
SNGAP SYIEM COLLEGE



Institutional Development Plan

PREPARED

BY

**IQAC COORDINATOR
SNGAP SYIEM COLLEGE
MAWKYRWAT**

ACADEMIC YEAR – 2023-24 TO 2038 -29



CURRENT STATUS OF THE COLLEGE

General Profile

1. Name and address of the college : Sngap Syiem College, Mawkyrwat, South West Khasi Hills District, Meghalaya
2. Year of Establishment : 11th of June 1985
3. Institutional Status : Grant-In-Aid
4. Awards, Recognitions, Accreditation : Accredited with 'B' grade by NAAC (2022)
5. Number of Programs offered UG : B.A, B.Sc, B.Com
6. No. of Govt. sanctioned posts (Teaching) : 16

ABOUT THE COLLEGE

Sngap Syiem College was set up by the Maharam Syiemship Higher Education Association (MSHEA) on the 11th April, 1985. The MSHEA appointed an Ad-hoc Governing Body of the College on the 1st January, 1985. The College is a Government Aided Institution and only 20 percent of staffs get Government sanctioned Posts but not included under UGC Scale. The remaining staffs are managed by the Management. The College is named after "Sngap Syiem" or "Sngap Raja", the then Chieftain of Maharam Elaka and a freedom fighter against the British regime. The first name of the College was "Sngap Singh Syiem Memorial College" but the Governing Body, on 6th May, 1994 abridged the name to "Sngap Syiem College" which remains till date. The motto of the College is "Arise and Shine".

Provisional Affiliation for B.A. Pass Course was granted by NEHU in March, 1992 and Honours Affiliation in June, 2000. The College is permanently affiliated to North Eastern Hill University and is recognized by UGC under 2(f) & 12B and got NAAC "B" Accreditation in 2022. This Institution is, so far, the only Degree College in South West Khasi Hills District.

The College is located in the same latitude with Mawsynram and Cherrapunjee, the wettest place on earth. There are two Campuses i.e the Existing Campus at Mawkyrwat with an Area of about 1 Acre and the newly bought land of 22 Acres at Mawten with a distance of 3Kms away from the establishing campus. All future expansion and department will be operating in the New Campus. The present campus comprises one-three storied building, a two storied building for Commerce Department and the newly constructed building with lift.

The three storied building comprises of class rooms, administrative office, principal's room, multipurposes hall, staff-room, computer laboratory, College Library and a newly constructed ramp. In 2017, Bachelor Degree of Commerce was started and the University (NEHU) has accepted to introduce Bachelor in Science (B. Sc) in the college. Various Committees were set-up with a purpose to decentralize decision making and assigned responsibilities to all concerns.

The **Vision** of the College is to educate and empower learners for life in full inclusive development.

Its **Mission** is to Impart both traditional and scientific knowledge to learners from grass root to global level with strong ethical back ground. To empower learners with life skills to function for life as responsible professionals and productive citizens. To develop the spirit of humanism, selflessness and empathy among learners for social wellbeing. Creating new knowledge through action research and consultancy to solve problem arising from institutional and community levels. To create awareness, concern and care for rural pristine environment by imbibing sustainable values and action among learners in all aspects of life.

Introduction to IDP

The NEP Cell (established on the 26th April 2023) of the college has undertaken the mission of designing an Institutional Development Plan for a period of fifteen years commencing from the Academic Year 2023-2024 to Academic Year 2038-2039 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, Sngap Syiem College

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

I. Vision statement of the College

The vision of Sngap Syiem College is to provide quality higher education with an attempt to inspire, prepare, and empower students of its catchment area to succeed in a changing world.

II. Core value of NAAC- the observer of quality bench marking in higher education

The core value of NAAC are:

- Contributing to National Development
- Fostering Global Competencies among students
- Inculcating a Value System among students
- Promoting the use of Technology
- Quest for Excellence

III. Quality Policy of the college

Sngap Syiem College is committed to a culture of quality enhancement through a process of continuous quality improvement in all its endeavors, namely, teaching-learning, research, student support and extensional services. For all round development of the students, the college is committed to provide platforms to focus on various areas of educations, arts and knowledge in line with the different clubs introduced in the college. These are:

- Equity Cell
- Verb able club
- Adventure & Sports
- Arts club
- Drama club
- Choir & Music
- NCC (National Cadet Corps)
- NSS (National Social Service)
- PWD cell

The quality policy is also communicated and understood by all stakeholders within the college and is reviewed for continuing suitability. This policy is embedded in the process of self-evaluation and continuous improvement by collecting annual reports from all departments and committees.

IV. Guideline 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, productive, and contributing citizen for building an equitable, inclusive, and pluralistic society 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 institutions. Based on the institutional Development Plan, the college will develop initiatives, assess the progress and reach the goals set therein, which can become the basic of Govt. funding.

Considering the background of the college as an institution imparting quality education in arts, commerce, science and vocational fields, the college has identified the broad aim of IDP as follows:

- To create a supportive academic environment for students ingrained with sincerity, discipline and commitment.
- To institute a sustained quality system embedded with a conscious, consistent, and programmed action
- To mold humane citizens of the nation
- To make skilled manpower through effective use of emerging technological tools and to bridge the gap between social needs and higher education
- To bring the three “H” together in an integrated manner, namely, Hand (to develop skill), Head (to gain advanced knowledge), Heart (to inculcate human values).

ROAD MAP FOR IMPLEMENTATION OF NEP-2020
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Step 1: Analysis of the present scenario in terms of ‘Access’. ‘Quality’ and ‘Future Readiness’.

ACCESS	
Equity including Gender Parity	<ul style="list-style-type: none"> • The College fosters equal opportunity to all • Organizing various programs on gender equity • Preparation of gender sensitization action plan • Undertake Gender audit in the college campus
Inclusion Including Socio-economic Deprived Groups (SEDGs)	<ul style="list-style-type: none"> • Sngap Syiem College is a college, affiliated to North Eastern Hill University, adheres to the reservation policy of the Govt. of Meghalaya, with respect to the admission of students to various programs offered in

	<p>the college.</p> <ul style="list-style-type: none"> • College sticks to the Fee Waiver Policy introduced by the management of the college. • Assistance for the students from economically weaker section from the college fund in the form of flexibility of deadline for payment of fees. • Provision of regular mentoring of the students. • Face to face Counselling of the students. • 33% exemption of fees for disabled students.
Measures for increasing access including online and Open Distance Learning (ODL) education	<p>Use of online platform for teaching-learning process by creating WhatsApp group for students.</p> <p>Centre of IGNOU, Indira Gandhi National Open University and the only one in the entire district.</p> <p>Online access to N-LIST and E-Book library for students and faculties.</p>
Increasing access through Indian Languages.	Teaching-Learning process is done through English as per the guideline of the affiliating university and including spoken English and spoken Hindi classes as add on courses.

QUALITY

Multidisciplinary and holistic education	<ul style="list-style-type: none"> • Sngap Syiem college, Mawkyrwat is offering BA, BSc, BCom programmes under North Easter Hill University • Offering various Add on Courses in addition to regular offered by affiliating university • Offering Skill Enhancement courses as per the needs of students managed by the college funds and recently as per the programmes offered and prescribed by the affiliating university • Establishment of various student clubs to nurture the creativity of the students
Flexibility of courses and student mobility-multiple entry and exit	<ul style="list-style-type: none"> • The undergraduate courses are running as per CBCS under NEHU, however the multiple entry and exit

	<p>system is yet to be implemented as per the instruction by the affiliating university.</p>
Indian Knowledge System	<ul style="list-style-type: none"> • Sngap Syiem College offers UG programme with honors in Khasi an indigenous language mostly spoken by majority of the people in the state. • Students learn some terms in Sanskrit and Arabic in subjects like Philosophy, History and Education. • The College also offered Non-formal Spoken Hindi Class offered managed by the College funds.
Research, Innovation and Ranking	<ul style="list-style-type: none"> • The College has the Research Cell as one of the important Committee of the Institution to inculcate research and innovation among faculty and students. • Teachers published papers in reputed journals and took part in paper presentation based on their research work. • There are teachers who are members of the Board of Studies under the Affiliating University NEHU for scrutinizing Research Proposals. •
Capacity building of faculty	<ul style="list-style-type: none"> • Providing drinking water facilities, toilets, teaching aids, libraries, laboratories, and an overall pleasant college campus • Few ICT equipped classroom • College organizes periodic faculty development programmes as per the requirement. • Encourages to participate in FDP, workshop, Seminar by sanctioning duty leave, sponsoring registration fee. • Teachers are given 6 months leave to join course work for PhD.
Future readiness	
Enhancing employability through internship/apprenticeship	<ul style="list-style-type: none"> • The College has career Counselling and Placement Cell under which various career counselling programme and coaching for competitive

	<p>examinations like CUET, NET, District Selection Council are organized.</p> <ul style="list-style-type: none"> • Offering few skill-based Add on courses • Disseminate information to students about various trainings and recruitment fairs.
Transforming education through integration of technology	<ul style="list-style-type: none"> • The College plans to develop its own Learning Management System for online mode of teaching-learning. • The library of the college has access of Nlist for teachers only. The college plans to facilitate the access of DELNET, e-Sudhsindu, Sudhganga and other e-resources for the benefits of the teachers and students. • To use various online platforms for teaching-learning process. • To establish e-language and Multimedia Lab • To establish Video conferencing through RUSA.
Accreditation for quality education	<ul style="list-style-type: none"> • The College is accredited B grade by NAAC (2nd Cycle 2022) with the CGPA 2.24.
Internationalization	<ul style="list-style-type: none"> • No step has yet been taken • The College is located in the District Bordered to Bangladesh. The College has a great advantage to make Higher Education Internationalized or Globalized.
Governance	<p>The governance is taken care by the Governing Body of the College approved by the State Government. The members include representatives from the Community, stakeholders, Affiliating University with Principal as the Secretary.</p> <p>Implementation of e-governance in various areas of operation, namely, administration, finance, students, admission and examination.</p>

STEP 2: Envision transformation of the institution for the next 7 years in lines of NEP 2020 and draw a strategic plan of action.

IDP 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 a university/an autonomous college that will empower to drive excellence, Sngap Syiem College envisages the following initiatives:

- Offering new programmes like integrated Bed course, BVOC, PG in all the subjects.
- Convert the College into a University or a self-governing degree granting autonomous institute of Higher Education.
- Introduce contemporary subjects in UG level, like Artificial Intelligence, Cloud Computing, Data Analysis, Cyber security, etc. to develop these various skills in students.
- Provide more financial assistance and scholarships to socio-economically disadvantaged students
- A transparent and stated process of faculty recruitment.
- Retention of faculty members and motivating them towards advancing the students, institution, and profession.
- Maintenance of ideal PTR so that faculty can interact with students, conduct research and can involve in other activities of college as well as extension
- Autonomous, more accountable, decentralized and transparent internal governance.
- Strong Grievance Redressal system.
- Strictly administer all no-discrimination and anti-harassment rule.
- Continuous Professional development (CDP) for faculty and staff, and leadership training for Principal and others.
- Encouraging and empowering the faculty to conduct innovative teaching and pedagogy, research and service which will motivate them to do outstanding creative work.
- Excellent performance of the faculty in teaching, research and other services will be incentivized through appropriate rewards, recognitions, and movement into institutional leadership. Meanwhile, faculty not delivering on basic norms will be held accountable.
- Strengthening the student support system.
- Allocation 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 students feel the necessity.

- Development and use supportive technology tools for better participation and learning outcomes
- Emphasis to increase the employability potential of the students.
- Development bridge courses for students of disadvantage educational background
- Provide regular counselling and mentoring programmes for social, emotional and academic support.
- Develop more quality study materials in local languages.
- Encourage research work among faculty and students.
- Augmentation of basic infrastructure facilities, viz, clean drinking water, clean working toilets, sports facilities, and pleasant classrooms spaces and campuses.
- Increasing hostel facilities as per needs.
- Providing medical facilities for all students.
- Establishment of MOUs with institutions of national and international importance to undertake collaborative works in research and teaching and facilitate faculty/students' exchanges.
- Conduct outreach programmes on higher education opportunities, scholarship, skills and entrepreneurship among SEDGs.
- Undertake programme/ Add-on courses/Activity to sensitize faculty, staff and students on issues of gender-identity.
- Framing a mechanism for regular communication with all the stakeholders so that they can be aware of new information in teaching-learning, research in community service; collection of feedback on various aspects of the college, its scientific analysis and action taken on that.
- Improving alumni engagement in various fields of activities of the college.
- Fostering greater engagement with the local community.
- Incorporating the principle of sustainability in all spheres of policies as well as activities.
- Allocation of budget to make a complete disabled-friendly college campus.
- Allocation of budget for environmentally sustainable campus by upholding the natural landscape bio-diversity using renewal sources of energy and giving importance in resilience (to mitigate natural disaster and accidents), sustainability, utilities and services safety.
- Allocation of budget for ERP management.
- Apply for various grants to Central and State Government and to identify new sources of funding
- Set up of an International Students Office
- Undergo regular accreditation of the institutions by the appropriate body with the aim to attain the highest level of accreditation over the next 15 years.

Step 3: Define the mission statement of the institution to identify the goals, strengths, opportunities, priorities and commitments.

Mission statement of the college:

Sngap Syiem 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 into independent-minded, responsible global citizens.

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

Present Strength and Capacity

- Collective Endeavour.
- Only college in the district that offers studying in all the three streams (arts, science & commerce).
- 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.
- Internal Complaint Committee, Anti-ragging cell, anti-sexual harassment cell are in place.
- Funding from RUSA and certain State Government scheme.
- Liberal environment of the institution

- Ideal atmosphere of inclusiveness
- Tolerance and complete dilation of faculty.
- Existence of new land for new campus.
- Various cultural activities to encourage students

Few Steps to mitigate the gaps

- Apply to university and other agencies to start new programme (integrated B. Ed, BVOC, PG)
- Preparation of syllabus to start some more contemporary subjects by faculty members or by hiring resource persons.
- Appeal to NGOs and philanthropic persons/groups for sponsoring the socio-economically disadvantage group
- Introduction to full-flagged e-governance to bring transparency
- Organize regular professional development programme for faculty and staff
- Facilitates to participates in online and face-to-face training programmes 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 classroom, laboratories, ICT classrooms, drinking water facilities, toilets, gymnasium, sport facilities, hostels, well equipped health center and other support services including disabled-friendly facilities.
- Allocation of budget for EPR management
- Apply for various grants to Central and State govt to augment all infrastructure, organize FDP and provide students service facilities. In addition, new resources of funding need to be identified.

Step 5: Identify institutional goals -long term and short term

LONG TERM STRATEGIC PLAN

- Offering new programmes like ITEP, PG courses in all the subjects and more BVOC.
- Undertake courses (diploma/certificate) on gender related issues.
- 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, etc. to encourage multidisciplinary and holistic education
- Provision of bridge courses for students of disadvantaged educationally backgrounds

- 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.
- Introduction of new pedagogy that supports student-centric learning.
- Creating online educational resources which students can use for independent learning.
- Establishment of MoUs with industries for better industry-academia relationship .
- Providing opportunities for internship with local industry, artists, craftspeople's etc., and research internship with other higher education institutions or research institutions.
- Refine quality-based education and student exchange programmes.
- Providing counselling and mentoring system to all students.
- Establishment of more Students Clubs to nurture the creativity and skills of the students and organize various activities under these clubs.
- 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.
- Regular upgradation of the campus infrastructure according to the changing needs and frequent maintenance of the same.
- Providing 100% ICT enabled classrooms for teaching-learning.
- Provision of financial assistance and scholarships for the students of socio-economically deprived group.
- Encourage start-up and entrepreneurship.
- Framing of Gender sensitization action plan and its implementation.
- Hostel facilities for the desired students.
- Providing medical facilities for students.
- Providing opportunities for participation in sports and cultural activities.
- Endeavour to create systems and processes that are required to ensure students' physical health and emotional wellness.
- Improving alumni engagement.
- Apply for various grants to Central and State Govt.
- Empowering the faculty to conduct innovative teaching, research and service.
- Providing support to the faculty/staff for capacity building and promote leadership.
- Develop a fully automated Management Information System.
- Promote decentralized administrative mechanism with participation, flexibility and accountability.

- Framing a mechanism for regular communication with all the stakeholders, collection of feedback on curriculum, Teaching-Learning Process, Infrastructure, etc. its scientific analysis and action taken on that.
- Technological upgradation of the campus with centralized WiFi, ICT enabled classrooms. modernization of computer labs and fully automated library.
- Providing a disabled-friendly college campus and introduction of disabled-friendly initiatives like introducing mobile apps and QR codes to facilitate easy movement.
- Fostering research culture in the institution, establishment of research centers and encourage 'Citizen research'
- Fostering greater engagement with the local community.
- Establishment of Central Instrumentation Facility to encourage inter-departmental research by faculties and students.
- 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.
- Preparation of detailed Campus Safety guidelines and its circulation among all stakeholders.
- Emphasis on environmentally sustainable campus by upholding the natural landscape and biodiversity.
- Promote sustainable development through eco-friendly practices and implementation of the green protocol.
- Set up of an International Students Office.
- Introduction of Document management system.
- 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 multidisciplinary 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 programme 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) wherein 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 attending Faculty Development Programs.
- Organize collaborative learning, like group project, Group discussion, etc to improve teamwork among students.
- Arranging programmes on innovative teaching, pedagogy, classroom delivery techniques, etc.
- Systematic collection and analysis of feedback from all stakeholders and action taken.
- Development of smart class rooms with state-of-the-art facility.
- Full digitalization of central library.
- Establishment of MoUs Academic Institution for Student Exchange and other Programmes.
- Organizing students' visit to places of importance to know the history, scientific contributions, traditions, indigenous literature and knowledge.

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.
- International exposure to faculty through joint research with faculty from foreign universities
- 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 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 program/competitions where students can explore their ideas and transform those into the prototype.
- Continuation of activities under organic linkages with the neighboring 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.

INFRASTRUCTURE AND LEARNING RESOURCES

TARGET

- Regular upgradation 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 or QR codes to facilitate easy movement
- Establishment of Central Instrumentation Facility

STRATEGY

- Technological upgradation of the campus with centralized Wi-Fi, ICT enabled classrooms, modernization of computer labs and fully automated library.
- Establishment of facilities like quest house, playground, health club, medical Centre, convention Centre, faculty hostel and campus radio centre.
- Installation and upgradation of solar panels, waste water treatment plants, Chemical waste treatment plant and rain water harvesting.

- Upgradation of College canteen facilities.
- Construction of Botanical Garden, green house and nursery.
- Pool funds together to buy sophisticated scientific equipment that can be accessed by all departments.
- Provision for hostel facility, both for boys and girls students.

STUDENT SUPORT AND PROGRESSION

TARGET

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

SRTATEGY

- Extend scholarship facilities to eligible and financially needy students
- Appeal will be made to the community or groups of people to extend their financial help to the students from socio-economic deprived group (SEDGs).
- Conduct job fairs in collaboration with other institutes.
- Special counselling and mentoring for slow learners.
- Strengthen students' clubs to nurture the creativity of the students
- Organizing capacity enhancement programmes
- Organizing various programs to enhance the leadership capacity if the students with a special emphasis to girl students.
- Introducing of finishing schools for the outgoing students to enhance their employability
- Establishment of Start-up incubation centre to support the entrepreneurship.

GOVERNANCE, LEADERSHIP AND MANAGEMENT

TARGET.

- Develop a fully automated Management Information System
- Promote decentralised administrative mechanism with accountability
- Initiative to integrate the Indian Knowledge System in the Curriculum
- Ensure transparency in Financial Audit
- To conduct various quality Audit
- 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 governments
- 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, short term courses
- Facilitate participation in online and Face-to face training programme organized by UGC/IGNOU on leadership training.
- Establishment of Study Center to integrate Indian Knowledge System
- Undertake Annual 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.

INNOVATIONS AND BEST PRACTICES

TARGET

- Promote sustainable development through eco-friendly practices
- Ensure proper waste management and water management system
- 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 fledged 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 various varieties and species of trees in the ecosystem
- Preservation of natural water resources in the campus
- Strengthening of 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 programmes
- Undertake Gender Audit

6. IDENTIFY INSTITUTIONAL LEVEL CHALLENGES – LONG TERM AND SHORT TERM

1. Drop out of students from college due to lack of transportation and early marriage.
2. Poor 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 languages which is very important for increasing access through Indian language.
4. Challenges of infrastructure and manpower to run multidisciplinary courses.

5. Lack of trained personnel within the college to introduce programme on Indian knowledge system.
6. Lack of orientation about research (academic and community based) and innovation for majority of the faculty members.
7. Financial problems of some faculty members create hindrances to attend/participate in various capacity building programmes.
8. Paucity of industry and entrepreneur in and around the South West Khasi Hills District is a disadvantage factor for enhancing employability and internship for students.
9. Lack of IT facilities reduces the potential capability of teachers in using ICT facilities in teaching-learning.
10. Maintenance of quality to attract students from other states and country.
11. Inadequate funding for implementation of full flagged e-governance.

7. DEVELOP A WORKABLE HYPOTHESIS TIO MITIGATE AND OVERCOME THE CHALLENGES IN A PHASED MANNER

Challenges	Hypothesis to mitigate the issue	Timeline (Year)		
		5	10	15
Drop out of students due to lack of transportation	Facilitate the Govt to extend transportation facilities	√		
Drop out of students due to early marriage	Mass awareness in the grassroot level by faculty and students		√	
Poor per capita income of the parents and guardians leads to drop out of students from SEDGs	Facilitate Govt free ship/scholarship Appeal will be made to Alumni, Community organization to extend financial help to the students from socio-economic deprived group (SEDGs)	√		
Lack of motivation of the faculty members to write textbooks in local languages	Organizing workshop/session to encourage and inspire the		√	

which is very important for increasing access through Indian language.	faculty by proper resource persons			
Challenges of infrastructure and manpower to run multidisciplinary courses.	Apply for Govt grants		√	
	Search out alternative funds		√	
	Appoint tenure-based faculty as and when needed	√		
Lack of orientation about research (academic and community based) and innovation for majority of the faculty members.	Providing training and facilitate basic requirement Incentives for pursuing research work	√		
Lack of trained personnel within the college to introduce programme on Indian knowledge system.	Providing training			√
Financial problems of some faculty members create hindrances to attend/participate in various capacity building programmes.	Conduct FDPs for teaching and non-teaching staff in the campus/college		√	
Paucity of industry and entrepreneur in and around the South West Khasi Hills District is a disadvantage factor for enhancing employability and internship for students.	To provide necessary exposure to students in industries outside the state and industrial areas within the state To sign MOUs with Govt. Departments available in the District for internship		√	
Lack of IT facilities reduces the potential capability of teachers in using ICT facilities in teaching-learning.	Organize awareness programmes Organize workshop Providing training	√		
Maintenance of quality to	Framing of syllabus of local		√	

attract students from other states and country.	folk and culture, tradition, medicinal plants and local biodiversity, which can be taught in online mode			
Inadequate funding for implementation of full flagged e-governance.	Apply for grants to State and Central Govt. Searching of other funding agency		√	

8. DEVELOP STRATEGIES TO PROMOTE LEADERSHIP

Effective governance and leadership empower the creation of a culture of innovation and excellence in higher education 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 teamwork, ability to work with diverse people, strong social commitment, 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 demonstrative 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.
- Engaging faculty in all levels with strategic direction and decision-making capacity which will help to encourage them to pursue leadership roles
- Organize leadership training to all faculty, particularly women.
- Provide mentoring to the faculty members by present academic administrators of the college.

9. 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
- 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 Government Auditors
- Admission of students by following the govt rule.

ACTION PLAN FOR PHASE-WISE IMPLEMENTATION OF THE PERSPECTIVE IDP WITH SPECIFIC TIMELINES

Proposed plans	Action plans	Timeline (years)		
		5	10	15
Offering new programmes like integrated BEd, BVOC, PG in all subjects.	<ul style="list-style-type: none"> • Apply to proper bodies of permission to introduce the programme • Apply to Govt. for recruitment of faculties for the programmes • Framing a track record to know the learning outcome 		√	
Convert into a self-governing degree granting autonomous institute of higher education.	<ul style="list-style-type: none"> • Working towards for getting at least 'A' grade by NAAC. • Apply to UGC for granting autonomy 		√	
Undertake courses (diploma/certificate) on gender related issues	<ul style="list-style-type: none"> • Preparation of syllabus of the courses • Procurement of study materials 		√	
Offering more Add on courses on various cross-cutting-issues, like, value education, human rights, web designing, bee keeping, handloom weaving, mushroom cultivation, folk and performing arts, knowledge of self, vedic mathematics, etc to encourage multidisciplinary and holistic education	<ul style="list-style-type: none"> • Preparation of syllabus of the courses • Procurement of study materials • Augmentation of laboratory infrastructures as required. 	√		
Provision of bridge courses for students of disadvantaged educational backgrounds	<ul style="list-style-type: none"> • Identification of the students • Identification of the gap where bridge courses will be required 	√		

	<ul style="list-style-type: none"> • Assigned teachers • Preparation of teaching plan and lesson plans of the courses by the assigned teachers. 			
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	<ul style="list-style-type: none"> • Budget allocation for the students' visit • Application for financial grant from competent authority • Seeking permission from respective competent authorities • Establishment of MOUs/linkages with the competent authorities as and when possible • Incorporating the visit schedule in the academic calendar 	√		
Introduction of new pedagogy that supports student-centric learning.	<ul style="list-style-type: none"> • Organize faculty development programme • Organize in-house interaction session to discuss and share the idea and knowledge of the faculties 			
Creating on-line educational resources which students can use for independent learning	<ul style="list-style-type: none"> • Reate own Learning Management system • Continuation of subscription of n-list 			
Establishment of MOUs with industries for better industry academia relationship	<ul style="list-style-type: none"> • Explore the industries, available in local, regional and national level. • Communicate them for information • Organize seminar/workshop and invite the resource persons from industry 			
Providing opportunities for internship with local industry,	<ul style="list-style-type: none"> • Explore the industries, artists and craftsp0ersons available in local 			

<p>artists, craftsperson etc., and research internship with other higher education institutions or research institutions.</p>	<p>level.</p> <ul style="list-style-type: none"> • Establish MOU with other HEI/research center and communicate them for information • Organize seminar/workshop and invite the resource persons • Organize students' visit • Budget allocation to organize the programme. • Application for Financial grant from competent authority 			
<p>Refine quality-based education and student exchange programmes</p>	<ul style="list-style-type: none"> • Organized 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 • Establish linkages with HEIs of repute for students' exchange 			
<p>Providing counselling and mentoring system to all students</p>	<ul style="list-style-type: none"> • Incorporated mentoring as an integral part of Academic policy of the college • Assign teches-mentor to each student • Organize regular session with mentors-mentees • Organize FDP on mentoring • Establish MOU with counsellors for mental health of students • Organize face-to-face counselling session 			
<p>Establishment of more students' clubs to nurture the creativity and skills of the</p>	<ul style="list-style-type: none"> • Explore the possibility and opportunity to establish the 			

<p>students and organize various activities under these clubs</p>	<p>students' clubs</p> <ul style="list-style-type: none"> • Assign in-charge from staff to look after the activities of each club • Assign student leader of each club which may help to develop leadership qualities in them 			
<p>Providing with sufficient basic infrastructure and facilities, including clean drinking water, clean working toilets, blackboards, whiteboards, offices, teaching supplies, libraries, labs, and pleasant classroom spaces and campuses.</p>	<ul style="list-style-type: none"> • Apply to concerned authorities for infrastructure grant • Preparation and submission of proper plan and estimate along with DPR to the concerned authority • Budget allocation for maintenance of the unfractured 			
<p>Regular upgradation of the campus infrastructure according to the changing needs and frequent maintenance of the same</p>	<ul style="list-style-type: none"> • Infrastructure augmentation is rfeelated to the introduction of new programme/student support service • Apply to concerned authorities for infrastructure grant • Preparation and submission of proper plan and estimate along with DPR to the concerned authority 			
<p>Providing 100% ICT enabled classrooms for teaching-learning</p>	<ul style="list-style-type: none"> • Apply to concerned authorities for infrastructure grant • Budget allocation for augmentation of the same • Organizing orientation programme for faculty on use of various tools of ICT in teaching-learning 			
<p>Provision of financial</p>	<ul style="list-style-type: none"> • Identify the students of socio- 			

<p>assistance and scholarships for the students of socio-economically deprived group.</p>	<p>economically deprived group</p> <ul style="list-style-type: none"> • Apply to concerned authorities for grants • Apply to philanthropic groups for donation 			
<p>Encourage start-up and entrepreneurship</p>	<ul style="list-style-type: none"> • Establish MOU with Govt/NGOs to undertake related activities • Strengthening Institutional Innovation Council • Explore the possibilities of local start-up avenues • Apply to concerned authorities for funding 			
<p>Framing of gender sensitization action plan and its implementation</p>	<ul style="list-style-type: none"> • Assign a committee to study the gap and prepare the gender sensitization action plan • Organize related workshops/activities to aware the staff and students. 			
<p>Hostel facilities for the desired students</p>	<ul style="list-style-type: none"> • Apply to concerned authorities for grants 			
<p>Providing medical facilities for students</p>	<ul style="list-style-type: none"> • Strengthening the health unit of the college • Establishing MOUs with CHC by providing registered medical practitioners 			
<p>Providing opportunities for participation in sports and cultural activities</p>	<ul style="list-style-type: none"> • Strengthening the Sports and Arts and Cultural committees • Establishment of student Clubs related to Sports and Culture • Procurement of calisthenics and construction of track field, flood light/light tower and gallery with shed 			

	<ul style="list-style-type: none"> • Hiring football coach • Apply to concerned authorities for grants 			
Endeavour to create systems and processes that are required to ensure students' physical health and emotional wellness.	<ul style="list-style-type: none"> • Incorporated mentoring as an integral part of Academic Policy of the College • Assign teacher-mentor to each student • Organize regular session with mentors-mentees • Organized FDP on mentoring • Establish MOUs with counsellor for taking care of the mental health of the students • Organizing face-to-face counselling session • Augmentation of new equipment in gymnasium for girl students. • Construction of separate gymnasium for girl students. 			
Improving alumni engagement	<ul style="list-style-type: none"> • Organize regular alumni meet (both centrally and department wise) • Involvement of alumni in various activities of the College • Collection of feedback and implementation in the overall development of the college 			
Apply for grants to Central and State governments.	<ul style="list-style-type: none"> • Assign committee to explore various scheme under Central and State Governments • Preparation of proposals along with Concept paper/DPR. 			
Empowering the faculty to conduct innovative teaching,	<ul style="list-style-type: none"> • Depute faculty to attend workshops, Orientation Courses and Refresher 			

research and service.	<p>Courses.</p> <ul style="list-style-type: none"> • Organize training • Allocation of budget 			
Providing support to the faculty/staff for capacity building and promote leadership	<ul style="list-style-type: none"> • Establishing MOUs with institutions of national importance to organize capacity building programme • Encourage and depute faculty members to attend induction programme/orientation programme/ refresher course/ short term course and other training programmes • 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 • Engaging faculty at all levels with strategic direction and decision making which will help to encourage them to pursue leadership roles. • Organize leadership training for all faculty particularly women • Provide mentoring to the faculty members by present academic administrators of the College. 			
Develop a fully automated Management Information System	<ul style="list-style-type: none"> • Assign a committee or cell to explore the areas of operation • Allocation of budget 			
Promote decentralised administrative mechanism with participation, flexibility and accountability	<ul style="list-style-type: none"> • Formation of various committees with faculty and staff to assign definite administrative tasks and responsibilities • Every committee will have freedom to prepare their plan and decide 			

	<p>implementation strategies</p> <ul style="list-style-type: none"> • The convenor/chairman/coordinator of the committees will convey meeting as and when required for the implementation and organization of certain activities. 			
<p>Framing a mechanism for regular communication with all the stakeholders, collection of feedback on curriculum, teaching-learning process, infrastructure, etc, its scientific analysis and action taken on that.</p>	<ul style="list-style-type: none"> • Formation of WhatsApp/telegram groups of parents, alumni, faculties, students and local bodies to bring them in a single accessible platform • Provision of online feedback collection system • Analysis of feedback data and their implementation • Hosting the same in the College website 			
<p>Technological upgradation of the campus with centralized Wi-Fi, ICT enabled classrooms, modernization of computer labs and fully automated library.</p>	<ul style="list-style-type: none"> • Apply for grants to concerned authorities. • Make a plan for implementation in a phase manner • Strengthening the Wi-Fi coverage area including hostels • Upgradation and inclusion of ICT gadgets in the classrooms • Procurement of updated PCs for computer lab. 			
<p>Providing a disabled-friendly college campus and introduction of disabled friendly initiatives like introducing mobile apps and QR codes to facilitate easy</p>	<ul style="list-style-type: none"> • Provision of ramps in all the buildings and lift to multi-storied buildings • Signage including tactile path, display boards and signposts • Procurement of screen-reading software 			

movement.	<ul style="list-style-type: none"> • Convert the present college website accessible by divyangjan • Inclusion of aforesaid mentioned facilities in the project proposal, send to concerned authorities. • Designing and development of mobile apps for divyangjan 			
Fostering research culture in the institution and encourage 'Citizen research'	<ul style="list-style-type: none"> • Encouraging the faculty members to undertake research work (subject specific and problems related to local issues) • Incentivise the faculty members in terms of reward, certificate etc. for good quality publication • Establishment of UG research centre • Training in Citizen research for UG students will be initiated. 			
Fostering greater engagement with the local community	<ul style="list-style-type: none"> • Undertake community work on 'problems of dropout rate/indiscipline/malnutrition/disabled in the district' – survey, analysis of data, report preparation, awareness and communicate the report to the concerned authority. 			
Establishment of Central Instrumentation Facility to encourage inter-departmental research by faculties and students.	<ul style="list-style-type: none"> • Selection of instruments as per the research expertise of the faculty members and possible research areas • Apply to concerned authorities for grants 			
Framing transparent and objective mechanisms for evaluation of Self Appraisal documents of faculty members. Peer review committee to review	<ul style="list-style-type: none"> • Framing of questionnaires on various aspects like, Teaching-learning and evaluation related activities; co-curricular, extension and professional development relative activities research, 			

<p>contribution of teaching, research and publication, project (research and</p>	<p>publication and academic contribution of the faculty.</p> <ul style="list-style-type: none"> • Collection of self-appraisal annually (online) with proper documentational. 			
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