



NARAJOLE RAJ COLLEGE
(NAAC Accredited B Grade Govt. – Aided College)
NARAJOLE: PASCHIM MEDINIPUR: PIN-721211



Internal Quality Assurance Cell (IQAC)

Strategic Plan: 2018-2023

Introduction: This Strategic Plan is aimed at systematic development of the institution. It is also reflecting the perspective of the institution in the coming five years (2018-2023) in tune with our institutional mission and vision statement and core values. The first NAAC A&A process of the college has been done on August, 2018. This Strategic Plan is considering the recommendations of NAAC peer team as a yard stick of its development. We are also considering SWOC Analysis of the college by the NAAC peer team as a base for the formulation of our Strategies.

SWOC analysis:

Strengths:

The strengths of the institution include:

- a) Students are keen to cultural activities.
- b) Committed teaching and administrative staff.
- c) Adequate options at undergraduate level.
- d) Adoption of student -centric teaching methodology.
- e) Doing good number of extension activities at adopted villages.
- f) Presence of adequate IT infrastructure.
- g) Appreciable financial contribution by Alumni.
- h) Effective involvement of parents for development of the college.

Weaknesses:

The weaknesses of the institution include:

- a) Lack of Inadequate space for academic operations and extracurricular activities;
- b) Vacant positions in teaching and non-teaching posts;



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- c) Absence of structured mechanism for identification of slow and advance learners;
- d) Absence of ecosystem for innovation and incubation;
- e) Limited number of skill development courses;
- f) Lack of automation in Central Library is not fully automated;
- g) Limited participation of students in sports activities.

Opportunities:

The opportunities of the institution include:

- a) Research activities can be promoted;
- b) Mobilization of funds through various funding agencies can be arranged;
- c) More P.G. courses can be introduced;
- d) More skill-based programme as per students/local needs can be introduced;
- e) Involvement of Alumni association for institutional development can be augmented;
- f) Students can participate in various cultural competitions at state and national level;
- g) Entrepreneurship programmes in collaboration with NOGs and community can be initiated.

Challenges:

The challenges of the institution include:

- a) Development of structured mechanism for identification of slow and advanced learners;
- b) Development of ecosystem for innovation and incubation;
- c) Making library fully automated;
- d) Encouraging participation of students in sports activities;



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- e) Fund allocation in regular budget for infrastructure augmentation;
- f) To give emphasis on systematic development and constant academic and administrative evaluation;
- g) Providing and developing accommodation facilities for the students and staff.

Institutional Strategic Goals:

The strategic goals of the institution include:

- a) To suggest appropriate authorities for development and timely adaptation of an effective curriculum enrichment process;
- b) To establish more effective and innovative teaching -learning process taking into consideration technological paradigm shifts.
- c) To develop and monitor a continuous Internal Quality Assurance System to cater to the needs of various stakeholders;
- d) To ensure good and transparent governance with a special emphasis on gradual e-governance;
- e) To ensure all round development of students by providing parental guidance and support to the students;
- f) To ensure mechanism for inclusive development of students in all necessary spheres;
- g) To ensure training and development of teaching and non-teaching staff members so as to negate de-equipment and to provide best-in-class services to all stakeholders;
- h) To provide welfare measures, both pecuniary and non-pecuniary, for staff members;
- i) To give emphasis on interaction of academia with prospective employer including industry;
- j) To give emphasis on faculty research, faculty recharge and faculty exchange programmes;
- k) To enhance the Alumni interaction and participation for the betterment of the institution;
- l) To broaden the outreach activities for the students and to sensitise the in contemporary social issues and social evils;
- m) To develop the institution towards a green campus;
- n) To promote gender equity in all spheres;
- o) To develop the distinctiveness of the institution through academic activities and social behaviour.



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Strategic Planning For (2018-2023)

Area of Development	Planning of activities	Responsibility entrusted to	Timeline	Fund
Curricular Aspects (Criterion - I)	<ul style="list-style-type: none">i. To initiate the opening of value-added / Certificate courses.ii. To open more courses at UG/PG level.iii. Collaborative programmes with other colleges.iv. To initiate the opening of add -on courses.	Academic Committee	Four years from September, 2018	Grants from UGC & Internally Generated Funds
Teaching – Learning and Evaluation (Criterion - II)	<ul style="list-style-type: none">i. To enhance ICT in teaching – learning and to train the faculties and students according to that.ii. To initiate the optimum use of LMS and initiate LCS system.iii. To nurture the culture of innovative teaching - learning.iv. To develop the process of continuous evaluation in addition to university curriculum.v. To develop a structured process of identifying advanced learner and slow learner.vi. To initiate the mentoring programme.vii. To prepare teaching plan by the faculties.viii. Academic calendar of the institution's own.	Academic Committee & Academic Departments.	Four years from September, 2018	Internally Generated Funds



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Teaching – Learning and Evaluation (Criterion - II)	viii. To revisit the PO, CO, PSO of the college. ix. To develop a mechanism to measure the attainment level of the students regarding PO, CO, PSO.	Academic Committee & Academic Departments.	Four years from September, 2018	Internally Generated Funds
Research, Innovations and Extension (Criterion - III)	i. To enhance the Research activities of the faculties. ii. To develop an incubation centre of the college. iii. To develop a Research Centre in the college in connection with PG courses of the college. iv. To encourage the faculties regarding mobilization of research fund and research collaboration. v. To enhance the community service of the faculties with the help of NSS, NCC, extension committee. vi. To engage the Alumni in extension activities. vii. To initiate Faculty exchange programme.	Principal, IQAC & Research Committee	Four years from September, 2018	Grants from UGC
Infrastructure and learning resources (Criterion - IV)	i. To construct building and class rooms. ii. Addition of the ICT enabled class rooms and ICT facilities inside the campus, updation of institutional website, promote e- governance in administration.	Library committee, Building committee, NSS, NCC	Four years from September, 2018	Grants from UGC, Grants from State Government & Internally



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	iii. To initiate the library automation. v. To subscribe more e- resources for the students and faculties. vi. To enhance the number of sports equipment. vii. To develop an ambiance (instruments, trainings etc.) of cultural enrichment of the students.	Units & Technology subcommittee.		Generated Funds
Student Support and Progression (Criterion - V)	i. The introduce the capacity enhancement and skill development programmes for the students. ii. To enhance the Career Counselling programmes for the students. iii. To develop a centre for training of the students for competitive examinations. iv. To establish a placement cell for the students.	IQAC, Career Counselling Cell, Alumni Association.	Four years from September, 2018	Grants from UGC, Grants from State Government & Internally Generated Funds.
Governance, Leadership and Management (Criterion - VI)	i. To enhance the faculty empowerment, development strategies. ii. To give priority to Faculty and staff recruitment. iii. To develop welfare schemes for the faculties and office staff. iv. To conduct Internal and external audits regularly.	Governing body & Principal, IQAC.	Four years from September, 2018	Grants from UGC, Grants from State Government & Internally Generated Funds.



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	v. To develop a mechanism to mobilize the external funds from various GOs, NGOs for the development of the college.			
Institutional Values and Best practices (Criterion -VII)	i.To plan a structured method for the operations of gender equity cell. ii.To conduct gender equity programmes with external agencies. iii. To enhance the green activities of the college. iv. To enhance the programmes with local community. v. To prepare a code of conduct hand book for the stake holders. vi. Organizing programmes and to find out structured methods to inculcate core values and ethics amongst faculties, office and students.	IQAC, Green Club, Gender equity cell, Teachers 'Council, Staff council, Student council	One year from September,2018	Internally Generated Funds



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Strategy Implementation and Monitoring

After approval of Strategic development plan the next step is its implementation. During implementation the progress of strategy shall be measured from time to time. Hence the measurable success indicators are mentioned in the implementation document. The principal along with Governing Body and other Academic and Administrative subcommittees member will be the custodian for strategic plan and its deployment.

Implementation At Institution Level:

Governance & Administration	President, Principal & Members of Governing Body & Office of the Principal
Students Admissions	Principal along with office, Admission Committee, Technology Sub committee
Statutory Compliance	HODs, Convenor / Coordinators of different Cells
Infrastructure (physical)	Governing Body, Principal, Building Sub committee
Infrastructure (Academics)	Principal, Academic sub- committee, Faculties
Teaching- Learning	Principal, HODs, Faculty and Staff
Research& Development	Principal, Research Committee, IPR cell
Students Development	Principal, Academic committee, Faculties, student centric Cell
Departmental Activities	HODs and Faculty
Training	Principal, Student centric Cell, Technology sub committee
Quality Assurance	IQAC



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Measurable during Implementation

Curricular Aspects (Criterion - I)	<ul style="list-style-type: none">i. Number of Courses in UG/ PG level implemented.ii. Number of Value added/ Certificate/ Add -on courses initiated.
Teaching – Learning and Evaluation (Criterion - II)	<ul style="list-style-type: none">i. Number of teaching aidsii. Syllabus completioniii. Projects other innovative measuresiv. Number of learning resourcesv. Number of student counseling/mentoring/trainingsessions conductedvi. Result of examinations (Pass, First classes,Distinctions)vii. Graduate attribute attainment levelsviii. Student feedback
Research, Innovations and Extension (Criterion - III)	<ul style="list-style-type: none">i. Number of research work, publications, projects done by the facultiesii. Number. of Research publication awards received by the faculties.iii. Number of Research Collaborations, faculty exchange programme initiated.iv. Number of incubation centerv. Number of extension programmes conducted through NSS, NCC, UBA etc.vi. Number of people benefited in each Programme.
Infrastructure and learning resources (Criterion -IV)	<ul style="list-style-type: none">i. Number of buildings, class rooms addedii. Removal of obstaclesiii. New Laboratories addediv. New equipment addediv. Annual budget allocated & utilizedvi. Number of books purchased in library.



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	<ul style="list-style-type: none">vii. Number of e resources initiated.viii. Attainment in library automation.ix. Number of IT infrastructure, added
Student Support and Progression (Criterion - V)	<ul style="list-style-type: none">i. Number of government and non-government scholarship provided.ii. Number. of student development schemes initiated, Remedial classes and its attainment of success.iii. Number of soft skill development programmes initiated.iv. Number of vocational trainingsv. Number placement drive organizedvi. Number of placementsvii. Number of students participated in Sports and cultural activities in state/ national/ international level.viii. Alumni data baseix. Number of interactionsx. Number of activities
Governance, Leadership and Management (Criterion - VI)	<ul style="list-style-type: none">i. GB selection (Inclusion of Academicians & Industrialist)ii. No. of GB meetingsiii. Vision Mission, Dissemination & Reviewiv. Organization structure in placev. Degree of decentralizationvi. Degree of E governancevii. Resource mobilizationviii. Staff appraisal & career advancementix. Service rules & benefits scheme in place



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	<ul style="list-style-type: none">x. Number of staff welfare programsxi. Annual Budget forecasting income & expenditurexii. Utilization / Allocation of funds Internal & External Auditxiii. Number of IQAS initiatives/ semesterxiv. Audits Reportsxv. AQAR submission
Institutional Values and Best practices (Criterion -VII)	<ul style="list-style-type: none">i. Number of gender equity programmes initiated.ii. Number of initiatives towards environment and green practices.iii. Number of programmes inculcated human values and professional ethics.

Monitoring of strategic plan

The execution of strategic plan will be observed time to time by Principal, Academic Committee and other committees intermittently through periodic review. The detailed progress report will be presented by the HODs, coordinators, conveners in the review meetings. The benchmarking of quality standards and its monitoring, evaluation of attainment will be carried out by the IQAC independently. The report will be sent by IQAC to the GB. With thorough analysis of outcomes and based on IQAC report, the GB will recommend the corrective measures, actions, need of further processes and deployment of resources. All the corrected reports which will be sent by the committees will be redirected again to GB for further discussions and implementation.



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Conclusion

The **Strategic Plan and Deployment document** is an attempt for attaining goals of **Narajole Raj College**. Only initiation of strategic plan doesn't ensure success, but it provides a guidance which is a collective effort by the process of participative brainstorming of stakeholders. The fair implementation of strategies and potential teamwork result into success and sustainable development. It needs random advancement to weave the lessons learnt during the implementation and highlights the role of IQAC in clinching the quality implementation.