BEST PRACTICES 2019-20

Best Practice 01:

1. **Title of the Practice:**

    Yoga for Healthy Body and Healthy Mind:

2. **Goals:**
    a. To improve physical and mental health of students & faculty.
    b. To effective brain development of students.
    c. To enhanced memory of students.
    d. To better concentration of students.
    e. To reduced stress of the students & faculty.
    f. To reduced eye strain and headache of the students.
    g. To increased motivation and productivity of the students and faculty.
    h. To improved academic performance.

3. **The Context:**

In the modern world of competition, students are under a lot of pressure; they have pressure to achieve their best in academics and to perform well in every task. They are facing so much stress that they can't get time to focus on their health as a result they become obese or frequently fall ill, to overcome all these challenges it has become our duty to introduce them with the word "YOGA". Yoga is a Sanskrit word and is a combination of physical, mental, and spiritual practices. It is that important life skill that can help them to succeed in the world.

4. **The Practice:**

    a. The "Yoga" fitness programme was run compulsorily by the college every year on International Yoga day.

    b. Sessions were engaged by the team of external experts for 1-2 hr.

   c. Students and faculties are engaged in open space of the IOPR to make them aware of healthy living.

   d. Covered all Asanas of Yoga in the session.

5. Evidence of Success:

   a. Improved concentration and focus of the students and faculties.

   b. Joyful and happy presence indicates well managed stress.

   c. One healthy hobbit implement in students & Faculty life by the doing Yoga and "Yoga" day celebration.

International "YOGA DAY" celebrated on 21 June 2019

6. **Problems encountered and resources required:**

    a. Skilled yoga instructor required for doing difficult Yoga Asanas.

(Prof.) Dr. S. J. Dighade
Principal

Best Practice 02:

1. **Title of the Practice:**

   E-Governance

2. **Objectives:**
   a. To increase and encourage students and parents participation in the governance process.
   b. To establish transparency and accountability in the governance process.
   c. To reduce Institute spending on information and services.
   d. To improving efficiency within Institute.
   e. To improve quality of higher education.
   f. To promote a pattern of online examination and test.
   g. To promote the use of ICT enabled system and excellence in education.

3. **The Context:**

The main objective for the implementation of e-governance is to increase the transparency and accuracy in administration, decentralization of the work and to make the use of technology so as to become it more effective. Now a day, it is possible to connect every department through internet so that many activities can be carried out on a single click. The technology can provide us an opportunity to transform the professional relationship into digital relationship among various stakeholders thus contributing to the achievement of good governance goals. The use of E-Governance through technology provide better services by reducing the time and cost. It may possible to carry out the academic and administrative work more effectively and efficiently in the Institute. The decision making of parents, students and other stakeholders regarding admission, selection of college, policies made by the Institute and or Government etc. become very fast by e-governance. The internal working of the departments in the Institute can be improved by the use of technology. E- Governance helps in the automation of services including scholarship portal, admissions made by the state CET cell, internal examinations of the students, declaration of results, e-library management, grievance redressal, finance and accounts etc. ensuring that information regarding every work is easily available to all stakeholders.

4. The Practice:

Being the Technical Institution, the Institution has introduced many of the e-Governance modules in the administration, admissions, examinations, library management, teaching learning process, grievance redressal, finance and accounts, biometric etc. for smooth day to day operations. Institute is using e-mail / whats-app facility for communication with the various stakeholders, staff members as well as with the Governing body so that the transfer of information takes place very rapidly. Institute website reflects all the forthcoming events for the students, parents and alumni. Notices are circulated among the students through whats-app groups. Institute has decided to collect the online feedback of all the stakeholders through Google form. Institute has implemented the biometric attendance for all staff members since last decade. The office and library has 24x7 internet facility. The college campus is equipped with CCTV Cameras installed at various places of need. The accounts of the institution are maintained through ERP software. Institute has the facility of internet banking. The stakeholders can also deal the financial matter through Google pay. Barcode payment facility is available in the college canteen for the staff, students and other stakeholders. Online Admission of the students is carried out by the state CET cell. The website of the institute provides all the information to students and parents regarding college, staff, and courses offered, fees etc. The ERP software is also used in the library for the issue of book. The institute has online grievance redressal mechanism. Institute Library uses the Library Management System to handle the books and maintain the library properly.

5. Evidence of Success:

a. Timely communication to the Parents regarding results, attendance and overall performance of the students.

b. Provide better access to information and quality services for student.

c. Feedback of the stakeholders collected by online mode.

d. Management and preservation of data becomes easy.

e. Robust and transparent system which helps in quality improvement.

f. Good attendance Monitoring System for employees.

g. Data is easily accessible.

6. **Problems encountered and resources required:**

   a. Due to slow internet connection, many students may have problem in using e-governance.

   b. Unlike classroom teaching, one to one interaction between the teacher and student is not possible in online mode.

   c. There is a need of advanced servers and security system to cope up with vast amount of information e.g. Maha.-DBT portal of Maharashtra Government, AICTE portal, PCI portal, Admission portal etc.

(Prof.) Dr. S. J. Dighade
Principal