandemic has all of a sudden proved this large scale digitalization to be the need of the hour. Our college has tried to contribute to this to its limited ability by introducing this e-LMS for benefits of both students and teachers, primarily for the students. The practice, in the context of newest trends and developments in the academic sector will continue, irrespective of a compulsory e-learning at the time of the pandemic.

The Practice: This modern software facilitates an academic institution to give its students access to notes and references through the official website of the institution itself. Our eminent professors not only take online classes on a regular basis, they keep uploading relevant study materials on the e-LMS portal as well. Moreover, it has been noticed that students often fail to attend online class lectures because of disruption of internet connection. They can always access notes and reference materials from the e-LMS of the college. In addition, since new subjects under the CBCS were introduced last year, our professors took it on them to upload all the textual materials and question banks for the benefits of the students keeping the syllabus and the university question pattern in mind.

Evidence of Success: The students could access the notes whenever they wanted; for two consecutive semesters conducted online, the study material provided through e-LMS proved for them a source for reference as well as understanding the text. Beyond the digital divide, it remains for the students a kind of support. Once uploaded this becomes a part of archive as the future students can access in times of need.

Problems Encountered and Resources Required: Since the digital divide is a reality it can never be a foolproof substitute for the classroom teaching offline. As a result, the number of students keen on accessing the e-resource is fewer than our expectations. Moreover, it would have been even better if we could upload full class sessions on e-LMS. These issues can be addressed in due course of time if we can reach out to all students in the urban, semi urban and rural areas to minimize, if not completely rule out digital divide.