



CAYM Education Trusts

## Siddhant College of Pharmacy

A/P Sudumbare, Talegaon - Chakan Road, Tal: Maval, Dist: Pune -412109

Phone : 02114-661947, Email: [siddhantcollegeofpharmacy@yahoo.in](mailto:siddhantcollegeofpharmacy@yahoo.in), Website: [www.siddhantcop.in](http://www.siddhantcop.in)

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### Best Practice No : 1

#### 1. Title of the Practice

Student Academic Profile card

#### 2. Objectives of the Practice

- Teacher guardian knows every information about student and parents.
- Student only fill student card and data should be authentic.
- College can use information filled by student in various departments like administration, academics, examination, and cultural department.
- Teacher guardian can know the interest of students and encourage them to participate in various curricular and extracurricular activities.
- Teacher guardian can have interaction with parents also.

#### 3. The Context

In this context, teacher guardian can know professions of students family members and can understand about financial status of student. Financial resources of students can give fees clearance idea to institutes. Economical background students are informed by teachers to apply for scholarship like Panjabrao, Govt scholarships, Lila Poonawala scholarships, etc. Teacher guardian can know religious status of students and can respect every religion. Students are aware of religious and admiration about various festivals. Cultural identification can motivate all students to participate in various events of different religions and knows details of every religion.

#### 4. The Practice

All students are allotted to teachers. Small groups are created to teachers and interact with them. Student card is written and maintained by student only every year. Four separate cards are maintained by teacher guardian for each student. Institute and teacher guardian can receive all information in single card only. All information related to students is collected by teacher guardian who includes Name of student,





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class, blood group, religion, mother's name, mobile number; parents contact number, temporary and permanent address, date of admission, type of admission, carrier interest, hobbies, academic performance of last year. Scholarship details, etc. Amount of fees deposited, date of payment, pending fees, concession details if any, signature of accountants data is filled by student under details of fees deposited. Account section has all deposited and pending fees data which is filled by students.

Subject wise attendance record was maintained on monthly basis for each semester by teacher guardian. Also, progress report for internal marks subject wise , day to day in semester assessment , sessional marks are recorded under progress report. Progress of student can be assessed by teacher guardian and can divide students into slow and advanced learners. Chart making activities, self-learning, experiential learning, model making activities, assignments are organized for slow learners for their improvement. GPAT sessions, competitive examination preparation, Value added courses, research projects, seminars and poster / oral presentations are organized for advanced learners. Advanced learners will get enrolled for higher education, marketing jobs, hospital pharmacist, etc.

Parents meet conducted by teacher guardian records are also mentioned which includes issue discussed with parents signature. This meeting has interaction between teacher guardian, parents and students. Parents can get progress of their ward and extra activities conducted in college.

Constraint / Limitation of this practice are time consuming. Students gather together for filling data is quite difficult task for teacher guardian. Students sometimes not submitting students' academic profile cards on given time.

## **5. Evidence of Success**

Student's details about personal, parents, fees, attendance, progress and parent's records data are maintained for every year by teacher guardian. Identification of economically background students is quite simple task and motivates students to apply for various scholarship schemes. Fees details data is ready for account department. Teacher guardian can identify Slow and advanced learners and enrolled them into different tasks for their betterment. Students are having scope for better performance in examination and to get good score. Parents meet has good interaction between parents, students and teacher guardian and parents can knows performance of their ward.

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

Students should present in college to fill records. Virtually not possible to fill cards. Marks and attendance filled by students should be verified by staff. Also fees details written by students should be verified by account department. In pandemic condition teacher guardian meeting and parents meeting are conducted by online mode using



ICT tools like Zoom app, Microsoft team, Google meet, Google form, etc. All data are maintained by teacher guardian and submitted towards academic in charge after each year and two semesters.

*Jogdand*  
Academic In charge

Mrs. Swati Jogdand

## **Best Practice No :2**

### **1. Title of the Practice**

Staff Academy Activity

### **2. Objectives of the Practice**

- Due to this special activity all teaching and nonteaching staff gets together and share their valuable information with each other.
- To boost efficiency & effectiveness of individuals.
- To improve knowledge.
- It is benchmark for other.

### **3. The Context**

- Motivating for the participation.
- Different strategies & encouraging the staff.
- Building an effective communication challenge.
- Time management issue for scheduling.

### **4. The Practice**

As teacher we too learn as we teach this uniqueness where we blend ourselves to the changing need of society & students at large gifted & inborn in teachers. Practice that support motivation competence & self directed learning consistency in work.

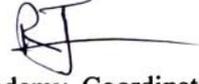
### **5. Evidence of Success**

A teacher feedback form is a necessary tool to help improve teaching practice to help teacher get an idea of the strengths & drawback of the teaching practices. Success of all approach is that all methods based on proven ability. Through feedback, can provide the students with suggestions for development, learning strategies, and corrections for errors. The importance of constructive feedback allows for many positive opportunities. By providing appropriate feedback, the students understand the teacher is genuinely concerned about them and their education.



## 6. Problems Encountered and Resources Required

ICT Tools, Internet, Laptop, Hall, Electricity, e-recourses we required for conducting the practice. This practice is not possible to conducting during internal & external Examination schedule.



Staff Academy Coordinator

Mrs. Pooja Jadhav

