

# **Best Practices I**

1. **Title of the Practice:** Total Women Security

2. **Objectives of the Practice:**

- To provide an environment by organizing awareness programmes to enable the students to realize their full potential for learning and solving their problems independently.
- To empower them to defend and protect themselves independently.
- To provide Mental & Physical Health Care.
- To provide security in different aspects associated with their lives.
- To provide them basic/foundational knowledge on legal and constitutional rights.

3. **The Context**

- Since, the girl's students of the college constitute more than 60%, all efforts are being taken for their upliftment. Moreover, majority of them come from rural areas, where miserable conditions of utter poverty, illiteracy, ill-health and superstition take hold of their lives. Thus they are doubly affected by the backwardness and discrimination. So, the college has resolved to take up the cause of Girl Students as well as for the women staff of the college too.
- Illiteracy of parents led College to take them as target group for their empowerment.
- Economic backwardness of parents led the college to take initiatives for economic sustainability of girl students.
- Existence of social evil practices has led the College to take special initiatives to liberate them.

4. **The Practice:**

- The IQAC of the college has reserved permanent provision for Women Cell, which is constituted by all the Teaching and Non-Teaching Women Staff of the college with the elected Girls Common Room Secretary as an Ex-Officio member. Under the supervision of the Cell regular monitoring and reporting are being carried out concerning the issues related to security, personal inconveniences of the girl students as well as women staff. The cell organises Workshops/Seminars/Webinars for women community of the college regarding Gender Sensitization, Legal provisions for protection of Women, Health and Sanitization of women and also other issues relating to overall development of the women community.
- The college has a NSS unit, where Girls student are encouraged to take active role in all the programs and activities of the Unit.

- The college has an Anti-Ragging Squad headed by the Head of the Institution and teaching and non-teaching staff including female members. The Squad pay special attention so that no any girls student may victimized from ragging.
- The college has a Grievance Redressal Cell to receive complaints from working Staff and students relating to any kind of discrepancies.

**6. Measures initiated for total women security:**

Women safety in the college campus is a serious concern and to make it more fruitful a Women Cell has been constituted in the college with the following members-

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|---|--------------------|
| 1. Dr. Anuradha Chaudhuri   | Convener           |
| 2. Dr. Nibedita Nath  | Asstt. Convener    |
| 3. Dr. Sabnam Hazarika  | Executive Member   |
| 4. Dr. Mousumi Nath   | Executive Member   |
| 5. Mrs. Rupmala Hojai   | Executive Member   |
| 6. Mrs Swapna Dey   | Executive Member   |
| 7. Secretary of Girls Common Room   | Ex- Officio Member |
| 8. Mrs. N.A.Mazumder  | Member             |
| 9. Mrs. Suparna Nandi Kar   | Member             |
| 10. Mrs. Kakali Chakravarty   | Member             |
| 11. Mrs. Anjumani Sarma   | Member             |
| 12. Mrs. Basana Paul  | Member             |
| 13. Miss. Binata Paul   | Member             |
| 14. Mrs. Dipika Som   | Member             |
| 15. Mrs. Bhadreswari Bordoloi   | Member             |
| 16. All Ad-hock women employees appointed by the Authority from time to time. |                    |

Moreover few steps have been taken to make the campus safe and secure for the Girls-

1. CCTV Cameras have been installed in the Central Library, office, class rooms and in the different corners of the college to make campus secure for everyone.
2. The College has a Grievance Redressal Cell to receive complains from students and employees relating to their rights and justice in the college campus. The Cell maintains a drop box to receive and redress any kind of complains. Members of the Cell are as follows
  - i. Prof. Dimbeswar Kalita Convener

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|------|-----------------------|-----------------|
| ii.  | Mr. Mukul Barthakur   | Asstt. Convener |
| iii. | Mrs. Nahim A. Maumder | Member          |
| iv.  | Mr. P.S. Kar          | Member          |
| v.   | Mr. P. Sarkar         | Member          |
3. A Discipline Maintenance Committee has also been constituted to maintain the discipline in the college campus. The committee makes aware the students about the duties and responsibilities of the students. It has been constituted with the following members.
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|------|-------------------------|-----------------|
| i.   | Dr. Anil Kumar Saikia   | Convener        |
| ii.  | Dr. Iftikar Hussain     | Asstt. Convener |
| iii. | Mrs. Nahim Mazumdar     | Member          |
| iv.  | Mrs. Kakali Chakraborty | Member          |
| v.   | Mrs. Paritosh Sarkar    | Member          |
| vi.  | Mrs. Moloy Das          | Member          |
| vii. | Miss. Binata Paul       | Member          |
4. Women Cell had organized an awareness program on Gender Sensitization on 6<sup>th</sup> March 2019 in the college campus.
5. Women Cell had organized Regional Level Webinar on Gender Sensitization and Legal Provisions for Women Security in Work Place and Educational Institutions on 8/11/2020.
6. Ragging as we all know is social interaction between seniors and juniors in schools and colleges. An interaction which can take very brutal, inhuman and anti-social form at time. To prevent ragging in the college campus an Anti- Ragging Squad is form as per the Verdict of Supreme Court and UGC Regulation on curbing the menace of ragging in Higher Educational Institution, 2009 with the following members.
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|------|-----------------------|----------|
| i.   | Dr. Sirajul Islam     | Chairman |
| ii.  | Dr. Anil Kumar Saikia | Convener |
| iii. | Mrs. Suparna Nath     | Member   |
| iv.  | Dr. Iftikhar Hussain  | Member   |
| v.   | Mr. K.T.Meteeci       | Member   |
| vi.  | Mr. Moloy Das         | Member   |
| vii. | Mr. Ashok Roy         | Member   |

- viii. Miss. Binata Paul Member
- ix. President, Students' Association Member
- x. Vice-President, Students' Association Member
- xi. General Secretary, Students' Association Member
- xii. Secretary, Girls Common Room, Students' Association, Member



## Best Practices II

1. **Title of the practice: Mentorship**
2. **Goal:**

In recent years, Mentoring System has emerged as a strong response to the plight of students at-risk. Lanka Mahavidyalaya has been practicing mentorship since long from the formation of IQAC, on 2007. It offers a highly-efficient Mentoring system through which a group of students consisting of 35-50 students are assigned to a faculty member at the commencement of the program. Mentors meet their students and guide them with their studies and extra-curricular activities. They also provide advices relating to selection of major, career guidance and personal problems. The mentors act as guides to the students during their

preparation for examinations and projects related activity. The mentoring system ensures that the students adapt to the dynamic learning environment and lead their ways into highly successful careers. Mentoring relationships involve the provision of career, social, and emotional support in a safe setting for self-exploration that results in positive academic and personal outcomes for students.

### **3. Functions performed by the Mentors:**

- a. Mentors are assigned to monitor and guide students all through the three years.
- b. Mentors coordinate with the parents regarding the progress of the students.
- c. Mentors communicate with fellow faculty and promote mentees at the time of difficulty / opportunity to help them develop further in their areas of interest.
- d. Initiate administrative help to students (when necessary).
- e. Give a detailed report of the mentoring system to the Head of the Institute time to time.

A Mentorship and Feedback Monitoring Cell had been formed in the college with the following members to look after the matters related to the progress and success of mentorship system in the college after the accreditation of the college for 2<sup>nd</sup> Cycle.

• Dr. Anuradha Choudhari	Coordinator
• Dr. Iftikhar Hussain	Jt. Coordinator
• Mr. Amal Bhowmick	Member
• Mrs.S.N.Kar	Member
• Mr. Moloy Das	Member
• Mr. Mukul Borthakur	Member
• Mr. Paritosh Sarkar	Member
• Mr. Gobinda Dey	Member
• Ms. Susmita Singh	Member
• Ms.Binata Paul	Member

The Mentorship and Feedback Monitoring Cell of the Institute discusses the mentoring related issues at least twice in a semester and revises or upgrade the system if necessary.