1. **Title of the Best Practice 1:** M-Foundation Award

2. **Objectives of the Practice:**

To financially support economically weaker students to complete their course without hassles

3. **The Context:**

The college is admitted with many meritorious rural students. Students from this background are economically weak as their parents' income is very low. Due to these constraints, students sometimes could not able to complete or continue their studies from first to final year.

4. **The Practice:**

The meritorious students with this background are identified and they are financially supported by a team of alumnus of the college under the scheme, called M-Foundation award. The facility is also extended to the wards of D group employees of our college

5. **Evidence of Success:**

It is observed that the students with this kind of support successfully completed their degree and placed from our institution.

6. **Problems Encountered and Resources Required:**

Sometimes it is difficult in identifying the financial background students who have applied for the M-Foundations awards

7. **Notes :**

Once the list of students, who are in need of M -Foundation award is made, the same is being sent to the alumni association and it is circulated in the alumni network. Individually or team of alumnus come forward and deposit their contributions to the scheme.

1. **Title of the Best Practice 2:** Paper Seeing Process

2. Objectives of the Practice

To ensure transparency in the valuation of semester end / final examinations answer scripts and to avoid revaluation of scripts.

3. The Context

After every semester end examination, there were many students applying for revaluation of their answer scripts with the ambition to get higher marks. This trend was seen both for makeup and supplementary examinations also. It was a laborious process for examination section to complete the revaluation and reannounce the results.

4. The Practice

A decision is taken by the administration of our college to stop the revaluation process and to make valuation process more transparent, the paper seeing process is introduced. Under this process, all the students are allowed to see their answer scrips and permitted to write their grievances for their marks to change, based on the scheme of valuation supplied to them. The claimed scripts are again valued/corrected by the respective course faculty and it should be approved in the department academic committee. The modified marks are then submitted to examination section through the proper channel. After this process, results are reannounced. This process is carried out without charging any fee for students.

5. Evidence of Success

It is observed that after introduction of this process, students are happy and have confidence in valuation process. Also, the number of grievances by the students have come down drastically.

6. Problems Encountered and Resources Required

Since examination section has large number of answer scripts , they need to be dispersed to the respective departments for paper seeing. Searching the papers is tedious task since scripts are coded booklets.