

## Best Practices

### Practice 1:

#### Student Support through Free-ships and Scholarships

##### Objectives:

- To strengthen Free-ships and Scholarships committee to reach out to the maximum number of students.
- To organize orientation sessions to make students aware of the existence and availability of this committee
- To support students in procuring the required documents and upload the applications

##### The Context:

During the admission process every year, faculty members come across lot of financially weak students who despite their aspirations cannot continue their education or choose courses as per their liking and aptitude. Adequate funds at the Government level are available but due to non-compliance of fulfillment of pre-requisites many of the students are not able to apply and qualify for it. To support students to complete their education, the need to strengthen the Free-ships and Scholarships committee was felt, and through the committee a focused and decisive approach to increasing the number of beneficiaries.

##### The Practice:

Free-ships and Scholarships committee was extended to reach out to the maximum number of students. A proper room with ICT infrastructure was made available to the committee where students could meet the teachers and process their online applications. Committee members conducted multiple orientation sessions for all classes. The application form was redesigned to be more detailed. The committee focused its efforts on ensuring that it had multiple levels of verification to ensure compliance.

##### Evidence of success:

In the year 2018-2019, 267 students were benefitted. An amount of rupees 2424219/- was disbursed to the beneficiaries through institutional freeships and scholarships. The year also saw an increase in students receiving Government scholarships, from a dismal 5 to 7 students this year saw 22 students receive Government benefits.

##### Problems encountered and Resources required:

One of the most common problem faced is lack of relevant documents with students such as the caste certificate, proof of residence, bank account, income certificate and so on. The committee made a number of efforts to overcome these issues such as interactions with

Government officials to solve pending cases of documentation and follow up with the Tahsildar Offices which resulted in resolving pending cases; requesting nearby banks to set up their counter in the college to enable students open their own zero balance accounts; helping students to create their profiles on the Government website due to absence of active mobile number on their Aadhar card by installing of a bio-metric machine in the committee cell for authentication of student profile on Mahadbt portal. More student representatives are being trained in profile creation, registration, form-filling and uploading of documents and declaration. This team of students is providing assistance to individual student applicants under the supervision of a committee member.

#### Practice 2:

**Making students self-employable through Skill Development Programmes**

#### Objectives:

These findings made us think very seriously that to cater to the needs of this segment of our students, we must train them to become self-employable so that they can fulfill the demands of their families and society and at the same time develop self-esteem and become self-reliant. Thus, we conceptualized this program to fulfill the following objectives:

- To encourage aptitude towards employable skills
- To improve proficiency
- To improve the ability to work
- To improve skill sets

#### The Context:

Skill development has been in sharp focus in the employment arena, and taking cognizance of the growing demand for skilled workers, the Government launched its skill development initiative, with Pradhan Mantri Kaushal Vikas Yojana. Today, every organization prefers skilled employees as such employees have good career growth and in turn benefit the organization.

But skilling can also open opportunities for self-employment. Keeping this need foremost and to make our students aligned towards the importance and crucial need for skill development, the institution offered its students programs to make them self-employed.

Student feedback taken by faculty members over a period revealed the following facts with regards to the need for employment:

- Earning some consistent amount on monthly basis is a primary need
- Due to family demands and routine household chores, students could not take up full-time jobs
- Travelling for work was not viewed in a positive light

- Cultural and societal pressures limited the scope of job opportunities

It was realized that a vast majority of students dreamed of taking up employment after studies, but sadly it remained a dream for many due to the limitations of family, society, and lack of exposure. Hence it was resolved that a key focus of skill development programs would be to motivate students to take up self-employment.

**The Practice:**

Identification and shortlisting of skill development programs were done through a survey. Identification of infrastructure to support the programs and supporting resources were earmarked. In consideration of the availability of the laboratories and expertise for conduction of courses, the following short duration courses were shortlisted:

- Basics of Photography
- Advanced Tally
- Advanced GST
- Bakery and Confectionary
- Digital Marketing

Each course was schedule as per its duration and resource availability. Students were also oriented about starting their own entrepreneurial activity, how to obtain finance and the financial implications of their endeavors.

Under the banner of Innovations and Incubation Cell -Creations was launched. This scheme allowed for students to put up stalls in the college foyer, displaying and selling their products.

**Evidence of success:**

The courses have a good number of takers. Many students especially from Bakery and Photography have started their own small set-up. This is the launch year of these courses, with student interest slowly gathering momentum.

**Problems encountered and Resources required:**

Though the courses were started as per students' demands, students need continuous and tremendous encouragement to join the courses and keep them motivated throughout to complete the courses. The team of teachers is dedicated and sincere in their efforts and the skill development programme will be impactful.