



**Department Of Mechanical Engineering**

**7.2.1 – Describe at least two institutional best practices**

**Title of the Practice: Tutor System**

**Objectives:**

- To nurture students as Tutor by taking individual care of each student and mentioning students through the programme both in their professional and their personal lives.
- To provide training and guidance to undergraduate post graduate students in all disciplines
- To Increase the participation of all students in the different activities conducted by the Institute.
- To help the students achieve their career objectives. Context: Students from different economic, social financial and regional backgrounds Institute. Many of them are ill prepared for the rigorous professional programmes, English Language teaching and sudden exposure to city life. Being away from home, such students can best look up to their teachers for support and guidance. Institute initiated the Tutor-System in all the constituent units to ensure the overall welfare and development of students.

Practice: SND COE RC Tutorship scheme, a Teacher (Tutor) is allotted a group of approximately twenty students (mentees). In regular Tutor – meetings various activities like career goal setting, presentation skills, communication skills, resume writing, aptitude test etc. are organised. Tutors keep all academic records of their students, monitor their attendance and progress and take care of even their personal problems. They also keep in touch with students' parents.

Evidence of success: The following outcome has been witnessed: - The evidence of success of Tutorship system is reflected through the overall personality development of students. Those students who had lack of confidence, were weak in communication, had poor presentation skills, were observed having significant improvement in the lacked areas when they came to final year.

- Parents were happy to have a system where, the overall progress of their ward is monitored and informed to them timely right from the first year till the course completion.
- There is a marginal increment in the number of students participating in various events held within and outside the college, since the implementation of Tutorship System.
- Increase in student attendance and improvement in students' academic performance.
- Improvement in the sense of belongingness about the institution/university.
- Cordial relationship between staff and students.





**Department Of Mechanical Engineering**

- Increased student satisfaction. Problems Encountered
- At the initial stage's students show reluctance to update their academic details in Tutor books.

They are hesitant to openly discuss their problems with the Tutor. Gradually they get adjusted to the system. Maintenance of Tutor book, regular updating and frequent meetings/counselling sessions are the requirements of this system.

**Title of the Practice: Creation and maintenance of an Eco-friendly Campus**

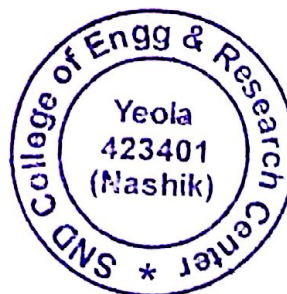
**Objectives of the Practice:**

- Creating awareness among the college community an atmosphere and learning environment that advances a civil and sustainable growth.
- Cheering the college community to steer and uphold sustainable solutions through teaching, research and extension activities that tackle live issues of the campus and its adjacent communities.
- Ensuring the preservation of biological diversity and the protection of this ecosensitive area by adopting thud and sustainable growth.

Fastening the traditional knowledge and practices of local communities and involving them in the conservation and sustainable use of these resources.

The Practice: Eco-Friendly Practices followed by both the faculty and the students on the campus are:

- Bicycles and Public Transport: The faculty members and the students residing nearby are encouraged to come on bicycles. Thus we prevent the emission of carbon dioxide on the campus. We encourage our staff and students to use the public transport for safety, security and fuel conservation purpose. Plastic free campus and Paperless office: Use of plastic bags and cups are discouraged inside the institution. Also, in the canteen, it is insisted on usage of steel plates/ leaf plates and steel cups or paper cups as mandatory. The institution is laid special attention on avoiding paper usage maximum in every part of the administration. The ultimate vision is to see the office completely as paperless. All accounts/office as well as academic information is stored and maintained through systems only. The total campus is Wi-Fi enabled. It is also an easier way to maintain paperless activities properly and promptly. Even the official information and circulars are preferred to be sent only through mails. Green landscaping with trees and plants: The institution has taken several measures for plantation with the vision Green Campus. 50 of total area is covered with trees. Tree plantation on the campus is the regular activity of the NSS wing.



*Budath*