



**Mumbai Pradesh Arya Vidya Sabha's  
GURUKUL COLLEGE OF COMMERCE**

**(Tilak Road, Ghatkopar East, Mumbai-400077)**

**NAAC Accredited B Grade**

**Affiliated to the University of Mumbai**

**BEST PRACTICES 2019-20**

## Best Practice – I

**Title of the Practice: Implementing Digital Attendance, thereby reducing use of paper and enhancing environmental protection as well as administrative efficiency**

### **Objectives of the practice –**

- To improve the attendance of learners and encourage them to attend lectures.
- To promote digital India movement promoted by Honourable Prime Minister
- To reduce use of paper, thus taking an environment friendly step and also save time
- To generate reports automatically.

### **The Context –**

In the modern era and changing times as an innovative measure the college has taken the initiative of introducing digital attendance system. This was taken with a view to keep a regular check on students' attendance and continuous monitoring by parents. The new system of digital attendance ensured that no proxy could be made by students. Parents were informed through PTA about the new system and students were given hands - on training to use the application

### **The Practice –**

The management is benevolent to introduce facilities for the betterment of the institution and the students. Students were given RFID cards and each student had to swipe their card in the machine. This was to be done by the students in every lecture. Our support staff was given the responsibility to take the attendance of students which was further monitored by our Attendance Committee. Each faculty was also given a RFID card with a subject code for each class. The system ensured that students could record attendance only after the swiping of the subject teacher at the beginning of the lecture. An application in the name of our College was to be downloaded by the students which automatically mapped all information regarding students' daily lecture attendance. The app could be accessed by the Student ID and the same could be monitored by the parents also as it was linked to our website. The application also had the feature of uploading important notices, circulars etc.

### **Evidence of Success -**

The seriousness of the attendance system increased in the minds of the students. As students and parents both started monitoring attendance through the application, parents could tap their wards attendance. This made the students alert, thereby increasing the student attendance in the classroom. Manual attendance took about 7 to 10 minutes per lecture. However, Digital Attendance just took about 3 to 5 mins, which was taken by the support staff. This led to increase in the quality teaching time of the subject teacher. Reports were autogenerated which led to reduction in manual work by the teaching faculty. Thus, the concentration on the core area of teaching was enhanced. The reports were generated for the each student subject wise and percentage wise which enabled the attendance committee to take appropriate action against serious defaulters. The system also had the facility to monitor the teacher's attendance in the

classroom class wise subject wise. This new initiative increased the alertness of students thus, improving the attendance of students.

**Problems Encountered and Resources Required –**

Initially it was a challenge to make parents aware about the functioning of the application as a few parents did not have compatible devices to access the application and also, they were not aware of the functioning of the same. However, this was gradually taken care by regular interaction of our staff with the parents.

## Best Practice - II

### **Title of the Practice: Fostering Community Responsibility and Social Inclusiveness Among Learners**

#### **Objectives -**

One of the notable best practices of Gurukul College of Commerce has been extension and outreach to the society. Our philosophy of education emphasizes reaching out to the marginalized groups with special focus on instilling values of social responsibility in our learners. The institution firmly believes in improving the quality of life of community which has been achieved by conducting numerous extension and outreach activities.

#### **The Context –**

- Flood Relief Material Collection/Packaging and Dispatch to Kurundwad (Kolhapur) amount worth Rs. 2.5 lacs
- Road Construction during annual residential camp at Adiwashipada, Bhiwali amount spent worth Approx Rs.50,000

#### **The Practice-**

In the month of June – July 2019, Satara, Sangli and Kolhapur district of Maharashtra was captivated in the floods and much of human and cattle life was at stake. The NSS volunteers collected following material from the teaching, non-teaching staff and students of 17 Gurukul educational institutions over a period of 1 week. Volunteers collected, segregated, packed and loaded the material into the truck on 17<sup>th</sup> August 2019 and the truck full material was sent to Kurundwad village of Kolhapur and personally distributed by our staff.

<b>SR No.</b>	<b>List of supplies</b>
1	225 Litres oil
2	2000 Bottles of Bisleri
3	150 kgs Tea Powder
4	300 kgs Sugar
5	275 kgs Wheat flour
6	2000 Sanitary napkins
7	Toothpaste, Toothbrush and soaps
8	More than 200 bags of rice
9	Dals, biscuits, clothes, and other essentials

The NSS unit had adopted Bhiwali Village, in Ganeshpuri in the year 2017 and from then, our college has maintained its duty towards community service work. In 2019, Gurukul College of Commerce contributed about Rs. 50,000 for road construction at Adiwashipada. The enthusiastic team of 105 NSS volunteers, during their annual residential camp, constructed the road through ‘Shramadan’. Volunteers personally arranged material, water and not only created a concrete mixture but also laid the mixture for road construction.

Volunteers continue the annual contribution to society through not only arranging adult literacy programs but also upskilling the adiwasi ladies for self-employment.

NSS volunteers also helped the citizens in voter registration during election period and supported security agencies with traffic management.

The volunteers did an environmental outreach programme by conducting various activities such as tree plantation, awareness on plastic, program related health and hygiene etc.

Thus our contribution to Society ranges from environmental conservation to health and hygiene, from educational support to upskilling for employment, road safety drives to blood donation camp, voter registration and awareness, conducting various rallies to upholding the spirit of society through celebrations of various national and international days.

The contribution to Society by Gurukul College of Commerce is omnipresent and is ongoing.

**Evidence of Success –**

There has been an increase in the number of selection of volunteers in various District, State and National level camps. One of the volunteers received ‘District Level Best Volunteers Award’ in year 19-20. Adequate measures were adopted by the teachers and volunteers to ensure that the relief fund reached the hands of the needy. This gesture was appreciated by the University NSS Director.

**Problems Encountered and Resources Required –**

As far as social upliftment is concerned, the college did not encounter any problems nor any shortage of resources. The Management of the college has rendered complete support in this endeavor in the interest of the society at large.