**GOVERNMENT ARTS COLLEGE, TIRUCHIRAPPALLI – 620022**

**2019-20**

**Institutional Best Practices**

1. **The ward system:** This system is introduced to monitor student progression in academics, to help students deal with the issues related to life on campus and to give guidance related to the personal issues. Every class is assigned a tutor-in-charge. Student profiles with students details have been designed by the college to keep track of the student’s details and their growth and development on campus. If the tutor feels that a ward requires additional help, he/she is recommended for remedial coaching. The tutor also guides students on matters relating to higher education and careers. The tutor also identifies students who need financial assistance and direct them to the appropriate authority for availing scholarships and other assistance. The ward system enables students and teachers to establish a student friendly environment in the campus.

1. **Reading Club:** A reading club has been inaugurated in the year 2015-16 on the guidance of the external expert of the IQAC with a view to inculcate reading habit amid the students. A separate section of the college central Library has been assigned to the Reading Club and a set of books has been kept in the library for the exclusive use of the members of the Reading Club. Reading, if continued for a period of time, would help in enhancing the skills of the students. improve the language skills which is much needed in the job market. Thus, Reading Club would help in enhancing the skills of the students.