

## Best Practices of the Institution 2018-2019

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### *Best Practice I*

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**Title of the practice:** Tutorial System

**Objectives:** The College has a systematized tutorial system and is executed meticulously in all classes across courses. Tutorship to a teacher is assigned based on their seniority and on their engagement to a particular class. A teacher engaging maximum teaching hours to class is assigned as the tutor since the beginning of the academic year.

**The tutorial system is:**

- To monitor, record the academic performance, progress, discipline, regularity and attendance.
- To enable students to get the teaching learning process done harmoniously and flawlessly
- To guide students in their academic progress.
- To obtain guidance and support in case of doubts in the subjects.
- To communicate information from the Head, Principal and the University.
- To motivate students to participate in curricular, co-curricular, and extracurricular events.
- To counsel students in times of stress arising due to psychological, and emotional problems.

**The Context:** Catering to rural students' academic and addressing their grievances is a demanding one. Sincere students who would take up the task of providing periodic reviews of the class are identified. Students are motivated to study well and participate in the curricular, co-curricular activities organized within the campus and other institutions. Poor performers in studies are identified and appropriate remedial measures are taken. Subsequently, best performers in studies are provided with sufficient intellectual stimuli. Students who are irregular or unpunctual or inattentive to classes are taken care by counselling. Students who have behavioural problems have also been counselled coordinating with their parents. Students who are emotionally and psychologically distressed are given special care.

**The Practice:** Incorporated as one of the practices of the institution since the inception of the college, the tutorial system has emerged as a strong response to meet the needs of students significantly. Each tutor is provided with a list of files containing students' academic profile, career interests, semester-wise record of parentteacher meetings, reports, records of students' participation in co-curricular and extra-curricular activities and their achievements. The tutor arranges for parents' meetings once in each semester to discuss on their wards academic performance, regularity in attendance, discipline and the schedules of the college. The tutor nurtures and guides students if they face any issues. They plan programs both for the academically weak students and the advanced learners in their respective class. They provide guidance and counselling to the students regarding personal and academic issues. They offer career related advice to students aspiring for higher studies. They counsel students with psychological issues. Evidence of Success: The tutorial system in college has emerged as a significant feature. It has come up with better results. The students' attitude and approach towards teachers and studies has significantly improved. Students' behavioural issues have declined gradually. It was evident through an increased number of students' participation in curricular, co-curricular activities.

**Problems Encountered and Resources Required:** The college is aware of the need for effective tutorial as its outcome is better for students. While there is a significant improvement in various aspects of students' life, there are issues as well. While reaching out to each student individually, the familial, societal and economic status of a few requires far-reaching support and guidance. Students' lack of motivation is indeed a constraint.

### **Title of the Best Practice: Everybody's Right to Education**

#### **The Context:**

The objective of the college is to educate rural youth and to make them employable to raise their standard of living. Access to education is the fundamental right of every human being despite their economic and communal disparity. Aspiring for quality education and finding better educational opportunities is an inconceivable idea to a great number of student community. This has been accepted as one of the major setbacks of the education system. Efforts have been on to make quality higher education for such students at Indo-American College. The presence of extensive inequality in the society requires a constructive approach not to let the underprivileged down. In so doing, this custom of IAC enables students with different conditions have equal access to the education they need.

#### **Objectives of the Practice:**

The Institution's goal is to educate students coming from the rural, underprivileged sections of society. The admission policy of the college ensures preferential admission for the following:

- Economically weaker sections of the society
- Physically disadvantaged Students
- Students from marginalized communities and minorities.
- Students who are slow learners

#### **The Practice:**

During admissions, applications are scrutinized with utmost care to identify such students from disadvantaged sections. It is ensured that there is fairness in terms of opportunities provided to all the students. The institution offers privileges like fee concession, fee payment in instalments, scholarships, remedial classes etc. Progression of these students is monitored constantly.

#### **Advantages:**

- Students who approach the Institution for admission get access to quality education
- Economically backward students get an opportunity to education but are exposed to a wider range of curricular and co-curricular activities mould them to be competent.

**Challenges:**

- Ensuring that all deserving students are provided with financial support and scholarships.

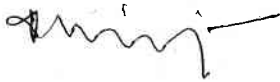
**Evidence of Success**

The total number of students from poor educational capacity and background who apply to study in the college

- The number of admissions granted to students irrespective of their social backgrounds
- The number of students who clear the papers, acquire their degree and secure jobs

**Resources Required**

- Financial Support and scholarships to be provided to students from economically disadvantaged sections of the society.



**IQAC COORDINATOR**



**Principal,  
Indo-American College  
Cheyyar-604407**