

Best Practice- 1

1. Title of the Practice:- *Friends of Kottar Scholarship*

2. Goals: Financial help to the deserving students by the college.

3. The Context:

- To extend financial support to the economically backward students, especially from the rural and to save them from discontinuation of their studies owing to poverty.
- To support financially all the deserving poor students without any discrimination of caste, creed or gender and to inculcate the values of 'generosity' and a 'sense of social responsibility' among the students.
- The expected outcome is that the students should be able to complete their degrees with good marks. The beneficiaries should treat the needy with the principle of 'lend a helping hand without discrimination.'

4. The Practice:

In and around the areas of the college, there has been a long history of frequent droughts and famines. Occupation of the people are Coolies, labours in Cashew factory, mason etc. So, sending their children to the town for higher education becomes almost impossibility for the poor parents in the rural areas, in the context of higher education demanding higher amounts of money. Though, sometimes, they do venture to admit their children to colleges in the town, they are unable to give sustained financial support throughout the course of study because there is no source of assured income. So, it is evident that without financial support from an external source, the rural youth cannot hope to successfully complete their higher studies. *Friends of Kottar* Administrative board extend all possible financial support to the deserving students and help them to realize their fond dream of acquiring higher education.

5. Evidence of Success:

The main objective is to support the deserving students, a committee has framed and a senior faculty member from the college campus is assigned duty to monitor. It finalizes the list of eligible students for the financial aid after due verification of the documentary evidence enclosed and strictly following the guidelines framed for the purpose, and submits the same to the Principal for sanctioning the actual amount of the aid. This year two hundred and fourteen students which includes both undergraduate and postgraduate students were benefited and distributed the sum of seven lakhs forty seven thousand. The amount is transferred to their bank account through Cheque. The rate of college going students is increased due to the above said scenario. This made the management to adapt the practice in the campus.

6. Problems Encountered and Resources Required:

- To identify the right student from the pool of candidates is a tough task.
- Verification of the financial backwardness of the aspirants was yet another challenge.

Title of the Practice: PTA Meeting

Goals: To have a good relationship between the Parents and the College for the uplift of the wards.

The Context:

The College has to keep in touch with parents on a regular basis as the growth and development of the College and that of the students are intertwined.

The Practice:

Every year the PTA Meeting is conducted both the Semesters. The PTA Meeting is conducted on a Sunday so that Parents can take part in large numbers. Invariably, not less than 85% of the parents attend the Meeting.

The Meeting starts with a prayer song which is followed by the Welcome Address, Report of the Previous Meeting, Felicitations and Presidential Address. Special Address is delivered by the Principal which covers the activities and events of the College, if any changes in the existing system will be informed to the parents through this meeting and before implementing new systems in the college, it will also be informed through this forum which is followed by interactive session, conducted by the Correspondent, during which time parents opens their views and the Correspondent, Principal or concerned staff responds to the queries of the parents. The meeting ends with a vote of thanks. After the Meeting, the parents visit the departments where they have an interaction with the Tutors and Heads. In the departments, academic growth of the wards are appraised to the parents.

Evidence of Success:

All Parent Teacher meeting is held once in a semester. The PTA meeting for the odd semester was held on 07-10-18 and 1100 parents took part. The PTA meeting for the even semester was held on 11.03.2018 and 1131 parents took part. Parents enthusiastically participate in Parent Teacher meetings and express their views freely. They bring suggestions and grievances of their ward to the attention of the Principal and Management, so that management can take steps to address them. After the conclusion of the meeting the parents visit each department to get to know about their wards' progress.

- ❖ Make arrangements for the payment of fees for the University Exams.
- ❖ Coaching classes for Bank Exams.
- ❖ Hindi classes without affecting the regular classes.

All the above mentioned suggestions were accepted and necessary action taken to fulfill them.

Problems encountered:

- As transport facilities are limited, the Parents are always in a hurry to leave once the common meeting is over; few parents not so keen to spend time at the departments
- Outstation parents unable to attend.

Best Practice- 3

1. Title:

Setting up of annual thrust for College functioning

2. Goals:

The goal is to achieve the main goal enshrined in the vision, step by step.

3. The Context:

The Need to galvanise a coordinated approach among all stakeholders.

4. Practice:

At the close of the particular academic year after the annual assessments, the management comes out with the thrust theme for the following year. This is in practice from the academic year 2012-1013.

2014 - 2015	-	Year of Research and Development.
2015 - 2016	-	Year of Community Services
2016 - 2017	-	Year of Quality Improvement
2017 - 2018	-	Year of Team Work
2018 - 2019	-	Year of Outreach
2019 - 2020	-	Year of Amity with Nature

The trust of any particular year was followed up in the following years.

5. Evidence of Success

2014 - 2015 - Year of Research and Development.

M.Phil. courses

In the academic year 2014-2015 following M.Phil. Courses introduced.

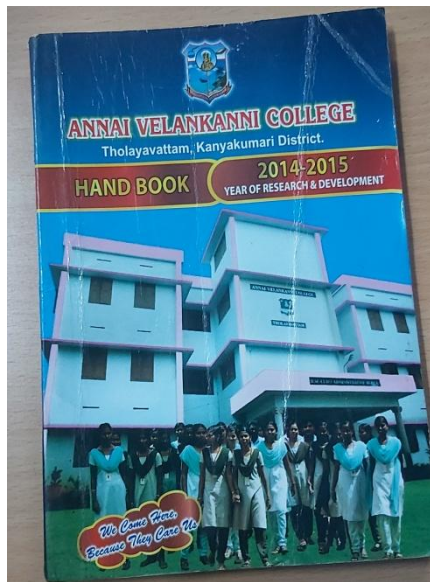
- ❖ M.Phil. Mathematics
- ❖ M.Phil. Physics
- ❖ M.Phil. Chemistry

All the staff members were encouraged to do their doctorate in their subjects in the same year. The number of Ph.D holders has grown from 11 to 40

In phased out manure the following departments have been made Research centres.

- Tamil, English, Commerce, Maths, Physics, Chemistry, Biotechnology

Sufficient infrastructure together with appropriate research instruments was created for every department.

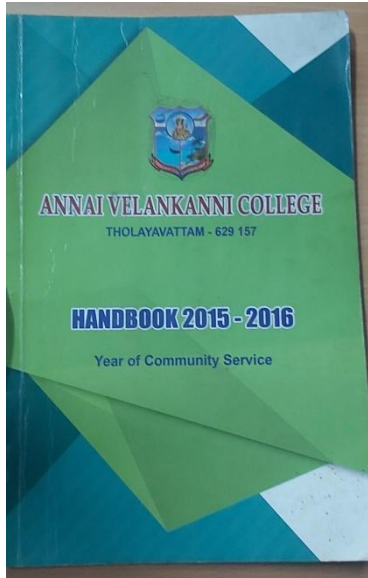


2015 - 2016 -Year of Community Services

- Efforts taken to create awareness among the students of the college majority of whom come from neighbouring villages.

eg. Awareness about the problem of also alcoholism, in the area.

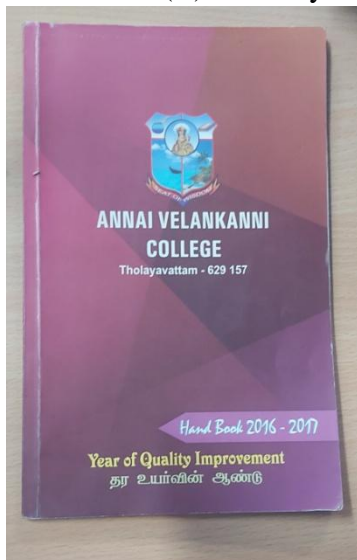
- ❖ Flood relief Service at Cuddalore
- ❖ Visit to old age home by staff and students
- ❖ Visit to Mentally retarded home
- ❖ Cleanness programmes
- ❖ Road safety awareness programmes
- ❖ Traffic awareness programmes
- ❖ Health awareness programmes
- ❖ Helmet awareness programmes
- ❖ Dengue awareness Programmes
- ❖ Consequences of using plastic awareness Programmes.



2016 - 2017 - Year of Quality Improvement

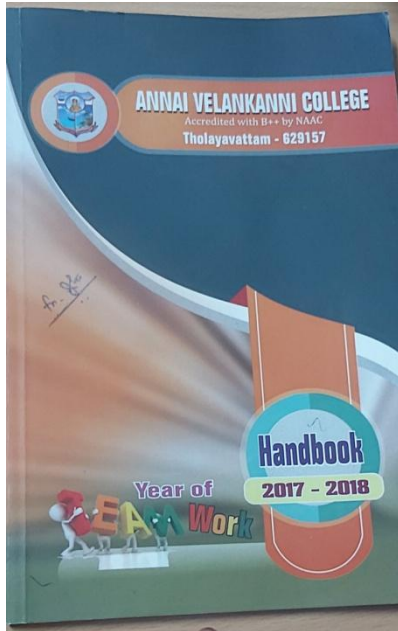
Our College First cycle NAAC accreditation achieved

- First cycle NAAC accreditation achieved on 16-12-2016. NAAC Peer team visited from 08/12/2016 to 10/12/2016. Accreditation grade: B++ with CPGA of 2.79
- Achieved 2f status on 15/12/2016
- Received 12(B) status by UGC on 08.05.2019.



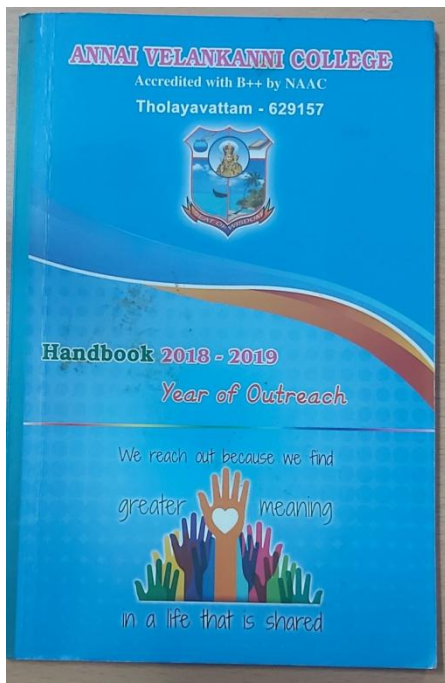
2017 - 2018 - Year of Team Work

To inculcate the team spirit the staff were asked to specify the area of particular interest for the formation of committees, accordingly the comments were revamped leaving out the unnecessary committees, and the total number of committees has been thus reduced from 66 in 2016-17 to 29 in 2017-18.



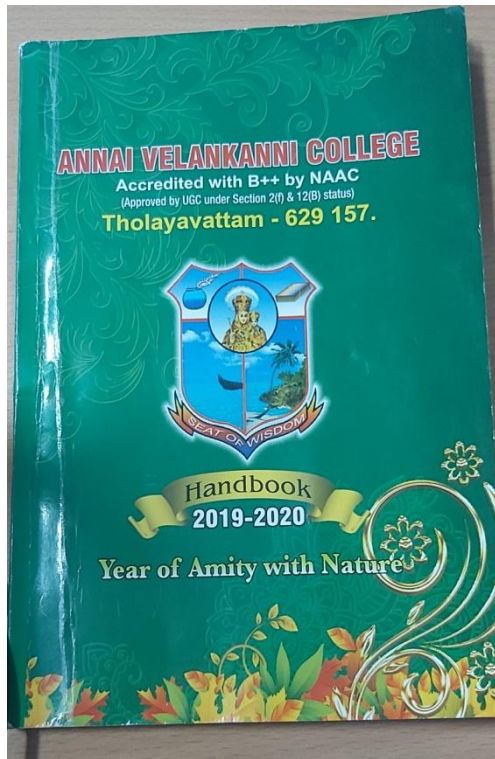
2018 - 2019 - Year of Outreach

The thrust inspired all the departments in such a way that each department came out with its own programme for the outreach.



2019 - 2020 - Year of Amity with Nature

Theme created an awareness of the need of friendly relationship with the nature because we and the nature are one. As a result awareness campaign, Organic farming, Tree plantain, Socio economic survey were conducted.



Problems:

- Lack of Motivation among the students created by the alarming unemployment ratio.
- Lack of cognizant atmosphere in the Villages which are affected by alcoholism and poverty.

Best Practice - 4

1. **Title:** Providing national English daily to all students.
2. **Goals:-**
 - ❖ To provide opportunities to students to enhance their General knowledge in different fields.
 - ❖ To make them read, understand and practice the English Language.
3. **The Context:-**
 - ❖ The overall rural setup of the students.
 - ❖ Lack of opportunities to listen/watch daily news.
 - ❖ Lack of sufficient English vocabulary among the student.
4. **Practice:-**
 - ❖ By contacting one particular English daily through the local area reporters.
 - ❖ Demanding reduced rate of the daily consignment.
 - ❖ Making sure that the newspaper reaches the hands of students
5. **Evidence of success:-**
 - ❖ “The Hindu” newspaper is delivered on daily basis in a reduced rate.
 - ❖ From the agency the Daily consignment reaches the Library. Librarian reaches the newspaper to the departments. The students collect from respective departments.
6. **Problems encountered:-**
 - ❖ It is hard to assess if the students go through the daily news paper.
 - ❖ There is a need for monitoring system to assess the same.