



GOVERNMENT (AUTONOMOUS) GIRLS POST GRADUATE COLLEGE OF EXCELLENCE, SAGAR (M.P.)

(NAAC 'A' Grade Accredited)

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BEST PRACTICES

A. BEST PRACTICE --1

1. Title of the Practice

Certificate Courses in various subjects.

2. Objectives of the Practice

The objective of this practice is to train the students in General Studies paper for competitive exams and to train them for self employment by introducing vocational courses. The underlying concepts of these courses were to provide training to the students in short time (30 hours, in other words one month course @ one hour per day after college hours) at very nominal fees as compared to the expensive IAS training courses and other vocational courses conducted by reputed academies which are for very long durations. Also, the facility of training within the college campus by familiar faculty was added feature of security and assurance to both parents as well students in terms of quality of training and safety of the girl child.

3. The Context

A few aspects had to be kept in mind while designing this practice. The main issue was whether the students and parents would accept a short term course for IAS training in comparison to the established long term expensive coaching courses. The second challenge was to prepare appropriate study material which could give adequate and appropriate information effectively to the students in these short courses. The third issue was to arrange for infrastructure and teaching faculty. The faculty of the college agreed to take out extra time for the benefit of the students and it was decided that the smart classes would be used for taking the classes for these courses. It was made clear to the students and parents that these courses did not aim at total training for IAS but only for General Studies in subjects like History, Social Studies and Political Science which was very


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difficult for non Humanities students. For self employment, subjects which were in demand among students as well in the professional field were decided.

4. The Practice

Higher education in India does not aim at mere academic excellence. It aims at the all round development of the student. If a student is merely academically qualified but unable to apply the knowledge practically in day to day life, then the knowledge acquired is of no use. Hence, to help the students to train themselves in the professional field along with their academic pursuit, these courses were initiated. As a result, the student does not have to start afresh to train herself after completing her studies from the college. On the contrary, the student is ready to face the challenges before she steps out of the college. For those going through financial constraints, one month vocational courses like Fashion Designing, Jewelry Designing, Tally, Financial Designing, Food and Nutrition, etc. help them to earn their livelihood after college hours and become self sufficient to some extent. In a way, these certificate courses teach the students to push themselves a little extra in the field of their individual learning. This polishes their personality as they learn to work hard, utilize their time well and to prepare for the future in a constructive manner instead of depending on luck. Those who do not wish to join any part time job also are benefitted by the concise and targeted course material and thus they gain mastery over the subject.

Though there were no constraints as such, initially the number of students was not as expected. But when the first batch gave its feedback and shared its experiences with the others, the response was very good.

5. Evidence of Success

The success rate of these courses can be judged by the number of applications received every year for these courses. More than 800 to 1000 students apply for these courses, but since the number of seats per subject is restricted to 100 only per subject, the selection of


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students is done on the basis of merit. Many students have managed to clear their General Studies paper after studying in these Certificate Courses. Many students have joined firms to work as Tally operators; many have joined boutiques, jewelry shops, etc. after college hours to earn a decent living for themselves. Many students have been benefited in terms of preparing for their regular curriculum with the help of the concise yet adequate course material of these courses.

These results and evidences indicate that apart from the regular syllabus and studies, students need guidance from to time to refresh their studies and clear their doubts. These capsule form syllabi assist them in memorizing the topics better and in reproducing them during exams. These courses are a blessing for those who cannot afford heavy fees for additional training from regular coaching classes and training institutes. Such endeavors are appreciated by students and parents alike. Thus the decision to start these courses is rightfully justified.

6. Problems encountered and Resources Required

There were no major problems encountered while implementing these courses. Everything was well planned and effectively executed. The resources needed for these courses were smart classes, internet, teaching faculty, course material and printing facilities to print the study material and the Certificates to be awarded after completion of the course. A lot of brain storming and planning was done to prepare the syllabus and study material for each subject to effectively cover the entire subject in one month time, targeting the major important topics. The budget for printing the study material and certificates and the remuneration of the teaching faculty was met from the fee paid by the students.


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B. BEST PRACTICE – 2

1. Title of the Practice

Consultancy Services in Tourism, Career Counseling and diet and Nutrition.

2. Objectives of the Practice

The main objective of this practice is to reach out to the students and the society at large in terms of guidance and counseling as per government rules. An educational institution does not cater to the academic needs of students alone. One of the objectives of an educational institution is also to reach out to the society in every possible manner. The underlying principle of this practice is to offer consultancy to students as well as outsiders (women only, since it is a girls' college) in the field of Tourism, Career Counseling and Diet and Nutrition. Since the Consultancy is being done by qualified and experienced staff of the related departments, the accuracy and quality of guidance and consultation is assured.

3. The Context

While designing and implementing this practice, two major issues had to be targeted. One issue was in which selected fields consultancy was to be given and the second was whether the college would get clientele as expected. There are many agencies in the market who offer consultancy services at charge a handsome fee. On the other hand, the college offers expert guidance and consultation at very nominal charges. The professors who are in-charge of these services are well qualified and experienced and have an inclination to serving the society selflessly. The name of the college itself stands as a guarantee for good and dependable service. It was noticed that most of the students and parents are very apprehensive about which career to pursue. Some students wish to become financially independent even before completing their studies either to meet the expenses of their education or to support their parents. Some people have an inclination for travel and sight-


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seeing. Many people do not have any idea about therapeutic nutrition which is the key factor in fighting against any ailment and maintaining good general health. Considering these points, consultation was started in the field of Tourism by the History Department, Career Counseling by Swami Vivekanand Swarozgar Prakoshth and Diet and Nutrition by the Home Science Department.

4. The Practice

After the regular working hours, the consultation services are given to the students as well as the outsider within the college campus from 4.00 to 6.00 pm in the respective departments. The consultation is given by the Heads of the Departments. A nominal fee of Rs. 100/- per person from the students and Rs. 200/- per person from outsiders is charged. **In Tourism**, the consultant helps the clients to make them aware about the various tourist spots and helps them in booking tickets and lodging, and other means of transport as may be needed by the client. The booking is done in collaboration with various reliable travel agencies who offer good services in terms of confirmed booking, meals and safe and comfortable travel. **In Career Counseling**, guidance is given about the various careers a person can pursue in his or field of qualification and the venues open for job opportunities. The department also encourages and helps people to set up their own entrepreneur through step by step guidance regarding the budget, infrastructure, resources and manpower. **In Diet and Nutrition**, the counselor guides the clientele about the basics of good nutrition and ideal diet, and in case of any specific ailment, the counselor suggests specific diet suitable for the client. The counselor also suggests diet and nutrition details for weight loss, stamina, anemia, skin problems like acne, rashes, etc., digestion related problems, hair fall, etc. the counselor offers guidance for general as well as therapeutic nutrition.

There were no constraints because people wanted some reliable outlet where they could go and seek consultation at nominal charges and be assured of right guidance. The institution offered them everything they wanted.


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5. Evidence of Success

The evidence of success can be judged by the number of clients who come for consultation every day. More than 200 to 250 students and outsiders (women only) come for consultation every day. They get satisfactory answers for their queries. Sometimes, one client brings another client for consultancy. This also is an evidence of success.

These results indicate that there are many people in the society who are seeking answers for various queries. Especially women find it very difficult to speak freely to outsiders. But since consultancy is done in a secured environment and by trustworthy professors, they feel comfortable in seeking guidance. It shows that apart from academic studies, there are many other issues regarding which the students and people in general need to be informed. The institution has taken the right step in introducing these consultancy services.

6. Problems Encountered and Resources Required

No major problems were encountered in starting these consultancy services. Occasionally, there is a problem with the availability of internet due to server related issues. Another issue is that in the beginning, some clients are not clear about the objective and concept of this consultancy. But in the first session itself, proper guidance is given to them and their concepts are cleared. Rooms, computers, internet, relevant data and reference material to show to the clients (in printed form, statistical form as well as audio visual form), faculty for giving consultancy and registers for maintaining the records of these consultations were the resources needed to implement this best practice in the college campus.


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