Best Practice-I

1. **Title of the Practice: To minimize the use of physical Notice Board by using digital platforms**

2. **Objectives of the Practice**
   - To prevent overcrowding of the physical notice board.
   - To make dissemination of information faster, better and smarter

3. **Context:**

   The college has strength of around 5300 students. Whenever a notice of general importance is displayed, the notice board area gets overcrowded which leads to problem of indiscipline. Many students are also not able to access the information displayed on the notice board.

4. **The Practice:**

   The notices related to admission, and examination, are posted on the college website and its Facebook page. The college has created section-wise WhatsApp groups for every class. Important notices related to curricular & co-curricular activities, time table, scholarships, name struck off etc. are circulated in WhatsApp groups. Most of these notices are downloadable

5. **Evidence of Success**

   Notice board area is less crowded. The students and teachers have quickly adopted and accepted the practice. The student can access these notices anytime and read them comfortably. The information reaches students even when they do not come to college.

6. **Problems Encountered and Resources Required**
   - Many students do not have access to a digital device and internet connection..
   - The notice board area still gets overcrowded during examination days as seating plan is displayed on the physical notice board.

Best Practice-II

1. **Title of the Practice**
   Digitalization of Financial Transactions

2. **Objectives of the Practice**
   - To maintain transparency in financial transactions.
   - To minimize paper work and streamline record keeping
   - To make financial transactions faster and smoother

3. **The Context**
   Making payments through cheques and drafts is a tedious and time consuming process. Many vendors show reluctance to supply goods or provide services because of the risk of delayed payments**.**

4. **The Practice**
   The college has created a single account for all the online payments and started the process making payment through NEFT/RTGS and online banking. Payments for general purchase through GEM, for bus passes, LMS payment, and Leas line are preferably made through digital channels. Electricity and telephone bills are also paid digitally.

5. **Evidence of Success**
   The college has made payments of worth Rs 25 Lakh approximately for around 70 transactions for the current financial year. Adaptation of digital payment modes has increased the efficiency of the transactions as payments are made in real time.

6. **Problems Encountered and Resources Required**
   - Students do not feel comfortable with digital transactions because of lack of digital resources and skills.
   - Additional digital infrastructure like more POS machines and digitally skilled staff are required.

Best Practice-III

7. **Title of the Practice**
   SAHYOG – To collaborate with different agencies to help the community at time of crisis

8. **Objectives of the Practice**
   - To equip students with necessary skills for active social engagement and response.
   - To inculcate sense of social responsibility in the college community

9. **The Context**
   The college, being a premier educational institution of the area, recognizes its social responsibility. The community also expects college community to use and apply its knowledge and skills for the good of society

10. **The Practice**
    The college community responds to the needs of society and mobilizes its financial, human and social resources to help the community. During the COVID pandemic crisis the college staff and the students worked in collaboration with district administration and non- government agencies to provide financial assistance, to raise awareness and to promote vaccination**.**

11. **Evidence of Success**
    - The college staff contributed Rs. One Lakh for COVID Protection and Cure Kits and the students assisted packaging of the kits.
    - NSS volunteer motivated the people of neighboring villages for COVID vaccination.
    - The college organized COVID Vaccination Camp- 386 people got vaccinated.

12. **Problems Encountered and Resources Required**
    - The college needs to evolve structured mechanism to engage with society.
    - The college needs to enter into formal collaborations with different agencies for community work .

7. **Notes (Optional)**