

Best Practice II

1. Title of the Practice: Student Mentoring System

2. Goal

The primary goal of introducing the "Student Mentoring System" is to monitor students' academic, co-curricular, and extracurricular performance and, as needed, guide and use all of the resources available in the establishment for overall student development.

The system entails consistent observation of students' execution, recognising qualities, weaknesses, conduct, and states of mind, and providing passionate support and specific proposals to help students improve in all areas.

The system also aims to instil in students good habits, behaviour, and human qualities.

3. The Context

The college is located near the small village of Paritala in the state of Andhra Pradesh, and the majority of its students are from rural backgrounds. Almost 60 to 70 percent of students come from low-income families and are supported by the government through the "Fee Reimbursement Scheme."

As a result of their circumstances, many of the students have no suitable direction at home. Students may disagree with their parents' advice or ideas, but they almost always appreciate a teacher's pleasant remarks, especially when personal care is provided.

Given this, the establishment devised a Student Mentoring System to assist students.

4. The Practice

- About 15 students are assigned to a faculty member as their mentor as part of the Student Mentoring System. Before the start of the academic year, the mentors are briefed on the "mentoring system" by senior faculty and/or HoDs.
- Mentor preparation: Mentors determine/understand the following details about a student in order to properly assist the student.
 - Family background: The vast majority of students come from low-income households.
 - Academic performance, co-curricular and extracurricular interests, past accomplishments, hobbies, specialities, strengths, weaknesses, future objectives, and so on are all documented. The institution keeps a Student Record for all students to keep track of their personal information, attendance, and academic performance at the institution.

Mentoring Methodology

- Each class will have one weekly "counselling hour" to allow for quick 1:1 interaction between professor and student.
- Faculty evaluates students' attendance, performance in exams/tests, and classroom behaviour prior to 1:1 sessions with students.
- Specifics about attendance and performance are discussed during the 1:1 meeting.
- The student's perspective on the institution and the issues he or she is facing are also discussed during the meeting.
- Good behaviour and performance are praised, and mentors may make suggestions for improvements if necessary. During therapy sessions, the importance of participating in such activities for personal and professional development is emphasised.
- If slow learners are identified, remedial classes are created in consultation with the department head.
- If the student's attendance and/or performance continue to be unsatisfactory, the situation is escalated by phone to the student's parents.

Constraints / Limitations:

Many students come from low-income families and rely on government aid to fund their education. To help support their families, some students work part-time in the evenings. In such circumstances, some students are unable to devote sufficient attention to their academics and personal development. Furthermore, the institution is unable to devote more time to research due to the institution's strict academic calendar.

5. Evidence of Success

As the students progress through their studies, the guides have noticed changes in their clothing, attitudes, academic performance, accent, and interpersonal ability. Several students routinely improved their grades as a result of mentoring. The Student Mentoring System, according to statistics, is a critical need that greatly benefits students.

6. Problems and Resources Required

However, have continued to fail due to scepticism, doubt, apathy, and other issues. Even parents, in some cases, are unable to assist or persuade their children to perform better. According to reports, some students enrol in the course against their will due to parental or family pressure. Despite the persistent hesitation and inaction with ramifications, the mentors persist in their efforts to have any kind of impact on the lives of these children.

Best Practices III

1. Title of the Practice: Measure-Monitor-Manage System

2. Goal

According to the age-old adage, "prevention is better than cure," the organisation prefers to take a proactive approach to all aspects of the foundation while also creating a safe environment for student and staff development. The system also provides the administration with a comprehensive level review of many aspects of the institution, allowing for more efficient inquiry, decision-making, and planning for the institution's future development.

Besides that, the institution prefers to include all the staff during the time spent examining, making decisions, and planning in order for them to understand various aspects of the foundation, challenges associated with the foundation, and practical measures to address the challenges, thereby empowering authority and ownership among the staff.

3. The Context

In light of the diverse backgrounds of the students, their guardians and the establishment's resources and staff members, and given the enormous number of activities involved in the establishment's operation, managing a professional educational establishment presents a variety of difficulties.

Given the complexities of exercises, as well as the diverse nature and needs of partners, it is critical to quantify and screen the adequacy of various institutional procedures for dealing with institutional exercises, and to develop more significant and pragmatic measures to achieve institutional goals.

4. The Practice

Aside from the Governing Body, College Academic Committee, Internal Quality Assurance Cell, and R & D Cell, the institution has established the following committees/cells to gather data, organise activities, conduct periodic reviews, and make recommendations:

Attendance Committee: This committee gathers the attendance records of all students in each department, identifies absent students, and brings the information to the attention of the department heads and academic counsellors so that the students can receive the required assistance.

Association Committee: The Committee meets once a month to organise departmental association activities for all departments.

Examination Committee: Internal and external examinations are conducted by the committee, which also serves as departmental coordinators.

Alumni & Statistical Data Committee: This committee is in charge of keeping up to current information about the institution's alumni as well as communicating with them regularly via social media and other means.

JNTUK, AICTE, NBA, and ISO Committee: Collects information for submission to JNTUK, AICTE, and produces documentation for accreditation and certification operations in collaboration with the Principal and Internal Quality Assurance Cell.

Transportation Committee: This committee is responsible for the day-to-day operation of the vehicles, as well as proactive maintenance, repairs, and upgrades. The group also plans bus routes and seating arrangements for both personnel and students. Each committee/cell is directed by a senior academic member and includes members from all disciplines.

Once a month, the Head of the Institution, in collaboration with the HoDs, conducts reviews with these committees/cells. The committee's actions, accomplishments, obstacles, and issues are reviewed, and necessary academic steps are taken to obtain higher results in the future. Once every three months, the Chairman of the Governing Body, along with the Principal and HODs, conducts a review of the committees' activities.

Grievance&Redressed Committee: This committee is in charge of accepting and resolving student and employee issues.

Women Empowerment Committee: In charge of initiating programmes to encourage women to participate in institutional activities and to assume leadership positions.

Entrepreneurship Development Committee: In charge of instilling entrepreneurial thinking in students through events such as awareness camps.

5. Evidence of Success

The institution received ISO 9001:2008 certification in 2015.

- The MeasureMonitor-Manage system has yielded the following notable achievements:
- Due to continuous attendance monitoring, the fewest number of students have been held due to a lack of attendance.
- Students' grades have always matched the institute's average, and their performance in co-curricular and extra-curricular activities has improved.
- Admissions are far superior to those of other local institutes, as well as many other colleges throughout the state.
- Over the last four years, students' placements have been consistent.
- Effortless operation of the organisation with no major impediments.


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6. Problems Encountered and Resources Required

While the Measure-Monitor-Manage approach aims to prevent problems at the institution level by taking proactive measures, there have been a few concerns raised. For example, due to the tight academic timetable and extensive syllabus to cover, the institution is unable to conduct additional departmental association events, co-curricular and extra-curricular activities. The institution is looking into automating data collection to make the entire process more efficient.

7. Notes (Optional)

All the information has been mentioned above.

8. Contact Details

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Accredited Status: Applying

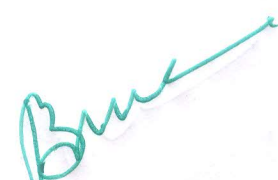
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