

BEST PRACTICES OF THE INSTITUTION

- i. **Logo and Motto of the Student - Teachers:** During the orientation programme the students unanimously come up with a motto and logo which will help them to strive according to the goal during their study in the College. This Logo is hung up at the entrance which reminds them every day when they enter the College.
 - ⇒ Batch 2015 - 2017 Logo : *“Together we Explore, Enhance and Excel”*
 - ⇒ Batch 2016 – 2018 Logo : *“Together we Learn Together we Teach Together we Lead”*
- ii. **Morning Assembly:** the Student-teachers are divided into groups to conduct the daily morning assemblies through Power Point Presentation. Attendance is compulsory.
- iii. **Special Prayers on Birthdays:** During the morning assemblies special prayers and wishes were also offered for the birthdays of the particular students.
- iv. **Bulletin Board:** Student-teachers are given turns to prepare the bulletin board monthly, thus giving them an opportunity to express their views with regards to education and other related matters.
- v. **Self – Study:** The College Library gives opportunity for the Student - teachers to cultivate the habit of reading, whereby, students have to present papers through the use of power point presentation.
- vi. **Environmental Awareness:** The Environment Education Group Batch 2015 - 2017 created an awareness regarding the ill – effects of plastics and encouraged the use of eco – friendly products through the Notice Board. The Environment Education Group Batch 2016 – 2018 organized a programme in the College followed by a Skit and a Power Point Presentation of the beauty and the degradation of the city and its surroundings with a cleaning drive in and around the campus.
- vii. **Use of ICT (Information Communication Technology):** Both Staff and Student - teachers are encouraged to use ICT in doing their work. Students put this into practice right from the Morning Assembly onwards.
- viii. **Internal Quality Assurance Cell (IQAC):** Various activities that are conducted in the College like: Seminars, Workshops, Awareness Programmes are being proposed at the IQAC before it is implemented for the Academic Year.
- ix. **Free Medical Check-up:** Annual health camp is organized with the objective of providing free medical examination and general health check-up for the Student - teachers and all the staff

- x. **Community Engagement :**
- a. **Voluntary Blood Donation:** As one of the good practices of the College and preceded by the awareness programme, yearly the Student - teachers donate blood. The practice to promote Voluntary Blood Donation encourages healthy individuals to *“Donate blood and Save life.* The Project Director, Meghalaya AIDS Control Society, Shillong and Member Secretary State Blood Transfusion Council, Shillong awarded the institution for dedication and support towards Blood Donation.
 - b. **Extension Programme:** The College adheres to its goals and objectives to provide quality education for the students. For many decades it has created teachers with potentials and now it is spreading its wings beyond its boundaries to help the teachers at their specific zones to learn and value the importance of teacher-training programme. It is with this objective that the Student-teachers, Faculty Members and the Principal of the College organised an Extension Programme to two Schools in Smit, East Khasi Hills District: St. Francis Secondary School and Don Bosco Higher Secondary School. The Faculty members of the College shared the Skills for Teaching with the Staff of the two schools while the Student-teachers of the 4th and the 2nd Semesters prepared themselves thoroughly to teach the students from Classes Nursery to XII.
- xi. **Students’ Feedback:**
- a. **A Feedback Questionnaire** according to the format of the NAAC was distributed to the Student-teachers in order to gather information that were required from them viz. the teachers’ ability to impart knowledge to the students, the accessibility of the teachers and many others. Evaluation was done accordingly and necessary actions were taken after the evaluation.
 - b. **One – to – One Meeting with Student-Teachers:** It was conducted on a friendly atmosphere in meeting with the Principal. It was done in order to help Student-teachers feel free to express themselves with regards to College matters or even Personal in confidence with the Principal of the College.
- xii. **Counselling** is an integral part of the College. Professional counselling is available to students during the workshop organised in the College annually in which experts are invited. Students are helped with lectures and motivational speech for their future life.
- xiii. **Grievance Redressal Cell** provides an emotional space for expression of grievances in which the students face in the institution. The mechanism adopted by the institution for addressing the grievances of the Student-teachers is through the Suggestion/Grievance Box and personal interaction with the Principal.
- xiv. The College has a **Student-Council** which is basically the composition of the students’ committees. The student-council is constituted every 2 years with the new enrolment of Student-teachers which consists of the President, Vice- President, General Secretary, Treasurer, Social and Cultural Secretary, Music Secretary, Sports Secretary, Publicity Secretary and Organising Secretary. The student-council is very much an internal matter in which no funding is taking place. All Student-teachers belong to different committees under various assignments.