Ref. No. ACET/PO/1284B

Date: 22/9/2018

Best Practice - I

Title of the Practice:

Continues enrichment of Teaching and Learning Process

Objectives of the Practice:

- To orient the students by imparting basics of outcome-based education at the start of program & continue discussion during teacher-student interactions
- To involve expert academicians, industrial personnel and other renowned experts in curricula content revisions through meeting of Board of Studies of each department and meeting of Academic council at Institute level
- To involve industrial personnel for additional study sessions in and off the classroom interactions
- To enable the students to participate and compete at National/global level

The expected outcome is that the students should be able to complete their degree program with good academic grades and compete at national/international levels.

The Context:

- Enrichment of teaching learning process through addition of interdisciplinary & other courses pertaining to current technologies in curriculum as Department Electives / Open Electives.

The Practice:

- Implementation of MOOCs, E-learning concepts in multimedia equipped classrooms.
- Additional focus for slow learners through remedial classes & enrichment in knowledge of all through various guest lectures, short duration workshops during semester tenures.
- Involvement of experts from industries & other reputed organizations for additional study sessions in and off the classrooms by organizing special/guest talks
- Verbal counseling of students having poor academic performance by Head of Department, Dean Academic affairs & Principal
- Updation of curriculum structure of various programs by addition of courses of current industrial use and content revisions through meeting of Board of Studies of each department and approval from Academic council (in adherence with AICTE/UGC guidelines).
- Annual purchase of high end equipment and software for the development of state of art laboratories with additional virtual lab facilities having remote accessibility
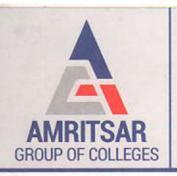
Principal

AMRITSAR COLLEGE
OF ENGINEERING & TECHNOLOGY
Approved by AICTE, New Delhi & Affiliated to IKGPTU, Kapurthala

AMRITSAR
GROUP OF COLLEGES

Ref. No. ACET/PO/1284B

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- Organizing Internal Academic quality audits for auditing the various components of academic process and to assess planning, delivery, evaluation, and attainment levels for every course, and improve the quality of teaching-learning process through counseling and appreciations by Principal

- Organizing Internal Academic quality audits for auditing the quality of question paper setting and assessment in Secrecy branch of the College

- IKGPTU Rationalization Committee Visiting and auditing to monitor the assessment and evaluation of students during the semester

- Student feedback various subcomponents of delivery of course contents, counseling and guidance, twice a semester to rate course teacher individually and relatively with other course teachers of that class thereby providing an opportunity for teachers to address their strength(s) and weakness(es).
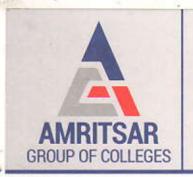
Evidence of Success:

- Increase in academic performance of students in semester examinations
- Continuous increase in number of students got opportunity to undergo Stipend based Internship in industries
- Increase in no. of placements of students

Problems Encountered and Resources Required to implement this Practice:

- Off academic hours access to Central library during academic tenure of each semester
- Information Technology infrastructure is updated as per need to support the enrichment and use of e-Learning platforms by ACET students

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Best Practice - II

Title of the Practice:

Student Mentorship program (SMP) for closely monitoring the professional & personal development (like enrichment of practical skills set as per the specialization of student, academic and non-academic performance etc.) of students studying at ACET
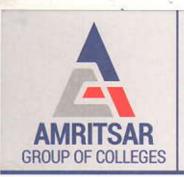
Objectives of the Practice:

- To retain new students by helping them to become more familiar with the ACET culture, and how to accomplish their studies
- To help current students grow and develop professionally as ACET students
- To foster a cooperative network among the students by helping those meet and network with ACET faculty
- To encourage student to meet their educational and professional goals and objectives
- To provide opportunity to our students to know the work experience of teacher mentors which further assist the student mentees in making educational and professional decisions more wisely
- To provide moral, technical and any other support required to our students in a friendly manner in absence of their guardians
- To encourage the students towards regular interactions with mentors so as to build a good rapport with the mentor and the institution, ensuring that they get all the care, advice and support provided by the mentor for their development.
- To provide an opportunity for the management student to express and share their feelings with the mentor, discuss conflicting issues faced by them and seek solutions on a regular basis

The Context:

SMP was been initiated by assuming and analyzing certain issues of the students such as issues like communication skills & understanding subjects pertaining to their specialization as students normally have less exposure to these qualities at schooling. Students who stayed in home usually have issues of adjusting in hostel atmosphere. These students are in need of a keen listener to listen to their issues and help them overcome their home sickness. Mentoring help them in reaching the career objective they have. All this led to the process of adopting mentoring program for the students so as to instill confidence and enhance their overall development.

ACET students act as mentee (in SMP program) who are motivated to assume responsibility for their own professional and personal development. The partnership between a teacher mentor and mentee students is built upon a foundation of trust, respect, and professionalism. As a mentee, ACET students have the opportunity to:

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AMRITSAR
GROUP OF COLLEGES

UGC Autonomous College
Under UGC act-1956, 2(f)

NAAC "Grade A" Accredited

NBA Accredited Courses
(CE | CSE | ECE | ME)
(2009-2012 & 2016-2018)

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- Learn and gain insight about specific jobs, career paths, organizational cultures, and industries of the specialization concerned.
- Receive constructive feedback about personal skills from mentors through verbal interactions.
- Obtain guidance from mentors about everything from networking to how to build a successful career over time.
- Learn how graduates face challenges and find opportunities in today's complex and competitive industrial environment.
- Receive feedback about career goals during mentor meetings.
- Discuss and learn from the mentors about the need of a wide skills set a graduate student must have to succeed like Effective technical skills of his/her specialization, the ability to work under pressure, problem-solving skills, creativity, interpersonal skills, verbal and written communication skills, commercial awareness, teamworking skills etc.

The Practice:

The SMP activities encourage academic excellence, self-esteem, and personal growth of the students. Following are few points about SMP is practiced at ACET:

- Our students are briefed about SMP program at the induction program.
- By pairing faculty mentors with mentee students over the course & with scheduled meetings in a comfortable environment.
- A faculty member work as a mentor for a group of 15 - 20 students for counseling and better performance of students
- Opportunity is given to students to talk about their academic needs, share their goals, and discuss concerns and needs.

Evidence of Success:

- Mentoring has helped the ACET students to take up challenges, overcome obstacles and difficulties in their day to day life. Mentoring has helped the mentor to know and relate with the students better, develop judgment skills and build a better rapport with the students. Head of departments, guardians and all other relevant stakeholders are aware and appreciative of the help the students get through the mentoring programn at ACET. On the whole, the mentor acts like a parent dedicated to foster their individual growth.

Problems Encountered and Resources required to implement this practice:

- Development of linkages with students and faculty was needed, which is addressed and developed in a good way at ACET.

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