

Best Practice 1

Title of the Practice: Financial assistance to financially needy students

Objective of the practice:

Extending financial assistance to students from economically weaker families.

The Context:

The students enrolled in the college are mainly from nearby villages with rural background and there are some students who are not able to pay the admission fees due to unfavorable financial condition of their families. To help these needy students, the college has **assistance scheme** for this purpose.

The Practice:

One of the best culture and practices of our college is to extend financial assistance to needy students from poor student fund in all sessions. Sometimes, faculty members voluntarily extend financial aid to needy students from their own pockets. Our college has a financial assistance program for orphans and students from underprivileged sections of society. At the beginning of the session, applications are invited from students who are orphans or from underprivileged sections of the society for awarding scholarships. The concerned students have to fill the application form and submit the required documents like BPL card, ration card, income certificate duly issued by Gram Panchayat Pradhan, admission fee receipt, etc. to the college principal. After verifying the genuineness of the student's claim, the student does not have to pay this fee at the time of re-admission and filling the examination form. In this way, this fee is waived off during the re-admission and examination form filling of the students.

This fee is refunded by the college to the student in cash if the student chooses to withdraw in cash.

Furthermore, the Government of West Bengal has a scholarship program for Scheduled Castes, Scheduled Tribes, Other Backward Classes, and Minority Communities or meritorious students or women students. To avail such scholarship, students have to fill the prescribed application form and submit the duly filled application along with necessary documents to the principal of the college so that the scholarship is forwarded to the concerned government department for processing and release.

Evidence of the success:

Financial assistance provided by faculty members, college and the government acts as a good motivation to encourage students from economically weaker sections of the society to study hard and pursue their dreams. Many students have benefited from such assistance. It proves to be very beneficial for the hardworking students whose family members cannot pay the fees due to their adverse financial condition.

Problem encountered and resources required:

Identifying students from financially weak families is a very difficult task. Some students hesitate to reveal their family's financial situation.

Best Practice 2**Title: Clean and Green Campus****Context:**

The college campus is spread over 6.66 acres of which 52.11% is open space. Grasslands and vegetated areas cover 7% of the campus. The garden area covers 2.71% of the campus. The institution promotes environmental awareness among students, teachers and local residents and takes initiatives such as minimum use of plastic, switching off lights/fans, waste management and maintaining a clean campus.

Objectives:

The main objectives are:

- a. Organizing and promoting environmental awareness and environmental sustainability programs in the college and surrounding areas.
- b. Protecting and conserving environmental systems and resources within the campus.
- c. Plantation of perennial, seasonal and medicinal plants in the campus.
- d. Making the campus tobacco and plastic free and looking at proper disposal of various wastes.
- e. Encouraging use of alternative sources of energy.
- f. Reducing the use of paper in administration.
- g. Promoting the use of organic fertilizers in campus gardens.

The Practice:

- a. Various species of medicinal and seasonal plants are planted and maintained in the college campus. Plantation drives are organized to involve the students.
- b. Solar energy panels have been installed and are being used to run pumps for drinking water and lights.
- c. Tube lights and bulbs have been replaced with CFL and LED tube lights or bulbs.
- d. Campus plants are irrigated without wasting water and rainwater is harvested.
- e. A separate unit has been set up for biodegradable waste management.
- f. Dustbins are segregated for biodegradable, plastic and hazardous waste.
- g. The college has been declared as "Plastic Free Zone" and "Tobacco Free Zone".
- h. Celebrating World Environment Day and promoting awareness.
- i. Arrangements for environmental field visits.
- j. Adoption of e-governance policy.

Evidence of Success:

The green campus concept adopted by the college has not only helped in conserving the environment but also in beautifying the campus. Environmental awareness has increased among students. The amount of tobacco and pan masala chewing has been greatly reduced. Installing LED tube lights and bulbs has gradually reduced electricity consumption. Water from the harvesting unit is used for irrigation of plants. Ban on plastic materials along with proper disposal of waste has made the campus clean and green. Digitalization has reduced the use of paper.

Problems Encountered and Resource Required:

Due to financial constraints, it is not possible to appoint a caretaker for the regular maintenance of the college. So, government initiative is needed. Occasional power outages force college authorities to use diesel powered generator leading to air pollution.

Notes:

Environmental awareness slogans are displayed on the campus to successfully promote the green campaign. The use of paper cups and plates is encouraged and the use of plastic bags and plastic tea cups is prohibited. Paperless communication and correspondence are practiced regularly. Communication is encouraged through email, e-notice board and social media.