

## **Title of the Best Practice**

Mentoring

### **Objective**

Mentoring of students thus , is an essential features to render equitable service to all our students having varied background. Student mentoring has the following objectives:

1. To Enhance Teacher , student contact hours
2. To Enhance students academic performance and attendance
3. To minimise student drop-out rates
4. To identify and understand the status of slow learners and encourage advanced learners.
5. To render equitable service to students.

The importance of integrating the system for enhancing student's performance is a common resolution adopted by a meeting of the teaching faculty.

### **Context**

our college has taken the initiative of implementing the mentoring of students. Student are categorized based on the streams of studies and also according to their core subjects. They are divided into groups of 10-15 depending on the number of students.

Each group is assigned a teacher-mentor who would perform mentoring duties. A mentoring format with guidelines is prepared by our college to ensure uniformity.

1. Mentors maintain and update the mentoring format which contains space for entering particulars and performance of students (class, tests, monthly attendance records etc.)
2. After collecting all necessary information , mentors are expected to offer guidance and counselling, as and when required.
3. It is the practice of mentors to meet students individually or in groups.
4. In isolated cases parents are called for counselling /special meetings with the principal at the suggestion of the mentor.
5. If a student is identified as having weakness in particular subject ,it is the duty of the mentor to apprise the concerned subject teacher.

### **The Practice**

Mentoring relationships are embedded in the educational process in higher education. In addition, these teaching experiences provide student-teachers opportunities to learn Instructional and class Management strategies.

- As Mentors, cooperating teachers also believed that they benefited from reflecting on their teaching and sharing their experiences with colleagues.
- In our college we establish a better and effective student-teacher relationship and guide the students in academic matters.
- All teachers work as mentors to the students allotted to them. Students will have to go and meet their mentor at least once in a month for guidance. The students must feel free to confide in their mentors, their academic problems.
- The students will have to meet the mentors when they are called for.
- The students should take the prior permission of the mentor before they absent themselves from classes. They have to submit a leave note for the absence for a period /day/days to the mentor. The coordination of shortage of attendance will be recommended on the basis of leave records and recommendations of mentor.
- The mentor will note the performance of the students in tests and examinations and also the behaviour of their wards.
- The principal will recommend the name of students for fee concessions and semester examinations , on the basis of reports of mentor.

Uniqueness:

The institutional practice of mentoring system has been designed and implemented-

1. To be student-centric
2. To reduce equitable service to students of varied academic and financial backgrounds.

Constraints:

With the introduction of continuous assessment under the semester system, time factor could be a constraint for mentors.

### **Evidence of Success**

Though the system has implemented in our college in the last few years ,significant improvement in the teacher-student relationship can be seen.

- The system has been useful in identifying slow learners and advanced learners. Based on the requirement deduced through a careful examination of each mentors report , the college has organised several remedial classes in the identified topics/subjects for slow learners.

**Problems Encountered and Resources required:**

- The Remedial classes have been institutionalized after the implementation of the mentoring system. Need-Based remedial classes have proved to be beneficial to the students in particular and the entire college in general. The institutional practice of mentoring system has considerably enhanced the campus environment and brought about:
  1. Improvement in students attendance records.
  2. Minimised student drop-out rates(apparently due to mentors intervention before a student falls short of attendance or has been regularly abstaining from classes)
  3. Identification of slow learners for conducting remedial classes.
  4. Advanced learners identified and encouraged with incentive prizes.

## **Title of the Best Practice**

Best Student Award

### **Objective**

In academics, it's customary in our society to recognize the highest achievers: the valedictorian, the class president, the honor student, or the spelling bee champion. Unfortunately, the vast majority of hard-working, well-behaved, industrious students are overlooked. It is important to create recognition programs that honor all types of students, especially those who might not normally receive acknowledgment for their efforts.

Students can be recognized for a number of accomplishments, including improved academic standing, a demonstration of their love of learning, or because they have shown exemplary attitude and behavior. Some will lead by example while others will be determined to learn, no matter the obstacles. College administrators will find great pride in discovering the numerous ways the students should be recognized.

Academic awards were created in that spirit, with the hope they would create meaningful moments of recognition that will inspire others and reinforce the behavior that led to the reward. The academic arena offers many opportunities for rewarding students for their efforts, achievements, and contributions to the school and the community.

### **Content**

The criterion for the award is based on the performance of student in studies, extra curriculum activities, regularity, punctuality, and participation in workshop, social and cultural events. Based on the evaluation provided by the HOD the best student is selected and awarded.

The eligibility requirements are based on

- Students must recognize their skills obtained in MREC, must have a strong work ethic, a dedicated sense of loyalty and a healthy enthusiasm for promoting education throughout MREC.
- Students must be in good standing with their colleges and free from any academic or other "holds" on their college accounts. "Good standing" refers to the student's academic standing, conduct, professionalism on campus and in the community and an outstanding member of the community with good moral character.
- Attendance - The student must attends class, arrives/ leaves on time; notifies instructor in advance of planned absences; makes up assignments punctually. The student should have excellent attendance with minimal excused absences, since a student's attendance is an indication of the student's dependability.
- Attitude and Self Confidence – The student demonstrates a positive attitude, appears self-confident and assured of his/her abilities and has high expectations of his/her self. A positive attitude should be reflected toward the college, other students, instructional

staff, administration, career and work. The student should take his or her training seriously and should treat fellow students and college faculty/staff respectfully.

- Career Goals and Commitment to/Knowledge of Occupation – The student has established career goals and can articulate those goals. The student has a passion for his or her field and is knowledgeable about the skills and characteristics that one must possess to be successful in that field.
- Commitment to/Knowledge of College – The student understands the value of an education from a MREC Institution, both economically and personally. The student speaks on a MREC institution’s potential to both meet the economic needs of the 21st century and better the lives of those receiving it, in either personal or hypothetical terms.
- Enthusiasm – The student is willing, passionate and wholehearted about promoting MREC’s as the best option for higher education.
- Extracurricular Activities – The student is involved in college activities, such as the student council, clubs/ organizations, athletics and community projects as part of a well-balanced life.
- Good Moral Character – The student displays loyalty, honesty, trustworthiness, dependability, reliability, initiative, self-discipline and self-responsibility.
- Leadership/Leadership Qualities – The student should show initiative in the classroom and other college activities. The student should be one who does more than what is expected and goes the extra mile on an assignment or a project. The student should be highly regarded by other students and be a good role model/influence on fellow classmates.
- Appearance – The student displays appropriate dress, grooming, hygiene and etiquette.

Based on the above guidelines, MREC finds the best student of each passed out batch and recognizes him with the “Best Student Award” on the College day.