

7.2 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Provide web link to:

Best Practice 1:

1. Title of the practice: soliciting stakeholders' engagement through feedback based on a structured questionnaire

2. Objectives of the Practice

To have relevant and meaningful inputs from all stakeholders –students, teachers, alumni, employers and parents rather than decisions made by a few individuals to the basis of progress towards institutional goals.

3. The context

The students are asked to provide feedback twice a semester for every course that they study. feedback has also been taken from teachers, alumni, employers and parents during the review of existing academic progress as well as for the new programme.

4. The practice

As per the meaningful input from all stakeholders - Students, Teachers, Alumni, Employers and Parents are taken to form the “basis for progress towards institutional goals”, action taken reports developed and executed at the department level to improve the curriculum and co-curriculum activities in the university and also to improve the perception of University, immersion in the diverse teaching-learning environment.

A-1 Templates for collecting feedback from students

<https://iqac.puchd.ac.in/docs/2021/20210728111312-studentfeedbackaboutinstitute.pdf>

<https://iqac.puchd.ac.in/docs/2022/20220908161140-studentfeedbackaboutcurricular.pdf>

A-2 template for collecting feedback from the teacher

<https://iqac.puchd.ac.in/docs/2021/20210922101215-teacherfeedbackaboutcurriculardesignm.pdf>

A-3template for collecting feedback from alumni

<https://iqac.puchd.ac.in/docs/2021/20210921123319-alumnifeedback.pdf>

A-4 template for collecting feedback from Employer

<https://iqac.puchd.ac.in/docs/2021/20210921123408-employerfeedbackform.pdf>

A- 5Template for collecting feedback from parents

<https://iqac.puchd.ac.in/docs/2021/20210921123511-feedbackfromparents.pdf>

5.Evidence of Success

Involvement of alumni in the matters of the university

Modification of courses as per the requirement of employers and the need of the society

6.Problems Encountered and Resources Required.

Getting a response back from parents and employers

7. Note

Designing the questionnaire at PU level is quite robust, the one for students' feedback about the teachers.

Best Practice 2:

1. Title: ICT Integration in Teaching, Learning process and Administration process

2. Objectives of the practice

For enhancing the quality of the teaching-learning process and facilitating administration activities from data storage to knowledge management and decision-making.

3. The context

Information resource portal for collecting and organizing raw data, E-office for internal communications (including approvals), 'portals' for students and faculty, financial software for meeting accounting requirements, and MIS for managing academic matters were thought to be saving both time and resources including papers.

4. The practice

Effective integration of ICT in every aspect of functioning has been implemented at PU for the last many years from submission of application forms for admission to choice of subjects to checking attendance records to accessing grades, every aspect of a student life-cycle has been operating within the digital platform. Similarly, all

the classrooms are equipped with the latest ICT tools. Every aspect of finance is carried out through a digital environment.

The evidence

- **Panjab University Information Resource Portal** is an innovative way to collect and organize Information from 78 teaching departments on the campus. This portal helps us to collect, organize and submit information to NIRF-MHRD, NAAC, AISHE-MHRD, Times-Higher Education, QS World Rankings etc. in a timely and efficient manner.
- Implementation of **Integrated University Management Information System** (<http://campus.pu.ac.in>) to facilitate transparent and efficient functioning of both academic and administrative tasks.
- All academic buildings, Classrooms are equipped with Internet connectivity, Audio-Visual facilities and an Air-Conditioned environment.
- A.C. Joshi Library is **fully automated** and uses SLIM21 software as the Integrated Library Management Software, connected to the Campus Wide Network providing Internet and e-mail facility to the University community. Access to E-Resources, Web Based on the Online Public Access Catalogue facility (WEB OPAC), through INFLIBNET, RFID technology to track books and a 24x7x365 reading room provide the right ambience for more footfalls.
- Teachers extensively use ICT-enabled tools for interactive teaching to optimally deploy student-centric methods.
- **ICT enabled Examination Result Processing:** Entire process of submission of grades by the faculty, moderation, submission of grades to the Controller of Examination and final display of results to be accessed by the students is carried out online via the Computerized Examination Systems.

5. Evidence of Success

- Wi-fi enabled campus
- Maximum have projectors in their concerned buildings
- Admissions are held online
- Every classroom seminar hall and conference room is well equipped with a computers system

6. Problems Encountered and Resources Required.

- Maintenance charges are very high.
- Fully equipped personnel are not available well in time.
- Changing in computer technology