

HIGHER AND TECHNICAL INSTITUTE, MIZORAM (HATIM)
KAWMZAWL: PUKPUI, LUNGLEI – 796691, MIZORAM

Affiliated to Mizoram University

UGC recognized 2(f) and 12(B) Institution

Website: <https://www.hatim.ac.in>



INSTITUTIONAL DISTINCTIVENESS

The institution like any other HEI aims at instilling subject knowledge in the students and promoting all round development of the stakeholders. This can be achieved with active involvement of the student with the understanding that they too have a part in their academic as well as personal development. This is achieved through a practice introduced into the teaching and learning system of the institution which is distinctive to the institution priority and thrust, that is students all round development.

This practice allows the student to give daily feedback on the teacher performance which is recorded in a daily record book maintained by the Class Representative. Following the format laid down by the UGC-NAAC for best practices, the same is applied to report the performance of the institution in one area distinctive to its priority and thrust because it portrays the efficiency of the practice best.

OBJECTIVE OF THE PRACTICE:

- i) To enable the students to keep and maintain their daily classroom activity from lecture to any other related academic exercises.
- ii) To keep track of the syllabus (courses) finished or otherwise
- iii) To keep track of the teacher's performance in terms of punctuality, courses taught and delivery and knowledge skill of the teacher.

THE CONTEXT:

The students in keeping the record is empowered to write in their daily feedback on their courses / subject topic taught in the classroom. As in the aforementioned point, it allows the student to assess the environment of their learning inside the classroom. Though, this may be very helpful in keeping and maintaining the daily progress report of the teacher and the syllabus covered, it nonetheless is not without a challenge.

Since the record is maintained by the Class Representative (CR) and the Assistant Class representative (ACR), it is not sure whether the inputs are acquired from the entire class. Though this may pose as a challenge, it still however, helps the students in keeping record of the courses curriculum.

THE PRACTICE:

- i) The CR/ACR records the entry time of the teacher as well as the exit time of the teacher into the classroom
- ii) The students then record the topic of discussion or lecture for each subject / paper taken on respective days.

- iii) The students also record the method of teaching which includes discussion, mentoring, writing exercises, reading exercises, test, presentation or use of power point presentation or any other method or aid of teaching tools/method employed by the teacher.
- iv) The students then express in writing the nature of learning of the class, their level of understanding and quality of delivery by the teacher and reciprocity of the student.
- v) The record book is then submitted to the principal office for his perusal and evaluation.
- vi) It is, however, important to mention that this practice though may be efficient it is not sufficient and totally impartial, since the record is kept by either or both the CR and ACR. Nevertheless, it is efficient in terms of understanding the general learning and delivery environment of the curriculum and learning in the classroom.

EVIDENCE OF SUCCESS:

This Student's log book is not made accessible to the teacher, but, it is on the Principals and or the IQAC discretion on how to approach the teacher for evaluation, if any is recorded by the student. This process of interaction is made verbal on a one-on-one need basis conversation between the principal and the teacher in his office privately. This helps the teacher to assess his or her method of teaching and delivery of the curriculum and the quality of his teaching, whereupon evaluation, the teacher accommodates ways and means of improvement in his or her delivery of classroom teaching.

As per the feedback received from the principal and the IQAC, the teacher is then asked to either incorporate or exclude his or her methods under advisement.

PROBLEMS ENCOUNTERED AND RESOURCE REQUIRED:

1. **Problems Encountered:** The students' inputs are made by the CR and ACR, so it is uncertain whether the inputs are inclusive of all the class member opinion or feedback. Thus, this renders the input though efficient, insufficient. This challenge, can be resolved by advising the CR and ACR to accommodate their class mate feedback on the class taken and include it in the record book.
2. **Resource Required:** Resources used for this practice is basic and minimal, which includes a Register provided from the Institution office and the syllabus of the paper taught. it then depends upon the student's discretion to input feedback on the classroom learning, performance of the teacher and the quality of reciprocity of entire class to the learning process.

Notes:

The above-mentioned practice is helpful in maintain quality assessment of the classroom teaching and learning progress on a daily basis. This record book helps in understanding the stakeholders needs and requirement in their learning process and keeping in track of the topics and curriculum covered and whether it is line with the syllabus that is being provided by the affiliating University. It also helps the teacher to improve and accommodate changes as per the students need and requirements.