



Dandkaranya Educational and Cultural Development Research Society Gadchiroli

SHRI GOVINDRAO MUNGHATE ARTS AND SCIENCE COLLEGE KURKHEDA. 441209

Affiliated to Gondwana University, Gadchiroli.

UGC recognized under 2(f) & 12(B)

1 Star by Ministry of Education, Institute Innovation Council (IIC)

502 in Internshala Ranking 2023

<https://www.sgmunghatecollege.in>

INSTITUTIONAL DEVELOPMENT PLAN (IDP)

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Introduction

The key to effective management is in well-defined policies and procedures for the functioning of every aspect of college life. The college is an affiliated college of Gondwana University, Gadchiroli, and is governed by its ordinances and service rules of UGC and State Government. The Governing Body of the college, which is the top management of the institution, consists of academicians, entrepreneurs and management experts amongst other eminent citizens.

The IQAC comprises of teachers-in-Charge, administrative officials and alumni representatives who work in tandem to UGC rules and regulations.

Strategic planning is done both at the macro and the micro level. Short-term and long-term action plans are formulated by the various Committees under the guidance of the Governing Body.

The organogram is an administrative diagram of college describes the decentralized structure of administration. College administration is a cooperative effort of Principal, teaching, non-teaching staff and students with the cooperation and support of all stakeholders in pursuit of common objective. It is necessary that all aspects should be organized in order to attain the desired goals.

As the Head of the institution the principal supervises, Nodal Officers of UGC/RUSA and Nodal Officer Wi-Fi's work. The principal also looks after the all Class II & Class IV Non-teaching Staff Under the administration of Principal various Committees are formed which include IQAC, General Body, Advisory Committee, Development-cum-finance Committee, Committee for SC/ST, OBC Cell, Minority Cell, Magazine Committee, Library Committee, Internal Complaint Committee, Research Journal Committee, Sports Committee, Time-Table Committee etc. Different Cells are well thought-out to look after students' and staffs' complaints. The cells functioning is controlled by the principal. The different cells are Students' Grievance Redressal Cell, Staff & Teachers' Grievance Redressal Cell, Anti Ragging Cell, Sexual Harassment Cell, Gender Cell, Minority Cell, Legal Cell and OBC Cell. Different committees are formed in order to maintain the discipline amongst the college students. They work under the observation of Principal. Another important characteristic of the Organogram is its stakeholders like the students, parents, guardians, alumnae, NGOs, Corporates and Media Houses.

The college perspective plan for the next education 5.0 and IR 5.0 is to introduce the incubators, strengthen the IPR cell, and introduce the courses needed as per the industrial revolution requirement in global scenario.

The governing body has planned to setup the strategic planning committee for society and the college. The inventory management practices are to be drafted and implemented in coming years. The skill force to these will be meet by sending the staff for the short-term courses/trainings held by the UGC HRDC, CII, etc.

Policies of college:

- 1] e-governance policy
- 2] Environment and Energy Usage
- 3] Divyang policy
- 4] Library Policy
- 5] Divyang policy
- 6] Administrative and infrastructure policy
- 7] Institutional strategic planning

- Management: https://www.sgmunghatecollege.in/?page_id=17
- Link to Organogram of the Institution webpage
https://www.sgmunghatecollege.in/wp-content/uploads/2022/12/Complete-Organogram-with-digital-sign_final.pdf

College Policies: https://www.sgmunghatecollege.in/?page_id=2002

Service Rules:

UGC regulation 2018,:

https://www.ugc.ac.in/pdfnews/4033931_UCGRegulation_min_Qualification_Jul2018.pdf

Gov. of Maharashtra GR 8 march 2019:

https://unigug.ac.in/portal/administrator/administrator/images/news_attachment/Cas%20Teacher,%20%20Librarian%20,%20Director%20of%20Physical%20Education%20%20Level%2011,%2012,%2013%20A.pdf

General Instructions

1. Objectives of the IDP:

- Clearly define the mission of the institution.
- In light of the mission, carry out a needs assessment based on wide consultations to identify the goals, priorities and commitments of the institution.
- Quantify the institution's goals using indicators and time-bound targets.
- Based on goals and priorities— identify capacity (human and financial) and organizational gaps and steps to bridge these gaps.

2. The IDP prepared will contain a description of measures for sustainably beyond this period.

3. The IDP will be a living document, evolving as the strategic planning capacity of the institution increases. The indicators and targets, however, will be agreed in an MOU between the college and the other institution. These can only be amended with the Department of Higher Education's consent.

4. The section titled 'Baseline Data' specifies the sources of data to be used for each table. Data on any variable contained in these tables shall be drawn from the same source when it appears in any other part of the IDP.

5. IDP Development Steps: i. Identify the Coordinator in charge of developing the IDP and assign responsibilities to other staff.

ii. Carry out SWOC analysis and needs assessment, documenting the consultations held.

iii. Based on the needs assessment, identify the goals, priorities and commitments of the institution.

iv. Share the initial draft of the IDP for consultations.

v. Finalise the IDP, based on the comments received. vi. Identify the activities required to achieve the goals stated in the IDP.

6. IDP implementation grants will be awarded based on required by the Institution and approved IDPs will be published on the institution's website.

7. The institution will be responsible for reporting to the UGC, University and Department of Higher Education on IDP implementation and progress against target

Overall mission and purpose of the institution.

-To eradicate poverty and empower the disadvantaged section and girls of the remote area and other adjunct districts through holistic education and providing them with sustainable livelihood.

-To prepare under privileged youth as "change agents" for their community.

-To preserve Tribal heritage, culture and values.

-To encourage and popularise voluntary work.....

-To provide quality education through smart class.

-To assist in the porous of social integration, National integration & to develop universal brotherhood.

GOVERNANCE, LEADERSHIP AND MANAGEMENT

Role of top management, College Development Council, Principal and Faculty in design and implementation of its quality policy and plans

The top management is highly responsive, plans in a meticulous manner to utilize the resources optimally. The empowered team of Principal, Vice Principal's, IQAC members, teachers and supporting staff and students help in design and implementation of quality policy and plans.



Principal

- Learning in a culture of change
- Data-driven decision making
- Distribute leadership to empower
- Building partnerships
- Engaging the college community in achieving



Vice Principals

- Coordinating institutional activities
- Supporting staff development
- Building strong teams
- Monitoring fidelity & aligning resources



Teacher as Facilitator

- Mentoring
- Professional Development
- Facilitating data-driven decision making



Teacher as Leader

- Leading IR 4.0 learning
- Catering to diverse needs
- Teamwork
- Effective two-way communication



Leadership learning/ development process:

| Area | Example |
|--|--|
| Personal leadership attributes and development | Faculty development plan/performance review. Core competencies for Vice Principals |
| Developing organizational knowledge | College magazine, Special gatherings. |
| Practices | Ethical practices |
| Core competencies & Strategic planning | Discussions with the Vice Principal, IQAC, HOD's and senior faculty. |
| Performance improvement & innovation | AAA, NIRE, ARIIA, IIC, NDLI, NISP, YUKTI, IA, etc. |

Policy statements and action plans in to strategic plan

Strategic plan and strategic planning process starts with the institutional vision and mission.

Peer team suggestions

The peer team suggestion has accelerated and has provided the required direction for strategy development like introduction of Post graduate courses to fulfil the condition of getting the autonomous status.

Reinforcing the culture of excellence:

Participatory leadership is ensured at every level. Faculty update themselves in the recent trends in teaching, learning and other professional needs reinforcing the culture of excellence. The senior leaders have participated in various National and International consultations on education and thus are in a position to reinforce the culture of excellence and are able to identify emerging needs of the society and address them through organizational interventions.

Groom leadership at various levels

Knowledge is transferred through mentoring by the senior staff. Seniors work with their colleagues to develop an educational plan that supports individual goals as well as organizational plan and goals. There is systematic succession plan in place which builds leaders at all levels and ensures sustainability. Work rotation ensures that there is bench strength and transition is smooth.

Development and learning system for leaders:

To ensure that the institutional learning development system meets the needs of the college and all members of the workforce, SGMCK considers inputs from various sources during its strategic planning process. These are then linked with faculty needs. Senior leaders work with their colleagues to support their individual needs and organizational action plans and goals. SGMCK succession plan builds leaders at all levels and ensures sustainability.

The college assesses its ability to execute the plan with a resource-based approach. These are both human and monetary resources. To execute a plan a realistic time frame is essential and if there are many tasks to be achieved, they are prioritized. Our key important goal is to encourage students to develop skills and acquire knowledge to emerge as a successful individual in the competitive world. We also believe in developing them as worthy citizens with a national spirit.

PLANNING AND EXECUTION STRATEGY

Strategic Goals are to be prepared after consulting stakeholders such as students, parents, Governing Body, alumni, well-wishers etc., The Strategic Goals be prepared for the Institution. Some suggestive goals are given below.

Institutions should set their strategic goals in their own words

- Supporting the overall academic success of students including enrolment, retention, timely graduation
- Improving the employment / placement opportunities for students after graduation
- Promoting self-employment / entrepreneurial skill among aspiring students
- Improving communication with key stakeholders such as parents, alumni, local leaders, industries etc.,
- Increasing the retention rates of vulnerable groups such as SC/ ST / women students including formal / informal support such as mentoring , peer motivation etc.,
- Improving the faculty competency in terms of academic proficiency, communication skills, administrative capacity etc.,
- Monitoring the students and faculty for effective learning outcomes
- Plan for increasing revenue sources, maintenance of assets, pro-environmental initiatives, social / community engagement etc.,
- Any others

Execution Plan

Goal:

Activity 1: Timely conducting of classes to complete syllabus. Improvement Plan: Classrooms are proposed under the project. Guest Faculty will be engaged under the project.

Activity 2: Monitor weak / back paper students and provide additional academic support presently no special support undertaken. Improvement Plan: Faculty will be motivated to engage with weak students. This will be factored in the timetable. Activity 3: Ensuring access to library books and computers Improvement Plan: Computer labs and computers are proposed under the project. Lab will be kept open during college hours and students motivated to use them. Under the project, important / text books will be purchased in high numbers and lent to students for use during entire semester.

Activity 4: Ensuring access to hostels for SC /ST / students from distant places Improvement Plan: SC/ ST hostels are proposed under the project.

Activity 5: To provide placement opportunities for promoting employment.

Activity :-opening of placement cell in the college. -Liasoning with local Industries.

Future readiness:

- The college will continue to impart knowledge, skills and wisdom.
- The college will attempt to inculcate democratic idealism among the learners.
- The college will try to provide students with an opportunity to reflect on the critical social , economic , cultural , moral and spiritual issues facing humanity.
 - The college will try to contribute to national development through dissemination of specialized knowledge and skill enrichment for promoting self-employability.
- The college will try to develop human values in the students by taking up activities to help the poverty-stricken, respect for women and faith in brotherhood.
 - The college will aim at preparing the students for leadership in the professional and public life through training programmes, various workshops, guest lectures. This will help in identifying gifted youths and bring out the fullest potential in the students. Physical fitness, right attitude are other priorities which will be kept in mind.

15 years plan of action

- Aims at achieving excellence in higher and globalised education.
- Women empowerment through knowledge and value-based education.
- Overall growth for socio-economic and sustainable development, particularly at regional level and at national level in general.
- TO achieve innovations and excellence in teaching – learning maxima / pedagogy, training, research and extension activities to realize regional needs from the prospective of national goals.
- To facilitate optimum use of human and natural resources for sustainable development.
- To entangle all the stakeholders of the institution in the development of the college and the region.
- To ensure inclusive growth and ensure the knowledge output for human development
- To create awareness on some radical aspects like women empowerment, human rights, value system, culture, heritage, environment and sustainable development, scientific temper and environment.
- To disseminate knowledge about literacy, technology and other such knowledge to the society through outreach programmes.

Opportunities of Institution

- MoU with other institutions has given us the opportunity to produce a bunch of talents in badminton who have been regularly bagging medals in individual and group events at state regional and national levels.
- Ample opportunities in our 3rd campus for resource generation. Built under RUSA fund assistance , a Computer Centre is to be functional soon which will go a long way in promoting computer literacy in the particular rural area
- Provision of free computer education in the center to our girl students in the proposal center
- Scope for developing a rich biodiversity
- Provision of fisheries in the campus which help in resource generation
- Promote research activities in the college
- Utilizing and involving our well-placed alumni towards development of institutional goals by giving them scope to reconnect with the institution
- To strengthen industry-institute partnership for internship cum job training facilities • To strength our IT infrastructure and develop the already established Media Centre in the college
- To introduce more vocational courses in order to institutionalize the implementation of NEP.

Transparency in governance

The governance of the institution is reflective of and in tune with the vision and mission of the institution.

Nature of governance

The institution follows a democratic and participatory mode of governance with all the stakeholders participating in the administration. The Governing body delegates authority to the Principal cum Secretary who in turn share it with the different levels of the functionaries in the college. The heads of the departments, the Coordinators / Conveners of various committees and cells along with the staff representatives in the governing body play an important role in determining the institutional policies and implementing the same.