



GURU NANAK INSTITUTE OF TECHNOLOGY

Dahegaon, Kalmeshwar Road, Nagpur

(NAAC Accredited)

Best Practice 1

1. Title of the Practice: Implementation of training and placement policy for improving the performance of the students in placement drives.

2. Objectives of the Practice:

The goals of implementing the training and placement policy are:

- To design a framework of imparting training to the students, aimed at improving the communication skills, domain knowledge and soft skills.
- To design it in modular form, which is to be implemented starting from first year itself.
- To expose students to recent technological trends.
- To make them industry- ready and employable

3. The Context

Most of the students are from Nagpur and adjoining districts and from rural background, they were found lacking in communication skills and soft skills. All this contributed to lower selection rate in recruitment drives of various companies. Based on the feedback received from industry, following areas were identified where improvement was needed:

- a. Less awareness of current technological needs of the industry among the students.
- b. Students are weak in communication & aptitude skills.
- c. Students also lack in basic technological inputs.
- d. Lack of awareness among students about importance of aptitude tests.

4. The Practice

The policy consisted of the methodology and schedule of imparting various inputs to the students, in order to improve the performance of the students in recruitment drives. The inputs were subdivided in to systematically design training modules catering to communication skills, domain knowledge and soft skills. In order to make the students aware of the importance of various skills i.e. aptitude, communication, soft skills and technical skills, counseling and technical sessions were conducted. A representative schedule of inputs to be provided to students at various levels, duration and mode of implementation is shown below:

Year / Semester	Program
I, II Year	Induction Program
II, III & IV Year	Confidence building program, communication skills development activities (To be conducted & P Department)
II, III & IV	Year Soft Skills Development Program
II, III & IV Year	Technical Training : Java, Sketchup software, AutoCAD, cloud, big data Embedded Systems (identified program based of industrial need)
II, III & IV Year	Campus Recruitment Training I (To be conducted through T & P Department)
II, III & IV Year	Workshop on Aptitude Test
II, III & IV Year	Aptitude test
II, III & IV Year	Personality Development
II, III & IV Year	Non Technical Session (Aptitude).
II, III & IV Year	Technical Session
II, III & IV Year	Entrepreneurship Awareness and Development

5. Evidence of Success

Feedback from the industry shows the improvement in student quality as far as communication skills and soft skills. The companies noticed the improvement in performance in these two areas. The success rate in aptitude test / screening test was found improved in recruitment drive of various companies.

6. Problems Encountered and Resources Required

One of the major problems faced was the availability of time. Giving these extra inputs as per the planned schedule within a short span of three months duration in a semester was a challenging task. The placement department and placement committee at department level worked hard for extra duration to achieve the goals. Some of the modules and practice sessions were conducted with the help of in-house resources.

Another challenge was to evoke the response of the students particularly at first and second year level. Need of additional financial resources to impart these training was another hurdle. However looking at the importance of the program, the management of GNIT readily sanctioned the extra budget.

Best Practice 2

1. Title of the Practice: Academic and Administrative Audit (AAA)

2. Objective of the Practice:

- i. To get the college assessed through the panel of peers
- ii. To enhance the quality of the college by seeking suggestions and recommendations from the panel
- iii. To know the status of the college at academic and administrative level.

3. The Context:

The college gives prime importance to quality education by adopting quality measures. One of the ways to ensure quality is to evaluate the performance of the college through self assessment and volunteer itself for assessment by the panel of peers.

So the Academic and Administrative Audit of the college is carried out at the start & end of every academic year to evaluate the performance of the college in academic and administrative practices.

4. The Practice:

The Academic and Administrative Audit is carried out by the Panel of the peers at the start & end of every academic year. The panel consists of (1) Chief Executive Officer, (2) Principal, (3) Three senior teachers from the departmental faculties, (4) Administrative Officer and (5) one senior member from the administrative staff.

The principal encourages all the faculties & supporting staff to make all the details in soft as well as hard copies which required for the audit. Before starting of Session, Principal checking all the parameters which are required in audit like teaching plan, notes(hard & soft copy), ppt's, lab details,etc. The audit consist of weekly audit (syllabus coverage), half monthly (Student Attendance) and monthly audit report(total lectures).

The audit is carried out as per the format prepared by the Panel. The panel visits the college/departments on the scheduled date as per the programme prepared well in advance. The panel interacts with the faculties and the administrative staff, as well as, visits the departments and support services. The panel verifies the documentary evidences available for validation. The panel also observes seriously whether the suggestions made by the previous panel have been rectified properly. The panel submits detailed report to the Principal in the Exit Meeting based on SWOC analysis.

5. Evidence of Success:

Due to the Academic and Administrative Audit (AAA), the overall profile of the college has enriched with more number of research activities (increase in publications, presentations, organization of national seminar/conferences, etc.), introduction of program for career/skill development, introduction of new PG courses, of cultural, sports and extension activities. The profiles of the individual teachers have also been enriched due to their active participation in research, academic, extension and other activities. Due to the AAA practice, the teaching learning and administrative works have become disciplined.

6. Problems Encountered and Resources Required:

The main problem for implementation of the AAA is availability of the peers on a particular date. The resources required are the experts from various faculties, and financial assistance.

7. Contact Details:

Name of the Principal: Dr. Sudhir N. Shelke

Name of the Institution: Guru Nanak Institute of Technology, Nagpur

City: Nagpur

Pin Code: 441501

Work Phone: 07118661450

Fax: 02312658840

Website: www.gniem.ac.in

Email: gni.principalgnit@gmail.com / sudhirshelke1976@gmail.com

Mobile: 09765556956