

## **FIVE YEAR STRATEGIC PLANS & IT'S DEPLOYMENT DOCUMENT**

**From 2015 to 2020**

### **Five Year Plans**

1. To introduce more PG Courses and to ensure that by the year 2020 the college must have post-graduation in at least ten to twelve subjects
2. To start more Vocational Courses
3. To emphasise on developing a research culture among teachers and students and to promote research
4. Establishment of Research corners in science labs
5. Establishment of a Research Board to encourage and to undertake research activities in the campus.
6. To organise Faculty Development Programmes in the campus
7. To encourage teachers to attend Faculty Development Programmes at other institutions
8. To encourage Inter-Departmental collaborative activities and initiatives
9. To encourage teachers for attending National and International Seminars and conferences
10. To encourage teachers for research publications
11. To organise coaching for NET in the PG departments
12. To introduce Tutorials and Mentoring
13. Library Upgradation
14. Extension of Reading Room
15. Establishment of Virtual Library
16. Free Wi-Fi and Net surfing to students.
17. To launch College Web Portal
18. Re-start of college Annual Magazine Al-Karim
19. Upgradation of Common Rooms
20. To organise Indoor and Outdoor Sports Events for students
21. To introduce girls wing within the college NCC unit
22. To start a new unit (Unit II) of NSS for B.Ed. students
23. To start a Small Gym
24. Planning for Bus Services for Students
25. To install Digital Notice Boards
26. Establishment of Medical Care Unit

27. Lift facilities at Sakchi & Mango Campuses
28. Allotment of Office Space to different student platforms
29. To start students' council
30. To ensure representation of students in different college bodies
31. To increase the participation of students in co-curricular, extra –curricular and extension activities
32. To strengthen the activities of Career Planning and Guidance Cell
33. To increase placement facilities
34. Better parking facilities for students
35. Establishment of Alumni Centre
36. Waiting Hall for Parents/Guardians
37. Parent Teacher Meetings
38. To increase representation of parents in relevant college bodies
39. To introduce Parent Feedback Mechanism
40. To take up specialised training of Non-Teaching Staff
41. Upgradation of College Offices
42. Complete office Automation
43. Management Information System and its complete implementation within two-three years
44. On-line Admission within next two-three years
45. To maximize Cashless Transactions
46. Digitisation of college documents related to administrative, finance and examination
47. Digitisation of Books
48. Computerised issue of CLC, TC & Character Certificates
49. To introduce multi-purpose RFID Cards for students as well as staff
50. Provision of a Changing Room for Lady Staff
51. Better Waste Management
52. Energy conservation efforts
53. Rain Water Utilisation/Harvesting
54. CCTV
55. Help Desk/Enquiry Counter
56. Conversion of at least 10 Classrooms into E-Classrooms
57. Geographical Observatory and Weather forecasting display
58. Multipurpose Hall at Sakchi Campus

59. Publication of Academic & Activity Calendar
60. To lessen to the use of paper and moving towards a plastic free campus
61. To update the Student Feedback Analysis on College Website
62. To upload Student Data on College Website
63. To upload maximum information on college website for transparency
64. To introduce SWOC Analysis for teachers, students and non-teaching staff
65. Community Services & Social Service
66. To create a policy for part time / Adhoc Teachers
67. To make efforts for Rationalisation of Sanctioned post and to increase the number of sanctioned posts
68. To fill up all vacant posts
69. Gearing up for NAAC Third Cycle in 2017-18
70. Readiness in the light of proposes shifting of the campus

❖ This plan is subject to revisions and changes from time to time

### **DEPLOYMENT DOCUMENT**

A. Being a management run college every plan and its implementation needs to be endorsed and permitted by our college Governing Body. Hence these strategic plans for the five years, commencing from the academic session 2015-16 are subject to the approval of the GB.

The GB has already authorised the principal to go ahead with such steps and measures which are necessary for the betterment of the college. The principal is allowed to seek the consent of the members of college GB in case of heavy expenses and policy related issues else he is authorised to take up the plans for the best interest of the college.

B. With regard to the introduction of new courses, mentioned as point number 1 and 2 of the strategic plans, the principal, along with Dr. Md. Reyaz and Mr. Wasi Hammad will take up the initiatives. The college plans to start PG Courses in Commerce, History, Chemistry, English, Economics, Political Science, Geography and Physics in next few years. It has also been planned that the principal, in consultation with the parent university, will initiate the process of introducing these courses as well as a few Vocational Courses in the coming years.

C. With regard to plans related to research, mentioned as point no 3, 4 & 5 the needs of different departments of Science faculty will be asked to plan at least a research corner in their laboratories for the convenience of such teachers who are pursuing Ph.D. or writing any research-based paper or book.

The Ph.D. students pursuing Ph.D. from the Kolhan University may also be allowed to use our research facilities in science labs if the parent university seeks our help in this regard.

The Faculty In-charges of Science, Commerce and Humanities & Social Sciences along with a few teachers will be asked to work as College Research Council to promote research-based activities in the campus.

D. With regard to academic development of the teachers, mentioned point no 6 & 7, the IQAC will take initiatives to organise faculty development programmes and also to motivate teachers in this regard.

E. With reference to point no 8, 9 & 10, the IQAC has been endorsed to suggest steps and measures for the fulfillment of these plans.

F. With reference to coaching for Net, the Head of PG departments will be authorised to take initiatives.

G. Regarding the introduction of Tutorial and Mentoring, mentioned as point no 12, the Head of the departments concerned may take the initiative as per suitability and convenience.

H. The Prof-in-charge of Library and the college librarian will be responsible for the completion of plans related to library mentioned as point no 13, 14 & 15.

I. Wi-Fi, Internet for students and college web portal, mentioned as point 16 & 17 will be looked after by IQAC and College Website Committee.

J. The principal along with the teachers of language department will take up the efforts to re-start the annual college magazine mentioned as point no 18.

K. The Prof-in-charge of Common Rooms and IQAC will take up the task of Common Room upgradation (point no 19).

L. With regard to addressing the issues mentioned in point no 20, 21 & 22 the Prof-in-charges of Sports, NCC & NSS will be the responsible persons.

M. The establishment of Small Gym and Planning for Bus Services mentioned in point no 23 & 24 will be looked after by the principal.

N. Point no 25 & 26 will be looked after by the IQAC.

- O. With reference to the initiatives mentioned in 27, 28, 28, 29, 30 the principal will take the required steps in consultation with the IQAC and Senior Teachers of the college.
- P. To ensure participation/of students in different activities the Prof-in-charges and other responsible office bearers of different student platforms are expected to act.
- Q. With regard to Career Planning & Guidance and Placement Cell point no 32 & 33 an Employability Enhancement Unit will be made and both these offices will be subjected to EEU and the In-charge of EEU will be authorised to channelise the activities regarding Guidance & Counselling and Placement.
- R. Regarding the plans mentioned in part 34, 35 & 36 Dr. Md. Reyaz will be the responsible authority.
- S. With regard to the strategic plans mentioned in point number 37, 38, 39 and 40 the IQAC will be responsible. With regard to Parent-Teacher Meeting the IQAC will ensure that the heads are organising it regularly. The representation of parents in relevant bodies will be suggested to the Principal by the IQAC. Introducing of Parent Feedback Mechanism will also be looked after by the IQAC.
- T. Strategic plans no 40, 41, 42 & 43 will be addressed by the IQAC in consultation with all the departments and persons concerned.
- U. The principal in consultation with Admission In-charge and Website In-charge will try to initiate the process of online admission (point no 44) and the principal in consultation with the Accounts office will make efforts towards maximising cashless transactions (point no 45).
- V. The Digitisation of all college documents including exams (point no 46) will be done in the supervision of Dr. Md. Reyaz whereas the Prof-in-charge of college library and the librarian will be responsible for Digitisation of books (point no 47).
- W. Plans mentioned in point no 48 & 49 will be the responsibility of IQAC.
- X. Plans mentioned in point no 50, 51, 52, 53, 60 will be addressed under the guidance of Dr. Md. Reyaz.
- Y. Plan no 54, 55, 56, 59, 61, 63 & 64 will be implemented by the IQAC.
- Z. Community Services & Social Services will be looked after by the NCC, NSS & Rotaract Club consultation with the principal.
- AA. Plan no 57, 58, 66, 67, 68, 69 & 70 will be the direct look out of the principal.