



CHILDREN'S EDUCATION SOCIETY (Regd.)

THE OXFORD COLLEGE OF BUSINESS MANAGEMENT

(Recognised by the Government of Karnataka, Affiliated to Bangalore University,

Approved by A.I.C.T.E. New Delhi)

Accredited by NAAC & Certified by IAO

H.S.R. Layout, Bangalore –560102

Best Practices in the Institutions:

Practice 1:

1. Title of the practice

The Oxford College of Business Management use ICT tools that add value to the quality of education and uses ICT (Campus technology) for teaching and learning purpose.

2. The context that required the initiation of the practice (100 – 120 words)

The Oxford College of Business management required to use ICT to enhance the quality of education and to improve the teaching –learning Process.

It also empowers the learning process of the students.

3. Objectives of the practice (50 – 60 words)

- To strengthen the teaching learning process.
- To ensure equity between all learners by providing appropriate qualitative and quantitative opportunities to overcome social and learning disadvantages.
- To facilitate better communication between the learners there by promoting greater social understanding and Harmony.
- To prepare students to participate in rapidly changing world in which activities are increasingly transformed by access to developed technology

4. The Practice (250 – 300 words)

The MIS used here helps to assign the subjects to faculty and also create COs and POs. It further enables them to map the COs and POs through the MIS system.

The faculty is assigned with their user login where individual faculty shall be allotted the subjects and he/she shall create his/ her CO s and POs for her respective subjects. The Concerned faculty shall then map the internal Assessment test papers to their respective COs and POs and internal Marks are entered. Through this process the faculty is aware about the CO attainment and PO attainment.

The MIS is very user friendly.

5. Obstacles faced if any and strategies adopted to overcome them (150 – 200 words)

The students and faculty initially were showing some kind of resistance when it was introduced but later on they became very user friendly. It is very handy to have all the information in one Platform. Proper training was provided by the campus technology personnel on the usage of the System. It made it very user friendly by using it couple of times.

6. Impact of the practice (100 – 120 words)

The faculty uses the MIS for lecturing capturing system that is the concerned faculty shall upload their lectures online. This shall enable the students to recapture the classes. It helps in the reinforcement of learning process.

The Main benefits of using ICT in the classroom.

- Improves engagement.
- Improves knowledge retention.
- Encourages individual learning.
- Encourages collaboration.
- Students can learn useful life skills through technology.
- Benefits for teachers.

The students are aware about their attendance through the MIS portal.

7. Resources required:

The resources required for ICT teaching and Learning are

LCD, Audio/video recording facilities, e-content development facilities

8. About the Institution

i. Name of the Institution : The Oxford College of Business Management

ii. Year of Accreditation : 2018

iii. Address : No 32, 17th B Main, Sector 4, HSR Layout, Bangalore 560 102

iv. Grade awarded by NAAC : B

Practice 2:

The context that required the initiation of the practice (100 – 120 words)

In order to make the students competent to handle the requisites of the workplace and society, he/she need to possess certain skills other than the academic knowledge. It is in this context The Oxford College of Business Management came up with the STUDENTS COUNCIL approach. Through STUDENTS COUNCIL approach we ensure that our students are capable of planning and implement a project or a program with utmost perfection.

All events of the college are organized by STUDENTS COUNCIL .

All the students of the college become part of the STUDENTS COUNCIL process.

Objectives of the practice (50 – 60 words)

- To enable a student to evolve, implement, evaluate and document a programme.
- To provide students a holistic understanding of how to design and implement various activities.
- To enable students to learn leadership, team work and administrative and Organising Skills

The Practice (250 – 300 words)

- The college has different flagship programmes –Kannada Rajyotsava, Onam, Navaratri, Cultural Day, Sports Day, NSS Camp and Graduation Day. In addition to this, the college has also organized big events like Swach Bharath programme etc. Each department also organizes a number of programmes like seminars, conferences, field work visits ,industrial visits fests etc. Every programme organized by the STUDENTS COUNCIL.

- Planning:

Every programme begins with a planning and meeting where all students come together.

HOD,s ,Dean Academics and Staff in-charges are involved in the planning meeting.

The first session involves choosing of leaders and work division. Two leaders- Coordinator and Assistant Coordinator are chosen first by the students and by faculty.

The students are then divided into various committees, based on the requirements of the programme- namely Programme, Registration, Food, Travel and Accommodation, Decoration and Hall Arrangement, Discipline and Documentation.

Members for these committees are also chosen. Within the subcommittees, the roles and responsibilities are divided and budget prepared. This is then documented.

- **Implementation:** The sub-committees coordinated by the Coordinators(faculty and Student) implement the programme.
- **Monitoring:** is done by the Coordinators , HOD's and Dean Academics assisted by staff-incharges.
- **Reporting:** The Documentation committee reports every incident from planning to evaluation and hands over the report of the whole programme to IQAC. There is a practice where staffs-in-charge refer previous reports to organize future programmes more effectively and efficiently.

Obstacles faced if any and strategies adopted to overcome them

- All students of the college are involved in STUDENTS COUNCIL. That is, Some STUDENTS COUNCIL events may bring together approximately all students. Ensuring full student participation by charting proper work division and preventing loafing is a challenge. Staffs-in-charges try to intervene in this process and help committees prepare effective plans.
- Students are given free access to use various resources of the college during programme implementation. Often after implementation the students become relaxed and disperse and turn up only at evaluation. Post event management was introduced to ensure that each committee cleans up after an event and ties up all loose ends.
- Some students tend to opt for one kind of committee consistently- e.g. documentation or food etc. Every effort is taken that students are exposed to different types of committees.

Impact of the practice (100 – 120 words) STUDENTS COUNCIL approach is adopted for every single programme in The Oxford College of Business Management and every single student of the college becomes part of it. Hence our students get an exposure on this approach for three years. This exposure results in mastering all the elements that is endorsed in STUDENTS COUNCIL approach. They also became well equipped to coordinate different aspects of a programme and it helps them to inculcate leadership and team work skills.