# BEST PRACTICES 2018-19

**1.      Going Digital**

The College is highly committed to adopt digital practices in all office and students related work. IQAC collaborates with various departments to organize virtual lectures and talks and interviews of imminent personalities across the world. The College also encourages the faculty to record lectures through screencast-o-matic v2.0 software for future reference and benefit of the students.

The Administration took the digitalization one step further by transfiguring the students' I-cards into Single Sign-on (SSO) card. This card bearing bar-code is an in-house product developed by the technical team of the college. This one stop card is revolutionary as it makes the entire data just one click away and so is less time-consuming with minimum chances of being faulty and ensures better access to the on-campus facilities like,

a)      Transfiguring the students' I-cards into Single Sign-on (SSO) card. This card bearing bar-code is an in-house product developed by the technical team of the college and ensures better access to the on-campus facilities like: Issuing books in library, Security etc. Security- It makes screening easier on special days like students elections, College fest, annual function etc. to avoid any scuffles and untoward incidents in the campus.

b)      All the officials of the College are connected with the Principal through Google worksheet where routine jobs are assigned to concerned officials and are routinely monitored.

c)      Classes are monitored with real-time LED display in the Principal Office and staffroom which is used for the display of time-table and other important notices including staff on leave.

d)      The incumbent took the initiative of getting feedback from students. The issues highlighted in the feedback response helped the incumbent in taking constructive steps towards improvements. The steps include organization of annual Smart Office Training Programme (since 2016) and change in the layout of the office and improvements in teaching-leaning.

The Administration is virtually in touch with the non-teaching staff all the time during office hours. All the officials of the College are connected with the principal through Google worksheet where routine jobs are assigned to concerned officials and are routinely monitored. The College teaching staff is always updated with real-time LED display in the staffroom which is used for the display of time-table and other important notices. Started filing of IT returns of the college regularly which has helped us in getting huge tax refunds.

## 2) Result Analysis

SLC has taken another pioneer step in the year 2018-19 with Result Analysis of the semester examinations from 2016 onwards. This task has been undertaken by IQAC and involved rigorous analysis and implementation of remedial measures in the courses/papers that were lagging behind. The results analysis of each Department involved paper wise detailed scrutiny and data management with tabulation.

The data is collected from the individual students' results. The result of every semester (semester I to VI) is given equal weightage. The data is consolidated subject-wise as well as semester wise. The objective of this data collection and data summarization is to consolidate the academic performance of the students with the given infrastructure, faculties and students' endeavors in SLC. The objective is further extended to compare the results secured by the students in 2016, 2017 and 2018. The data is further clubbed and a series of paper-wise bar charts are plotted wherein one paper and three years (2016, 2017 and 2018) results are presented in detail. Further, the students' learning outcomes are displayed in the semester with various pictorial graphs.

In all courses, the result varied with different subjects. Most of the papers show an upward trend of students' performance with times while a handful of papers show downward trend. The result analysis of each paper in every department is documented in detail with tabular analysis showing the patterns of improvement or deterioration. The two approaches have been considered to analyze the result. The first approach concludes an improvement in students' performance with an increased proportion of students securing first division in the subsequent years. The second approach concludes an improvement in students' performance with a decreased proportion of students securing below 50% in the subsequent years. Hence, the remedial measures are recommended by the IQAC towards the betterment of students' results.

## 3) Inclusive Education and Development

The practice of Inclusive Education and Development continues from the last year as it serves meaningful benefit for the students. Since the location of the College is very strategic, the students from NCR/East Delhi get the maximum benefit of studying in a premier Delhi University college. The College gives the value-based education of the students (as is the vision of the College) and also takes care of the professionalism of the Industry/market and prepares the students for the competitive world outside. Remedial classes, workshops organized by Placement Cell and Skill Development Cell, industry interaction through CIISD give the students enough exposure and feel of the professional world.

The practices of the previous year are continuing in full swing this year as well like charging nominal annual and affordable fee, scholarships to advanced learners (besides the scholarships from the GOI), Personality Development Classes for the needy students, promoting girl education through 1% concession in the cut-offs, gender sensitization and counselling through Women Development Cell, Screen reading software for Blind students, more empowered and

participatory SC/ST/OBC/PwD Cells, improved infrastructure for Physically challenged students like installation of lifts, providing sports ground and coaching to the nearby school students and so on.

The College is highly sensitive towards the uplifting the under-privileged classes and works for their betterment within the provided window of law and statutes.