

**Template for**  
**INSTITUTIONAL DEVELOPMENT PLAN (IDP 2022-2032)**  
**FOR HIGHER EDUCATIONAL INSTITUTIONS IN GOA**

*As part of the implementation of National Education Policy-2020*

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## 1. Institutional Basic Information

### 1.1. Institutional Profile:

Name of the Institution	The CES College of Arts and Commerce				
Head of the Institution	Prof. Sanjay P. Sawant Dessai				
Contact Details	Email: <b>principal@cescollege.ac.in</b>	Cell No. <b>9765569757</b>		Office : <b>0832-2865210</b>	
College Website	<b>https://cescollege.ac.in</b>			AISHE Code: <b>C-30847</b>	
Name of the IQAC Coordinator	<b>Dr.(Mrs.) Apoorva A. Marathe</b>	Email : <b>iqac@cescollege.ac.in</b>		Cell No. <b>9527435941</b>	
Name of the NEP Coordinator	<b>Mrs. Maria Fatima Martins</b>	Email : <b>nep@cescollege.ac.in</b>		Cell No. <b>7350517939</b>	
Name of the RDI Coordinator	<b>Prof. Avinash V. Raikar</b>	Email : <b>research@cescollege.ac.in</b>		Cell No. <b>9860868326</b>	
Name of the TLET Coordinator	<b>Dr. Savita S. Nadkarni</b>	Email: <b>tlet@cescollege.ac.in</b>		Cell No. <b>9881662304</b>	
NAAC Accreditation Status	1 <sup>st</sup> Cycle: <b>2.59</b>	Grade: <b>B</b>	2 <sup>nd</sup> Cycle : <b>2.33</b>	Grade: <b>B</b>	
	3 <sup>rd</sup> Cycle: <b>NA</b>	Grade: <b>NA</b>		4 <sup>th</sup> Cycle: <b>NA</b>	Grade: <b>NA</b>
NIRF Ranking	2020-21: <b>NA</b>	2019-20: <b>NA</b>		2018-19:	2017-18:
UCG Recognition	2(f)	<b>Yes</b>		12 B	<b>Yes</b>
NBA accreditation		<b>No</b>			
Financial Status	Government /Aided: <b>Aided</b>			Self-Finance: <b>NA</b>	
Under National Education Policy (NEP 2020), would your institute prefer to be:	<b>iii. Part of Higher-educational institution (HEIs) cluster.</b>				

**Please note that, there is no space limit. Thus, if required, you may expand any of the following sections**

## 1.2. Institutional SWOC Analysis

### *Strengths:*

1. Location of the college provides the best educational opportunity for the rural students.
2. Committed and supportive management.
3. Motivative, experienced, well-qualified, dedicated and enthusiastic Principal and faculty.
4. College library is well-equipped with books, reference material, newspapers, journals and e-resources.
5. Optimum utilization of available infrastructural facilities.
6. Effective mentoring and counselling to ensure student centric education.
7. Extension activities, co-curricular activities, sports, cultural, NCC and NSS activities for overall personality development of students.
8. Wi-Fi enabled campus.
9. Classrooms with interactive smart boards, LCD Projectors and audio system.
10. Financial assistance and scholarships to students.
11. Effective feedback mechanism is implemented.
12. Emphasis on holistic and all-round development of students.
13. Pro-active role of PTA and Alumni.

### *Weaknesses:*

1. Limited infrastructure.
2. Few meritorious students seek admission in college.
3. Low percentage of students pursuing higher education
4. Limited scope for placements.
5. Limited research activities by faculty.
6. Lower preference given to the college by students for admission.

### *Opportunities:*

1. Introduction of multi-disciplinary courses.
2. Opportunity for research by faculty and students.
3. Augmenting student internship programs.
4. Scope for professional coaching for competitive examinations.
5. Personality development of students.
6. Liaison with higher secondary schools.
7. Publicity for the institution.

***Challenges:***

1. Motivate students for higher education, research, internships and placement.
2. Enhancing basic skills of writing, reading, problem solving techniques among students.
3. Focus on improving NAAC parameters
4. Implementation of NEP 2020.
5. Focus on outcome-based education.
6. Infrastructure development.
7. Increasing enrollment of meritorious students to the college.
8. Students from socially and economically weaker section of society.
9. Improving competitiveness for sustainability.
10. Providing transport facilities for the students from remote areas.

## 2. Institutional Development Plan (for at-least next 10 years)

### 2.1. Vision

**“Empower students through quality education and augment their holistic development for a sustainable future.”**

### 2.2. Mission

**“To create an enlightened and vibrant society through integrated and multidimensional development of students' personality by emphasizing on all-inclusive education”.**

### 2.3. Goals and Objectives

- 1. To empower every individual with knowledge, self- confidence, competence and conscience.**
- 2. To provide a safe and conducive learner friendly environment.**
- 3. To make students adaptable and employable to the changing needs of the industry.**
- 4.To build a society based on secular, democratic and non- discriminative values.**

## 2.4. Executive Summary

*Summary of how each of the objectives will be addressed. This section must have clear plans for implementation and execution of your proposed IDP.*

**The Institution undertakes following measures and steps to achieve the objectives:**

### **1. To empower every individual with knowledge, self-confidence, competence and conscience.**

The institution makes every effort to empower students by cultivating among them the ability to share their thoughts and ideas, develop the capacity to bring an inward positive change, act independently, and make their own choices. The faculty, mentors and the counsellor make continuous effort to empower each and every student to make them competent and self-confident. Students are motivated to participate in creative activities, competitions, seminars, workshops, field trips, study beyond classroom, blogging, use of social media, digital story telling/writing, podcasting, project-based learning. The institution consistently co-ordinates with all its stake holders to achieve this objective.

### **2. To provide a safe and conducive learner friendly environment.**

The institution welcomes, nurtures and educates students coming from different strata of the society. Majority strength depicts backward and weaker sections of the community. To encourage reading and learning culture the library is kept open from 8.00 a.m. to 5.00 p.m. The entire campus has internet connectivity, LCD projectors are installed in all classrooms and interactive smart-boards are installed in classrooms. Continuous engagement and connectedness with students by the mentors and the counsellor has resulted in zero cases of ragging and sexual-harassment. Students from financially weaker sections and minority communities are supported through Government sponsored scholarships, student-aid fund and private sponsors.

### **3. To make students adaptable and employable to the changing needs of the industry.**

The faculty addresses the students regarding adaptability and help them to face and adjust to the changing circumstances and focus on their improvement. They are guided to adapt to the challenges of life through mental, emotional and behavioral flexibility. Students are motivated to become competent, build confidence, connect with people, build character and promote self-regulation.

Efforts are made to make students employable by organizing training sessions, workshops on soft skills, encourage students for internships, orientation on careers and job opportunities, and participation in job fairs. Links for employment and interviews, information regarding vacancies and competitive examinations are provided to the students.

### **4. To build a society based on secular, democratic and non-discriminative values.**

The institution has faith in in secular principles. Admissions are open to students of all religions, faiths and beliefs. The institution is neither affiliated to any secular organization nor follows any religious preaching. Students are taught to develop cordial and interpersonal relations with each other.

The institution believes in progressive society. A progressive society can be built only through democratic values and principles. Democratic principles are upheld by democratically electing the

members of the student bodies like Students' Council, Cultural Council, Sports Council and NSS. Students are involved in the progress and development of the institution by appointing them on IQAC, Student-aid Fund, Anti-ragging Committee, Grievance Committee, Gender Champion Club and others. The faculty enlightens the students about democratic values such as equality, freedom, justice, tolerance, respect, fraternity, peace, global awareness, co-operation and the like. The qualities like tolerance, acceptance, a wider view, global awareness, reflection and equal justice rests within the teachers to shape the student in all possible ways the competitive world of today.

## Plan for implementation and execution of proposed IDP

The institution has crucial role in the promotion of quality of education system to achieve the holistic development of the students. The success of the institution is driven by the quality and engagement of its faculty.

### Strategic action plan for the institution:

1. It is planned to increase the student's strength above 600 to ensure student centric and outcome-based education. Encouraging wide-ranging program and flexible curriculum. It is decided to conduct two sessions of remedial classes for all courses, extra coaching for advanced learners and effective mentoring to support learners in small groups in every semester. Continuous training for students in ICT and skill-based learning courses as well as continuous internal assessment. Institution- Industry collaborations/MOUS, skill based vocational courses for self-employment, student employment bank on college website to collect the data on students seeking jobs, summer placements.
2. Faculty members need to develop their skills and competencies to carry out institutional planning, monitoring and implementation of this feature on a dynamic basis. Promotion of quality of teaching- learning and research, consultancy, at institution level. Course curriculum of all programs to focus on attributes of knowledge, understanding, applying and creation with due weightage to each attribute. Continuous hands-on training for faculty to implement ICT based innovative methods of teaching learning and evaluation and utilize e-learning resources. To have a significant increase in number of quality publications in referred journals / conferences, assist faculty along with research scholars to write proposals. Motivate faculty to pursue Ph.D. as well as register for post-doctoral research. Initiate Faculty Development Programs for quality augmentation of faculty. Motivate faculty to participate in workshops, development of digital content, major and minor projects and case studies.
3. To focus on the democratic way of functioning, effective implementation of policies and establish a strong organizational set up of the institution. Ensure participation of all stakeholders in planning, decision making and implementation. Recognition and motivation to faculty to take up leadership responsibilities in the governance of the institution and academic bodies as outstanding teacher award at college. Continuous upgrading of ICT facilities. Training program in a year for administrative Staff, examination Staff, multi-tasking Staff and outsource Staff. Provision for maintenance of infrastructure, addition of IT Laboratory, e -resources, building new academic block and playground, good canteen facility have been the priorities. Provision of transport facilities to students from remote areas and upgrading facilities for physically disabled students-toilets, ramps, classrooms. Energy conservation and resource management includes installation of solar panels, water harvesting. The College is willing to start an incubation center to provide training to 50 people and also to link with the university.



4. Invite alumni to conduct counselling session, motivational lectures, leadership camps, seminars, panel discussion, sports events, career opportunities. Maintain a healthy and productive student-teacher relation. Utilise alumni feedback in the development of the college. Consider feedback from alumni for planning and execution. Initiatives to obtain database information.
5. The IDP should address the following with respect to societal benefits as:
  - i. Ensuring practice of dynamic code of conduct and core values amongst the stakeholders.
  - ii. Selecting and working on unique best practices should be an be the consequence of at least five years.
  - iii. Creating environmental consciousness among students.

All stakeholders of an educational institution need to develop mutual understanding and work on cooperation and integration in order to properly carry out the functions of the organizational plan.

## 2.5 Developing Motivated and Energized Faculty

- Provide Strategic plan/initiatives

Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.

The success of any educational institution is the quality and engagement of its faculty. To achieve this objective the institution envisions the following initiatives :

### Short term (2 years)

1. As a part of Research Enhancement, following activities are planned: -
  - i. Orientation / workshop will be organized annually.
  - ii. FDP on personality and skill development annually.
  - iii. Faculty will be deputed outside college/ state for FDP.
2. Expansion of canteen and special room for the staff.
3. Formation of Investor's club.
4. Providing rest room facility for staff.
5. Organizing medical camp for faculties.
6. Annual get together and picnic.
7. Outstanding teacher award annually.

### Mid Term (5 years)

1. Timely compliance of orientation, refresher course and FDP for the faculty.
2. Institution should initiate faculty exchange programmes within and outside the state.
3. Inhouse research publication to motivate research within the institution will be initiated.
4. Participation in state, national and international level conferences.
5. Motivate faculty to undertake framing of curriculum, participate in workshops, development of digital content, academic flexibility as per the requirements of NEP 2020.
6. Focus on performance improvement of faculty.

### Long term (10 years)

1. Promote guideship.
2. Promote for sabbatical leave.
3. Research enhancement through release time and sabbatical leaves for undertaking research work.
4. Academic / Professional achievement award for faculty members.
5. Award for writing research paper in Scopus Journal.
6. Retirement planning programmes.
  - i. Workshop on social security
  - ii. Individual pre-retirement counselling programs.

## 2.6. Teaching, Learning and Education Technology

*Provide an action plan for:*

- *Implementation of Outcome Based Education (OBE)*
- *Enhancement of Students progress*
- *Multidisciplinary teaching*
- *MOOCs and ODL*

*Provide a Timeline for each of the above via Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

Institutional Development Plan aims at holistic development of students and works to stimulate the academic environment for promotion of quality of teaching- learning and research. The importance of applied learning, multiple learning and resource sharing is emphasized in NEP 2020. There is more focus on technology-based pedagogy.

Students and teachers have been encouraged to reimagine traditional learning and teaching methods with interactive learning and ICT based education.

The institution envisions the following plans to be implemented during the process of implementation of NEP 2020

### **Action plan for Teaching, Learning and Education Technology**

*Short term (2 years)*

1. Revision of POs, PSOs and COs of the courses.
2. Course curriculum of all programs to focus on attributes of knowledge, understanding, application and creation with due weightage to each attribute.
3. Formation of Commerce lab and interdisciplinary departmental student centric clubs in Social Sciences.
4. Upgrading of ICT facilities in the classrooms by addition of two Smart Classrooms.
5. Train students to utilize e-learning resources through INFLIBNET and KINDLE.
6. Addition of four courses in generic and skill-based courses.
7. Faculty members to complete yearly minimum one faculty development programme in their respective areas.
8. Continuous internal assessment to be conducted through innovative and reformed techniques as video making, article review, role play, case studies and presentation.
9. Initiate two Institution- Industry collaborations/MOUS.
10. Remedial classes in all courses to be aimed to support learners in small groups.
11. Extra coaching to be provided to advanced learners.
12. Mentor-Mentee system to be effective and useful.

13. Minimum 20% of total pass out students to enroll for post-graduation and skill-based studies every year.
14. Minimum 20% to register and complete minimum one skill-based course / soft skills certificate courses in computer, commerce, industry and social science on Swayam/MOOC/ODL platforms
15. Minimum 10% of the total number of students to participate in curricular, co-curricular, cultural, sports and community related activities and competitions at inter-collegiate, state and national level.

#### *Mid Term (5 years)*

1. Upgrading ICT facilities of classrooms by addition of four Smart Classrooms.
2. Institution- Industry additional collaborations/MOU (Minimum 4)
3. Faculty members to complete yearly minimum one faculty development programme in their respective fields
4. Encourage 10 students to undertake research and creative tasks.
5. Minimum 30% of total pass out students to enroll for post-graduation and skill based studies every year.
6. Minimum 40 % of the students to register and complete minimum one skill-based course / soft skill certificate courses in computer, commerce, industry and social science on Swayam/MOOC/ ODL platforms.
7. Minimum 40% of the total number of students to participate in curricular, co-curricular, cultural, sports and community related activities and competitions at inter-collegiate, state and national level.

#### *Long term (10 years)*

1. Introduction of Integrated UG and Research Programs in certain disciplines as per NEP requirement.
2. Initiate 10 MOUS / Tie-ups with industry for up-skilling of students as trainer/placement partners.
3. Minimum 60 % of the students to register and complete minimum one skill-based course / soft skill certificate courses in computer, commerce, industry and social science on Swayam/MOOC/ ODL and emerging platforms.
4. Minimum 50% of total pass out students to enroll for post-graduation and skill based courses every year.
5. Minimum 60 % of the students to register and complete minimum one skill-based course / soft skill certificate courses in computer, commerce, industry and social science on Swayam/MOOC/ ODL platforms.
6. Minimum 60% of the total number of students to participate in curricular, co-curricular, cultural, sports and community related activities and competitions at inter-collegiate, state and national level.

## 2.7. Research Development and Innovation (Prof. Avinash V. Raikar)

*Provide an action plan for:*

- *Attracting research funds (State, National, International, Industry etc.)*
- *Improving quantity and quality of research publications*
- *Training faculty/ students for research*
- *Preparing faculties for 4<sup>th</sup> year research programme*
- *Developing environment conducive for research.*

*Provide a Timeline for each of the above via Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

In recent years, the HE sector in India and Goa is undergoing significant transformation due to globalization of education, rising enrollment of students, increasing demands of the society and the State and enhancement of skills and employability. It has to focus on the Research and Innovation because emphasis on research and innovation is likely to improve quality of faculty and would contribute to enhancement of quality of education imparted in the institution.

In this regards, the objectives are :

1. Promote research and consultancy at institution level.
2. Facilitate interaction with external agencies like industries, government and other funding bodies.
3. Build expertise in certain limited areas (may be 4 to 5 areas). These can be co-operative institutions, Panchayati Raj and other democratic institutions, business related areas, agriculture, tourism and financial investments.
4. To increase number of quality publications in refereed journals / conferences
5. Assist faculty along with research scholars to write proposals for external funding.

In this regard following activities are proposed:

1. All faculty members to be encouraged to publish one research paper every year. Such paper may be published in any referred Journal with ISBN number.

2. Every year 25 % of faculty to be encouraged to publish one paper each in the Journals which are in the UGC CARE list
3. The college teachers to publish one publication every year in Scopus indexed journals.
4. In next 2 years all faculty members that are not registered for the PhD to be encouraged for registration. In next ten years college should have 80 to 90 % of the faculty with doctoral degree on its rolls.
5. The faculty with PhD should be encouraged to register for post doctoral research.
6. Teachers to be encourage to participate in Local / National / International seminar
7. College to periodically organize the workshops for faculty to enhance their research capability and also encourage faculty members to participate in workshops conducted by various other institutions.
8. Research in following areas:
  - i. Co-operative institutions,
  - ii. Panchayati raj and other democratic institutions,
  - iii. Business related areas like corporate governance , marketing, finance etc,
  - iv. Agriculture,
  - v. Tourism,
  - vi. Financial investments.

Faculty to be encouraged to undertake sponsored research projects of the Local/ National/ International funding agencies.

In this regard, the following time line can be fixed.

Time Line		Two Year Plan	5 Year Plan	10 Year Plan
Research Methodology & Data Analysis (workshops for Faculty)	Teachers to be encouraged to participate	5	10	20
	College to Organise	1	3	5
PhD by Faculty Members	Registration for PhD	4	8	12
	Completion of PhD	0	4	8
Research Project	Local	2	5	10
	National	1	3	5
	International	Nil	nil	1
Research Papers	ISBN Numbered	20	100	200
	UGC Care Listed	5	15	30
	Scopus	1	5	10
Paper Presentation by Faculty	Local	8	20	40
	National	3	12	25
	International	2	5	10
Organization of Seminars by the college	Local	2	5	10
	National	2	5	10
	International	1	3	6

## 2.8. Industry-Academic Partnership

Provide an action plan for:

1. Including industry experts in the Board of Studies (BoS)/ academics
2. Industry Internship for Faculties/ Students

Provide a Timeline for each of the above via Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.

*Short term (2 years)*

1. The MOU (Memorandum of Understanding) should be signed with Cuncolim Industrial Estate and other local units .
2. GCCI membership
3. Internship programme will be initiated with the help of industry- to provide hands on experience to minimum 10% of college strength.
4. Research Project (minor/major) by the faculty members in association with local industrial unit will be initiated.
5. Internship programme for faculty.
6. Educational field trips.
7. Seminars/Workshops for students and faculty members in association with local industry.
8. Minimum 50 students from B.A/B.Com. will be provided placements annually.

*Mid Term (5 years)*

1. Research Project (minor/major) by the faculty members in association with local industrial unit will be initiated.
2. Internship programme for faculty.
3. Internship programme will be initiated with the help of industry- to provide hands on experience to minimum 20% of college strength.
4. Educational field trips.
5. Seminars/Workshops for students and faculty members in association with local industry.
6. Minimum 75 students from B.A. /B.Com. will be provided placements annually.

*Long term (10 years)*

1. Internship programme will be initiated with the help of industry- to provide hands on experience to minimum 50% of college strength.
2. Research Project (minor/major) by the faculty members in association with local industrial unit will be initiated.
3. Internship programme for faculty.
4. Educational field trips.
5. Seminars/Workshops for students and faculty members in association with local industry.
6. Minimum 100 students from B.A. /B.Com. will be provided placements annually.



## 2.9. Institution's Placement Plan for Students

- Provide an action plan for students placement

Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.

### Short Term (2 years)

1. A Student Employment Bank will be created. (Online application form will be used through college website to collect the data on students seeking jobs, especially fresh graduates).
2. Summer placement or vacation placement for on-going students (Internship Programme/Hands-on-training programme). Minimum 50 students from B.A/B.Com. will be provided vacation placements annually.
3. Short Term Courses will be held for developing communication skills, computer skills, account writing skills and also sessions will be organized to prepare students for facing interviews.
4. Annual Campus recruitment will be conducted by inviting institutions to hold interviews in the college. At least 30 students will be placed through campus recruitment.

### Mid Term (5 years)

1. Alumni contacts to be used for providing placements after graduation.
2. Organising 10 skill based vocational courses.
3. A target of 100 student placements in 5 academic years is planned.
4. Encouraging college students to attend job fairs.

### Long term (10 years)

1. MOUs with Banks, Companies, MSME and other employers in the Private Sector & Public sector) for training and placement.
2. MOUs with industries from Cuncolim Industrial Estate Association will be undertaken for placement of students.
3. Enroll students for CS, CA, ICWA.

## 2.10. Achieving the Target for Accreditation

*Provide an action plan of participating and/or improving in NAAC & NIRF*

*Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

The ultimate aim of our institution is to provide quality education, advanced facilities to students, promote skill development and help students shape their careers. Accreditation benefits in protecting and promoting the interests of all the stakeholders – students, faculty, parents, educationists and the society at large by mapping and evaluating the overall institutional performance. During the next 10 years our institution focuses on parameters like curriculum and new courses, teaching and learning, research, student outcomes, progression and support, outreach programmes, governance and leadership, values and perception.

During the first accreditation the institution has been accredited by NAAC at ‘B’ grade with CGPA 2.59 in 2013. The institution has been reaccredited at ‘B’ grade with CGPA 2.33 in 2018. The institution emphasises on efforts to improve its grade and CGPA score during the successive accreditation in the future. The action plan focusses on institution’s efforts to work and improve on the required domains.

*Short term (2 years)*

1. Focus on improving the NAAC grade and attain CGPA of 2.75 during the 3<sup>rd</sup> accreditation due in 2023-24.
2. Effort to increase the student’s strength above 600.
3. Initiate Faculty Development Programmes for quality augmentation of faculty (Action Plan is provided under parameter 2.5 Developing Motivated and Energised Faculty).
4. Introduce new courses, certificate courses and initiate multidisciplinary approach (Action Plan is provided under parameter 2.6 Teaching, Learning and Education Technology)
5. Initiate 2 value-added courses on areas such as communication skills, creative writing, sports, yoga and meditation, personality, health and nutrition (Action Plan is provided under parameter 2.6 Teaching, Learning and Education Technology)
6. Focus on attainment of program outcomes, program specific outcomes and course outcomes (Action Plan is provided under parameter 2.6 Teaching, Learning and Education Technology)
7. Motivate faculty to register for Ph.D., publish research articles and train students for research (Action Plan is provided under parameter 2.7 Research Development and Innovation)
8. Establish industry-academic partnership for faculty and Students (Action Plan is provided under parameter 2.8 Industry-Academic Partnership).

9. Engage Alumni in the development of the institution and conduct activities to motivate the students (Action Plan is provided under parameter 2.12 Alumni Engagement/ Activities Plan).
10. Emphasize on infrastructure augmentation such as furniture, ICT, e-learning resources, IT facilities, student-computer ratio (Action Plan is provided under parameter 2.13 Basic Infrastructure Development Plan).
11. Establish systems and procedures for maintaining and utilizing facilities such as laboratory, library, sports complex, computers, classrooms etc.
12. Focus on increasing the percentage of student progression to higher education to 20% and facilitate for placement for students (Action Plan is provided under parameter 2.9 Institution's Placement Plan for Students).
13. Target to achieve institution academic results above 80%
14. Initiate administrative training programs for non-teaching staff (Action Plan is provided under parameter 2.14 Skill Development of Non-teaching Staff).
15. Strengthening governing body, administrative processes and governance mechanisms.
16. Organise 5 programmes and activities every year to cultivate human values, social awareness and community service among the student community.

*Mid term (5 years)*

1. Concentration on improving the NAAC grade and attain CGPA of 3.00 during the successive accreditation.
2. Concentrate on increasing the percentage of student progression to higher education to 40%.
3. Aim to achieve institution academic results above 90%
4. Initiate Incubation Centre and Start-up (Action Plan is provided under parameter 2.11 Incubation and Start-up)
5. Construct a new Administrative Block and provide college playground (Action Plan is provided under parameter 2.13 Basic Infrastructure Development Plan)
6. Availability of online access to e-resources of the library to faculty and students.
7. Strengthen the Alumni-Institution linkage (Action Plan is provided under parameter 2.12 Alumni Engagement/ Activities Plan).
8. Initiate MoUs with industries, banks and nearby institutions.

*Long term (10 years)*

1. Concentration on improving the NAAC grade and attain CGPA of 3.25 during the successive accreditation.
2. The institution aims to have more than 80% faculty members with doctoral degree.
3. Reduce the Mentor-Mentee ratio to 1:10.
4. Implement e-governance in areas of operation such as planning and development, administration, finance and accounts, student admission and support and examination.
5. Initiate 20 MoUs/linkages with institutions of national/ international importance, institutions of higher learning, industries, corporate houses, financial establishments, etc.,

6. Strengthening the administrative processes by benchmarking with quality management systems.

### **2.11. Incubation and Start-up**

- *Provide an action plan to have incubation centre and Start-up*

*Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

#### **Incubation Centre, Start-up Policy:**

The college has planned to establish an Incubation center with a vision to facilitate a platform for budding entrepreneurs to ignite their minds to start a business venture. The college also planned to link the incubation center with the university. The College is willing to start an incubation center to provide training to 50 people. The objective of establishing an Incubation Centre on the College campus is to promote:

1. Carpentry,
2. Plumbing
3. Training in wood carving /fruit carving
4. Sustainable and profitable business model.
5. Provide physical infrastructure and value-added support services
6. Provide training and mentorship to entrepreneurs

### **2.12. Alumni Engagement/ Activities plan**

- *Develop alumni engagement strategic plan and provide an action plan*

*Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

The institution reputation grows when it keeps producing successful graduates continuously-intelligent, innovative, and effective in their various fields.

#### **Strategic plan to have an active alumni network**

Objective: Form an active network of all the alumni and focus on building relationships which in turn will be helpful in providing valuable financial and intellectual support and mentorship to the current students.

## **Alumni engagement programmes:**

### Maintain and update alumni database

1. Alumni profile.
2. Maintain a healthy and productive student-teacher relation.

### Involve alumni in campus life.

Invite alumni to conduct counselling session, motivational lectures, leadership camps, seminars, panel discussion, sports events, career opportunities.

### Feedback

1. Utilise alumni feedback in the development of the college.
2. Consider feedback from alumni for planning and execution.

### Career mentoring and Providing Expertise

Invite alumni to guide students regarding career opportunities in their respective field and to provide practical education or work experience.

#### *Short term (2 years)*

1. Create an active network of 500 alumni.
2. Collection of information from students before they graduate and regularly update.
3. Provide alumni with life time library membership.
4. Involve alumni in internal planning and future strategy.
5. Organize events and invite alumni to conduct student centric activities.
6. Invite at least 5 alumni as chief guest or judges for various events or competitions.
7. Annual alumni meet.

#### *Mid Term (5 years)*

1. Create an active network of 1000 alumni.
2. Facilitate internships, career opportunities, job placement for outgoing students.
3. Organize events with active participation of well-known alumni from different fields. (5days program where alumni will be invited as guest speakers/resource persons).
4. Invite atleast 10 alumni as chief guest or judges for various events or competitions.

#### *Long term (10 years)*

1. Create an active network of 2000 alumni.
2. Organize events with active participation of well-known alumni from different fields. (5days program where alumni will be invited as guest speakers/resource persons.)
3. Alumni sponsored scholarships for students (at least 10 alumni sponsor per year).
4. Initiate alumni contribution in infrastructure development.
5. Invite atleast 15 alumni as chief guest or judges for various events or competitions.

### 2.13. Basic Infrastructure Development plan

- Provide an action plan of improving the physical infrastructure

Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.

*Short term (2 years)*

1. Additional IT lab with 20 computers with Wi-Fi facility
2. Installation of additional Smart TV in library
3. Increasing e-resources
4. Availability of playground
5. Maintenance to be done through the committee and estate manager to take care of infrastructure.
6. Maintenance of IT Laboratory, library

*Mid Term (5 years)*

1. Provision of indoor and outdoor sports facilities
2. New academic block with examination room, independent staff room, IQAC room, research room, committee room, NSS and NCC, canteen, restroom for staff

*Long Term (10 years)*

State of art with 30 classrooms and all other facilities

## 2.14. Skill Development of Non-teaching Staff

*Provide an action plan for enhancing skills of non-teaching staff*

*Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

*Short term (2 years)*

Two Training programmes in a year for Administrative Staff on the following areas:

1. Time management
2. Health and Hygiene
3. Conflict Management
4. Stress Management
5. Data management and documentation

Two Training programmes for Administrative Staff on the following areas:

1. Information Technology training
2. Social Media management
3. Office procedure and management
4. Motivating staff to undergo training at GIPARD and other training Institutes.

*Mid term (5 years)*

Two Training programmes in a year for Administrative Staff on the following areas:

1. Data management and documentation
2. Communication skills development
3. Awareness on welfare facilities
4. Awareness on Health Schemes.

Two Training programmes for Administrative Staff on the following areas:

1. Information Technology training
2. Social Media management
3. Office procedure and management
4. Motivating staff to undergo training at GIPARD and other training Institutes.

*Long term (10 years)*

Two Training programmes for Administrative Staff on the following areas:

1. Time and stress management.
2. Health and Hygiene
3. Data management and documentation
4. Communication skills development
5. Awareness on Health Schemes.

Two Training programmes for Administrative Staff on the following areas:

1. Information Technology training
2. Social Media management
3. Office procedure and management
4. Motivating staff to undergo training at GIPARD and other training Institutes.

## 2.15. Any Other Initiatives for the Student's and Institutional Growth

*Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

*Short term (2 years)*

1. Environmental consciousness among students-organising webinars, seminars, workshops by environmentalists.
2. Provision of transport facilities to students

*Mid Term (5 years)*

1. Instill dignity of labour among students-Making it a part of curriculum, engage students in menial work as a part of practical component.
2. Promoting vocational program-Motivate students to specialise in a particular skill, degree in that skill that can ensure employability.
3. Emphasis on morals and ethics of students-degradation of moral values among students has affected their performance/productibility. Short term courses on moral values and ethics as a part of curriculum could build values among students. Field trips as practical component (Old-age home, orphan age, home for widows, hospitals, prisons)
4. Revival of traditional occupations-involving local artisans and training the students in traditional occupation as a source of livelihood and self-employment.
5. Encourage/motivate students to improvise on T.Y. project and publish research papers.
6. Disabled friendly campus.
7. Installation of solar panels

*Long term (10 years)*

1. Water harvesting
2. Green campus