Five Year Institutional Perspective Plan for 2nd Cycle of Assessment from Academic Year 2018-19 to 2022-23.

I. Key Indicators

Sr. No	Key Indicator	Plan for Next Five Years
1.	Curriculum Planning, Implementation, Flexibility, Enrichment and Feedback	• Use of LMS like IAIMS, Google Classroom etc. for effective planning and implementation of curriculum • Implementation of NEP, offering academic flexibility • Conducting Certificate courses on various subjects • Organising Training and Internship programmes. • Implementing robust mechanism for collection, analysis of feedback and also work out plan of action on the same
2.	Teaching Learning Process	• Use of advanced ICT tools for effective TL process • Implementation experiential learning, participative learning, group learning techniques to improve learning experience of the students • Effective use of LMS for conducting online test, scheduling assignments • Implementing of outcome based evaluation for at least 25% of the syllabus.
3.	Research, Innovation and Extension Activities	• Establishing Industry-Academia Platform for Research Funding, Internship programme • Identifying and implementing innovative practices in key functional areas • Conducting Workshops on research paper writing, publication, writing, translation of books • Efforts to increase the number of average paper per teacher. • Workshops and seminars on IPR • Conducting the extension activities by identifying stakeholders and needs of the society • Special initiative to start collaborative activities
4.	Infrastructure and Learning Resources	• Upgrading Normal classrooms to Smart Classrooms • Developing Conference room of 100 seating capacity with state of the art technology • AV room for e-content development • Music and recreational room • Adding more features to develop disable friendly infrastructure

		• Regular maintenance and augmentation of available infrastructure • Bring in more computers, improve Wi-Fi connectivity. • Increase the reading hall capacity of the library. • Increase the utilisation of available learning resources
5.	Student Support	• Expand the scope of scholarship and free-ship programme to bring more deserving students under this scheme. • Connecting parents and alumni to free-ship programme • Industry academia platform for infusing more funds • Formal Mechanism to identify the slow and advanced learners, and initiate programmes.
6.	Alumni Engagement	• Improve the enrolment. • Conduct activities for alumni • Tap the expertise amongst the alumni and invite them as resource persons for various academic and co-curricular and extension activities. • Extend support service to alumni like library, computer laboratory services. • Invite alumni for environmental and social activities during Sundays and holidays. • Innovative activities to increase the contribution and engagement of alumni.
7.	Employee Empowerment	• Organise FDPs, Training and developmental programmes for the teaching and non-teaching staff. • Encourage faculties to participate in workshops, seminars etc organised by other institutes. • Support employees through reimbursement of fees and travel expenses in case of outstation activities. • Devise a simplified and time bound mechanism to reimbursement procedure. • Encourage employees to take part in at least one social/environmental activities as a part of Institution Social Responsibility.
8.	Distinct and best practices	• Identify the best practices of each department/cell/committees/clubs etc. • Maintain a record of the best practice: photos, notice, attendance (any other relevant document) • Areas of distinctiveness must be identified
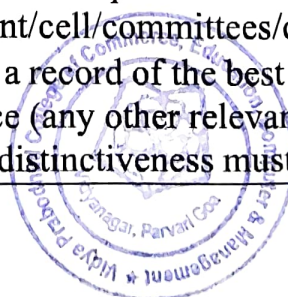
II. Key Stakeholders

Sr. No	Key Stakeholder	Plan for Next Five Years
1.	Students	- Academic: Certificate courses, workshops, Seminars, Guest Lectures, Training Programme, Internships, field/study visits etc. - Cultural: Competitions, Events, Participation, etc. - Social: Connecting students to social work like, Goshala, Orphan, old age homes, Matruchaya, Saksham, awareness drives, environment, awarding the social work. - Emotional and professional development of the child: Reading habit, leadership, banking and other competitive examination, professional courses, UPSC/GPSC preparation, - Physical and sports: Training on various sports and physical activities, Yog, mental health, organizing and participating in sports competitions - Library: Pustak Tumchya Dari Scheme, Discuss the Book Programme, Book exhibition, etc. - Scholarships, freeships support - Campus placement - Counselling, home visits - Recreational and Cultural Activities
2.	Teaching staff	- Training on teaching pedagogy, outcome based teaching learning, use of ICT in teaching learning, understanding student psychology, student centric approach, e-content development in English as well as local language etc. - Motivation to conduct research, training on Research methodology, publication in UGC care listed journals, applying for minor and major research project, - Writing books/chapters, translation, publishing research in book form etc. - Development of IT skills: MS-office, Tally, Devnagari Typing, use of ICT enable tools - Social service: Providing platform to connect teacher to the social service, awarding the social work - Recreational activities: Yearly event for teachers, family get together, birthday celebration, picnic etc.

		• Conducting CAS camp for easy submission of appraisal and CAS file. • Financial support for attending FDP, seminar etc.
3.	Non-Teaching Staff	• Development of ICT and professional skills • Written and Spoken Communication skills • Filing and planning of routine work • Documentation, SOP and compliance work • Recreational activities: Picnic, Get together, birthday celebration • Organising MDP (Management Development Programmes) Every Year
4.	Parents	• Sessions on Parenting. • Regular PTA meetings. • Contribution of PTA in institutional development. • Medical checkup camps, • Define Role of PTA. • Tapping the Skills, Expertise, professionals, connect etc to conduct sessions, impart skills, deliver lectures to students. • Organising programmes through PTA for parents as well as locals by understanding specific needs. • PTA initiative – Free-ship Programme
5.	Alumni	• Organising job oriented programmes/courses for alumni using industry academia platform • Campus placement drives • Tapping the Skills, Expertise, professionals, connect etc to conduct sessions, impart skills, deliver lectures to students. • Organising yearly recreational activity • Improving financial contribution of the alumni. • Alumni Initiative – Free-ship programme. • Engaging Alumni in extension/outreach activity.
6.	Divyangjan, Orphans, Old age home	• Collection drive • Visits to Divyangjan home/schools, Orphans, Old age home • Donations • Organising programmes with the help of students • Trips to pilgrimage, beaches etc. • Signing MoUs with NGOs working in the field to contribute to the cause in more professional manner.

7.	Goshala	- Donation - One day service - Fodder
8.	Indian Constitution, Laws, Act (RTI, IT, IPR, Consumer Act etc)	- Workshops for teachers, students - Awareness guest talks for students - Seminars - Awareness programmes in local community - sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens
9.	Environment	- Water Conservation/harvesting projects - Tree plantation - Moving towards paperless system - Alternative Energy Sources - Developing medicinal garden - Distribution of saplings - Ek Manus Ek Jhad - Other environment saving initiatives
10.	MoU/Collaboration/Linkage Programme	- NABARD: for connecting society, Training programmes, awareness programmes, awards - Goa Bio-Diversity: Enviromental initiatives, awards - Industry: Industry academia platform, internship, research projects, campus placement, curriculum enrichment, designing certificate courses, conferences, seminars, workshops, awards, CSR - NGO: environment, divyangjan, orphans, old age home, mahilashram, matruchaya, goshala, - Other institute: social service and other programmes - BSE/NSE: certificate courses, field trips, awareness programmes - BANKS: certificate course, sponsorships, CSR etc - Schools: internship and social awareness programmes - Government agencies: various schemes, sponsorships, conferences, workshops seminars - Any other relevant subject and institution .
11.	Awards and Recognition	- Academic achiever Boy/girl - Award in sports boy/girl - Award for results - subject teacher - Social service boy and girl - Social service for teacher/office staff

		• Best Reader boy and girl
		• Best Reader for teacher
		• award in Administrative work Teacher
		• award in Administrative work Non-Teaching staff
		• award for disciplined boy/girl
12.	Infrastructure	• Computer laboratory with 50 computers
		• Risograph
		• Id card printers
		• Software for proposal, reporting, CV updating, students and teacher service portal
		• Smartboards in B.Com classroom
		• Conference room
		• Examination room
		• IQAC/NAAC room
		• Common rooms for boys and girls
		• Research room/cell
		• Music and recreational room
		• Green room for MTS
		• Air conditioners in classroom
		• More classrooms
		• AMC for software and hardware
		• Trolly for movement of material for MTS
		• Seminar hall with acoustic material, sound, wi-fi, projector, podium wooden stage, soft floor, air conditioners etc.
		• Regular maintenance of the infrastructure
		• Policy for optimum utilization of the available infrastructure
13.	Society	• Awareness drives
		• Medical camps
		• Literary events
		• Programmes on Indian Classical music
		• Identifying specific problem and giving solution
		• Bridging the gap between funding agencies and the beneficiaries (like NABARD)

List of activities to be organized for second cycle of NAAC assessment

Academic Year 2018-19 to 2022-23

Sr. No	Name of the Activity	Units	Remark
1.	Certificate Courses	30+	• 6 – 8 courses per year

			• More than 75% enrolment without repetition
2.	Internship/field work enrolment	1 Internship & TY projects	• Compulsory internship for every student • Enrolment more than 75%
3.	Social Internship	Atleast 50% of the students	• Effort to connect student to social service • Record the Incremental growth
4.	Mechanism for taking review of the feedback on curriculum	At least 5 feedbacks per year	• Discuss in IQAC and implement • Send letter to the University and other competent authority
5.	Final year result	More than 90%	• remedial classes • extra classes • test • Home visits • Counselling • Activities for SL and AL
6.	Grants for research projects	5 lakhs per year	• Industry Academia platform • Government agencies • Banks and other institutions. • MoUs with various institutions for research • Applying to ICSSR like institution
7.	Workshops/seminars/conference	50+ (10 – 12 per year)	• Relevant subjects • Social issues • Current affairs • Focus groups • Stakeholders • Administration and Compliance • Environment • Issues/subjects of national importance • Indian constitution • Various other aspects
8.	UGC Care list publication	5 paper per teacher for five years	• Organizing workshops seminars on publication • Tying up with publishers

			• Monetary support for publication • Effective use of TY project paper • Practice of publishing papers in institutional and other reputed journals with students
9.	Number of books chapters	10 per teacher for five years	• Workshop on skills in book writing • Tying up with publishers • Submitting proposals to government agencies for funding publication etc.
10.	Number of extension/outreach programmes	50+	• 10-12 per year • Recording incremental growth • Distinctiveness • Best practice
11.	MoU, Linkages, exchange programmes	30+ for five years (6 – 8 per year)	• Signing MoU with prominent institution and conducting atleast two activities per year • Tapping the impact of the programmes • Linkages for internship, workshops etc. • Run student/faculty exchange programme twice a year
12.	Scholarships/free ships	50% + beneficiaries	• Student help desk for scholarship • Involvement of PTA, Alumni, Teaching, Non-Teaching Staff. • Management contribution • Philanthropes • Other agencies like Rotary Club • Industry Academia Platform
13.	Guidance in competitive exams	50+ programmes (10-12 per year)	• Programmes in batches of 25 students • Enrolment more than 50%

			• Recording the progress/success
14.	Placement and progression	60%+	• Robust mechanism for updating the record • Involvement of students in the committee(sub-committee) • Collecting records • Organize programmes in locality in the evening
15.	Financial support to teachers	60%+	• Amount more than ₹5000 • Keep a record of financial support • Quick and transparent mechanism of reimbursement • Awareness Programme for teachers
16.	Participation of Teaching and Non-Teaching staff in FDP/MDP	10-12 for five years (2 – 3 per year)	• Organize FDP/MDP as a part of Quality initiative twice a year • Maintain 100% enrolment rate • Paid Programme.
17.	Programmes must be organized on the topics like **Professional Ethics, Gender, Human Values, Environment and Sustainability,** Gender equity Inclusive environment (Language, religion, culture etc)	At least two per topic per year	• Enrolment of students without repetition • Establish the outreach Programme cell
18.	Teaching Learning and Evaluation		• Mandatory to use ICT in atleast 25% of the syllabus • Encouraging use of ICT-online/ LMS, e-content, dishtavo, virtual classroom etc. in teaching learning • Outcome based evaluation • Participative learning • Group learning • Self-learning • Experiential learning

			• Identify topics for methods of learning and submit the report and the feedback
19.	Mentor Mentee Programme		• Issue of results/ID cards through mentors • Home visits on need basis • Two seatings with mentor (schedule in the time table) • Keep record of meetings
20.	Grievance Solving Mechanism		• Use of suggestion box • Online platform for submitting grievance • Mechanism to maintain transparency as well as secrecy of the issues (incase of girl student related issue)
21.	Student participation in administration		• Identify cells/committees for students participation
22.	Alumni Engagement		• Recreational/Cultural activity every year • Organizing programmes for alumni (Need based) like coaching in competitive exams • Engaging in outreach programmes in (their locality)
23.	Welfare facilities		• More water dispensers • Air conditioners in the classrooms • Green rooms for staff • Health check-up camp for staff • Laptops for teaching staff • CAS camp • Group insurance
24.	Waste Management policy		• Policy in place • Bio septic tank for staff toilet • Functional biogas for canteen waste

			Treatment of waste water
			• Plastic free campus
			• Liter free campus
			• Training programmes on waste management
			• Awareness programmes on waste management for local community.
			• Paper shredders in office/staff/labs/library
25.	Quality Audit/Umbrella Audit	Every 3 years	• Energy Audit • Geen Audit • Structural Audit • Divyangjan campus Audit • Other quality audit
26.	Best and Distinct Practices	Each Department, Cell, Committee	• Tap best practices of all department, cells, Committees • Maintain record, objective, practice, impact • Record the incremental growth (if any) • Identify distinctiveness of the practice.
27.	Prepare plan for next five years		• 2023-24 to 2027-28

IQAC Coordinator

Dr. Sukhaji Naik

Principal

Dr. M.R.Patil

Date: 17ᵗʰ December 2018.