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Institute of Management Studies (YIMS)
Ezhakkad, Mundur, Palakkad - 678631, Kerala.

Affiliated to the University of Calicut & Managed by the Diocese of Palghat



BEST PRACTICE- 2

ASSEMBLY

AS AN ABILITY ENHANCEMENT PLATFORM

BEST PRACTICE

1. Title of the Practice

Assembly as an Ability Enhancement Platform

2. Objectives

- A perfect place to promote opportunities to tackle performance anxiety and stage fear.
- To motivate students by positive reinforcement in the form of praise for achievements awarded in public.
- To enhance the team spirit, self confidence, leadership quality and strengthens personality.
- A platform for the dissemination of updated information of the institution, also regarding general knowledge and current affairs.
- To inculcate moral and ethical values and make students accustomed to learn social discipline, cleanliness and personal hygiene.
- To develop a feeling of affiliation, unity and harmony among students.

3. The Context

A committee has been formed to monitor the assembly so that individual attentions of the students are encouraged. This cohesive harmony can serve to develop a positive college ethos that affirms the identity and aspiration of the college. It is conducted to provide opportunities to develop learning capability and self-confidence. It gives training to a large number of students for effective appearance and expression before the audience and thus to avoid stage fear. It can be a great opening for developing public speaking, tackling performance anxiety, improving leadership quality, developing reading habit and learning social discipline. The prize winners of various academic as well as nonacademic events are appreciated in the prayer assembly for enhancing their

positive attitude and motivation. It also provides a platform to the heads of the institution to address the staff and students for disseminating updated information face to face.

4. The Practice

The assembly is a collective gathering of the entire body in which students get to feel the college as an organized group and thus it enable them to develop a sort of community spirit. Our assemblies are arranged on every Mondays. The morning assembly is held between 9:30am to 9:50am. The committee guides and encourages the students in planning and conducting the assembly by giving equal chance for all departments on a weekly rotational basis. That 20 minutes assembly serves the students not only as an expansion of connecting with their true self or God through prayer but also an excellent resource full-time for enriching themselves. We have a well planned assembly under the supervision of an assembly committee; which gathers atleast twice an year and maintains minutes of it. Activities of the assembly comprises of anchoring, prayer song, news reading, thought for the day, departmental updates, and address by the heads of the institution, acknowledgement of achievers during occasions and national anthem. By last two years due to the Covid-19 pandemic situation our assemblies are also been conducted in online mode. All together the assembly creates calmness, develop a sense of integrity and pave way for self enhancement. The principles of self discipline, confidence, habit of reading and acquisition of general knowledge and current affairs are inculcated. The students are informed of departmental updates and are regularized in their academic work. A good college is always particular about their assembly schedule. But few students are always in lookout to find excuses to escape from the assembly. It is essential to understand that assembly is not just about standing in long queues and reciting prayers or listening to the institutional heads. We used to commemorate and celebrate important national and international days. All the activities carried out in assembly have a great influence in every point of life. The positive effects of attending and taking up roles in assembly can be felt throughout the life. It is important for student's holistic development. It helps to develop a feeling of being united. It enables to get an understanding of the college in a better way. It facilitate to learn valuable lessons, to build confidence, enriching public speaking skills, avoid performance anxiety, improve leadership quality and to get self motivated. Prayer assemblies seem to be a platform for rewarding achievers in order to encourage them to perform better. It helps to

understand the ups and downs of college and solving out the problems. Altogether assemblies facilitate the overall physical, mental and spiritual development of students. It must be considered as a place where students can imbibe the value of punctuality, patience and grooming standard day by day on a natural basis.

5. Evidence of success

Each and every activity of the college is beneficial for the students by creating an environment conducive to the growth of them. Likewise the assembly also seems to be an excellent resource for students to develop their values which provides an exciting venue to overcome performance anxiety, to improve self confidence and public speaking skill and to get self motivated and enrich leadership quality. It supports them to develop a sense of cohesive harmony. Through the assembly moral, social and spiritual values are inculcated successfully. Students are encouraged to participate in activities like anchoring, news reading, delivering thought which develops intellect. These activities help in boosting the confidence of students as they learn to express themselves in front of others. Assemblies are the best platform to encourage the students who have achieved something in academics or non academic activities. When the achievers are awarded in front of everyone, they feel encouraged and receive enthusiasm to achieve more. Furthermore, it inspires other students to perform better in order to become one of the achievers. It is a better place to instill discipline and self confidence, enrich self motivation and leadership quality and altogether it accentuates on the holistic development of students.

6. Problems Encountered and Resources Required

There are few problems encountered in continuous implementation of this practice. Few students are not that much enthusiastic about attending the assembly. But the initial resistance of some students disappeared in no time as they understood the value of this practice. The time investment required for this was another fear that we confronted. With the introduction of the semester system involving internal assessment the academic burden on students and teachers have increased. However assembly started conducting once in a week- Monday. From

the last two years due to covid-19 pandemic situation just as teaching, assembly also switched to virtual mode. Every Monday assembly has been conducted through Zoom or WebEx platform. Network issue seems to be a vital problem for executing the assembly effectively. This barrier of communication interrupts the smooth flow of the program.



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📍 Ezhakkad - Mundur, Palakkad - 678 631, Kerala, India ✉ yims@yuvakshetra.org / yuvakshetra@gmail.com

ASSEMBLY COMMITTEE 2016-2017

- | | |
|--------------------|-------------------------------------|
| 1.Mr. DON THOMAS - | DEPARTMENT OF PHYSICAL EDUCATION |
| 2. Ms. JOMIA DON- | DEPARTMENT OF PHYSICAL EDUCATION |
| 3.Ms. SABNA - | DEPARTMENT OF COMMERCE & MANAGEMENT |


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Institute of Management Studies
Ezhakkad(PO), Mundur, Palakkad(Dt.)
Kerala, India, Pin-678 631





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ASSEMBLY COMMITTEE MEETING

Date: 16/06/2016

Venue: C H Room 3

Agenda:

- Assembly committee formation
- Schedule of the assembly
- Activities of the assembly

Minutes of the Meeting:

- The meeting started at 3:35 pm
- Reminded the schedule of the assembly as from 9:30 to 9:50 am.
- New committee members were selected, their names as follows:
Mr. Don Thomas, Ms. Jomia
- Decided that all class mentors will also include in the committee
- Selected Ms. Sabna as the in charge for conducting Daily morning prayer
- Explained the activities to be included in the assembly as follows: prayer song, news reading, thought for the day, departmental updates and activities, address by the institutional Heads, recognition and price distribution if any, and national anthem.
- The meeting concluded at 4:30 pm




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ASSEMBLY COMMITTEE MEETING

Date: 10/02/2017

Venue: C H Room 3

Agenda:

- Student's participation
- Class order of conducting assembly

Minutes of the Meeting:

- The meeting started at 3:35 pm
- Informed that assembly is compulsory for all students and everyone must participate in it with dignity and seriousness.
- Decided to conduct assembly as year wise as a rotation of I years, II years and III year classes including all streams.
- Meeting concluded at 4 pm.




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ASSEMBLY COMMITTEE 2017-2018

- | | |
|---------------------|-------------------------------------|
| 1. Mr. RINTU PRASAD | DEPARTMENT OF MATHEMATICS |
| 2. Mr. SONY JOSEPH | DEPARTMENT OF COMMERCE & MANAGEMENT |
| 3. Ms. SHYLAJA | DEPARTMENT OF COMMERCE & MANAGEMENT |
| 4. Ms. MIRA G | DEPARTMENT OF ENGLISH |
| 5. Ms. AISWARYA | DEPARTMENT OF COMMERCE & MANAGEMENT |




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ASSEMBLY COMMITTEE MEETING

Date: 16/06/2017

Venue: C H Room 3

Agenda:

- Selecting new assembly committee

Minutes of the Meeting:

- The meeting started at 3:35 pm
- Selected assembly committee for the academic year 2017-18. Members includes: Mr. Rintu Prasad, Mr. Sony Joseph, Ms. Shylaja, Ms. Mira G, Ms. Aiswarya.
- Extended gratitude to the ex –committee members for conducting assembly successfully.
- Meeting concluded at 4:20 pm



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ASSEMBLY COMMITTEE MEETING

Date: 09/02/2018

Venue: C H Room 3

Agenda:

- Providing platform for tackling performance anxiety
- Alterations in the assembly activities

Minutes of the Meeting:

- The meeting started at 3:35 pm
- In order to ameliorate stage fear and performance anxiety; and for enhancing public speaking skill in them, it is decided to incorporate anchoring in the assembly.
- Informed that students must be given equal chances to showcase their skills in the assembly.
- Meeting concluded at 4:15 pm




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ASSEMBLY COMMITTEE 2018-2019

1.Mr. SIBY	DEPARTMENT OF HOTEL MANAGEMENT
2.Ms.NISHA	DEPARTMENT OF HOTEL MANAGEMENT
3.Mr. SONY JOSEPH	DEPARTMENT OF COMMERCE & MANAGEMENT
4.Ms. SREEJA T S	DEPARTMENT OF MATHEMATICS
5.Ms.RAMALAKSHMI	DEPARTMENT OF COMMERCE & MANAGEMENT
6.Mr. MIDHUN	DEPARTMENT OF PHYSICAL EDUCATION




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ASSEMBLY COMMITTEE MEETING

Date: 15/06/2018

Venue: C H Room 3

Agenda:

- Formation of Assembly committee for the academic year 2018-19

Minutes of the Meeting:

- The meeting started at 3:35 pm
- Assembly committee members for the academic year 2018-19 have been selected. The names as follows: Mr. Siby, Ms. Nisha, Mr. Sony Joseph, Ms. Sreeja T S, Ms. Ramalakshmi, Mr. Midhun.
- Extended appreciation and gratitude to the ex-committee members.
- Meeting concluded at 4:30 pm



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ASSEMBLY COMMITTEE MEETING

Date: 11/01/2019

Venue: C H Room 3

Agenda:

- Assembly activities
- Notion on conducting class wise assembly

Minutes of the Meeting:

- The meeting started at 3:35 pm
- Planned to incorporate and give prominence to current issues and general knowledge in the news reading session; in order to create social and political awareness among students.
- Decided to conduct class wise assembly for effective participation and catering more opportunities for the students.
- Meeting concluded at 4:15 pm



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ASSEMBLY COMMITTEE 2019-2020

1. Mr. SAM VARGHESE DEPARTMENT OF PHYSICAL EDUCATION
2. Mr. SIBY MATHEW DEPARTMENT OF HOTEL MANAGEMENT
3. Ms. ATHULYA DEPARTMENT OF HOTEL MANAGEMENT
4. Mr. CHANDRASEKAR DEPARTMENT OF GEOGRAPHY
5. Mr. MIDHUN M DEPARTMENT OF HINDI
6. Ms. RAJI DEPARTMENT OF COMPUTER SCIENCE
7. Ms. ANUJA JACOB DEPARTMENT OF ENGLISH
8. Ms. ANIL KUMAR M.S DEPARTMENT OF COMMERCE




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ASSEMBLY COMMITTEE MEETING

Date: 21/06/2019

Venue: C H Room 3

Agenda:

- Formation of assembly committee

Minutes of the Meeting:

- The meeting started at 3:35 pm
- Selected assembly committee members for the academic year 2019-20. Their names as follows: Mr. Sam Varghese, Mr. Sibi Mathew, Ms. Athulya, Mr. Chandrasekar, Mr. Midhun M, Ms. Raji, Ms. Anuja Jacob, Mr. Anil Kumar M S
- Meeting concluded at 4:20 pm




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ASSEMBLY COMMITTEE MEETING

Date: -14/02/2020

Venue: C H Room 3

Agenda:

- Absenteeism among students

Minutes of the Meeting:

- The meeting started at 3:35 pm
- Discussed the matter of absenteeism from the part of students as a sign of unenthusiastic response.
- Decided to make students aware of the value of this practice and its benefits.
- Informed class mentors to do the needful.
- Meeting concluded at 4:30 pm



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ASSEMBLY COMMITTEE 2020-2021

- 1.Mr. SAM VARGHESE DEPARTMENT OF PHYSICAL EDUCATION
- 2.Mr. MATHEWS PAUL DEPARTMENT OF HOTEL MANAGEMENT
- 3.Mr. AKHILESH DEPARTMENT OF HOTEL MANAGEMENT
- 4.Mr. CHANDRASEKAR DEPARTMENT OF GEOGRAPHY
- 5.Mr. GEORGE JOSE DEPARTMENT OF COMMERCE
- 6.Mr. AMRITHI N DEPARTMENT OF COMMERCE
- 7.Ms. ROOPA P.R DEPARTMENT OF ENGLISH
- 8.Mr. ANILKUMAR M. S DEPARTMENT OF COMMERCE




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ASSEMBLY COMMITTEE MEETING

Date: -19/06/2020

Venue: C H Room 3

Agenda:

- Formation of assembly committee

Minutes of the Meeting:

- The meeting started at 3:35 pm
- Selected assembly committee members for the academic year 2020-2021.
- Mr. Sam Varghese, Mr. Mathew Paul, Mr. Akhilesh, Mr. Chandrasekar, Mr. George Jose, Ms. Amrithi N, Ms. Roopa P R, Mr. Anil Kumar M S were selected as committee members
- Extended gratitude to the ex-committee.
- Meeting concluded at 4:30 pm.




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ASSEMBLY COMMITTEE MEETING

Date: 15/01/2021

Venue: C H Room 3

Agenda:

- Idea of Virtual assembly
- Tackling pandemic situation

Minutes of the Meeting:

- The meeting started at 3:35 pm
- Shared inconveniences faced for conducting assembly in the physical mode due to the emerging Covid-19 pandemic situation.
- Discussed on the possibilities of conducting assembly in virtual mode.
- Suggestions rose regarding the virtual platforms like WebEx, Zoom and even Google Meet.
- Decided to schedule department viz virtual assemblies.
- Counted April /May for the first virtual assembly to be conducted.
- Decided to conduct virtual assembly monthly twice due to some inconveniences raised by students regarding network issues.
- Meeting concluded at 4:45 pm.



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GATHERING





NEWS READING





THOUGHT FOR THE DAY





REMEMBRANCE OF LEADERS





POSITIVE REINFORCEMENT IN THE FORM OF PRIZE FOR ACHIEVEMENTS AWARDED IN PUBLIC





BOOK RELEASE BY STUDENTS









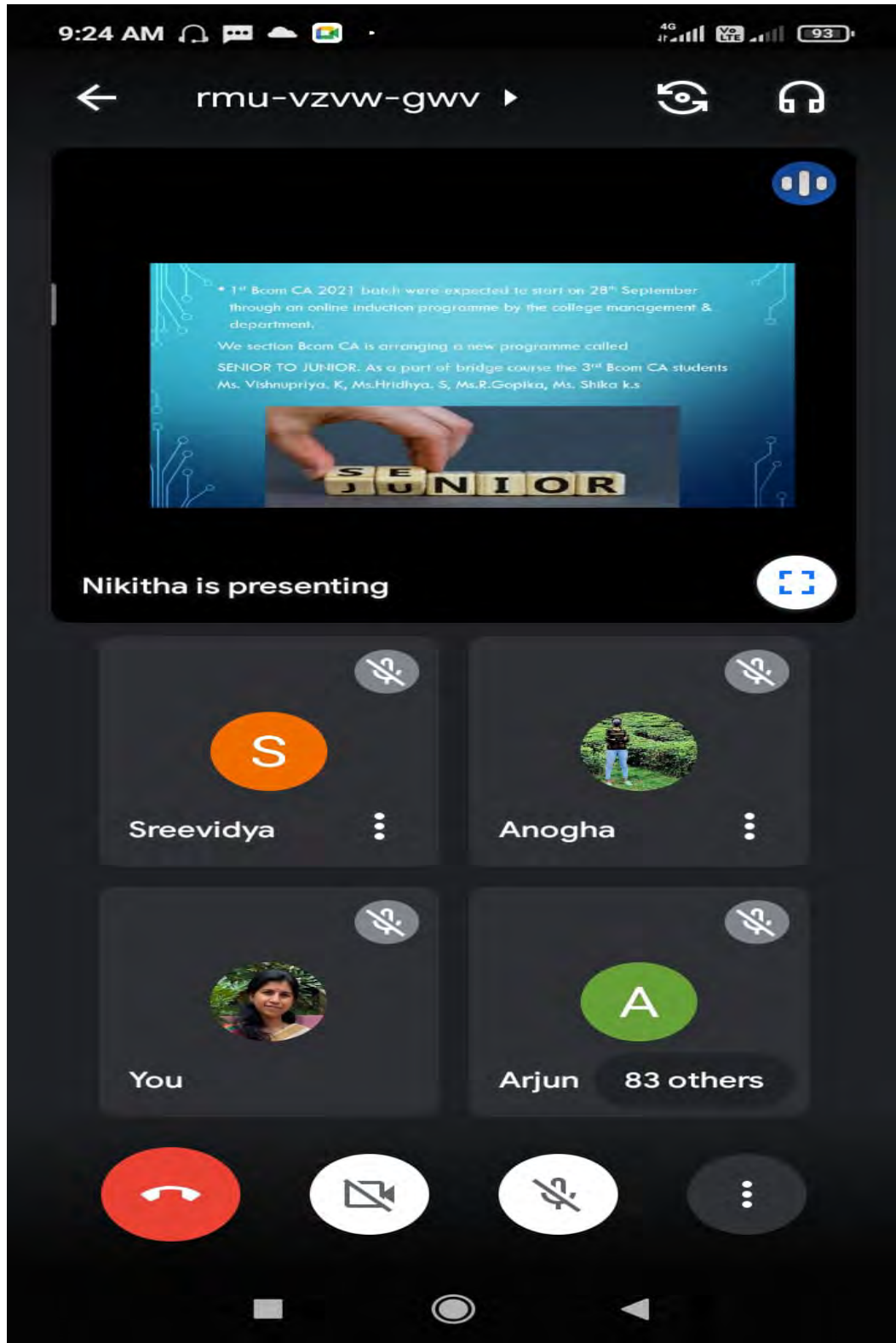
UPDATES AND ADDRESS BY THE HEADS OF THE INSTITUTION

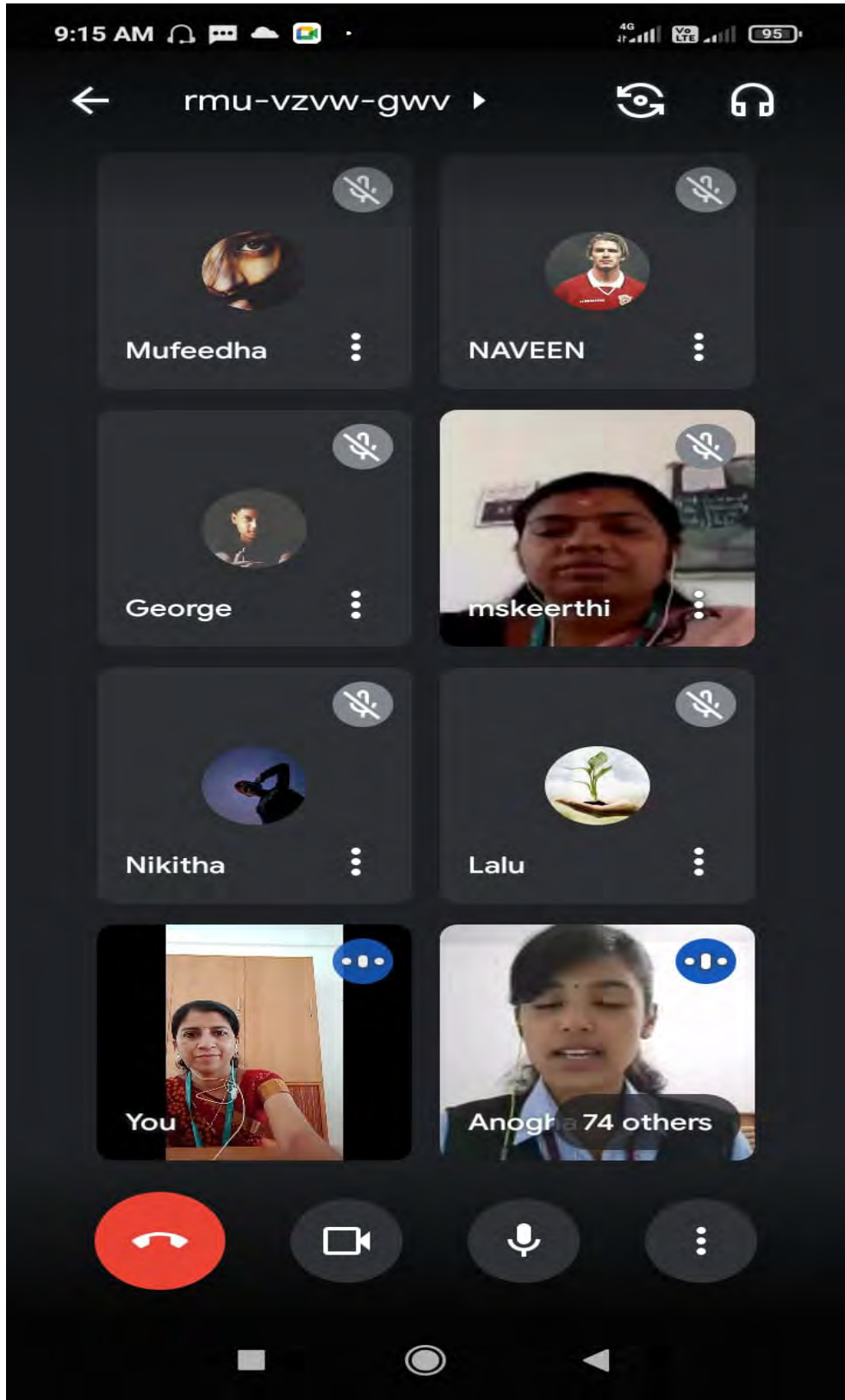






VIRTUAL ASSEMBLY







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REC



Lalu Olikkal

