



Best Practices

(Addition of 'Perspective Class' as one of the college Best Practices)

1. Attendance and Contact Hours Deficit Makeup

Keeping in tune with recommendations of the National Assessment and Accreditation Council, (NAAC), as a starting point the college has initiated a “best practice” in the area of maintaining strict attendance and ensuring that Contact Hours are recovered by absentees so that they are eligible for the specified Credits. Understanding that excellent attendance will automatically impact the overall performance of the student, recovery of lost contact hours are effectively worked out. Here, in lieu of fine impositions and simply accepting leave applications, students are assigned comprehensive exercises by the concerned teachers. With this deficit recovery system in place we have seen marked improvements. The college awards a prize and certificate to the highest attendance scorer every semester, with the condition that they should have a minimum of 90%. As such, the college has adopted stringent and innovative measures to maintain high attendance as one of its best practices. To accomplish this objective, the following modalities are being implemented.

- Monthly attendance and cumulative attendance shall be put up in the notice board by the first week of every month.
- Names of students having attendance below 80% shall be shaded. This shall be considered as the first or subsequent warning as the case may be.
- The students having less than the requisite percentage of attendance by the second month of the semester shall be ask to make up during the third month of the semester either through library hours, assignments, unit test, question answer discussion method, project works presentation etc or other course work. The concern Assistant professor shall provide the makeup plan.
- If the makeup is not completed by the end of the third month a written warning shall be issued by the first week of the fourth month of the semester. This shall be the last chance for makeup during the subsequent last month (fifth month) left before end semester exam.
- Students failing to reach the minimum attendance or makeup adequate attendance even after this may not be allowed to sit for the end semester exam.

- The Office will prepare monthly attendance and contact hour's deficit statement separately.
- Students who have contact hour's deficit will be required to make up the deficit with imposition of penalty.
- Each student shall have to take clearance from all concerned Departments and clear all dues, if any, before he/she is allowed to sit for the end semester exam.

To accomplish the task of achieving good attendance and to encourage this trend, the College provides the following awards to the best attendance achievers:

Sl.	Name of the award	Category
1	Star Attendance Awards (Citation)	To every student in every class reaching 90% or above in attendance during the semester.
2	Best Star Attendance Awards (Citation)	To one student during the semester from each class with the highest attendance subject to reaching the minimum of 90%.
3	Champion Star Attendance Award (Citation + Rs 500)	Best attendance from combined attendance from I to V semester to be awarded to a VI semester student subject to reaching the minimum of 90%

Following is the reproduction of January 2018 attendance record of Semester III. Only the record of three subjects has been displayed here:

Sl	ID No.	Name of the Students	History			Sociology			Political Science		
			Total no. of classes attended out of 19	%	CHD	Total no. of classes attended out of 20	%	CHD	Total no. of classes attended out of 14	%	CHD
1	1701001	Obed Awomi	14	73.7	2	13	65	3	10	71	2
2	1701002	Shaophen Manhahu				14	70	2	10	71	2
3	1701095	Iloka Yeptho	15	78.9	1				10	71	2
4	1701097	Renathung C Murry	18	94.7		18	90		14	100	
5	1701100	Sangu L Godfrey	16	84.2		13	65	3	14	100	
6	1701101	Lumtsula Yimchunger	18	94.7		18	90		14	100	
7	1701102	Ansar Ali	14	73.7	2				14	100	
8	1701103	Khekivi S				15	75	1	12	86	
9	1701104	Kotsile				14	70	2	13	93	
#	1701107	Khumronglila L. Sangtam	18	94.7		18	90		10	71	2

* Attendance below the min requisite of 80% is shaded. They should improve their attendance.

* A Certificate will be given to students who attain 90% and above and the topper will be awarded a prize.

* Note: If any errors found, report to the Principal's office within three days.

* CHD: Contact Hour Deficit

With the team of committed faculty members, contact hour deficit has been efficiently worked out each semester allowing each student to write their end semester examinations. The role of both the faculty and the student are involved in this success, firstly the students writes their exams because of their efforts and hard labour in making up the deficits, secondly the faculty members who takes additional responsibility in filling those deficits. So far none of the students has been debarred from writing their end semester exams due to want of attendance requirements.

2. Perspective Class

The concept and implementation of *Perspective Class* in C-Edge College has been introduced since 2013-14, within a year from the start of the College itself. From the time of its inception, it was envisaged to offer something different, a value added knowledge for our students, and one of the College “*Best Practices*”.

This is a unique form of class lecture in an interactive format, designed by the College. The topics are open and wide ranging. The talks would not be based on the text book or syllabus per se, but it would generally be on the scope and concept of the subject matter, to provide a broader view by presenting ideas and materials from outside the scope of the text book or syllabus.

A *Perspective* is a way of looking at the same object or subject from a different angle, to get a better understanding. For example, if one bends his knees and looks at a table from exactly the same height as the table, he/she would see its legs and the one inch thickness of the table top. One would also know its length but not its depth. By standing upright, we could see its depth. Again if we look down directly from above, we would see only its top. The thickness and height of the table would disappear. Same table, but three different descriptions could be given - Three different perspectives.

A *Perspective Class*, by definition would look at the subject matter from a different perspective by presenting a broader picture of the subject matter. This gives a deeper and better understanding of the subject to the students, and enables them to better master the same. It will also teach them the applicability of the subject and its impact in the real world. The *Perspective Class* would also teach students how to make a connection between the theory and the practical.

For those who already have a good academic grade, the *Perspective Class* challenges the students to a higher level of understanding. For those who are struggling, it helps them to get a better grasp of the subject. For those who think that the subject has little or no relevance in life, the *Perspective Class* challenges them with a motivation to think otherwise.

On any subject matter, a specific text book or the syllabus may not be able to cover all different perspectives due to the nature of limited academic time available. But the objective is to equip the student to learn to do their own perspective studies and understanding. This is the true essence of education.

The *Perspective Class* is part of the repertoire set of skills that the College strives, to produce a cutting edge mind-set of their graduates, and to make them useful and productive citizens of the society.

Case Study (example for a Perspective Class):

US-China Trade war

Why is there a US-China trade war? It has been started presumably on the premise of the \$350 US billion dollar trade deficit/surplus between the US and China. The issue is much deeper and complex than that alone. It involves the whole gamut of geo-politics, including culture, history, trade, technology, military, international relations and much more. Its outcome is likely to define the world order of the 21st Century. A world defining event within our lifetimes.