

Best Practice :I

1.Title of the Practice:

Save blood save life

2. The Objectives of the practice:

1. To raise awareness about blood donation among the student community.
2. To inculcate the values of human life among the students.
3. To encourage the student's community to donate blood for a healthy life.
4. To recognize that blood donations are a form of public service.

3.The context :

Accidents are becoming more common as a result of human error and the fast pace of life. As a result of unhealthy food and the environment, the number of new diseases in society is increasing. Hospitals need a high volume of blood to perform operations and cure diseases. But, at the same time, the demand for blood is very high. So, the colleges are supporting the hospitals in terms of donating blood as well as inculcating social responsibility among the student community. By donating blood, we save the future of the human race as an individual and as a nation.

4.The Practice:

The college has a Youth Red Cross (YRC) and Red Ribbon Club (RRC) to organise the blood donation camp and create awareness about the importance of blood donation among the student community. The college has arranged the blood donation camp with the collaboration of the following centres:

1. Government Hospital and Government Blood Bank, Rasipuram, Namakkal (Dt)
2. Primary health centre, Namagiripet
3. Primary health center, O. Sowthapuram, Pillanallur

The college has arranged the blood donation camp based on the request every year.

The college followed the universally accepted criteria to select the candidate for the blood donation. The following procedures were followed by the college: If the student is between the ages of 18 and 60, his haemoglobin level should be at least 12.5 g/dL, and his blood pressure should be systolic between 100 and 180 mm Hg and diastolic between 50 and 100 mm Hg. Furthermore, the student's temperature should not be higher than 37.50 °C, and his or her body weight should not be less than 45 KG.

5. The Evidence of success :

YRC and RRC have organized 16 camps since 2016–17. The college donated a total of 894 units of blood. Apart from that, the college has also arranged for 280 units of blood in emergency situations. A total of 1174 students donated their blood.

S.NO	Year	Description	No of Camp	No of Units
1	2016-2017	Blood Donation Camp	03	238
2	2017-2018	Blood Donation Camp	04	216
3	2018-2019	Blood Donation Camp	03	194
4	2019-2020	Blood Donation Camp	02	120
5	2021-2022	Blood Donation Camp	04	126

6.Problems Encountered and Resources Needed:

Because of the fear factor, the number of blood donors has decreased since COVID-19, and some people have the incorrect perception of blood donation, believing that they will become weak after the donation. It is more difficult to mobilize students after college hours to donate blood for the emergency. Some willing students are unable to donate blood due to anemia. The college has provided sufficient resources to conduct the blood donation camp.

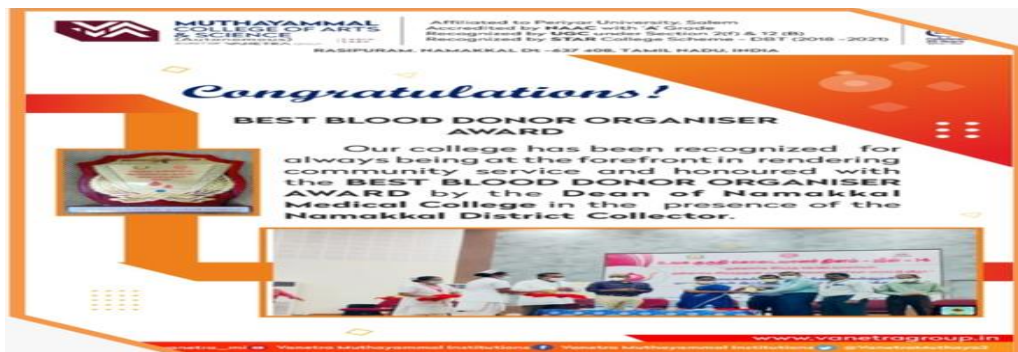
Proof:



A Certificate Of Appreciation Has Been Distributed On Behalf Of The District Health Department To Particularly Honour Our Institution For Donating More Units Of Blood To The Government Hospital. Dr. Shanti Karunanithi., Joint Director, Health Service, Namakkal District And Thiru. Ramu ., Adsp, Namakkal, Distributed The Appreciation Certificate.



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Best Practices -II

1.Title of the practice:

First Hand information report

2. Objective:

- (i) To capture the data in a systematic manner.
- (ii) To enhance the process quality based on the documentation
- (iii) To improve the review system
- (iv) To avoid the missing data.
- (v) To improve the tracking system.

3. The context

Documentation is an essential tool in any domain. It reflects the outcome of the process as well as being evidence of the process. Besides, documentation is a future reference for the improvement of the process and a reference to the past. Furthermore, the documentation aids in the auditing of the process for improved quality. Muthayammal College of Arts and Science is in need of a system to prepare the proper documentation to enhance the quality as well as review the data. Besides, the college has to take part in the various accreditations and ranking processes. As a result, MCAS introduces a new method for data capture called "Six Point Structure." It is the MCAS firsthand information report which is used to improve the activity tracking system.

4. The Practice:

The process owner of the department and cells has to plan for the activity at the beginning of the academic year. The college has an event management cell with a separate coordinator who is handling all the events. The process owner must submit the program requisition form, which contains the basic event approval requirements. After completing the program, the process owner has to submit the program report in "six-point structure" format. It has six sections: objective, agenda, subject, photos, feedback, and number of recipients.

It aids in gathering the program's fundamental information. Simultaneously, the event management team will summarize all the events month over month, and the radar chart will be prepared. The radar chart depicts the performance based on the criteria. So, this practice helps us collect the data and track the process.

5. Evidence of the success :

The college has implemented this practice to make the process easier. It is extremely beneficial to recall the basic details of the events. It is very useful to order the data NAAC-criteria-wise. It has been collected every month. It is extremely useful for both event tracking and the management review system. Management and the principal can understand the current status of college events according to certain criteria.

6.Problems Encountered and resources needed:

Initially, it was very difficult for the process owner to prepare the report. Because the process owner has to understand the concept and prepare the report without missing any basic information. Little bit delays occurred in terms of submitting the documents due to the continuous program and process owner have to assemble the data from the various sources. It will be rectified by applying the new strategies.

Proof:

DEPARTMENT OF COMPUTER APPLICATIONS

Report for Extension Activity – Village Adoption - Eachampatti 18.11.22

1.Objective

- ✓ Department of Computer Application was organized Extension Activity - Village Adaption (Eachampatti) for II BCA Students on 18.11.2022.
- ✓ The general objective of having an extension program is to influence people to make changes in their way of life and in making a better living.

2.Agenda (Date & Time, Venue, Guest details)

Date: 18.11.2022

Time: 10.00 am to 3.00pm

Venue: Eachampatti

Contact Person: R.Rajendran , Head master
Govt.Primary School, Eachampatti

3.Subject/topic dealt with (minimum 5-10 lines)

- Extension activity helps in studying and solving the rural problems.
- Our NSS students cleaned the dust near the campus and planted 20 saplings along with the Headmaster, Teachers and primary school students.
- Students of primary school were participated actively in planting.
- Common Motivation was given to the school students about Physical Health maintenance and Environment Cleanliness.
- Awareness were given how the usage of mobile phone affects the children at an early age.
- Village Administrative Officer also participated.

4.Photographs 5 no's (for both FN and AN session)



5.Feedback

- ✓ This activity make the students to move friendly with the village people and the primary school students.
- ✓ Their small needs were satisfied by our institution by planting the trees.
- ✓ Appreciation letter was given by the School Headmaster for he above activity.

6. (i) Number of Staff Participants - 2

(ii) Number of Students Participants - II BCA - 20

