



St. Albert's College (Autonomous) | Ernakulam

BEST
PRACTICES- I

Drishti – “Drive for the Digital”

2019-20



It was on August 20, 2014 that Prime Minister Shri. Narendra Modi gave approval for Digital India, a flagship programme of the Government of India with a vision to transform India into a digitally empowered society and knowledge economy. St. Albert's College (Autonomous) has always considered digitalization as one of the prerogatives in institutional development, and initiated its digitalization process in the same year, starting off with admissions. The College Management has given priority to the vision of the National Mission on Education through ICT (NMEICT) to leverage the potential of ICT, in teaching and learning processes for the benefit of all learners. Keeping up with Kochi evolving as a smart city, St. Albert's College (Autonomous) also aims at becoming smart, beginning with educational initiatives and then spreading to other aspects too.

Title of the Practice: Drishti – “Drive for the Digital”

Objectives of the Practice:

- To align ourselves with the national mission - 'Digital India'.
- To develop an in-house ERP Solution.
- To develop a tailor-made E-learning platform for St. Albert's College.
- To enable blended learning.
- To impart technology based education to students.
- To enhance the digital infrastructure of the campus, to promote online learning.
- To design and create a full-fledged examination module incorporating the processes from question bank creation till grade card generation.
- To transform the college to a paperless campus.
- To expand the e-governance practices in the campus.
- To digitalize the various processes of the College to enhance transparency and avoid duplication.
- To improve the digital literacy and digital skills of the students.

The Context:

St. Albert's College has always considered nation building as one of its missions and hence the Digital India Programme was given priority in its Institutional Development Plan. The management and IQAC of the College have taken special attention to bring in state-of-the-art facilities to equip the college to be digitally smart in every aspect including educational services, management information system, digital documentation for paperless office, examinations etc., to name a few. The College has been in the forefront in

equipping the teaching and student communities with updated skills in the realm of information technology giving utmost importance to the smooth conduct of blended learning as envisioned by the UGC. This has initiated a transformation in the teaching and learning processes of the Institution, as well as the competence of students in their respective streams of learning.

The Practice:

In the academic year 2019-20, the College added several new features to the EduAlberts Portal, thereby improving the digitalization process which was initiated in the year 2014-15. Adding to the existing features, the college added more features such as Online Students Grievance Portal, E-Filing System, the Learning Management System and Student Transcript generation.

Online Student Grievance Portal was added to the EduAlberts Portal. This enabled students to submit their grievances through the portal as well as track the progress of the grievance redressal process through the same.

E-Filing System was added to the EduAlberts Administration Portal, which enabled the administrative office to file all the necessary documents in a paper less manner. This would aid the easy retrieval of the stored documents at a later point in time, if needed.

The College also started the process of developing its own Learning Management System in the academic year 2019-20 to help students gain access to their lessons and study materials online. The Learning Management System also helped the college get closer to the achievement of effective blended teaching-learning process.

Generation of Student Transcripts was added to the EduAlberts Examination Portal. Through the establishment of the same, generation of transcripts became easier and faster so that the students were able to receive the transcripts without much delay.

In 2019-20, the network bandwidth of the college was increased from 1000Mbps to 1800Mbps, improving the smoothness of all digital activities associated with the Institution.

Evidence of Success:

- Students made use of the online grievance portal to submit grievances. Positive feedback was given by students regarding this facility.
- Generation of student transcripts using the online portal received with positive feedback from the students as the transcripts were available faster.
- Network bandwidth was increased, giving access to more users at the same time.

Problems Encountered & Resources Required:

- Dedicated facilities for e-content generation are required as quality E-content is required for the LMS system.



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PRACTICES- II

2019-20

Sparsh – “Solidifying Solidarity”



Sparsh: Solidifying Solidarity

Objectives –

- 1) Induction of Social Outreach Committee with the aim of organizing outreach programmes of departments.
- 2) Help bridge gaps found in accessibility to basic requirements in society.
- 3) Ensure committed continuation of previously initiated outreach activities.
- 4) Actively participate in the field with communities for the upliftment of society.
- 5) To generate a deeply ingrained urge to be informed about and be involved in community issues and causes among faculty/students.
- 6) To promote a spirit of solidarity with the oppressed, those in need and the under-privileged, among faculty/students.
- 7) To foster spontaneous and joyous response to volunteering and social action.
- 8) To ensure participation and awareness of stakeholders within and outside the Albertian community.
- 9) To provide creative ways to tackle issues affecting general social wellbeing such as environment protection, academic and social extension, gender sensitization, energy conservation.

The Context -

St. Albert's College (Autonomous), Ernakulam takes Social Outreach as more than a responsibility. The students and staff of the college have always been deeply involved in various outreach activities in society. Slowly, these activities were organized, branching off into separate department and college level activities. Keeping in line with the motto of the college, the Albertian family takes outreach to the heart of its action plan. *In truth and service.*

Practices –

Environmental Sustainability

- **General Activities:** Various Departments, the NSS and the NCC Army, Naval & Air wings of the college conducted various activities such as awareness seminars & programs; workshops on paper bag making and paper pen making to stick with the message of ensuring environmental sustainability.
- **“One Less Plastic Bag”** is an initiative in association with the Cochin Shipyard and Times of India. Students were stationed at various venues in the city, requesting people carrying plastic bags to replace them with eco-friendly jute bags that were provided with a printed message 'One Less Plastic Bag.'
- **Filament Free Campus:** Under the efforts of the Social Outreach and Community Engagement Wing of the college, following an extensive survey and audit conducted by the members of faculty, the college was declared a Filament Free Campus by Shri. M M Mani, Honorable Minister for Electricity, Government of Kerala.
- **Albertian Swachhata Mission 2019:** In connection with the Honourable Prime Ministers Swachhata Abhiyan College organised Albertian Swachhata Mission in association with Kochi Corporation and Kochi Metro Rail Limited.
 - o ***“Swachhata Swayam”*** – Personal Hygiene & Cleanliness Awareness classes by tutors, Poster making competition, exhibition and elocution competition on “Personal Hygiene”,
 - o ***“Swachhata Kudumbam”*** – Hygiene & Clean Family #MyCleanHomeChallenge and publication of e-handbook on – “Personal Hygiene”
 - o ***“Swachhata Changathikootam”*** – Hygiene & Clean Hangout Places near the student houses with their friends
 - o ***“Swachhata ClassRoom”*** – Hygiene & Clean Classrooms Cleaning Class rooms, Departments, Labs and offices; Preparation of Cleaning Time Table (Monthly) in each classroom and Formation of Class Room Cleaning Committee

- o **“Swachhatha Kalalayam”** – Hygiene & Clean College; Inauguration of Segregated Waste Management System
- o **“Swachhatha Naadu”** challenge where students and the staff members of the college cleaned the Banerjee Road from Highcourt Junction to Lissy Hospital Junction, St. Albert’s Lane, IS Press Road and Mahtama Gandhi Road till Mahatma Gandhi Road Metro Station.
- o **“Swachhatha Rally”** All the departments of the College organised Swachhatha Rally from designated area of each department to St. Albert’s Sports Campus, Kaloor

Helping Society and Medical Assistance

- **Chellanam Sea Wall:** Students of St. Albert’s College (Autonomous) visited Chellanam, badly hit by the fury of the sea, and actively assisted natives, the Police and other volunteers in filling geo-bags and setting up a sea wall to protect the communities from the inflow of sea water.
- **Hands on Training:** Fisherwomen working under Society for Assistance to Fisherwomen (SAP) were selected for a training programme conducted by NIFPHATT a Central Government Organization along with SAAF Society and the Fisheries and Aquaculture Department of the college.
- **Under Unnat Bharat Abhiyan:** 7 villages, Ernakulam, Kadamakkudy (CT), Nayarambalam, Edavanakkad, Elamkunnappuzha (CT), Ezhikkara and Kottuvally (CT) were adopted and extension activities including socio-economic status surveys, medical camps and workshops with the support of City Hospital and Lourdes Hospital, activities to up-bring differently-abled children in the community, distribution of essentials, study materials and assistive facilities to the schools, fests and flash mobs by differently-abled children and drug awareness workshops with the regional Excise Office were conducted.
- **Aathmadeep:** Academic Extension Program involving training on soap making and fresh flower arrangement, initiated a few years back by the Department of Chemistry and Research Center. This aimed at empowering young women with a vision of ‘Earning with Learning.’
- **Social Awareness:** Organized activities such as Drug abuse awareness in collaboration with Excise Department of Varapuzha and Narakkal, Medical camp at Kottuvally Panchayath and Kadamakkudy Panchayat and

donation of wheelchairs to palliative care patients. Substance Abuse Free Environment (S.A.F.E.) is a notable project. Organised S.A.F.E. international workshop and the S.A.F.E. student ambassadors interacts with the students and shop vendors near the college to ensure the Substance Abuse Free Environment.

Disaster Management

- Following the natural calamities that struck Kerala in 2019, students and teachers of the Department of Renewable Energy made LED lamps which were later handed over to the ones in need.
- Distribution of essentials, study materials and assistive facilities to the schools were done in the adopted villages.

Gender Equality

- Social Outreach division in collaboration with ITC Vivel and Josh Talks organized various workshops on Gender Equality. Workshops discussed Gender Equality, Laws and Regulations, its violations and life experiences of people.
- Flash mobs and street plays were organized to create awareness on gender issues.

Nation Building

- Shri P. Sreeramakrishnan, Honorable Speaker of the Kerala Legislative Assembly inaugurated the Kerala Youth Assembly 2020 (COVID19 Special) organised by the College. 141 youth model MLAs discussed the pandemic, proposed various policies and activities to handle it with a special budget for the state, to find solutions and contribute to the development of Kerala.

Evidence of Success -

1. Teachers, students and other staff were able to adapt to changing scenarios and adopt ways and methods to continue social outreach activities despite the limitations and sudden track changes put forth by the global pandemic.
2. The students were able to access expanded opportunities through online platforms and interact with various Government departments.
3. The college was able to offer services and resources to people in need across various communities.

Problems Encountered & Resources Required -

1. The greatest challenge faced by St. Albert's College (Autonomous) was ensuring consistency in social activities despite being hit by the Covid-19 pandemic in the middle of the academic year. The activities undertaken by the college were assessed and effective decisions taken to tackle this.
2. Require better configured online platforms.