

BEST PRACTICE: 1. GREEN PRACTICE

1) INTRODUCTION:

Educational institutes can play a vital role in the issue relating to environment management since they are the part of the society and cannot be isolated from the environment. Moreover they have the capability and responsibility to inculcate environmental sensitivities in the youth. The scope of the going of green is considerable. It can relate to issues such as ecological concerns, conservation, social responsibility, humanitarian concerns, equality, and sustainability.

2. OBJECTIVES:

1. To create awareness regarding environment and ecosystem amongst the students.
2. To maintain pollution free campus by avoiding tobacco, pan-masala, chewing on the campus. As per the govt. rules and regulations regarding the instructions of tobacco free campus signboards are displayed at various places on the campus.
3. To Use Solar Energy on College Campus by installing Solar panels and replacing usual lights with LEDs.
4. To sensitize the students and staff regarding the use of drinking water properly for which, we have provided purified (RO aqua-guard) drinking water facilities on the campus.
5. To maximize the use of ICT and minimize the use of paper. It will help to go towards 'Paperless Office'.
- x. To use 'Use me' dust bins in the college campus so as to keep college campus clean.
- xi. To protect and natural Flora and Fauna on the campus.
- xii. To maintain green campus, 'Green Audit' is done regularly.

3. The Practice:

Keeping this perspective in mind as an ecologically sensitive and responsible institute, VJRC has implemented green-friendly practices to manage the available resources and has taken steps in environmental conservation and protection in the following ways:

1) Green and Biodiversity friendly campus

Carbon dioxide neutrality is maintained on the campus by maintain different varieties of trees and plants in the campus. The green campus concept offers VJRC to take the lead in redefining its environmental culture and developing new paradigms by creating sustainable solutions to environmental, social and economic needs of the mankind. The college has nurtured number of trees of different variety in the campus. To maintain this greenery, regular maintenance by the trained personals have been practiced. Apart from general greeneries college maintained two special gardens in its campus, viz. herbal plants garden and butterfly garden to sensitize and inculcate awareness about local biodiversity resources.

2) Encouraging Eco-friendly mode of transportation

VJRC students and staffs who are staying in near the college are using bicycle for transportation for reducing both pollution and fuel usage. To encourage this practice college constructed a bicyclestrand within the campus. Authorities also ensured that no vehicles other than bicycle is permitted to enter the campus.

3) Towards Paperless office

The college gives emphasis on paperless office to save carbon footprint due to printers. Reuse of one –side paper printouts is encouraged. Most of the work in the office is paperless, even most of the financial transactions including collection of different fees from the students are now been transferred to online mode thereby reducing a lot of paper works which leads to reduced carbon footprint.

3) Adopting Cleaner Energy Sources

College utilizes number of sustainable means in the energy management in the college in the following ways.

1. College installed solar panel in the roof of its building and the production is linked to the local grid. This practice not only reduces the energy expenditure in considerable amount but also reduces carbon footprint in significant way.
2. Smooth transition from energy hungry incandescent illuminations has been replaced by energy efficient LED units. All new installations are provided with LED while the older ones are replaced by LED. Almost all the college is now LED illuminated.
3. Our college building has eco-friendly construction with large windows and airy rooms and corridors which leads to and minimal use of fans and of light on the day time.
4. We ensure that all electrical and electronic equipment such as computer are switched off when not in use and are generally confirmed in power saving and standby mode and encourage and aware the student and staff regarding to switch off the electricity when not necessary.

4) Ecofriendly waste management

College emphasis on reducing the generation of waste material and its proper disposal in the campus through the philosophy of reuse, reduce and recycle (3 r's philosophy). A prudent approach is adopted in the generation, collection, segregation, disposal of wastes. The generated waste are effectively disposed of by the college to make the campus clean and healthy. There are different ways adopted by the college to manage these wastes. They include:

Eco-friendly canteen

The college canteen serves freshly cooked local Eco foods and discourages the distribution and sales of packaged food materials. No disposables items like paper plates etc. are used and foods are served in reusable dishware to reduce footprint. In canteen and in other places in the campus college installed RO drinking water dispensers to encourage the students and staffs to bring their own bottles for refilling than using the disposable ones.

Solid Waste

The major solid waste materials generated in the college includes food waste, plastic and papers. The food and plastic wastes from the campus are collected by placing waste bins at various locations in the campus. The collected wastes are segregated into bio-degradable and non-bio-degradable wastes and biodegradable wastes are further processed in a vermicomposting unit in the campus with the firm endeavor of promoting recycling of waste and the manure is utilized in the campus garden. Non-biodegradable materials are disposed in proper way to the facilities of local municipal authority.

Liquid Waste

The major liquid waste includes effluents from toilets and the laboratories. The toilets wastes are disposed in the municipal sewerage conduit as per Govt. rule. The college following Good Laboratory Practices to ensure the safety of the personnel and adheres to a strict protocol of liquid waste disposal in its laboratories. Indiscriminate use of chemicals is discouraged during practical classes and laboratory liquid chemical waste are safely disposed off.

E-Waste

E-waste can cause damage to human health as also the environment. To reduce this impact electronic goods are used at its optimum level by proper up gradation and maintenance. E- Waste generated in the campus are collected in e- waste box placed in campus and properly disposed by Govt. certified agencies.

5) Green Management implementation and validation

The aims of green management are to carry out activities suitable for environment, to protect environment and to provide a perpetual development in aims, visions, targets, and functions toward development of healthy environment.

College authorities always tries to improve on this aspect. To assess our current position and set future goal college authorities decided to judge itself in the eye of external agency.

Green auditing promotes financial savings through reduction of resource use and gives an opportunity for the development of ownership, personal and social responsibility for the students and staffs. Thus, it is imperative that the college evaluates its own contributions toward a sustainable future through it.

To enhance the overall environmental performance college thought it is necessary to conduct regular green audit in college campus by Govt. authorized external auditing agency.

6) Restoration of Ecosystem in the Sundarbans after massive destruction by super-cyclone “Amphan” in collaboration with Nature Mate Nature Club, a Project titled “Ecosystem Restoration in Sunderban”. It has started in the month of May and still an ongoing process. Students and faculties of our college are restoring ponds in sundarban which were destroyed by saline water from during the super-cyclone.

4. Challenges: The only challenge we had to face for the Green practices to run smoothly was lack of man power during lockdown as many teachers, and staff and all the students were absent.





2. TITLE: Strong Multilayer Feedback System

OBJECTIVES:

- To strive for better performance with the aid of constructive criticism from the stakeholders at all levels.
- To enable keeping the teachers, authorities as well as the management at track regarding their performances.
- To receive new and improvised strategies from the stakeholders regarding teaching-learning as well as administrative methods.

CONTEXT:

The practice of feedback system facilitates the culture of self-assessment as well as helps to clarify how the good performance of an institution ought to be in compliance with the needs and interests of the stakeholders. There is a long need to make better orientations of the college, which seemed to be impossible without the valuable advice of the beneficiaries, the students, the parents, the alumni, and the teachers.

THE PRACTICE:

The college has developed a comprehensive and effective online feedback system on all aspects of college life (academic, hostel, administration, library, etc). The outgoing students of UG courses are made to compulsorily fill the feedback form online. All concerned individuals are given a report prepared on the basis of the feedback. The confidentiality of the whole process is scrupulously maintained. The IQAC has been successful in strengthening and revising the existing feedback practice. In the academic session 2019-2020, feedback forms were revised and structured the questionnaire according to NAAC guidelines. In the session 2019-2020, feedback form for Teacher's Self-appraisal was introduced to collect their views and ideas for the development of themselves as well as the institution. The IQAC takes initiative through the active involvement of the departments for collection of feedback from all the stakeholders, such as students, parents, alumni etc.

The Institution has devised & implemented Feedback regarding environment of the college on such aspects as:

- Curriculum
- Classes and other teaching aspects of Teachers
- Class Room Interaction
- Laboratory
- Examination
- Library
- College Office
- Extracurricular activities
- Administration
- Canteen, Common Room & Sanitary system
- Strengths & Weaknesses of the Department
- Suggestions for development of the college
- Expectation of the students from filled up Feedback form

Teachers are asked to give their opinions on the self-analysing aspects on themselves, opportunities for upgrading skills, ICT facilities for teaching, availability of study materials, and maintenance of washrooms. The alumni also contribute to the feedback system by pointing out how the college education in terms of its syllabus, curriculum and co-curricular activities has helped them achieve their desired position in which they are today.

EVIDANCE OF SUCCESS:

The feedback received from teachers, alumni, students and their parents constitute an essential input in the decision-making process of the college going forward. Therefore, once the collection of feedback is over, a **Student Satisfaction Survey** report is prepared and analyzed by the IQAC and a final report is prepared detailing the various responses received for each category of respondents. The final report is shared with the Principal and the various administrative bodies functioning in the college, in particular, the College Governing Body and is finally uploaded in the College Website. On analyzing the feedback of the students, parents and alumni, the following issues were successfully implemented.

1. High speed internet connectivity through free wifi in campus.
2. Orientation Programme of 1st Sem students with regard to their syllabi, program as well as course outcome.
3. Installation of more purified drinking water facilities.
4. Opening up of UGC-sponsored certificate/value added courses in Journalism, News anchoring, Communicative English, Cyber security, Community Health Care etc
5. Purchase of more books for Central Library departmental Book Bank.
6. Enhancement of security through installation of CCTV cameras across the college campus. 7. Improvement of subsidised canteen facilities, and so on.

CHALLENGES:

The first challenge that cropped up is to motivate the students to understand the importance of filling up these feedback forms. But once the Principal and the teachers took attempts to apprise the students about the rationale behind filling up the feedback form, it was easier to collect their feedback.

Resources required: The practice involved all the stakeholders, IQAC members, the management, and the financial assistance received from the college as resources.

3. TITLE: **Beyond the Curriculum: Community Service Goal**

1) INTRODUCTION:

Community Service is a form of experiential learning where learning occurs through a cycle of action and reflection as students seek to achieve real objectives for the community and deeper understanding and skills for themselves. In the process, students link personal and social development with academic and cognitive development. Thus experience enhances understanding; understanding leads to more effective action.

In an age of challenging public discourse and increased pressure for educational accountability, our society is in a period of dramatic change with the world wide outbreak of COVID-19 pandemic which has shifted the society into a forced isolation. But with its inception firmly rooted by and for the up-liftment of the refugees from Bangladesh, Vijaygarh Jyotish Ray College has never slowed down in the Community Services Activity throughout the year, more so in lockdown situations. Therefore, investing in the betterment of our immediate environments is good for both the community and the students and faculty of our College.

2) OBJECTIVES: Higher Educational institutions are primarily teaching-learning oriented, but this process remains incomplete without an active schedule of social welfare for which a consistent practice is necessary. The NSS unit, NCC unit, and the Students' Union have been working to promote community services and health-awareness programmes in various ways. The objective of the practice is:

- To improve the quality of teaching/learning in the College by bridging the gap between theory and practice through community engagement.
- To encourage students to actively participate in **field-based activities** outside their academic domain.
- To **empower the underprivileged sections** of society for their sustainable development.
- To **motivate the students** effectively for **prompt initiatives** to address the unprecedented **natural disasters** like flood, cyclones etc.
- Greater interpersonal development, particularly the ability to work well with others, and build leadership and communication skills.
- Improved social responsibility and citizenship skills
- Greater involvement in community service after graduation
- Improved institutional commitment to the curriculum and society

3) CONTEXT: In this present situation, it is very difficult to find a person who had a holistic development with appropriate educational, personal and social values. The number and impact of such morally deprived individuals are immense in the society which is very alarming. Unless a correctional measure is taken for these individuals at a young age, and what a better option than the educational institution they attend arrange some programmes and means to develop their social and moral value as well as education. For the attainment of holistic development goal, VJRC has adopted a strong community serving attitude for its students, teachers and staff.

4) THE PRACTICE: An important plan every year involves the community service activities undertaken by the college to give back to society from which we receive so many resources. The NSS unit of the college in collaboration with the Garia Sohomormi Society, distributed clothes to the needy on 28/09/19 just before Durga Puja in the slum area near Dhalai Bridge, Garia. An eye screening camp was organised by the NSS of VJRC on 15/12/19 in the same area. VJRC also joined the fight against Corona virus. It prepared 200 bottles of alcohol based hand sanitizer as per WHO formulation and distributed it among the local poor who were unable to afford

high priced sanitizer in this critical pandemic situation. In its continued efforts to help people fight against Covid-19, the college distributed protective masks manufactured by an NGO to local people. VJRC continued its campaign against Covid and donated PPE to Baruipur Superspeciality Hospital (South 24 Paraganas) on 22/04/20. PPE suits were handed over to Dr. Achintya Gayen (super) and Mrs. Banani Halder (Deputy Nursing Super). In order to boost the morale of the people during the lockdown period, students, teachers and alumni of the Department of Microbiology along with the principal made an inspirational video called “Alor Pothojatri”.

5) Evidence of Success: The College inspires students for becoming aware of the very concept of “**community services**” theoretically and motivate them towards bringing them into practice.

- Blood donation camps by NSS Unit
- HIV awareness Programme on 13/08/2019
- National Yoga day celebration to promote healthy lifestyle in society
- Blood pressure check-up camp by NSS Unit
- Eye check camp by NSS Unit
- Thalassemia Awareness Programme organized by Department of History on 13.11.2019
- National Youth Day (Birthday Celebration of Swami Vivekananda) Rally on 12.01.2020 by NCC Unit
- Vijaygarh Jyotish Ray College and Kolkata Police Central Division organized the "**I-Manthan**" competition to promote "Innovative ideas for Safe Kolkata” at The Bengal Chamber of Commerce on 23.01.2020
- **Anti Corona Campaign:** During lockdown across the nation due to Covid19 pandemic, it's time to stand by the side of the people in need. So, VJRC distributed protective masks and sanitizers manufactured by an NGO to local poor. PPE is also distributed in hospitals by the college.
- VJRC is continuing their **Anti Corona Campaign.PPE** was given to Baruipur Super Speciality Hospital(24 Pgs,S) on 22.4.2020. PPE was handed over to Dr. Achintya Gayen (Super) & Mrs. Banani Halder (Deputy Nursing Super).
- Mental Health during lockdown: To strengthen the mental health of people in the lockdown period, students, alumni and teachers of the Department of Microbiology along with the Principal made an inspirational video called "Alor Pathojatri"
- **Super cyclone” Amphan”**, has left VJRC partially devastated by wind speeds that went up to 160 kilometers per hour, on 20.05.2020. The destruction resulted in broken electric poles and several trees have fallen in very dangerous way on some neighbouring houses of the college. VJRC has helped removal of those fallen trees and given electricity supply by generator connection from the college to those houses affected by **Amphan**.
- Also during lockdown, VJRC has bought and given rice, daal, oil and some other groceries to a local help group called “Dakshin Kolkata Vivek”, who were cooking and distributing food to the local underprivileged people.
- During lockdown, VJRC has distributed Sanitary napkins to the women in the local community for their convenience.

CHALLENGES: The only challenge we had to face for the community services was lack of man power during lockdown as many teachers, and staff and all the students were absent.



Making and distribution of sanitizers for distribution among local community and Kolkata Police



Distribution of Sanitary napkins among local community



Distribution of PPE kit to Baruipur Hospital



“Amphan” relief work by Vijaygarh Jyotish Ray College



Extending help to the neighbouring houses to remove fallen trees by “Amphan”



Distribution of free sim card with unlimited data pack to our students