

Best Practices

1. Innovation ecosystem

OBJECTIVES

The main aim is to provide facilities to nurture new ideas and help develop inquisitive perspective in students. This will ensure that they utilize these ideas and learning as a springboard for new ideas and innovation and help the society and the economy to face future challenges and rising aspirations.

THE CONTEXT

In the context of a vibrant and dynamic country where the largest segment of the population is below the age of 35, an innovation mindset will prove very beneficial to not only to the individual but also the nation. St. Francis College for Women has always encouraged initiatives for creation and transfer of knowledge to the student community. It joined the National Entrepreneurship Network of 470 top tier Academic Institutions in order to build an effective and vibrant entrepreneurship ecosystem on campus to develop and support entrepreneurs. This led to the formation of ECHO (E Cell Club) an initiative driven by choice and interest to make students chase and watch ideas come alive. Many workshops are conducted pertaining to topics such as Idea generation, opportunity evaluation, Life cycle of Venture, case studies, Business plans and many more by real time entrepreneurs. The E cell provided an orientation to Entrepreneurship skills among students and helps them to hone those skills. COFEE (Commerce Organization for Emerging Entrepreneurs) an organization founded by the Department of Commerce for inculcating and enhancing organizational, managerial and leadership skills of students is another initiative in this direction. This is done through several activities, competitions, guest lectures, study tours and student outreach programmes. Bethel Retail Store: The Department of BVoc RM & IT, has set up a one of its kind learning experience- Bethel Retail Store which aims at providing the students of Retail Management with hands on experience of managing a Retail Store.

THE PRACTICE

After the initiatives at the departmental & club levels, as part of the Diamond Jubilee celebrations the college decided to launch the Innovation Hub – Eureka. A charter was developed to bring about a phased plan of action. The hub was inaugurated by Mr. Jayesh Ranjan, Principal Secretary of the Industries & Commerce and Information Technology Departments of the Telangana government. The Hub initiated its activities with the mentorship & guidance of Mr. Meraj Faheem, Founder CEO at India's first coding boot camp - the Hacking school.

Subsequently a few seminars were organized for all the students who enrolled as members. A number of eminent speakers, including Mr. Thejus Joseph an incubator manager with T hub, Ms. Arthi Balu, Associate Incubation, T-Hub (College alumni), Mr K K Jain, CEO for Anytime Loan and Emperity, Mr. Ashok Kanna – Founder & CEO of UNIFI, Mr. Sandeep Nadula- CMO & Co-founder of Donate Kart and Wing Cdr. Anthony Anish, MyGate - GM, Strategy and Mentor at Telangana State Innovation Cell (TASK) enlightened the young minds and introduced them to the nuances of innovation, creativity & the realities of launching a good idea.

As part of the second phase students were given a practical exposure through an industrial trip to T-Hub (Telangana Hub). T-Hub is a government of Telangana initiative and is India's largest incubator for Start ups. It is a technology incubation centre, located at IIT-Hyderabad campus in Gachibowli, Hyderabad, T-Hub is a novel intervention of the government of Telangana to promote entrepreneurship in the State. T-Hub is a community space for start-ups, investors, incubators and accelerators India. As part of the visit, the students were assigned three mentors - Mr Sunil.M - (Bluesemi) , Mr Satish - (Nearbuzzz) and Mr Anji - (E- vibe) for a comprehensive understanding of the innovation ecosystem available in the State of Telangana.

The next phase, involved the students participating in a number of in-house & inter collegiate competitions to hone their skills and apply the knowledge received.

EVIDENCE OF SUCCESS

As a result of these initiatives, 14 students have started ventures of their own. Three alumnae have successfully launched their start-ups.

2. ITES for E-Governance & MIS

OBJECTIVES

The primary objective of the college in initiating this was to ensure ease of administration and automated solutions for the day-to-day problems faced by the college. To ensure that a database of essential and vital information was available at all times to whosoever required it.

THE CONTEXT

Every aspect of administration and academics has been IT enabled ensuring a smooth, transparent and paperless environment. From social media networks to blogs and smart phones college is embracing changes in (and using) technology like never before. The past few years have witnessed some of the biggest technological advances in college.

THE PRACTICE

As part of its endeavour to bring about a seamless and efficient system, the college launched a number of initiatives.

Automation in the teaching – learning – evaluation system: St. Francis College for Women aims at providing the best possible facilities/resources to its staff and students that would facilitate for an extensive and effective teaching/learning experience. The campus has a full-fledged Information Technology Centre which manages all IT services in the college. All faculty, staff and students are allocated user id and password to avail these services. All faculty members are provided with internet connected desktops in their staff rooms. A unique feature of the college is provision of password protected space on a network drive to all

faculty members. Space is provided for the concerned faculty to upload necessary study material on the server which students can access. All classrooms are equipped with LCD projectors. The college is equipped with 580 computers that are accessible to faculty, staff and students. Free Wi-Fi is available to all staff and students on registration. All faculty and student information is monitored from a centrally controlled ERP solutions system maintained by the IT Administration committee. The faculty accesses the portal to check timetable, mark attendance, update sessional marks and to apply leave. Students use the portal for fee payment, to check attendance status on a daily basis, marks, examination schedule and to download hall tickets. Borrowing of library books is digitized. Each book has its own unique barcode which allows easy tracking of books in the library. Circulars including important notices to students and parents are also posted online. The college website is updated regularly with information concerning academics, examinations and events.

Admissions: This module enables SFC to manage the admissions process through online process.

Attendance: This module is to streamline student attendance, monitoring and reporting process and make it easy for the institute to implement the defined attendance regulations.

Certificates: To streamline the process of request, verification and issue of various certificates and letters to the students.

Communications: This module enables a multi-channel communication system and deploy the appropriate method for each specific message type and situation. Like, Send SMS to parents and students, Push email and SMS manually to all stakeholders

Student Information: This is where all student related information is brought together to be displayed to parents, faculty and management in a crisp, clear and tabulated screen. It is built as a one stop area to obtain every bit of information about a student right from the date of joining the institution to their last college day. It helps faculty & Management to view and update student achievements and delinquencies to take corrective action

Staff Management: This module provides for an end-to-end management of staff, right from recruitment to the last working day at the institute. It includes a variety of functionality such as profile management, leave management, payroll, and performance management system.

Examination & Evaluations: This module is to setup, schedule and track student assessments. Based on configuration a variety of assessment models are possible. **Some features include:**

- Online registration for exams
- Generation of hall tickets
- Generating seating and invigilation plan
- Generating Award List
- Simple Marks entry screens
- Publishing Results

Accounts: This module is to streamline the process of assigning, collecting and reporting various types of fees collected by the institute.

Timetable: This is a comprehensive module to schedule time tables for courses based on the availability of students, staff and rooms.

Online Exams: This module provides a quick and easy tool to assess strengths and weaknesses of the students. This ensures the ability to conduct exam for multiple academic sections at once. · Answer sheets are archived and can be viewed at any point of time. · Reuse blue print for multiple quizzes.

Student Feedback: This module is to make it easy for college to collect and collate student feedback that can be used to improve the teaching process and college experience.

Circulars: This module is used to effectively communicate with staff and students at any given time.

Course Registration: Student can register for different electives being offered during the course of undergraduate program.

Event Registration and Attendance: Students are encouraged to register for different events conducted and attendance for the same will be updated on all the relevant screens.

EVIDENCE of SUCCESS

The IT admin team has managed to successfully bring under automation, all important domains of the institution.

