

OFFICE OF THE PRINCIPAL
GOVT. DEGREE COLLEGE THANNAMANDI (RAJOURI J&K)

(NAAC ACCREDITED)

(Wedded to Quality Education and High Moral Values)

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7.3 BEST PRACTICES

Title of the Practice : I.

Admission Process

2. Goal

1. Meet and exceed institutional goals in admission strategically (enrolment and retention)
2. To ensure access to higher education by all categories of students (Equity and Inclusiveness)

3. The Context

- I. The Science combinations of B.Sc. do not get good enrolment due to the demand for professional courses. The challenge is to attract and retain the students in science combinations.
- II. Due to the preference for urban college located in the district, attracting quality students to B. Sc. with Chemistry and Mathematics is a challenge. The admission process must be started in time, the meritorious students identified at the earliest and the admission list is to be notified. Otherwise, delay in admission list generation would cause the majority students to seek admission elsewhere. Special counseling teams are constituted for counseling the students at different hr. Sec. Schools to increase the enrollment of the college.
- III. It is essential to ensure gender equity and access to education by the marginalized sections of the society by giving due weightage in admission process as per the Latest guidelines of Union territory of Jammu and Kashmir.
- IV. Due to rural backwardness the people generally retains their children especially girls for higher education so special counseling teams must work to create awareness among themselves.

The Practice.

I. The admission process starts by publicity in the leading newspapers, college website, social media networks etc.

II. The admission application forms are issued on the day of announcement of JKBOSE/CBSE. The applications are issued till the last date and time for receiving the application forms both through offline and online mode.

iii. The following important aspects are displayed for information to the general public and aspirant students.

a. Seat matrix for different courses and for different categories of students as per the Govt. norms

b. The cut-off dates for receiving the filled-in application forms, announcement of first list of selected students, last date for admission of the students selected under first list, announcement of second and subsequent lists.

c. Fee structure for different courses and different categories of students.

d. Students desirous of claiming admission under special categories like Sports, NCC, Physically Handicapped, etc. are suggested to submit a copy of the application with necessary documents to admission committee.

e. The official links on the college website for the submission of applications for admission.

IV. An acknowledgement is provided to the students for receiving applications showing the date of receipt and signature of the official-incharge along with the college seal.

V. The details of applications received are entered into the computer by data entry operators. The details involve student name, application number, marks obtained in HSP- II or equivalent examination, institution last studied, category, Parental Annual Income, etc.

VI. The consolidated lists of students who have applied for the different courses are generated after the last date for receiving applications merit wise, category-wise and gender-wise. Applications received after the last date are marked as "LATE SUBMISSION" along with the date received and a separate list is generated. This list is used for admission under SC/ST/OBC/PS/EWS category in case

short fall of applicants and the seats remaining vacant under that category. This ensures transparency in the admission process.

VII. Admission to B.Sc. courses is based on choice, academic record and counseling after assessing the student's aptitude and proficiency. No particular cut off percentages are set since highly meritorious candidates do not sustain in the course as they aspire for professional courses. In some cases, they are given time frames of a day or two to reflect on the counseling offered and report back for the admission.

VIII. An Enquiry Counter/Counseling committee will be set up to answer the queries and show the position of the candidate in the consolidated merit-list.

SPECIAL ASPECTS:

As the college is located in downtrodden area of the district where the literacy rate is comparatively low which requires a special awareness and counseling to both the students and their parents and keeping in view low enrollment of college an initiative has been taken by the college to constitute special counseling committees for maximizing the enrolment of the college and persuading the students to pursue their graduation in this college. Admissions are carried out by a group of teachers with a senior faculty as the Admission Committee convener. According to the seat matrix, the first list of students selected for admission is announced on the date and time mentioned. Last dates are made known to the applicants. Depending on the availability of seats, further admission lists are announced until the last seat is filled by merit.

Students from disadvantaged community.

Seats are reserved under each of the categories like SC/ST or OBC as per the State Govt. norms. The students of all the reserve categories are given 5percent extra weightage on their existing marks so as bring them at par with general category students. One of the mandates adopted by the college is to prioritize access to higher education irrespective of caste, colours and sex.

5. 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. The reduction of dropout rate in admissions to

science is another proof of evidence. Moreover, an increase enrollment of students has witnessed in ST category besides overall increase in the college enrollment.

6. Problems Encountered and Resources required.

There has been a competition generated amongst the staff of different science subjects to attract the students to their subjects. This sometimes creates unhealthy debates and unrest in the system. As most of the students opt to pursue their gradation in nearby colleges like GDC Rajouri, HEM College Rajouri etc so in order to maximize enrollment of this college special counseling teams are to be constituted for proper guidance of the students. Robust admission software is required to be generated and custom made due to various constraints in generating the admission register, day book entries, receipt generation, etc.

Title of the Practice: II

1. Promotion of universal values among students and protect them from drug abuse.

2. Objectives of the Practice:

In today's world, where majority of the people are pursuing only self interests relentlessly, the institution recognizes the need to inculcate universal values like promotion of truth, selflessness, righteousness, drugs abuse etc. The value education cell of our college is working with this goal.

3. Context: The value education cell inculcates among the students.

- a. Harmonious development of body, mind and soul and promotion of universal values.
- b. Cultivate inner calmness-a way to peace.
- c. To help others.
- d. To preach and practice truthfulness.
- e. To deal with academic and emotional stress by tapping their inner sources of strength.
- f. To develop a positive attitude.
- g. To protect them from drug abuse etc.

4. The Practice: The cell has organized the following activities.

A class on moral values held on 21.07.20

ky Counseling session held on 22.09.20

c) A special lecture on values as understood by Swami Vivekananda held on 5.01.20.

d) Programme on importance of Democratic Institution and students Awareness on 23.02.20.

e) Psychological counseling of girl students in commemoration of International Woman's Day held on 21.03.20.

f) Quiz Competition on freedom struggle on 29/05/21.

g) Blood donation day celebrated on 12/06/2021

h) Extension lecturer on job opportunities on 26/06/2021

i) Nature conservation day celebrated on 18/07/2021

Evidence of Success: Students are increasingly taking interest in this practice. They are regularly attending these classes despite their packed schedule of usual classes both online and offline.

Problem Encountered: i) Shortage of infrastructural facilities: A separate room is needed to hold these classes which should be well equipped with modern vediographic/lecturer recording facilities. Removal of infrastructural bottlenecks and more manpower will help to strengthen this practice further.


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