

Best Practices

1. Adoption of Google LMS

Objective: To adapt to the changing paradigm in teaching methods. The onset of pandemic required disciplined and systematic adoption of the online methods for the purpose of continuing the academic year with ease.

Context: The changing time has seen a role reversal of the teaching process. The institution was faced with the challenge of addressing the issue of adapting to a Learning Management System which would be apt and ease the process of the teaching to a larger extent. The Google LMS seemed to answer all the institutional requirements. It was easy and worked best for the online mode of communication.

Practice: The process initiated with creating google accounts of all the staff and students with the college domain name. Thereafter student ID wise Gmail IDs were created which would ensure that a unique id was generated and could make the system of using google meet easy. The students were communicated the details through Whatsapp groups and SMS on their given contact numbers. Thereafter an orientation program for students was organized where the use of the Google meet system and gmail was explained in detail covering all the technical areas of issue. The teachers were also provided hand on training on how to join and create meetings, classrooms and maintain assignment records. Code-based meetings were opted for to make it a unique class and to experience it in the most unique sense of the problem. This was also done in order to refrain from malpractices and ensure smooth functioning of the academic year. The Platform was later on extended to conduct online events during the year.

Evidence of Success: The success in performance can be viewed through the results of teacher analysis of the academic year and the student survey regarding teacher functioning. It reflects that the year was smooth and there was a communicative way in which the concepts and classes were delivered. At the same time the balance of academics and cultural activities was also made to ensure that there is a higher success rate on both the fronts. There has been greater retention and newer methods have been used to help in ensuring that the year 2023-24 is as successful as the previous years. The education system became much more systematic and streamlined.

Problem Encountered and Resources Required: The lack of technological know how was a primary deficiency that was faced. Initially to choose a LMS that suits the best in terms of institutional requirements was a task. Once that was finalized things started falling in place. With the lifting of restrictions in the later part of the year. The college ensured that devices were placed at several places in the institution to ease the process of conducting classes. Through proper orientation, a quick service number and constant email platforms the issues on technical grounds were resolved with ease to a large extent.

2. Adoption of Enterprise Resource Planning- Mastersoft

Objective:The need to manage online day to day activities has become a dire need. With this aim in mind the management of the college eased the daily functioning through the adoption of the Edumarshal ERP which provides for holistic smooth running and functioning of the institution.

Context:The ERP was adopted in January 2021 which ensured that remote accountability of staff, teachers and students increased thereby smoothening the running of the institution both on academic and extra- curricular front.

Practice: The ERP has been adopted well and now most reports are generated easily through the system. This improvement in infrastructure will help in continuing the online mode with much more ease. Joint efforts of teaching and non- teaching staff has finally led a swift shift to the ERP for recording attendance, maintaining course details, study plans and conducting examinations.

Evidence of Success:

All attendance related reports can be generated with ease through the ERP. There have been well maintained reports on examinations and courses covered by teachers during class from time to time. Student information and contact details for ease of communication has also been maintained through the ERP.

Problem Encountered and Resources Required: Some issues that were faced during the adoption phase included the technicalities involved and making it customized as per the needs of the institution.

3. Drive for economized use of paper

Objective of the practice: To promote lesser usage of paper.

Context: Burhani College believes in “Save Paper, Save Trees, Save Earth”.

The Practice: Two-sided printing of documents, e-communication and exchange of soft copy are encouraged by the College.

Evidence of success: Noticeable reduction in usage of paper at College.

Problems encountered and resources required: Lack of required infrastructure and technical skills with students. University norms of submission of projects in hard copy form.

4. Vertical Gardening

Objective of the practice: To beautify the college campus within the limited space and to purify the polluted air.

Context: Studies have shown that the surface of a vertical garden can be up to 10 degrees cooler because it absorbs the heat from the sun rays and slows down air movement.

The Practice: Burhani college has built a vertical garden with a recycling waterfall in the campus. The plants generate oxygen.

Evidence of Success: The improved and cooler air has been appreciated by everyone who has experienced it. Problem encountered and resources required- The cost of the vertical gardening project and requirement of skilled manpower were the challenges.

Problem Encountered and Resources Required: Vertical gardening faces challenges such as watering issues, poor aeration, and limited plant options, which can hinder plant growth and maintenance. To address these problems, resources such as quality soil, efficient irrigation systems, durable support structures, adequate lighting solutions, and basic gardening tools are essential for successful implementation.

5. Use of Electronic Bike

Objective: To become more environmentally friendly and adopt green management practices.

Context: It has become necessary that we adopt practices which are environmentally friendly and will help support sustainable living.

Practice: The non-teaching staff substituted the use of fuel bikes to e-bikes for all official purposes of the college. Initiating a step towards sustainability

Evidence of success: The reduced expense on fuel and the maintenance of the vehicle

Problems faced: E- vehicles have to be maintained well in the premises and a separate space for its charging had to be dedicated for the same which posed a certain challenge.

