

# **MENTORING SYSTEM FOR STUDENTS**

## **1. Objective of the Practice**

To minimize dropouts, improve performance and reduce stress of the students through personal counseling

## **2. Need Addressed and the Context**

Students undergo various problems of stress- personal, academic, physical, mental. Dental education is a time bound course with time limitations to complete your work especially during the first two years. Students are new to professional college life and the demands of education; create a lot of stress, especially to hostel students who are away from family for the first time. Also, in the economically weaker students and students from educationally weak background, this creates a lot of complex and do not perform well due to inhibitions. Statistics reveal increasing number of suicides and dropouts. Considering the student-teacher ratio in classrooms, it is impossible at times to give personal attention to students in class. One solution therefore is a 'Mentor' who can form the bond with students in the true sense. Mentoring is required for students to achieve emotional stability and to promote clarity in thinking and decision making for overall progress.

## **3. The Practice**

The practice is that of creating an efficient mentor-ward system. Each teacher is assigned 8-10 students for the complete duration of their study. They meet at least once a week to discuss, clarify and primarily to share various problems which may be personal, domestic, academic, etc.

The mentors encourage the students to participate in co-curricular and extra-curricular activities and sports. Their academic performance and other activities are all recorded. Students should inform their mentors on all their movements like their absence from college, sickness or leave the hostel for home or for shopping or any other activities. The mentors also keep in touch with the parents on their attendance, test performance, fee payment, examinations etc. The teacher is equipped with all the necessary information about his/her wards on a file. The teacher involves local guardians and parents as well, whenever necessary for any advice or help. At the end of every month the mentors prepare a report of their mentees progress.

The mentors also counsel the students in need of emotional problems. When the students have any problem in any department either with the staff or with work completion the mentors speak with the respective staff and sorts out the problem. Mentors take special care of Slow learners, who are given advice on how to study, prepare a time table for study and clarify the doubts and also given notes to study. The mentors of every batch are advised by a mentor head. The mentor head meet his staffs once a month and get the report of the progress and achievements of students and complaints of and by the students. These complaints are discussed with the Principal and necessary action taken to rectify the complaints.

#### **4. Evidence of Success**

It is needless to say that a mentor gets the job satisfaction. Evidence of success of the practice includes university ranks, better results in the examinations, more regular attendance, less drop outs, increased participation in co-curricular and extra-curricular activities, better discipline on campus and respectful relationship between teachers and students. The students are more relaxed and have a healthy relationship with the staffs.

## **5. Limitations & Resources**

This practice requires well-committed teaching staff who have the desire to help students beyond teaching hours. There are no limitations or constraints faced during implementing the program.

# **RESEARCH CULTURE AMONG UNDERGRADUATE STUDENTS**

## **1. Objective of the Practice**

To inculcate research culture among undergraduate students

## **2. Need Addressed and the Context**

There is a need to use this provision towards student development. Students need to be encouraged to take up research activities, which will help them to go beyond the curriculum and prescribed syllabi. This enables them the usage of internet and information and communication technology (ICT) enabled facilities and other facilities available in the college or in the sister colleges to further their inquisitiveness and creative abilities. In other words, the need is to optimize student research potential with the inculcation of evidence based dentistry.

## **3. The Practice**

The students entering the second year are made to enroll in **NPTEL** course of Introduction to research, and the Health Research Fundamentals during the third year to introduce them to research and develop interest in it. From the first year onwards students are encouraged to participate in research. During the orientation program, the students are given an overview of the research activities in the college and how it can shape their future. Any student can approach for participation with any staff. The college provides with free internet facility to research on the topics and review of literature. The research lab at the college, medical college and engineering college are open for the students to perform their research work. Monetary help is provided to

the students for the purchase of consumables for research activities. Publication cost of students' research is borne by the college.

#### **4. Evidence of Success**

Students' are very enthusiastic about it; and utilize the facilities for research. This is evident by the number of research proposals which are presented before the research committee and Institutional ethics committee and the number of student publications which are brought forward in the recent past. The introduction to research and ...students have cleared the Health Research Fundamentals. Ms Aswini Chandra secured the gold medal and was declared as one of the 5 top students appearing for the exam. students cleared in the elite group with distinction.

#### **5. Limitations & Resources**

The College has a computer centre, research lab at the college, and medical college and internet facilities. The recurring expenditure of consumables and publications is met from the college funds.

# **FACULTY / STAFF PERFORMANCE APPRAISAL**

## **1. Objectives**

To develop staff-competencies and self improvement through performance appraisal

## **2. Need Addressed & The Context**

Teacher development is not taken seriously because the feedback of stakeholders is seldom obtained. The need addressed, therefore is to provide teachers an opportunity to look at themselves through the eyes of learners. The practice addresses the need to make pedagogy optimally effective and to streamline administrative functions to become more efficient.

## **3. The practice**

Every teacher is evaluated by students based on punctuality, teaching methods, interest in teaching, ability to teach and make classes interesting (theory and practical) and evaluate properly and give feedback, up gradation of knowledge, response to student problems, mentoring, participation and co-operation in organizing co-curricular and extra curricular activities, etc. Self-appraisals, peer appraisals and student appraisals of the performance of faculty and non-teaching staff are made with the use of instruments developed for the purpose (questionnaires) physically or through Google forms. The results obtained from a meticulous analysis and interpretation of feedback is quantified for histogrammic display. The Principal of the college discusses the results of the student evaluation of each teacher by meeting the teacher and discussing his/her weaknesses and strengths confidentially. Feedback is given to the assesees confidentially and follow-up strategies are devised accordingly.

#### **4. Evidence of Success**

The results of the evaluation are not used to victimize the teacher but the Principal and other authorities advise the teacher to improve performance. Improvement in the performance of teachers, and awareness of institutional goals among members could be observed. Improvement of teamwork and enhancement of overall performance in every sphere of activity are also evidence of success.

#### **5. Limitations & Resources**

Only Human Resources – Leadership, Questionnaires and computer and staff to analyse data.

## **JAPAR- ACADEMIC PORTAL (LMS)**

### **1. Objective of the Practice**

Provision of educational aids online where ever and whenever the student studies.

### **2. Need Addressed and the Context**

Major share of the time of the teachers in a college is devoted to teaching; and evaluation and there is less time for the teachers to give special attention to the slow learners who need additional help and motivation. Also with the availability of study material online, the students can prepare for the classes ahead so that, the classes can be used to clarify doubts and further explanation and problem solving. The objective of this Learning Management System is to distribute study materials to all students from a central location which would be obtainable and accessible online 24/7. It would be a centralized location for the faculty, student and parents to monitor the progress of attendance, marks and educational content downloads. It would help the institution to maintain records of the students which would be easily track able. Archives of the lectures are available since the inception of the system

### **3. The Practice**

The learning management system is an important learning resource that contains collections of lecture notes, power points presentations, question bank, posters, seminars, videos of procedures, programs organized by the departments and journal articles of staffs and students. The idea was also to provide them with these materials anywhere as long as they are connected to the internet. The students can come prepared for the classes and can clarify their doubts, and the teacher can



discuss problems related to the topic or help evaluate the students understanding. Also the students can download the notes &PPTs and prepare for the exams at anytime and anywhere. Up gradation in the technological functioning of the institution enables the staff to have conducive environment for efficient and effective practice of teaching and learning.

An LMS allows users to easily design and deploy customized course- ware. This feature is especially important when hard topics are in for exams, previous years' materials to be made available, or keeping track of students' progress is significant. Students can no longer say, “no one told me that” or “no one ever gave it to me” and make education very transparent.

#### **4. Evidence of Success**

The student usage of this facility is measured for its effectiveness. The LMS provides a central point for the institution to change information, specifications, requirements, forms, and to allow easy uploading of new content or assignments. Students will access the same training courses and the same evaluation materials. Teachers set predetermined course completion dates and monitor the number of students downloading the course at any given point in time. The LMS also allows teachers to administer updates and evaluations online and assess knowledge levels and abilities.

#### **5. Obstacles faced if any, and Resources required**

A computer with any operating system which has browser Internet connectivity with a minimum speed of 128 mbps. One server with basic features Software-Visual basic run time Manpower - 4 (for power point preparation). The existing software in the library can be modified and used for this purpose.

## **SOCIAL RESPONSIBILITY**

Social responsibility is one of the missions of the college and has been given priority. This is given priority and many programs are carried out with this in mind. Every year programs are organized on World cancer day, Anti Tobacco day, World environment day, Diabetic day, Oral hygiene day, World Health day, Prosthetic day, Oral surgery day, Conservative dentistry day, denture camps, Road safety awareness etc to increase awareness among the public. Lectures, screening in schools, colleges, public etc., skits, miming, and role play in public places, pamphlet distribution in public places, Rallies, road art, marathon are some of the methods used to create awareness. During the floods and cyclone in Chennai relief materials were collected from the staffs and students and distributed to the local people who were affected and lost their properties due to the calamities. Tobacco awareness programs were organized in tribal areas of Kothagiri and Yelagiri hills. The camp at Yelagiri Hills was recorded in the LIMCA book of world records. The students also organized an awareness camp on menstrual hygiene, menstrual and post menstrual problems, and gender harassment at Cheyyar, for the tribal women and children and also distributed free sanitary napkins.

The institution has adopted a school to improve their lifestyle, health, knowledge, nutrition and oral hygiene practices of the people and prevention of general and oral diseases. The objective of Tagore school adoption is oral health promotion and mapping services and to create awareness in oral hygiene maintenance, ill effects of tobacco, excessive usage of refined sugars, preventive dental care, oral health screening and treatment for needed people at free of cost within available resources and oral disease mapping in school.

The school has a morning assembly every Monday where all students gather before classes. We have obtained permission and have utilized this opportunity to speak to the students and staffs on general health, need to have general check up, nutrition, sanitation, common diseases like tuberculosis, dengue, typhoid, food poisoning and their prevention, environmental issues like water conservation, rain water harvesting, prevention of water stagnation, avoid plastics, planting trees and their protection, child abuse, gender harassment are some of the topics covered. This is just to create awareness in general and its necessity.

The school teachers are also taught and trained in the methods to handle emergencies at school and outside. The staff and students collected around 500 old books and donated to the library and also a cupboard to store them. 2 computers and a printer were also donated to the school for students' education. The school Principal was honored during Women's day celebration.

The students were brought to the college to visit the dental exhibition and gifts and snacks were provided. Coloring competition, drawing competition, essay writing were conducted for the students and prizes distributed at various occasions. The school had arranged to go for excursion to visit the zoo, arts village, Dakshin Chitra and our college had provided transportation to the staff and students of the school.

Dedicated and committed staffs and students make the work easy. The staffs and students get satisfaction in organizing these programs. The students develop a sense of public service and develop empathy.