



BEST PRACTICES (2017 – 2018)

Best Practice – 1

1. Title of the practice

Knowledge Sharing Forum for Teaching Faculty

2. The context that required the initiation of the practice (100 – 120 words)

Experience is a great teacher, but it does not mean that we should do what we have done before. Professional development activities opens up new possibilities, new knowledge and new skill areas. Our institution has 13 faculty members who cater to the needs of 90 students. Our faculty constantly engages themselves in professional development activities by participating in conferences, seminars, workshops, forums etc., at national and international levels. It is not possible for all members to attend all programmes at all times. The exposure to information that one gets through participation in such programmes should benefit the other faculty members as well. This can be done only when teachers come forward to share what they learnt with their colleagues. Such a sharing can not only aid the professional development of teachers but also improve interpersonal relationships.

3. Objectives of the practice (50 – 60 words)

The objectives of the practice are:

1. To create a platform among faculty members for exchange of professional updates
2. To create a culture of sharing and collaboration among faculty members
3. To learn and grow from the experiences of other faculty members
4. To disseminate knowledge gained through participation in outside college programmes to colleagues
5. To discuss the problems and issues that arise in the process of teaching learning and evaluation

4. The Practice (250 – 300 words)

Understanding the need for knowledge sharing between faculty members a Google-Group was created in the year 2014 - 2015 for the faculty members of the college. One of the faculty member serves as the administrator of the group. Teachers post academic information and share their experiences in the group.

A further step was taken in this direction by planning for in-house faculty development programmes. It was decided that a faculty member who gets an opportunity to participate in an outside programme to learn something new will decide a convenient date for the orientation in consultation with the principal. The information about the orientation will be posted in the Google Group and Whatsapp group. As a sequel to the outside participation, the faculty member shares her experience to others. This opens possibilities of deliberating on a wide range of issues that can result in improved understanding of the theme discussed. Apart from this, the knowledge sharing forum is used to seek consultation from other faculty members on any problem that teachers face during teaching -learning and evaluation.



5. Obstacles faced if any and strategies adopted to overcome them (150 – 200 words)

No significant obstacle has been encountered with regard to this practice. The only difficulty is to pull out a convenient time for knowledge sharing forum from the regular schedule so that the daily academic and administrative affairs are not affected. However this difficulty has been easily overcome by the willingness of faculty members to share and learn from others beyond their regular work schedule.

6. Impact of the practice (Evidence of Success) (100 – 120 words)

The faculty members come out voluntarily to share what they have learnt from outside participation. During the academic year 2017-2018, 4 faculty development programmes were organized using the knowledge sharing forum. These have strengthened the professional and personal ties between the faculty members.

Google Group & Whatsapp has been used effectively to share information. Consultations have led to arriving at workable and best solutions to problems encountered during teaching-learning and evaluation.

7. Resources required

The resources required include computers and smart phones with internet connectivity. Computers with internet facility is readily available in the college in the Network Resource Centre and all the faculty use smart phones with internet connectivity. Hence resources required for the practice is easily accessible for carrying out the practice effectively.

Best Practice – 2

1. Title of the practice

Framing Themes for every Academic Year

2. The context that required the initiation of the practice (100 – 120 words)

When it comes to carry out a programme, a good theme in mind will tie all the ideas together making planning easier. A theme focusses the planning and preparation of programmes. A theme represents a common idea with which the teachers & students of the college can work to ensure that the values cherished by the institution become integral to all the activities. Hence themes are framed for every academic year based on which all the activities are carried out.

3. Objectives of the practice (50 – 60 words)

The objectives of the practice are:

1. To plan all the activities centering on a particular idea
2. To concentrate on the core values of education
3. To include diverse sectors for planning activities



4. To enable the faculty to think and plan innovative activities
5. To awaken the collective consciousness among the faculty

4. The Practice (250 – 300 words)

For every academic year themes have been framed and a variety of activities have been carried out depicting the themes. The themes are centered on various important values and ideas. The academic year 2016-17 was declared as the 'Year of Hope'. As a mark of this various activities were conducted in our college such as village adoption programme, celebration of transgender day of remembrance, cancer awareness and testing camp, dengue awareness campaign and health support services in the neighbourhood community, Whole Earth exhibition for sustainable development, social service activity at Jeanne Jugan old age home, lending a helping hand to Good Shepard school for the deaf and dumb and Lucia Society for the blind and other disabled thereby providing hope to the transgenders, villegers, deaf & dumb children, old age people, environmental activists & health care workers. The academic year 2017-18 has been declared as 'The Year of Connectivism' and a wide network of collaborations with institutions, industries, clubs, agencies and organizations to make lasting and positive contribution to the community.

5. Obstacles faced if any and strategies adopted to overcome them (150 – 200 words)

There was no any big issue in carrying out this practice. The college plans and organizes a variety of activities and programmes every year. Planning activities based on a theme requires a lot of meticulous planning. The faculty plan their activities based on their areas of interest. When a theme was provided they have to align their plans with the theme for the year. This was quite challenging. However our faculty members think out of the box and incorporate their ideas into the framed themes.

6. Impact of the practice (Evidence of Success) (100 – 120 words)

Framing themes helped the institution to carry out innovative programmes and provide welfare measures for the unreached sectors of the community. It also motivated the faculty to do a variety of activities related to the theme and contributed to their personal and professional development. We invited different ideas from faculty members to decide on a theme for a year which enabled the faculty to widen their horizon of exploration.

7. Resources required

No special requirement is needed for the practice other than the resourcefulness of the faculty.