

7.2 Best Practices (30)

7.2.1. Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practices-II

1. Title of the Practice

EDC Workforce – Powered by Students, Driven for Students

2. Goal/ Objectives of the Practice (100 Words)

- To nurture leadership and entrepreneurial skills in students by empowering them to run the Entrepreneurship Development Cell (EDC).
- To create a self-sufficient ecosystem where students ideate, organize, and execute activities, fostering practical experience in entrepreneurship.
- To equip students with the ability to balance education with entrepreneurial pursuits, preparing them to manage ventures effectively post-graduation.
- To ensure EDC initiatives align with student needs, as student-led committees better understand their peers' requirements compared to a teacher-led scenario.

3. The Context (150 Words)

The primary challenge in Indian higher education is bridging the gap between theoretical knowledge and practical application in entrepreneurship. While most colleges host faculty-driven EDCs, they often fail to provide students with hands-on experience in leadership and organizational tasks. At CARE College, the EDC Workforce stands apart by entrusting the complete operation of the cell to students, under minimal faculty supervision. This unique model addresses several challenges:

- **Leadership Gap:** Many students graduate without practical leadership or organizational experience.
- **Faculty Workload:** Faculty often juggle multiple responsibilities, making it challenging to dedicate sufficient time to EDC operations.
- **Student Engagement:** Traditional setups lack student involvement, leading to lower engagement and participation.

- **Practical Preparedness:** Graduates often lack real-world entrepreneurial exposure, which this practice seeks to address by giving students direct responsibility
- **Knowledge Transfer:** While the students’ progress to higher semesters, the newcomers are selected for EDC Workforce and proper knowledge is ensured to maintain a self-sustained system.

4. The Practice (400 Words)

The EDC workforce starts with a selection process where students participate in a qualifier exam, assessing their understanding of entrepreneurship and their ability to contribute to the cell.

. Successful candidates are grouped into five teams:

- Organizers
- Hosts
- Creative
- Finance
- Documentation.

Each team has defined responsibilities before, during, and after events:

	Team	Responsibilities
B e f o r e a n n o u n c e m e n t	Organisers	1. R&D on planning for events/Chief Guests 2. Prepare Master of Ceremony, agenda, timing, capacity etc
	Host	1. Look for new venues to conduct events (decorations if needed) 2. Book the halls and support systems 3. Inform the coordinators regarding the events and progress of the cell 4. Arrange refreshments for guest/participants
	Creative	1. Create announcement (Posters, video trailers) in social media/website 2. Create banners, Invitations as per requirement 3. Book professional camera/ videography setup as per requirement 4. Plan for memento / return gifts (if required)
	Finance	1. Propose budget based on the requirements of foresaid teams at least 5 days before an event 2. Plan for Remuneration of Resource person 3. Maintain bills and statement of expenditure

	Team	Responsibilities
	Documentation	<ol style="list-style-type: none"> 1. Prepare checklists for the progress monitoring of other teams 2. Prepare the required PPTs for the presentation 3. Get the laptops loaded with documents given by Resource person, PPTs, Video Trailers, Posters etc 4. Handle the student pre-requisites
D u r i n g a n n e v e n t	Organisers	<ol style="list-style-type: none"> 1. Coordinate the Guests in and out of the campus 2. Ensure the remuneration reaches the guest in proper manner 3. Master of Ceremony
	Host	<ol style="list-style-type: none"> 1. Hall/ Venue arrangement 2. Guide the participants in and out of the venue on time.
	Creative	<ol style="list-style-type: none"> 1. Geotagged/ Conventional Photography in required aspect ratios for various needs 2. Short videos for event highlights
	Finance	<ol style="list-style-type: none"> 1. Emergency Fund 2. Refreshment arrangements for both chief guests and participants
	Documentation	<ol style="list-style-type: none"> 1. Present the PPTs, Videos, Resource person materials as per schedule 2. Feedback collection from the guests, panel and participants.
A f t e r a n n e v e n t	Organisers	<ol style="list-style-type: none"> 1. Consolidate the feedbacks and arrange a post-event meet on the same day or maximum the next
	Host	<ol style="list-style-type: none"> 1. Cleaning and hand-over as received
	Creative	<ol style="list-style-type: none"> 1. Uploading pictures/videos in drive 2. Post production of videos for social media 3. Update website/ social media handles as required
	Finance	<ol style="list-style-type: none"> 1. Handover statements and Balance amount to the accounts
	Documentation	<ol style="list-style-type: none"> 1. Prepare event report, get sign and file it. 2. Drive uploads (QR code to be attached in report) - banners, invitation, pictures, videos, trailers, PPT, Resource person documents

5. Evidence of Success (200 Words)

- The success of the EDC Workforce is evident from:
- Increased Participation: Over 200 students participated in the qualifier exam, with 20 students selected for key roles.

- Event Success: The EDC successfully hosted five major events in the last academic year, including guest lectures and workshops, all managed entirely by students.
- Skill Development: Feedback from participants indicates significant improvement in leadership, teamwork, and entrepreneurial thinking.
- Social Media Engagement: Creative team efforts led to a 150% increase in engagement on EDC's social media platforms, showcasing effective student-led branding.

6. Problems Encountered and Resources Required (150 Words)

- Coordination among diverse student teams was challenging due to varying schedules and roles. To overcome this, Team Shuffling was engaged where the team members are shuffled every month to ensure that every member takes up every role in a semester of 5 months.
- Students struggled with balancing EDC activities alongside their academic commitments. The EDC workforce was offered Flexible scheduling and permissions to carryout EDC activities after their regular college time.
- Students faced difficulty in creating professional-grade designs and content. The members of the Creative team were engaged in design workshops to exposé them to latest tools available for professional grade designs
- The team of 20 members were insufficient at times to handle the various stages of the events. EDC volunteers were chosen from every discipline and engaged in the smooth management of the activities.