

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice: Student Mentoring System

Objectives of the Practice:

Mentoring is a highly valuable development activity implemented in our college. At the core of the activity, is the relationship between mentor and mentee, where the development of the mentee is the key focus. A mentor is assigned to act as an advisor/counselor, and a guide. Through mentoring UG students are encouraged to “explore, succeed, and connect” in everything they desire to pursue. Mentors also counsel students for solving their problems and encourage them and instill confidence in them to improve their quality of life. They are also made aware of their social responsibility as an engineer.

The Context:

The following are the issues that motivated the college to implement the mentoring system. Inculcating discipline, punctuality, and motivation among the students are the main objectives of pursuing their undergraduate course and career building. The college has adopted a well-established system, Counseling and Mentoring Diary (CMD) to monitor mentor the students’ activity. This scheme aims at addressing conflicts in attitudes, habits, and knowledge of the students towards learning practices.

The Practice:

- The teacher takes students attendance in every class and after the class, later the teachers enters the list of absentees in the Academic Activity Register (AAR) and on Byndr, a Learning Management System (LMS) website for updating attendance online and absentees information will be notified to the HOD and parents every day. Parents can see an attendance of students for every class.
- If a student is absent for more than ten days then HOD calls their parent, enquires the reason and advises them to take necessary care of their ward.
- Even after informing student’s parents, the HOD forwards the details of a student to the Principal for further action.
- Every section consists of 60 students in a class, they would have three mentors, each mentor is assigned with 20 students and their CMD is maintained by the concern mentor respectively.
- The Mentors prepare monthly attendance of every student and notify the information to the parents of defaulters through proper channel.
- The Mentors meet the students associated with them once in a week. A separate mentoring and counseling hour is allotted for each class as a part of their timetable, and the respective faculty meets the students in the said hour.

- The Parents/Guardians of poor attendee/performance students are called to meet the mentors for further improvement.
- Each mentor maintains the entire student Information, which is examined by the HOD and others concerned when necessary.
- Periodic meetings are conducted by the Principal with HODs to review the regularity of the students.
- The mentor meetings are conducted every week. The students of II years to IV years (6 members from each class) are allotted with each mentor.
- Senior students interact with junior students sharing their experiences of co-curricular activities and the exposure they gained through the project and seminars are shared among themselves. Fresh ideas emerge during the meetings.
- The class interaction committee meetings are conducted twice in a semester for every class to know and to solve their problems.
- Every student participates in the events conducted in the college or other colleges with the prior permission from the concern HOD.
- Anti-Ragging Committee monitors the fresher, by frequently visiting the sensitive areas within the campus and outside the campus.
- Additional duty is assigned to the faculty members to monitor the fresher from being affected by any sort of ragging in and around the campus.

Evidence of Success:

Due to effective mentoring practiced by the faculty, there has been a marked improvement in the overall performance of the students. In course of the structured direct communication between mentor and student, there was a good improvement in the teacher-student relationship. The attendance of the students has increased. The number of detainment of students has decreased. The above effected in attaining a better academic performance.

In this competitive generation, a student must make a lot of effort to catch up with the ever changing trends and technology in their fields of study. Mentoring helped the students to identify their lacunae, shortcomings, and work towards improving their overall personality and improve their communication skills. Mentoring helped the students to choose the right career option, and pursue it with focus and dedication. Mentoring also helped the mentees to decide on how to choose a relevant workshop, seminar, additional coaching, and value-added course relevant to their specialization.

Stanley being a women's institution, there are few students who get married and opt to drop out. The mentors have specifically helped and guided such students to continue their studies to complete their graduation successfully.

Problems Encountered and Resources Required:

- Not all the students who have joined engineering are fully motivated to work towards their goal. The students need guidance in how to plan and prepare for their studies. The initial hindrance in the mentoring process is gaining the trust of the students to share their difficulties and problems.

- The college strictly adheres to the 1:20 student-teacher ratio. The mentors maintain a file containing the records of the students. A mentoring form is provided by the college which includes the details of the students. The contact number of the student, the parent/guardian, email address, address for correspondence, their strengths and weaknesses are recorded in the mentoring forms. These forms are regularly updated for their monthly attendance, semester-wise results, and student achievements. The students' parents/guardians are notified about the performance of their wards.

Best Practice-2

Title of the practice Graduate skill Development and Employability

Goal

To initiate training and various certification courses by various industry experts to all the students right from 2nd year.

- To conduct Seminars and Guest Lectures by experienced faculty and HRs from the industry.
- To provide study material prepared by experts.
- To train the students in the fields of soft skills, communication skills, intrapersonal skills, and preparing them to face interviews and get better placement.
- To involve the students right from the first year to the final year to understand the importance of career building, industrial jobs, and entrepreneurship.

The Context

- Most of the students have vernacular backgrounds that have come from villages, other states. Besides communication having a recap and in time memory of the academic concept is a big challenge for them.
- Many of the students may not have basic concepts of the subjects as they were not taught about the importance of basic concepts at the Intermediate level.
- Students are not aware of the skills required for employability.

The Practice

- SCETW has a training course like CRT- Campus Recruitment Training program according to which students have trained with all the aptitude/logical reasoning besides technical training.
- Special slots have been allotted to the students from Telugu medium background for Spoken English classes on every Wednesday, Thursday and Friday.
- The college is organizing various co-curricular and extra-curricular activities through student-initiated clubs for enabling all-round development. Students are being encouraged to attend summer projects/internships in the industries/prestigious academic institutions to acquire practical knowledge.
- Industrial visits are being arranged for practical exposure to students.
- E-Journals/Magazines are provided in the library to know about the new technologies and research trends.
- Eminent speakers from industry and prestigious academic institutes are being invited for delivering guest lectures on the latest technologies.
- All departments are conducting technical events through their clubs/associations on current trends technologies to improve the technical knowledge of the students.
- Students use the Internet facility beyond the working hours to learn about the latest technologies.
- The college encourages the students to attend workshops/student meets/paper presentations to improve their technical and presentation skills.
- The institute is encouraging the students to become members of professional bodies like CSI, ACM, IEEE, IET, and IETE, etc., and various events are being organized under these professional bodies to improve their skills.
- Personality Development Program for First years is organized every year.

Evidence of Success

- The change in the behavior communication of the students from the first year to final year is ample testimony for the success of the programs being organized.
- The prizes/awards won by the students in technical and other events emphasize the impact of the programs
- The performance of the students in placements is an indication of the success of the programs being organized.
- The Placement attainment percentage has increased to a greater extent.
- Students are recruited and are found to be progressing well in top companies.

Problems Encountered

- Lack of goal setting among students
- The Reluctance of the students to allocate time for Add on courses along with academics

Resources Required

- Online test lab

- Inclusion of online test in the Academic time able
- Technical training as per industry needs.