

## **INSTITUTIONAL DEVELOPMENT PLAN**

### **Current Status of the College**

#### **General profile**

1. Name and Address of the college : JANATA COLLGE, SERFANGURI
2. P.O.-Serfanguri, Dist.- Kokrajhar, BTR Assam.
3. Pin- 783346
4. Year of Establishment : 1977
5. Institutional Status : Provincialized
6. Award, Recognition, Accreditation : Accredited with C grade by  
NAAC (2023)
7. Number of Programme offered  
UG : BA, BCA,  
PG : MA (Bodo)
8. No. of sanctioned post (teaching) : 25

### **About the College**

Janata College, Serfanguri was established in the year 1977 prior to getting permission from the Government of Assam under the initiatives of local educationally enthusiastic leaders. The college is situated in a remote area at the foothills of Bhutan on the Northern side and adjacent to NH31(C). The college is situated half a kilometer south to Serfanguri Bazar area. It is located in a picturesque atmosphere with beautiful natural surroundings of rivulets. The college has its land measuring 45 bighas (15 acres). In 1987, the permission for starting first year TDC course was obtained from the Gauhati University. After the Govt. Concurrence was accorded, the college was affiliated to Gauhati University up to TDC part-I in March 1993. The college was later affiliated to Gauhati University up to TDC (Arts) Part-II in 1994. After a long period of 15 years, the college was finally affiliated as a constituent degree college under Gauhati University. The college was brought under Deficit System of Granting- Aid in 1996. The college came under UGC's 2(F) and 12(B) Act in the year 2006 and was later provincialized as per the State Government's Gazettee Notification in the same year. Presently, the college has HS 1st year, HS 2nd year, and three year degree course. The college has introduced MA course in Bodo in the year 2017. The college has total of 9 department's viz. English, History, Education, Economics, Political Science, Assamese, Bodo, Philosophy and Computer Science and Application. The college has major subjects in all the departments.

### **VISION**

The vision of the college is to produce change in behavior and attitudes of students, to develop creativity, entrepreneurship and to train students to meet the demands and challenges of the modern world.

## **MISSION**

The mission of the college is

- a. To impart higher education to the eligible youths in general and SC, ST, OBC & MOBC in particular.
- b. To arrange remedial teaching for the upliftment of the students of the weaker section.
- c. To make conscious effort to promote ideas of national integration, secularism, scientific outlook and a cosmopolitan and a humanistic approach towards life.
- d. To impart training in Games and Sports, Music, Art and Culture.
- e. To lay emphasis on teaching and research in non-traditional area avoiding duplication of facilities available in other colleges.
- f. To promote in students and teachers an awareness and understanding of the social need of the state and prepare them for fulfilling such needs.

The NEP Task force of the college has undertaken the mission of designing an Institutional Development Plan for a period of fifteen years commencing from Academic Year 2022-2023 to Academic Year 2037-2038 for balanced growth of the college. The Quality Indicators of different criteria determined by National Accreditation and Assessment Council (NAAC) have been taken into consideration as the base to create Quality Radars and to make out milestones for the future.

### **Guiding Principles of IDP, Janata College, Serfanguri**

The NEP Task Force has considered the following main objectives for preparing the Institutional Development Plan:

#### ***I. Vision Statement of the College***

#### ***II. To contribute Sustainable development goals as envisaged by the govt.***

#### ***III. NAAC – the observer of quality bench marking in higher education***

The Core values of NAAC are:

- Quest for Excellence
- Fostering Global Competencies among Students
- Inculcating a Value System among Students
- Promoting the Use of Technology

- Contributing to National Development

#### **IV. Quality Policy of the college**

Janata College is committed to a culture of quality enhancement through a process of continuous quality improvement in all its endeavors, namely, teaching-learning, research, and students supported extension services. The quality policy is also communicated and understood by all stakeholders within the college and is reviewed for continuing suitability. The policy is embedded in the process of self-evaluation and continuous improvement.

#### **Guidelines of National Education Policy-2020**

As per NEP 2020, the purpose of the education system is to develop good human beings capable of rational thought and action, possessing compassion and empathy, courage and resilience, scientific temper and creative imagination, with sound ethical moorings and values. The policy aims at producing engaged, skilled and productive citizens for building an equitable, inclusive, and pluralistic society as envisaged by our Constitution.

#### **Aims and Objectives of the Institutional Development Plan**

The basic objective of the Institutional Development Plan is to make students a successful citizen by improving the quality and infrastructure of educational institution. Based on the Institutional Development Plan, the college will develop initiatives; assess the progress and reach the goals set therein, which can then become the basis of Govt. funding. Considering the background of the college as an institution imparting quality education in arts and vocational field, the college has identified the broad aim of IDP as follows:

- To create a supportive academic environment for student with sincerity, discipline and commitment.
- To institute a sustained quality system embedded with a conscious, consistent and programmed action
- To mould human citizens of the nation.

#### **ROAD MAP FOR IMPLEMENTATION OF NEP-2020**

#### **Step1: Analysis of the present scenario in terms of 'Access', 'Quality 'and 'Future' Readiness**

<b>Access</b>	
Equity including Gender Parity	<ul style="list-style-type: none"> <li>• The college fosters equal opportunity to all.</li> <li>• Organizing various programmes on gender equity</li> <li>• Preparation of gender sensitization action plan</li> <li>• Undertake Gender auditing the college campus.</li> </ul>

<p>Inclusion including Socio-economic Deprived Groups (SEDGs)</p>	<ul style="list-style-type: none"> <li>• Janata College Serfanguri, a provincialized college, affiliated to Bodoland University, adheres to the reservation policy of the Govt. of Assam, with respect to the admission of students to various programmes offered in the college.</li> <li>• College sticks to the Fee waiver Policy of the Govt. of Assam.</li> <li>• Financial assistance for the students from economically weaker section from the college fund.</li> <li>• Provision of regular mentoring of the students</li> <li>• Face-to face Counseling of the students</li> </ul>
<p>Measures for increasing access including online and Open and Distance Learning (ODL) education</p>	<ul style="list-style-type: none"> <li>• Own Learning Management System for online learning</li> <li>• Use of online platform for teaching-learning process</li> <li>• Online access of N-LIST, and E-book Library for students/faculties.</li> </ul>
<p>Increasing access through Indian languages</p>	<ul style="list-style-type: none"> <li>• Teaching-learning process is done through Assamese, Bodo language along with English as per guidelines of affiliating University</li> <li>• Offers courses on the following languages as subjects–1) Assamese 2) Bodo</li> </ul>

<b>Quality</b>	
<p>Multi disciplinary and holistic education</p>	<ul style="list-style-type: none"> <li>• Janata College, Serfanguri is offering BA, BCA, and MA (Bodo) programs under Bodoland University.</li> <li>• Offering various Add on Courses in addition to regular programmes offered by affiliating university</li> <li>• Offering Skill Enhancement courses as per Bodoland University CBCS syllabus</li> <li>• Establishment of various student clubs to nurture the Creativity of the students</li> </ul>
<p>Flexibility of Courses and student mobility-multiple entry and exit</p>	<ul style="list-style-type: none"> <li>• Both the UG and PG courses are running as per the new CBCS under BU, however, the multiple entry and exit system is yet to be implemented by the affiliating university</li> <li>• Offering various value added and skill based Add on Courses</li> </ul>

Capacity building of faculty	<ul style="list-style-type: none"> <li>• Providing drinking water facilities, toilets, teaching aids, libraries, laboratories, and an overall pleasant college campus.</li> <li>• ICT equipped classroom</li> <li>• College encourages periodic faculty development programme as per the requirement.</li> <li>• Encourages faculty members to participate in FDP, Workshop, and Seminar by sanctioning duty leave, sponsoring registration fee.</li> </ul>
<b>Future Readiness</b>	
Enhancing employability through internship/apprenticeship	<ul style="list-style-type: none"> <li>• The College has Career Counseling and Placement Cell under which various career counseling programmes and coaching for competitive examinations are organized.</li> <li>• Offering few skills based Add on courses</li> </ul>

Transforming education through integration of technology	<ul style="list-style-type: none"> <li>• The central library of the college facilitates the access of NLIST and e-journals.</li> <li>• Use of various online platforms for teaching-learning process</li> <li>• Establishment of Video conferencing through RUSA</li> </ul>
Accreditation for quality education	<ul style="list-style-type: none"> <li>• College is accredited by NAAC (3<sup>rd</sup> cycle,2023) with the Grade-C</li> </ul>
Internationalization	<ul style="list-style-type: none"> <li>• No step has been taken yet</li> </ul>
Governance	<ul style="list-style-type: none"> <li>• The governance is taken care of by Governing Body constituted by Department of Higher Education, Assam with Principal as the member-Secretary</li> <li>• Implementation of e-governance in various areas of operation, namely, administration, finance, students Admission and examination</li> </ul>

**Step 2: Envision transformation of the institution for next 15 years in lines of NEP-2020 and draw a strategic plan of action**

Institutional Development Plan is the basis on which the college will frame the initiatives, assess the progress and reach the goals set therein. In keeping with the vision to convert into an autonomous college that will empower to drive excellence, Janata College envisages the following initiatives,

1. Offering new programmes like B.Com, integrated B.Ed. and more BVOC, PG in all the subjects.

2. Convert the college in to a self-governing degree granting autonomous institute of higher education.
3. Introduce contemporary subjects in UG level, like, Intel Cloud Computing, Data Analysis, Cyber security, etc. to develop these various important skills in students.
4. Retention of faculty members and motivating them towards advancing the students, institution, and profession
5. Autonomous, more accountable, decentralized and transparent internal governance.
6. Strong Grievance Redressal system
7. Strictly administer all no-discrimination and anti-harassment rules.
8. Continuous Professional Development (CPD) for faculty and staff, and leadership training for Principal and others
9. Encouraging and empowering the faculty to conduct innovative teaching and pedagogy, research and service which will motivate them to do outstanding creative work.
10. Excellent performance of the faculty in teaching, research and other services will be incentivized through appropriate rewards, recognitions, and movement in to institutional leadership. Meanwhile, faculty not delivering on basic norms will be held accountable.
11. Strengthening the students support system
12. Allocations of budget for establishment of Student clubs and organize activities by students under the supervision of faculty. Such activities will be incorporated into the curriculum as and when the student fee be the necessity.
13. Develop and use supportive technology tools for better participation and learning outcomes.
14. Emphasis to increase the employability potential of the students
15. Develop bridge courses for students of disadvantaged educational backgrounds
16. Provide regular counseling and mentoring programmes for social, emotional and academic support
17. Develop more quality study material in local languages
18. Encourage research work among faculty and students
19. Augmentations of basic infrastructure facilities, viz, clean drinking water, clean working toilets, sports facilities, and pleasant classroom spaces and campuses.
20. Increasing hostel facilities as per the needs.
21. Providing medical facilities for all students.
22. Establishment of MoUs with institutions of national and international importance to undertake collaborative work in research and teaching and to facilitate faculty/student exchanges.
23. Conduct outreach programmes on higher education opportunities, scholarships, skills and entrepreneurship among SEDGs
24. Undertake programmed/add on course/activities to sensitize faculty, staff and students on issues of gender-identity
25. Framing a mechanism for regular communication with all the stakeholders, so that they can be aware of new information in teaching-learning, research and community service; collection of feedback on various aspects of the college, its scientific analysis and action taken on that

### **Step3: Define the mission statement of the institution to identify the goals, strengths, opportunities, priorities and commitments**

#### **Mission statement of the college:**

Janata College strives to achieve its vision by

- Committing itself to intellectual exercises based on effective teaching, interaction programme and exchanges in order to lift the diverse communities from stagnation to development,
- Nurturing emerging disciplines and the creation of new knowledge and artistic expression in response to a rapidly changing world,
- Inculcating deep historical knowledge of diverse cultures at home and abroad
- Making effective use of the emerging technological tools to create skilled manpower and to bridge the gap between social needs and higher education.
- Creating a congenial atmosphere to create and disseminate knowledge of human experience, thought and creativity to advance human welfare in all its dimensions,
- Actively cultivating efforts aimed at developing students in to independent-minded, responsible global citizens.

### **Step 4: Identify the strengths and capacity (human and financial) in regard to organizational gaps and develop the process to mitigate these gaps**

#### **Present Strength and Capacity**

- Cordial relationship among all the stakeholders
- Functioning in the plural and multicultural atmosphere
- Driven by the mission statement of imparting knowledge to all
- Admission of students across all communities and areas who are socially and economically marginalized including the provision of admission of the transgender students
- Student-centric teaching-learning process
- Availability of professional courses like Computer Science, BCA and B.VOC. (Computer science and application)
- Internal complain committee, Anti-ragging committee, anti-sexual harassment committee are in place
- Funding from Govt. of Assam and Central Govt. (under Govt. UGC, PM-USHA, MoE)

#### **Few steps to mitigate the gaps**

- Apply to the affiliating university, Govt. of Assam and other agencies to start new programmes (B.Com, integrated B. Ed, BVOC, PG)
- Appeal to NGOs and philanthropic persons/groups for sponsoring the socio-economically disadvantaged groups
- Introduction of full flagged e-governance to bring transparency
- Facilitates to participate in online and Face-to-face training programme organized by UGC/IGNOU on leadership training
- Organize industry-academia meet to improve the placement rate

- Allocation of budget for rewarding faculty for excellence in teaching, research and other services
- Allocation of budget to construct more classrooms, laboratories, ICT assessors, drinking water facilities, toilets, gymnasium, sports facilities, hostels, well equipped health center, and other support services including disabled-friendly facilities
- Allocation of budget for ERP management
- Apply for various grants to Central and State Govt. to augment all infrastructures, organize FDP and provide students service facilities. In addition, new sources of funding need to be identified

### **Step 5: Identify institutional goals -Long term and Short term**

#### **LONG TERM STRATEGIC PLANS:**

1. Offering new programmes like B. Com, integrated B.Ed and more BVOC, PG in all the subjects.
2. Convert in to a self-governing degree granting autonomous institute of higher education.
3. Undertake courses (diploma/certificate) on gender related issues.
4. Offering more Add On Courses on various cross-cutting issues, like, Value Education, Human Rights, Web Designing, Bee Keeping, Mushroom Cultivation, Folk and Performing Arts, Knowledge of Self, double cropping, etc. to encourage multi disciplinary and holistic education.
5. Provision of bridge courses for students of disadvantaged educationally backgrounds.
6. Establishment of MoUs with industries for better industry-academia relationship.
7. Providing opportunities for internship with local industry, artists, crafts persons etc., and research internship with other higher education institutions or research institutions.
8. Refine quality based education and student exchange programmes.
9. Providing counseling and mentoring system to all students.
10. Establishment of more Students Clubs to nurture the creativity and skills of the students and organize various activities under these clubs.
11. Providing with sufficient basic infrastructure and facilities, including clean drinking water, clean working toilets, blackboards, offices, teaching supplies, libraries, labs, and pleasant classroom spaces and campuses.
12. Regular up gradation of the campus infrastructure according to the changing needs and frequent maintenance of the same.
13. Providing 100% ICT enabled classrooms for teaching-learning.
14. Encourage start-up and entrepreneurship.
15. Framing of Gender sensitization action plan and its implementation.
16. Hostel facilities for the desired students.
17. Providing opportunities for participation in sports and cultural activities.
18. Endeavour to create systems and processes that are required to ensure students' physical health and emotional wellness.
19. Improving alumni engagement.



20. Apply for various grants to Central and State Govt.
21. Empowering the faculty to conduct innovative teaching, research and service.
22. Providing support to the faculty/staff for capacity building and promote leadership.
23. Develop a fully automated Management Information System.
24. Promote decentralized administrative mechanism with participation, flexibility and accountability.
25. Framing a mechanism for regular communication with all the stakeholders, collection of feedback on curriculum, Teaching-Learning Process, infrastructures, etc, its scientific analysis and action taken on that.
26. Technological up gradation of the campus with centralized WIFI, ICT enabled classrooms, modernization of computer labs and fully automated library.
27. Providing a disabled-friendly college campus and introduction of disabled-friendly initiatives like introducing mobile apps and QR codes to facilitate easy movement.
28. Fostering research culture in the institution, establishment of research centres and encourage Research activities.
29. Fostering greater engagement with the local community.
30. Establishment of Central Instrumentation Facility to encourage inter-departmental research by faculties and students.
31. Framing transparent and objective mechanisms for evaluation of Self Appraisal Documents of faculty members; Peer Review Committees to review contribution to teaching, research and publication, projects (research and consultancy), contribution in corporate life and extension activity.
32. Preparation of detailed Campus Safety guidelines and its circulation among all stakeholders.
33. Emphasis on environmentally sustainable campus by upholding the natural landscape and bio diversity.
34. Promote sustainable development through eco-friendly practices and implementation of the green protocol.
35. Undergo regular accreditation of the institution by the appropriate body.

## **SHORT TERM STRATEGIC PLANS**

### **i. CURRICULAR ASPECTS**

#### **TARGET**

- Introducing more Add-on courses to enrich students in various domains to promote multi disciplinary and holistic education as well as to comprehend Indian Knowledge system.
- Organizing students' visit to places of importance to know the history, scientific contribution, Traditions, indigenous literature and knowledge system.
- Encouraging students to participate in programmes like, creative writing, drama, recitations etc. in their own language to promote Indian language.
- Take education out of the current rigid structure and encourage flexible and holistic learning.

- To augment placements by establishing a centre for career guidance which will remain connected with the different departments of the college.

### **STRATEGY**

- Initiate outcome-based education (OBE) where in students will learn to structure activities to prioritize the end result.
- Design, compile and publish study materials for the restructured and newly introduced Add on courses.
- Give importance to placement activities by conducting job fairs and hosting Recruitment drives.

### **ii. TEACHING, LEARNING AND EVALUATION TARGET**

- To position itself as the primary choice of institute for higher education by ensuring high quality output consistently.
- Strengthening of own Learning Management System (LMS) for online mode of teaching-learning.
- Holistically uplift weaker students by making special provisions based on their unique needs and learning style.
- To encourage the students to be socially committed global citizens by improving their awareness about current socio, political and environmental scenarios.
- Use of more ICT in teaching and learning process.
- Establish a networking team consisting of all stakeholders to get feedback for the curriculum and its transaction.
- Introduce more student-centric teaching-learning process with special emphasis on technology.
- Strengthening the mentoring system.

### **STRATEGY**

- Encourage students and teachers to pursue online courses.
- Compulsory 'Diagnostic test' for the beginners to evaluate the learning level and draw a comparison at the end of the course to map their progress.
- Remedial classes/bridge courses for the slow learners
- Encourage teachers to incorporate new methods of teaching and learning into the curriculum by

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- Organise collaborative learning, like group project, Group discussion, etc to improve team work among students.
- Arranging programme on innovative teaching, pedagogy, classroom delivery techniques, etc.
- Systematic collection and analysis of feedback from all stakeholders and action taken.
- Development of smart classrooms with state-of-the-art facility.
- Full digitalization of central library.
- Establishment of MoUs Academic Institution for Student Exchange and other Programmes.

- Organising students' visit to places of importance to know the history, scientific contributions, traditions, indigenous literature and knowledge.

### **iii. RESEARCH, INNOVATION AND EXTENSION TARGET**

- Fostering research culture in the institution.
- Educational linkages in terms of more MoUs with premier institutions and take up collaborative research projects.
- Promote faculty members to have major/minor project.
- Abide by the guidelines for plagiarism prevention by introducing a plagiarism checker software
- Motivate faculty to apply for Patent
- Encourage Start-up and create an innovation ecosystem.
- Assist Government and local bodies in community projects.
- Adoption of villages.
- Encourage research on local issues.

#### **STRATEGY**

- Promote inter-disciplinary research within the college.
- Encourage the students to publish their project work in collaboration with their teacher-guide.
- Encourage innovative, location specific and society relevant research among teachers and students.
- Efforts will be made to undertake awareness programme on various Government schemes for community.
- To arrange programme/competitions where students can explore their ideas and transform those into the proto type.
- Continuation of activities under organic linkages with the neighbouring schools.
- Invite Industry experts for motivating students and provide practical knowledge.
- Promote students to work on real projects for industries.
- Conduct extension and proactive research programmes that would facilitate local developments in line with emerging global changes.

### **iv. INFRASTRUCTURE AND LEARNING RESOURCES TARGET**

- Regular up gradation of the campus infrastructure according to the changing needs.
- Enhance use of technology in teaching-learning and administration.
- To revamp existing academic and other common facilities.
- Introduction of disabled-friendly Initiatives like introducing mobile apps and QR codes to facilitate easy movement.

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#### **STRATEGY**

- Technological up gradation of the campus with centralized WiFi, ICT enabled classrooms, modernization of computer labs and fully automated library.
- Establishment of facilities like guest house, health club, medical Centre, convention centre, faculty hostel and campus radio centre.

- Installation and up gradation of solar panels, waste water treatment plants, Chemical waste treatment plant and rain water harvesting.
- Up gradation of college canteen facilities.
- Refinement of botanical garden, green house and garden. s

#### **V. STUDENT SUPPORT AND PROGRESSION TARGET**

- Refine quality-based education and student exchange programmes.
- Engage students in research studies and motivate them to optimize publication and design- based projects.
- Improve placement activities.
- Fully functional counseling cell to cater the needs of the students.
- Analysis and updating of student progression annually.
- Enhance the employability skill of the students.
- Fully automated central library.
- Encourage start-up and entrepreneurship.

#### **STRATEGY**

- Appeal will be made to NGOs and philanthropic persons/groups to extend their financial help to the students from socio-economic deprived group (SEDGs).
- Conduct job fairs in collaboration with other institutes.
- Rejuvenate students' clubs to nurture the creativity of the students.
- Organizing capacity enhancement programme.
- Organizing various programme to enhance leadership capacity of the students with a special emphasis to girl students.
- Establishment of Start-up incubation centre to support the entrepreneurship.

#### **VI. GOVERNANCE, LEADERSHIP AND MANAGEMENT TARGET**

- Develop a fully automated Management Information System.
- Promote decentralized administrative mechanism with accountability.
- Initiative to integrate the Indian knowledge system in the curriculum.
- Ensure transparency in Financial Audit.
- To conduct various quality audits.
- Providing facilities to the faculty members to prepare e-content under MOOC.
- Undergo regular accreditation of the institution by the appropriate body.
- Apply for various grants to Central and State Govt.
- Providing support to the faculty/staff for capacity building and development.
- Continuous Professional Development (CPD) for faculty and staff, and leadership training.

#### **STRATEGY**

- Promote participation of staff members in FDPs like refreshers, orientation programmes, and Short term courses.
- Facilitates participation in online and Face-to-face training programme organized by UGC/IGNOU on leadership training.
- Undertake academic and administrative audit, green and environment audit, library audit, energy audit and to implement the recommendations.

- Uphold efficient Grievance Redressal committee, Anti-ragging Committee, Anti Sexual Harassment Committee with the participation of staff and students.
- Preparation of Detailed Project Report and submission of the same to respective agency for funding.
- Organizing faculty and staff development programme (including pedagogical training, workshops, seminars and conferences) for improved competence.

#### **(V) INNOVATIONS AND BEST PRACTICES TARGET**

- Promote sustainable development through eco-friendly practices.
- Implementation of the green protocol.
- Awareness and sensitivity about environmental issues.
- Ensure gender equity and parity.
- Framing of Gender sensitization action plan.
- Make a global impact on society through education, empowerment, research, innovation and philanthropic activities.
- Introduction of full flagged e-governance in areas of operation.

#### **STRATEGY**

- Enhance energy management by installation of solar panels, use of LED bulbs, sensor-based energy conservation system.
- To limit the use of paper in office administration.
- Preservation of varieties of species of trees in the ecosystem.
- Preservation of natural water resources in the campus.
- Strengthening the Environment & Climate cell, Eco club of the college.
- Observation of environmentally important commemorative days with students, staff and community.
- Undertake Green and environment audit, energy audit, fire audit and implementation of the recommendations.
- Regular Gender sensitization programs.
- Undertake Gender Audit.

#### **Step6: Identify institutional level challenges–Long term and Short term**

1. Drop out of girl students from college due to early marriage.
2. Poor per capita income of the guardians leads to drop out of students from SEDGs.
3. Lack of motivation of the faculty members to write textbooks in local language which is very important for increasing access through Indian language.
4. Challenges of infrastructure and manpower to run multi disciplinary courses.
5. Lack of trained personal within the college to introduce programme on Indian knowledge system.
6. Paucity of industry and entrepreneur in and around the district is a disadvantage factor for enhancing employability.
7. Lack of awareness about the use of IT facilities in teaching-learning reduces the potential capability of the teachers.

#### **Step7: Develop a workable hypothesis to mitigate and overcome the challenges in a phased manner**

Challenges	Hypothesis to mitigate the issue	Time line (year)		
		5	10	15
Drop out of girl students from the College due to early marriage	Mass awareness in the grass root level by Faculty and students			√
Poor per capita income of the guardians leads to dropout of students from SEDGs	<ul style="list-style-type: none"> <li>Facilitate Govt. free ship/scholarship</li> <li>Appeal will be made to NGOs and philanthropic persons/groups to extend their financial help to the students from socio-economic deprived group (SEDGs)</li> </ul>	√		
Lack of motivation of the faculty members to write text books in local language which is very important for increasing the access through Indian language	<ul style="list-style-type: none"> <li>Organising workshop/session to encourage and inspire the faculty by proper resource persons</li> </ul>		√	
Challenges of infrastructure and manpower to run multi disciplinary courses	<ul style="list-style-type: none"> <li>Apply for Govt. grants</li> </ul>		√	
	<ul style="list-style-type: none"> <li>Search out alternative fund</li> </ul>		√	
	<ul style="list-style-type: none"> <li>Appoint tenure-based faculty as and when needed</li> </ul>	√		

### **Step 8: Develop strategies to promote leadership**

Effective governance and leadership empower the creation of a culture of innovation and excellence in higher educational institutions. It is expected that the Leaders of an HEI will demonstrate strong alignment to Constitutional values and the vision of the institution, along with attributes like, trust in team work, ability to work with diverse people, strong social commitment, and pluralism with a positive outlook.

Keeping these in view, the following initiatives will be undertaken to promote leadership skill among the faculty members,

- Identification of excellent faculty with high academic and service credentials as well as demonstrated leadership and management skills
- Excellence in teaching, research and services will be incentivized through appropriate rewards and recognitions and will be encouraged and motivated to be an institutional leader

### **Step9: Develop mechanism to ensure ‘transparency’ in governance**

The following initiatives will be helpful to ensure ‘transparency’ in governance

- Constituting Governing body of the college with highly qualified and responsible persons
- Implementation of full-flagged e-governance in various areas of operation, like, administration, student admission and support, examination and finance through ERP.
- Availability of information about college in the college website

- Disclosure under section 4 (1) (b) of The RTI ACT, 2005
- Active Grievance redressal system
- Undertake regular Financial Audit by CA and Govt. Auditor
- Admission of students by following the Govt. rule, strictly on merit basis

**Step 10: Action plan for phase-wise implementation of the perspective IDP with specific timelines**

Proposed plans	Action plans	Timeline (years)		
		5	10	15
<ul style="list-style-type: none"> <li>• Offering new programmes like B.Com, integrated B.Ed and more BVOC, PG in all the subjects.</li> </ul>	<ul style="list-style-type: none"> <li>• Apply to proper bodies for permission to introduce the programme</li> <li>• Apply to Govt. for recruitment of faculties for the programmes</li> <li>• Framing a track record to know the learning outcome</li> </ul>		√	
<ul style="list-style-type: none"> <li>• Undertake courses (diploma/certificate) on gender related issues</li> </ul>	<ul style="list-style-type: none"> <li>• Preparation of syllabus of the courses</li> <li>• Procurement of study materials</li> </ul>		√	
<ul style="list-style-type: none"> <li>• Offering more Add On Courses on various cross-cutting issues, like, Value Education, Human Rights, Web Designing, Bee Keeping, Mushroom Cultivation, Folk and Performing Arts, Knowledge of Self, V encourage multidisciplinary and holistic education</li> </ul>	<ul style="list-style-type: none"> <li>• Preparation of syllabus of the courses</li> <li>• Procurement of study materials</li> <li>• Augmentation of laboratory infrastructure as required plans of the courses by the assigned teachers</li> </ul>		√	
<ul style="list-style-type: none"> <li>• Regularly organizing students' visit to places of importance to know the history, scientific contributions, traditions, indigenous literature and knowledge as a part of holistic education.</li> </ul>	<ul style="list-style-type: none"> <li>• Budget allocation for the students' visit</li> <li>• Application for Financial grant from competent authority</li> <li>• Seeking permission from respective competent authorities</li> <li>• Establishment of MoUs/linkages with the competent authorities as and when possible</li> </ul>	√		

<ul style="list-style-type: none"> <li>• Introduction of new pedagogy that supports student-centric learning.</li> </ul>	<ul style="list-style-type: none"> <li>• Organise faculty development programme</li> <li>• Organise in-house interaction session to discuss and share the idea and knowledge of the faculties</li> </ul>	√		
<ul style="list-style-type: none"> <li>• Creating online educational resources which students can use for independent learning</li> </ul>	<ul style="list-style-type: none"> <li>• Strengthening own Learning Management System</li> <li>• Continuation of subscription of n-list</li> </ul>	√		
<ul style="list-style-type: none"> <li>• Establishment of MoUs with industries for better industry- academia relationship</li> </ul>	<ul style="list-style-type: none"> <li>• Explore the industries available in local, regional and national level</li> <li>• Communicate them for information</li> <li>• Organise seminar/workshop and invite the resource persons from industry</li> </ul>		√	

<ul style="list-style-type: none"> <li>• Providing opportunities for internship with local industry, artists, crafts persons etc., and research internship with other higher education institutions or research institutions.</li> </ul>	<ul style="list-style-type: none"> <li>• Explore the industries, artists and crafts persons available in local level</li> <li>• Establish MoU with other HIE/research center and communicate them for information</li> <li>• Organise seminar/workshop and invite there source persons</li> <li>• Application for Financial grant from competent authority</li> </ul>	√		
<ul style="list-style-type: none"> <li>• Refine quality based education and student exchange programmes</li> </ul>	<ul style="list-style-type: none"> <li>• Organised FDP as a part of Continuous Professional Development of faculty so that they can experience the present education scenario of the national and international level</li> <li>• Establish linkages with HEIs of repute for Student exchange</li> </ul>	√		



<ul style="list-style-type: none"> <li>• Providing counseling and mentoring system to all students</li> </ul>	<ul style="list-style-type: none"> <li>• Incorporated Mentoring as an integral part of Academic Policy of the college</li> <li>• Assigned teacher-mentor to each student</li> <li>• Organise regular session with mentors- mentees</li> <li>• Organise FDP on mentoring</li> <li>• Organising face-to-face counselling session</li> </ul>	√		
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<ul style="list-style-type: none"> <li>• Providing with sufficient basic infrastructure and facilities, including clean drinking water, clean working toilets, blackboards, offices, teaching supplies, libraries, labs, and pleasant classroom spaces and campuses.</li> </ul>	<ul style="list-style-type: none"> <li>• Apply to concerned authorities for infrastructure grant</li> <li>• Preparation and submission of proper plan and estimate along with DPR to the concerned authority</li> <li>• Budget allocation for proper maintenance of the infrastructure</li> </ul>
<ul style="list-style-type: none"> <li>• Regular upgradation of the campus infrastructure according to the changing needs and frequent maintenance of the same</li> </ul>	<ul style="list-style-type: none"> <li>• Infrastructure augmentation is related to the introduction of new programme/student support service</li> <li>• Apply to concerned authorities for infrastructure grant</li> <li>• Preparation and submission of proper plan and estimate along with DPR to the Concerned authority</li> </ul>
<ul style="list-style-type: none"> <li>• Providing 100% ICT enabled classrooms for teaching-learning.</li> </ul>	<ul style="list-style-type: none"> <li>• Apply to concerned authorities for infrastructure grant</li> <li>• Budget allocation for augmentation of the same</li> <li>• Organing orientation programme for faculty on use of various tools of ICT in teaching-learning</li> </ul>
<ul style="list-style-type: none"> <li>• Provision of financial assistance and scholarships for the students of socio-economically deprived group.</li> </ul>	<ul style="list-style-type: none"> <li>• Identify the students of socio-economically deprived group</li> <li>• Apply to concerned authorities for grants</li> <li>• Appeal to philanthropic person/groups for donation</li> </ul>

<ul style="list-style-type: none"> <li>Encourage start-up and entrepreneurship</li> </ul>	<ul style="list-style-type: none"> <li>Establish MoU with Govt./NGOs to undertake related activities</li> <li>Explore the possibilities of local start-up avenues</li> <li>Apply to concerned authorities for funding</li> </ul>		√	
<ul style="list-style-type: none"> <li>Framing of Gender sensitization action plan and its implementation</li> </ul>	<ul style="list-style-type: none"> <li>Assign a committee to study the gap and prepare the gender sensitization action plan</li> <li>Organise related workshops/activities to Aware the staff and students</li> </ul>	√		
<ul style="list-style-type: none"> <li>Providing medical facilities for students</li> </ul>	<ul style="list-style-type: none"> <li>Strengthening the health unit of the college</li> <li>Establishing MoUs with Civil hospitals by providing registered medical practitioners</li> </ul>	√		
<ul style="list-style-type: none"> <li>Providing opportunities for participation in sports and cultural activities</li> </ul>	<ul style="list-style-type: none"> <li>Strengthening the sports and cultural committee</li> <li>Establishment of Student clubs related to sports and culture</li> <li>Apply to concerned authorities for grants</li> </ul>		√	

<ul style="list-style-type: none"> <li>Endeavour to create systems and processes that are required to ensure students' physical health and emotional wellness</li> </ul>	<ul style="list-style-type: none"> <li>Incorporated Mentoring as an integral part of Academic Policy of the college</li> <li>Assigned teacher-mentor to each student</li> <li>Organize regular session with mentors- mentees</li> <li>Organize FDP on mentoring</li> <li>Establish MoUs with counselor for taking care of the mental health of the students</li> <li>Organizing face-to-face counseling session</li> </ul>		√	
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<ul style="list-style-type: none"> <li>Improving alumni engagement</li> </ul>	<ul style="list-style-type: none"> <li>Organize regular alumni meet (both centrally and department wise)</li> <li>Involvement of alumni in various activities of the college</li> <li>Collection of feedback and implementation in the overall development of the college</li> </ul>		√	
<ul style="list-style-type: none"> <li>Apply for various grants to Central and State Govt.</li> </ul>	<ul style="list-style-type: none"> <li>Assign committee to explore various scheme under Central and State Govt.</li> <li>Preparation of proposal along with Concept paper/DPR</li> </ul>			√
<ul style="list-style-type: none"> <li>Empowering the faculty to conduct innovative teaching, research and service</li> </ul>	<ul style="list-style-type: none"> <li>Depute faculty to attend workshops, STCs, RCs</li> <li>Organize training</li> <li>Allocation of budget</li> </ul>		√	
<ul style="list-style-type: none"> <li>Providing support to the faculty/staff for capacity building and promote leadership</li> </ul>	<ul style="list-style-type: none"> <li>Establishing MoUs with institutions of national importance to organize capacity building programme</li> <li>Encourage and depute faculty members to attend induction programme/orientation programme/refresher course/short term course and other training programme</li> <li>Excellence of teaching, research and services of faculty members will be incentivized through appropriate rewards and recognitions and will be encouraged and motivated to be an institutional leader</li> <li>Engaging faculty at all levels with strategic direction and decision-making which will help to encourage them to pursue leadership roles.</li> </ul>		√	
<ul style="list-style-type: none"> <li>Develop a fully automated Management Information System</li> </ul>	<ul style="list-style-type: none"> <li>Assign committee to explore the areas of operation</li> <li>Allocation of budget</li> </ul>		√	

<ul style="list-style-type: none"> <li>Promoted decentralized administrative mechanism with participation, flexibility and accountability</li> </ul>	<ul style="list-style-type: none"> <li>Formation of various committees with Faculty and staff to assign definite administrative tasks and responsibilities</li> <li>Every committee will have freedom to prepare their plan and decide implementation strategies</li> <li>The convenor/chairman/coordinator of the committees will convey meetings as and when required for the implementation and Organization of certain activities</li> </ul>	√		
<ul style="list-style-type: none"> <li>Framing a mechanism for regular communication with all the stakeholders, collection of feedback on curriculum, Teaching-Learning Process, infrastructures, etc, its scientific analysis and action taken on that</li> </ul>	<ul style="list-style-type: none"> <li>Formation of WhatsApp/Telegram groups of parents, alumni, faculties, students and local bodies to bring them in a single accessible plat form</li> <li>Provision of online feedback collection system</li> <li>Analysis of feedback data and their implementation</li> <li>Hosting the same in college website</li> </ul>	√		
<ul style="list-style-type: none"> <li>Technological upgradation of the campus with centralized WiFi, ICT enabled classrooms, modernization of computer labs and fully automated library</li> </ul>	<ul style="list-style-type: none"> <li>Apply to concerned authorities for grants</li> <li>Make a plan for implementation in a phase manner</li> <li>Strengthening the Wi-Fi coverage area including hostels</li> <li>Up gradation and inclusion of ICT gadgets in the classrooms</li> <li>Procurement of updated PCs for computer lab</li> </ul>			√
<ul style="list-style-type: none"> <li>Providing a disabled-friendly college campus and introduction of disabled-friendly initiatives like introducing mobile apps and QR codes to facilitate easy movement</li> </ul>	<ul style="list-style-type: none"> <li>Provision of ramps in all the buildings and lift to multi-storied buildings</li> <li>Signage including tactile path, display boards and signposts</li> <li>Procurement of screen-reading software</li> </ul>		√	
<ul style="list-style-type: none"> <li>Fostering greater engagement with the local community</li> </ul>	<ul style="list-style-type: none"> <li>Undertake community work on 'problems of malnutrition in the children of Dhubri district'-survey, analysis of data, report preparation, awareness and communicate</li> </ul> <p>The report to the concerned authority</p>		√	

<ul style="list-style-type: none"> <li>• Framing transparent and objective mechanisms for evaluation of Self Appraisal Documents of faculty members; Peer review Committee store view contribution to teaching, research and publication, projects (research and consultancy), contribution incorporate life and extension activity.</li> </ul>	<ul style="list-style-type: none"> <li>• Framing of questionnaires on various aspects like, Teaching-learning and evaluation related activities; co-curricular, extension and professional development related activities; research, publication and academic contribution of the faculty</li> <li>• Collection of self-appraisal annually (online) with proper documentational evidences</li> </ul>	√		
	<ul style="list-style-type: none"> <li>• On the basis of self appraisal, Annual Confidential Report of each faculty will be prepared by the Principal</li> <li>• Provision of incentivize the faculty with excellent work</li> <li>• Faculty not delivering on basic norms will be held accountable</li> </ul>			
<ul style="list-style-type: none"> <li>• Preparation of detailed Campus Safety guidelines and its circulation among all stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>• Planning for disposition of various uses access, distribution of activity patterns, a network of movement</li> <li>• Integration of appropriate technology</li> <li>• Mitigation plan of natural disasters</li> <li>• Inclusion of fire safety, safety during construction and expansion, surveillance in campus, or crime, etc.</li> </ul>	√		
<ul style="list-style-type: none"> <li>• Emphasis on environmentally sustainable campus by upholding the natural land scape and biodiversity</li> </ul>	<ul style="list-style-type: none"> <li>• Preservation and conservation of already occupied green area, water bodies of the campus</li> <li>• Preparation of master plan of the college highlighting various zone store in the green cover in the campus</li> </ul>			√

<ul style="list-style-type: none"> <li>Promote sustainable development through eco-friendly practices and Implementation of the green protocol</li> </ul>	<ul style="list-style-type: none"> <li>Provision of alternate energy sources</li> <li>Use of 100% LED bulbs in the college campus</li> <li>Use of biodegradable wastes of the campus by converting them in to bio fertilizer (<i>‘Waste in to Wealth’</i>)</li> <li>Strengthening vermin composting</li> <li>Strengthening the system of rain water harvesting and open well recharge to promote water conservation</li> <li>Undertake regular Energy audit, Green and Environmental Audit and implementation of the recommendation</li> <li>Undertake plantation as a permanent project</li> </ul>	√		
<ul style="list-style-type: none"> <li>Introduction of Document Management system</li> </ul>	<ul style="list-style-type: none"> <li>Development of Online Document Management System (ODMS)</li> </ul>	√		
<ul style="list-style-type: none"> <li>Undergo regular accreditation of the institution by the appropriate body</li> </ul>	<ul style="list-style-type: none"> <li>Preparation and uploading information to concerned authorities like NAAC/NAC</li> </ul>	√		

**Concluding remark**

Janata College is committed to the holistic development of the students. The college aims to create a strong internal system for supporting diverse student associates in academic and social domains. The Institutional Development Plan will help to guide and plan to achieve this goal.

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