NAVAJYOTHI
COLLEGE CHERUPUZHA

B++
ACCREDITED WITH GRADE
NAAC

SHORT-TERM STRATEGIC PLAN
2023-24

SHORT- TERM STRATEGIC PLAN 2023-24

PART I ACADEMIC PLAN

1. ACAADEMIC EXCELLENCE

Academic excellence of the students and teachers are most important in the progress of the college. Therefore, the college has to chart measures to improve the academic quality of its stakeholders namely, students and teachers. Therefore, the IQAC forward the following plan for academic excellence of the students and teachers.

OBJECTVES:

> ➢ To improve the quality of teaching and learning
> ➢ To improve the academic result of the students
> ➢ To increase the enrolment percentage for the programmes offered

Goal:

> ➢ To attain certificate in an additional course approved by the government.

NO	PART I ACADEMIC PLAN	
1.	Implementation of SWAYAM/ MOOC Courses for Students	For 1st year Students
2.	Implementation of Certificate Courses	For 2nd &3rd year Students
3.	Add on Courses	For all Departments
4.	Project/ Field Work/ Internship	For 2nd and 3rd year Students
5.	Academic Results	Initiation of **SAAP** (Students' Academic Acceleration Programme), **Foster** (Extensive academic Training Programme for Scholars)

6.	Gaveshana	For Staff and Students, Organising National/ State Level Seminar
7.	Office Automation	For Administrative & Academic programme (**EMBASAE**)
8.	Co-curricular Activities	Initiation of Tourism Club, Film Club

PART II
STRUCTURAL AGUMENTATION

The following constructions have to be done during 2023-24 for the efficient functioning of the college

NO	Description	**Remarks**
1.	CLASS ROOM and LAB	**Class Rooms for New Programmes**
2.	Men's Hostel	**Beginning Men's Hostel**
3.	Seminar Hall and Library	**Modification of Seminar Hall and Library**
4.	Construction of the Pond	**For Drinking Water**
5.		

Conclusion
Refer to the annexure 1,2,&3 for detailed plan for the short term strategic plan.

SHORT- TERM STRATEGIC PLAN

PART I ACADEMIC PLAN

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Plan:
1. Implementation of SWAYAM/ MOOC courses for the First Year Students

As part of increasing the versatility of the learning, the college in line with the NEP2020, needs to implement SWAYAM / MOOC courses. By this, the first year students will enrol for the courses online in SWYAM portal and complete the courses in the given time. The entire process of this course will be guided by a teacher in charge of the SWAYAM/ certificate courses in the college. The teacher will guide the students to opt for courses according to their departments.

2. Implementation of Certificate Courses

The certificate course is limited to the 2nd and 3rd year students. Each department shall conduct a certificate course for both years and then produce the certificate on time. The teacher in charge will guide and oversee the implementation of the certificate course. The expected enrolment of the certificate course is 100%.

3. Add on Courses

The add on courses are implemented in order to increase the employable skills of the students and make them job ready at the completion of their programme of study. Therefore, measures are taken to implement the following add on courses and education partners;
1. ACCA-   ISDC
2. CMA (US)   ISDC
3. CMA (IND)   ICMA (On Progress)
4. Logistics   CILT
5. Machine Learning and Artificial Intelligence- CADD+ NSDC

6. Cyber Security and Ethical Hacking	CADD+NSDC
7. Digital Marketing	CADD+NSDC
8. Data Analysis	ISDC+IoA
9. Business Analytics	IASC+IoA

4. Project/ Field Work/ Internship

Apart from the final year project, IQAC suggests to implement minor projects either in groups or individual by each department. The departments shall plan a project relevant to society and the programme of study so that the learning can be taken to neighbourhood. The topics for the project can be decided by the department and the outcome of the project has to be published in the periodicals.

5. Academic Results

The IQAC suggests to emphasise on the improvement of academic results of the students. Measures has to be taken to improve the semester results. Some suggestions are as follows;

➢ Super 30: Students who are above 90% in the qualifying examination and subsequent internal examination shall be given special attention to score highest in the end semester examination, so that they may rank among first ten in the university at the end of their courses.

➢ 5Gen Group: Select students of scored above 80% in the qualifying examination and subsequent internal examination. They shall be given training to improve/ sustain their result at each semester. The mentor and tutor shall focus on their academics.

➢ 4Gen Group: Students who score 60- 80% in the qualifying examination and the following internal examination shall be given proper training the basics and improve their language skills. So that they may improve their academic results in each semester. Timely monitoring by the tutor, mentor and HoD should be followed.

➢ 3Gen Group: Students who are below 60% shall be given intensive training on each course and improve their basic learning skills. *Find Annexure 2 for academic details for implementation*

6. Gaveshana

Gaveshana is a research body functioning to improve the research quality and venture into publishing journal articles by the staff and students in the UGC Care listed Journals and Edited books. This body will be in charge of the conduct of national conferences in the college. The college has to render monitory support to the functioning the Gaveshana.

The following suggestions are pointed out as the programme of Gaveshana

➢ Conduct of national/ state/ regional level conferences
➢ Interdepartmental paper presentation of the students

- ➢ Make faculty to attend and present papers in seminars and conferences
7. Office Automation

A software that could enable the digitalization of the administrative process has to be purchased. Teachers should be given training for the same software.

PART II STRUCTURAL AGUMENTATION

CLASS ROOM and LAB
With the addition of two courses viz., BSc Psychology and BSW in this academic year, it is needed make Class rooms and Lab for this course. Therefore, the present auditorium can be altered to class rooms and staff rooms.

Men's Hostel
A men's hostel in the campus is needed for the further development of the college. Since many students ask for hostel it is recommended to provide hostel facility in the campus itself. A portion of the ashram can be used for this purpose in the beginning.

Auditorium and Library
A library with two seminar hall and an auditorium can be constructed in the campus itself. So that the new block of the college can entirely be used for academic purpose while adding new courses. At present, no seminars and functions can be conducted in the seminar hall or auditorium without disturbing the regular classes.

Construction of the Pond
Sufficient water is necessary for the running of the college and adjacent institutions like Canteen, Hostel, and residence. Therefore, it is recommended to complete the construction of the pond for drinking purpose.

Conclusion
The short- term plan are to be materialized for the gradual growth of the Navajyothi College.

WAY TOWARDS ACADEMIC RESULTS

1. Super 30

Participants: **90% above in the qualifying examination and first Internal of the Ist sem.**

Modes of Training
1. Select the students above 90% at the time of admission
2. Short term training of skills including language
3. Focus Evenings- regular meeting with class tutor-
4. Syllabus oriented training
5. Mock tests on each module- from the question bank
6. Regular seminar in the class by them on each topic

2. 5 G

Participants : **80% above in the qualifying examination and first internal**

Modes of Training
1. Regular Meeting on academics matters with tutor
2. Course oriented works such as paraphrasing, summarising, presentation on question bank
3. Revision, Writing, Corrections of modules
4. Seminar and presentation on each topic in the class

3. 4G

Participants: 60-70% in the qualifying examination and first internal

Modes of Training:
1. Focus on language training-improve writing skills based on each courses
2. Module summarisation and presentation on regular basis
3. Mock tests and corrections
4. Question bank resolving
5. Course oriented result training by the course in charge

4. 3G

Participants: below 60%

Modes of Training
1. Develop writing Skills- language training
2. Module Summarisation and Special assignments
3. Viva / presentation/ problem solving
4. Regular follow up on the completion of the each module; focus on note completion, assignments , etc.

IQAC PLANNING FOR AQAR 2023-24

Criteria	Description	Implementing Agency	Strategies
1.2.1 & 1.2.2	SWYAM/ MOOc/NPTEl/Add on/ Certificate Courses	Certificate Course In Charge	SWAYAM course for all 1st UG and PG, certificate course for 2nd,3rd UG department wise (Vocational Courses), Add on Courses offered from College (Swayam course NO: 7-9 , Certificate Courses: 10-14, Add on courses: 5. (Total enrollment should be 80- 100%)
1.3.2	Project work/field work/ internships	Department wise	Implement Field work, internships and minor Projects in groups Project for 3rd years, internship for 2nd years, field work for 2nd &1st years (Participation 50-80%)
1.4.1	Feed Back	IQAC	Online during march
2.1.1, 2.1.2, 2.2.1, 2.4.1, 2.4.2,	Student Enrolment and Profile, Student Teacher Ratio, Teacher Profile and Quality	Administrative Office & IQAC	Ratio of the each Metrics Should be maintained
2.6.3	Pass % of the Students	Departments	Internal Teaching Evaluation: should be in the department Meeting after 1st internal and Model with ATR, Implement the following 1. Super 30: Select 90% above students in the qualifying examination &1st internal : (Focus for 1-10 ranks at University)* 2. 5Gen Group: 75-90% marks at qualifying examination and 1st Internal (Focus for A Grade)** 3. 4Gen Group: 50-75% marks in qualifying examination and 1st

			internal (Intensive accompaniment in academics by tutors)
3.1.1	Grants and Endowment from Govt and NGO for research Projects	Accountant Office and Cells	Cells and Finance have to mobilize fund for various programmes Conduct Minor Projects every year (16-20 lakhs in 5 year)*
3.2.2	Innovation Eco system: Seminars/ Workshops/ conferences 1. Research Methodology &IPR 2. Seminar 3. entrepreneurship	Gaveshana Departments Placement Cell	Gaveshana 4 Programmes Departments – 7-14 programmes (each Dept 2 programmes) Placement Cell- training for entrepreneurship and implementation
3.3.1 & 3.3.2	-Research Publications and Award	Gaveshana & IQAC (NAAC approved)	Get papers & chapters published by faculty in UGC care list, (2 from each department in an academic year)* Conduct National Conferences or Seminars and publish proceedings with ISBN number or Books (1 in an academic Year)* (*apply for ISBN no on behalf of Navajyothi College Cherupuzha)
3.4.3	Extension Activities and outreach programmes	Cells , Clubs, Associations, NSS, UBA	Minimum 1 from each group
3.5.1	Collaborations / MoU,	Departments (MoU)	Faculty exchange and students exchange (2 from each dept.)
5.1.1	Students Support scholarships and freeships	Finance, Dept, Office	Dept should see the students apply for govt scholarships Databank of the students should be maintained (an incharge can be assigned) Individual contribution for freeships can be encouraged Scholarships from colleges has to be utilized by students. (70% above)

5.1.2	Capacity building and Skill enhancement	IQAC, & Associations	1. Soft Skill- IQAc 2. ICT- BCA Association 3. Language- English Association 4. Life Skill- NSS, N-SAC,
5.1.3	Guidance for Competitive Examination, Career Counseling	Placement Cell	Conduct orientation and classes for students of 3rd year
5.1.4	Grievance Redressal	Cell	Follow the policies
5.2.1, & 5.2.2	Students progression to placements, higher education, Clearing competitive examination	Departments & Placement Cell	Dept. should collect the data, placement cell should conduct the coaching (60%)
5.3.1 &5.3.2	Cultural and sports participation and achievements	Arts and N-SAC, Departments	Conduct Sports coaching, arts coaching
6.3.2	Faculty improvement	IQAC & Gaveshana	Make faculty to participate in conferences and seminars (Financial support from the Management- 50% minimum) a faculty should participate at least one conference or seminar in an academic year
6.3.3	FDP for teaching and non-teaching staff	IQAC	FDP for Fresher's, FDP for Senior Staff, FDP for non-teaching once in an year
6.5.2	IQAC	IQAC	IQAC