**BEST PRACTICES OF THE COLLEGE**

**Title of the Practice**

**1: Admission Procedure**

**The Goal :**

* To impart higher education to the desiring and deserving, the underprivileged and deprived students.
* To meet and exceed institutional goals in admission strategically.

**The Context:**

* Due to growing demand of Science and Professional Courses to get enrollment is a challenging task for Arts Colleges.
* Due to the presence of many competitive institutions in the neighborhood attracting quality students to H.S 1st Year and B.A is a challenging. The admission process must be started in time, the meritorious students identified at the earliest and the admission list to be notified in the college website. The delay in declaring the merit list of students would cause the quality students to seek admission in other colleges.

**The Practice:**

* Admission procedure in the College is done on online mode.
* The admission process starts by publicity in the leading newspaper and postering of Banner in different areas of the locality.
* The application form and prospectus for admission into H.S first Year and B.A 1st semester classes are issued on the day of announcement of H.S.L.C and H.S Final year examinations.
* The rules and regulations for admission in the college are displayed in the College website as well as in the notice board.
* Reservation of seats for different categories of students as per the Govt. rules of Assam.
* The cut-off dates for receiving the filled in application forms, announcement of first list of selected students under different categories, last date for admission of the students selected under first list, announcement of second list and subsequent list thereof.
* Fee structure for different courses is displayed in the college website as well in the prospectus.
* Post matric scholarships for students of the college belonging to SC/ST/OBC and MOBC are awarded as per prescribed by the Govt. National Merit Scholarship and State Merit Scholarship.
* A Cash Prize of Rs 10,000 and a Certificate of Merit to the student of the concerned college who secures a position among the first ten successful candidates of Assam in H.S Examination.
* A Cash Prize of Rs. 5000 and a Certificate of Merit to the H.S students of the college securing highest marks in History in the State and Under Graduate student securing highest marks in History Honours in Dibrugarh University in the final examination to be awarded by Dr. L.N Pegu, Principal of the College in memory of Late of Deben Pegu.
* Free admissions ship to poor and meritorious students.
* Under the scheme of Book bank facility, loan of text books are given to poor and meritorious students.
* Spoken English for poor learners in English.
* Admissions are carried out by a group of teachers with a academic officer/vice-principal as the convener.
* Students desirous of claiming admission under special categories like sports, NCC or excellence in cultural activities are suggested to submit a copy of the application with necessary documents to the college authority. Based on being satisfied with documentary evidence admissions are provided.

**Evidence of Success:**

The increasing trend of SC/ST/OBC category of students and the total number of girl students exceeding the boy students is an evidence of success.

**Problems encountered and resource required:**

* The main problem encountered due to increasing numbers of degree colleges.
* Due to poor network connectivity high speed internet are essential.
* Due to lack of professional and skill based courses quality students often seek admission abroad.

**Practice 2: Improving method of Teaching-Learning Practice**

* **The Goal:**
1. To ensure the completion of syllabus according to the course plan developed by the respective departments.
2. To make the teaching-learning student-centric by use of ICT tools, computer labs and interactive learning through discussion.
3. To encourage the teachers to adapt to technological advancements including ICT adoption in class room teaching**.**
4. To switch from traditional class teaching to digital mode of teaching
5. To improve the pass percentage and enhancing them to get admission into University.

**The Context:**

* The College follows the curriculum as designed by the Dibrugarh University. With the CBCS is being introduced from the academic session 2019-2020 the syllabus coverage in some cases is difficult to complete in due time. The uncovered syllabus hinders problems to the students and the practice of such thing should be avoided giving enough time to student in comprehending the topics and assimilating the facts.
* The teachers find it difficult to keep pace with the latest ICT facilities available in the class. It has become utmost important for some teachers to adopt and implement to the latest ICT in class room and to make the class interesting.

**The Practice:**

* Course Plan is prepared by every department at the beginning of the academic session and displayed in the departmental notice board
* Regular unit test, assignment, seminars, group discussion, sessional tests are conducted
* Academic calendar is being uploaded in the college website.
* Spoken English class for poor learners twice in a week are conducted in the language lab
* Digital classes are conducted by some teachers through power point presentation and other mode of learning in the ICT class rooms
* Students are encouraged to cultivate literary activities through Wall Magazine Competitions among the departments
* Computer Science department and programme trainers trained the teachers for the teachers in the use of power point presentation, Google meet class room, uploading of syllabus and other contents, online attendance etc in the college website.
* Online classroom attendance for students.

 **Evidence of Success**

* Some of the teachers have started taking class in ICT class rooms like power point presentation, Google Class room meet etc.
* Questions papers and syllabus are uploaded in the college website by the concerned departments.
* Class notes and videos are shared in Whatsapp created by respective departments.

**Problems encountered and resource required:**

* Less number of ICT enable classrooms.
* Poor power supply.
* Lack of technical expert available in the college.