

## **Best Practice 1**

### **Title of the Practice: Internal Academic Audit**

#### **Objectives of the Practice:**

The IQAC of the Institution decided to undertake an Internal Academic Audit twice every year, at the end of each Term in order to improve the documentation system in the Institution and to ensure timely and regular conduct of activities according to the activities scheduled in the Annual Academic Calendar.

#### **The Context:**

After the second cycle of NAAC was completed, it was decided that in order to ensure smooth functioning of the Departments it was necessary to monitor the activities of the Departments regularly and regulate the documentation process. Timely submission of documents to the IQAC would ensure no lag in work. The yearly AQAR report to be submitted to NAAC also required that activities be conducted in a regular fashion according to the Annual Academic Calendar.

#### **The Practice:**

The IQAC decided to draft a common format for the Departments. This was called the Departmental Format. The seven Criteria Incharges ensured that all the data required for NAAC was covered in the format. The soft copy of the format was sent to the HODs. Parallel heads of Department were fixed and they were asked to examine the documentation work of each others' Departments. The IAAR duly examined and signed by Parallel Heads with suggestions for improvement was required to be submitted to the IQAC at the end of the Term.

#### **Evidence of success:**

All the activities of the departments were carried out as per the Annual Academic Calendar with wholehearted support of the faculty. The documentation work of the Departments was systematized. The Departmental Format for IAAR has now become a document for ready reference.

#### **Problems Encountered and Resources Required:**

No special problems have been encountered in institutionalizing the practice.

No special funds are required for the practice.

## **Best Practice 2**

**Title of the practice:** Late Dr. Arvind B. Telang Intercollegiate Elocution Competition and Blood Donation And Hemoglobin Check-up conducted on 16<sup>th</sup> January every year in memory of late Dr.A.B.Telang.

### **Intercollegiate Elocution Competition**

#### **Objectives:**

- a) To encourage students to think critically about economic, socio-political and environmental issues.
- b) To give students opportunities to compete with the best minds in their peer group and to provide personality development opportunities.
- c) To encourage writing and oratorical skills.

**Context:**

Dr. Arvind B. Telang was an educationist with a commitment to the underprivileged sections of society. The Institution decided to commemorate his death anniversary, 16<sup>th</sup> January, with an inter-collegiate elocution competition.

**The practice :**

The Institution makes preparations well in advance. A Committee is given the charge at the beginning of each academic year. The topics for the elocution are decided after brainstorming and consultation with the Management. Responsibilities are assigned and teachers visit colleges affiliated to S.P.P.U. and ensure that there is a good participation from Colleges. A pamphlet is also posted to Colleges in the jurisdiction of S.P.P.U. The Institution appoints three stalwarts/educationists/orators to judge the competition. The participants from various colleges are provided with breakfast and lunch. The colleges which win the first, second and third prizes are presented trophies and cash awards.

**Evidence of success :**

The late Dr. Arvind B. Telang Intercollegiate Elocution competition has become one of the most popular and reputed competitions in S.P.P.U. Our Institution has been organizing this competition consecutively for last 17 years.

Sr. No	Year	Rank	Names of Winner Colleges
1	2018-19	1	Prof. Ramkrishna More College , Akurdi
		2	Sir Parshurambhau college, Pune
		3	Dr. Arvind B. Telang College , Nigdi
2	2017-18	1	Dr. Arvind B. Telang College , Nigdi
		2	Baburao Gholap College, Sangavi
		3	Pad. Dr. D.Y. Patil College, Akurdi
3	2016-17	1	Waghire College, Saswad
		2	Prof. Ramkrishna More College , Akurdi
		3	Dr. Arvind B. Telang College , Nigdi
4	2015-16	1	Dr. Arvind B. Telang College , Nigdi
		2	Department of Marathi, Savitribai Phule Pune University
		3	Waghire College, Saswad
5	2014-15	1	Fergusson College, Pune
		2	Dr. Arvind B. Telang College , Nigdi
		3	Abasaheb Garware College, Pune

**Problems Encountered and resources required:**

The funds for the competition are sanctioned by the Management. This practice requires a very dedicated and motivated team of both teaching and non teaching staff of the college.

**Blood Donation And Hemoglobin Check-up****Objectives :**

- To create a sense of responsibility and commitment towards society and to create empathy for the suffering in critical care units of hospitals.
- To make the students conscious about their health through the hemoglobin check-up.

**Context:**

The Blood Donation Camp was the brainchild of the Management of the Institution and has been conducted in memory of late Dr. Arvind B. Telang who was an educationist and gynecologist with social commitment.

A good deed like donating blood can save a critically injured person's life. It can also give a new lease of life to a person on critical support.

A large number of students come from poor socio-economic backgrounds. Girl students especially have low levels of hemoglobin.

**The practice :**

A blood donation and hemoglobin check-up camp is organized every year on 16<sup>th</sup> January by the college.

**a)Blood Donation:**

The Institution approaches the NGOs well in advance. A team of doctors and their assistants supervise the camp. The Institution makes all arrangements with the help of the N.S.S. which provides student volunteers. The student volunteers create awareness about the activity among students. Notices are circulated in the Institution through N.S.S. and displayed prominently. The donors are kept under observation for about 5 minutes after blood donation and tea or coffee and biscuits are provided to them. They are issued Certificates of Appreciation. The Programme Officers of the N.S.S. too are given Certificates of Appreciation. Representatives from the Management visit the Institution without fail to encourage and boost the morale of the donors.

**b)Hemoglobin check-up:**

Students are informed about low levels of hemoglobin if found so, and are advised about measures to improve the levels with a healthy diet and regular exercise.

**Evidence of success :**

The Institution has been organizing the Blood Donation and Haemoglobin Checking Camp every year for last 17 years.

On an average 80 to 90 students and faculty donate blood every year. A few Alumni and students from our sister Institutes, the ITI and MBA Institute also come unfailingly, to donate blood and do their bit for society.

The N.G.O. can be approached by the staff and students of the Institution in an emergency and be assured to get bottles of blood, without paying any charge, on priority basis.

<b>Year</b>	<b>No. of students for Blood Donation</b>	<b>Haemoglobin Check-up</b>
2018-19	66	107
2017-18	90	124
2016-17	75	153
2015-16	69	84
2014-15	87	81

**Problems Encountered and resources required :**

The NGO needs to be contacted well in advance. Responsibilities have to be assigned. Team work is of prime importance to enable smooth functioning. The N.S.S. plans and conducts the camp with the strong support of the Management.