



Office of the Coordinator
Internal Quality Assurance Cell [IQAC]
Government Degree College Uttersoo

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Mobile No.: [+91—9419044700](tel:+919419044700)

Web: www.gdcuttersoo.ac.in

No.: GDCUT/IQAC/2022/

Dated: _____

THE INSTITUTIONAL STRATEGIC PLAN IS EFFECTIVELY EMPLOYED

Institutional Strategic Goals

1. **Efficient Teaching-learning Methodology**
2. **Effective Leadership and Participative Management**
3. **Proactive Internal Quality Assurance Cell**
4. **Ensuring effective governance**
5. **Students' Overall Development through Participation**
6. **Employees Advancement & Welfare**
7. **Proper Discipline**
8. **Women/Student/Faculty Grievance Redressal**
9. **Financial Planning & Management**
10. **Extension & MoUs**
11. **Constant Growth in Research and Development**
12. **Alumni Interaction and Outreach Activities**
13. **Augmenting Physical Infrastructure**



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Efficient Teaching Learning Methodology	<ul style="list-style-type: none"> Academic planning and preparation of Academic Calendar Preparation of teaching plan as per CBCS Preparation of Lesson Plan based on CBCS Constant assessment to measure outcomes Use of more practical methods of teaching Use of e-learning resources Promote research culture & facilities Provide mentoring and individual support Follow a transparent feedback system Performance enhancement through workshops and seminars. Implementation of best practices for students Evaluation parameters and benchmarking
Effective Leadership and Participative management	<ul style="list-style-type: none"> Consolidation of Committee List Decentralization of the academic, administration, and student-related authorities & responsibilities The minutes of the meetings are communicated to the Principal who in turn consolidates all the suggestions and submits them to the Management for approval & reference.
Constant Internal Quality Assurance System	<ul style="list-style-type: none"> Establishment of IQAC is in place. Develop, maintain, and regularly update the document outlining all the processes involved in the academic and administrative activities and the forms to implement them. All the departments, with the teaching and non-teaching faculty carry out the activities as per the Processes and forms. Customer satisfaction by collecting feedback from students, parents, and alumni and actions are taken to ensure that the college satisfies all its stakeholders. Internal Audit - Regular internal audits are conducted at planned intervals to check the effectiveness of the implementation, maintenance, and improvement. Monitoring and measurement of processes and products Continuous measurement and monitoring of the processes are done to identify appropriate corrective action to ensure service conformity. Control of non-conformity to prevent and get prepared for deviations and the actions to be Taken Data analysis and continuous improvement. External Audit. Framing of Quality Policy

Strategic Planning



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	<ul style="list-style-type: none"> Educating & Training of all employees Periodic check & guidance for quality improvement Establishment of audit team and process Audit for remedial measures
<p>Ensuring Effective Governance</p>	<ul style="list-style-type: none"> To review the smooth running of the administrative activities of the college, discussing approval of new programs. To review the examination results (Internal as well as External) of all programs; result analysis and their improvement strategies. To approve the up gradation & maintenance of the Infrastructure of the Institute. To review the budget allocated for different purposes and their expenditure etc. Promotion of various faculty career advancement programs, Approval for posts, Study leaves etc. To review the Placement activities, Collaborations with Industry and R&D programs. Reviewing the Performance appraisal of faculty backed with the discussion. & suggestions given by Faculty for improvements in the college. To provide support for conducting all kinds of activities: - Co-curricular and Extra-curricular. To review the awards and scholarships for students based on the performance in co-curricular and Extra-curricular activities etc Evaluation of Institute’s performance and benchmarking Institutional strategic goals setting Institutional Strategic Planning Monitoring and Implementing the Quality Management Systems Establishing E-Governance Leadership development through decentralization Establishing internal audit committee Code of conduct and policy formulation, approval and implementation Establishing fair and effective performance appraisal system
<p>Student’s Overall Development through Participation</p>	<ul style="list-style-type: none"> The Student Representatives have the responsibility towards students to be available to listen to student views and concerns and actively represent them in an objective and accurate manner. Budget framing and allotment for student development programs and activities Students Trainings & Placement Activities



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	<ul style="list-style-type: none">☛ Student's representation in various committee and cell☛ Participation in competitions
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	<ul style="list-style-type: none">☛ Organizing competitions☛ Rewards & recognitions of achievers☛ Participation in extracurricular activities☛ Participating in social and welfare activities
Employees Advancement & Welfare	<ul style="list-style-type: none">☛ Employees performance evaluation system☛ Regular Training for quality improvement☛ Healthy and supportive working environment & infrastructure.☛ Proper established Code of conduct, service rules & leave rules to be followed by all.☛ Staff welfare policy implementation☛ Career advancement schemes☛ Deputation for seminars, conferences and workshops etc.☛ Motivation for qualification enhancement.☛ Support for research, consultancy, innovations
Placements	<ul style="list-style-type: none">☛ The Career Counseling and Placement Cell plays a very important and key role in getting students their dream placement through counseling and guiding the students for their successful Career Placement.☛ It is a crucial interface between the stages of completion of academic program of the students and their entry into avenues of suitable employment through campus placement drives.
Proper Discipline	<ul style="list-style-type: none">☛ Installed CCTV Cameras at desired places and other measures to maintain the discipline. Responsible for the entry of the students only with I-cards and proper uniforms.



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Women/Student/Faculty Grievance	<p>The grievance committee functions with the following purposes;</p> <ul style="list-style-type: none">☛ To make women, students, faculties & staff members aware about their rights.☛ To help them in knowing the importance of good health and nutrition and facilities available for them.☛ To help them in developing decision making abilities and be self-dependent.☛ To help them in raising voice against all kinds of discrimination in a proper manner.☛ To help them in changing their mind set.☛ To assist them in overall development of their personality.☛ To help them (community women) in knowing about reproductive health care and child care.☛ The Student Representatives have the responsibility towards students to be available and listen to student's views and concerns, and actively represent them in an objective and accurate manner.
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Financial Planning & Management	<ul style="list-style-type: none">☛ Framing of financial budget according to multiple areas.☛ Forecasting of Revenue & Expenditure☛ Effective purchasing through purchasing committee☛ Budget formulation☛ Periodic Audit
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Constant Growth in Research and Innovation	<ul style="list-style-type: none">☛ Establish and develop Laboratories with more research facility☛ Encouraging the students/faculty towards research.☛ Organizing competitions related to Model development.
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Alumni Interaction and Outreached Activities	<ul style="list-style-type: none">☛ Configuration of Alumni association to increase their participation☛ Invitation for guest lecturers/internship/placement/training/entrepreneurship☛ Exploring Contributions☛ Scholarships/fund generation☛ Data base creation, Regular interactions with alumni and networking☛ Recognition of successful alumni for appreciation and felicitation
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**Mounting
Physical
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- ☺ Infrastructure building development & modification
- ☺ Functional facilities for e-learning
- ☺ Safety & Security management
- ☺ Water facility
- ☺ Hygiene, zero plastic & green campus
- ☺ Recycling of water
- ☺ Smart Class rooms, Tutorials, Seminar halls
- ☺ Modernization of Laboratory & equipment
- ☺ Library infrastructure up gradation
- ☺ System up gradation
- ☺ Medical facility
- ☺ Development of sports (indoor/outdoor) facilities
- ☺ Plantations



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**Strategy Implementation and
Monitoring**

Once the planning part has been done the next step is its implementation. This stage is among the most imperative part and has to be implemented with proper supervision and cooperation.

Implementation at Institute Level

Particulars/Functions	Deployment Authorities
Governance & Administration	Principal & Establishment Section
Expansion	Advisory and Development Committee
Infrastructure (Academics)	Academic Affairs Committee
Teaching- Learning	Principal, HODs, Faculty and Staff
Infrastructure (physical)	Principal, Development Committee
Departmental Activities	HODs and Faculty
Training & Placements	Career Counseling and Placement Cell
Research & Development	Research Committee
Students Development	IQAC
Quality Assurance	IQAC Team
Students Admissions	Principal, HODs, Admission Committee
Statutory Compliance	Principal, HODs, Coordinators

Deployment

The plans articulated by the management and principal are communicated to the target groups like faculty, students, staff and other stakeholders through meetings, mails and other forms of communication.

The principal's handbook serves as guideline at the institutional level to undertake these activities. The organizational procedure manual guides all the activities through well-defined policies and procedures for each of the activities.

Coordinator, IQAC

