

INSTITUTIONAL DEVELOPMENT PLAN
MANOHARI DEVI KANOI GIRLS' COLLEGE

Dibrugarh, Assam, India 786001



Prepared by

NEP TASK FORCE

Manohari Devi Kanoi Girls' College, Dibrugarh

PIN 786001 Dibrugarh: Assam



INSTITUTIONAL DEVELOPMENT PLAN

Approved by Governing Body
MDKG College, Dibrugarh, Assam
Dated: 30.05.2025

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Prologue

Manohari Devi Kanoi Girls' College, Dibrugarh has been in the forefront of initiating and developing women's education in the region. The Institutional Development Plan for the college has emerged through extensive brain storming and strategic planning among the faculty members and the NEP Task Force leading to a detailed blueprint for the long term and short term goals of the institute. The plan was created keeping in mind the uniqueness as well as the commonality of the institution primarily with regards to women's education. NEP 2020 development plan is a milestone which will pave the way for further development of the college in a comprehensive manner.

Aims and Objectives of the Institutional Development Plan

The primary goal of the Institutional Development Plan is to enhance the infrastructure and quality of educational institutions in order to prepare students to be effective citizens. The college will create projects, evaluate its progress, and meet its goals in accordance with the Institutional Development Plan. These accomplishments will eventually serve as the foundation for government funding.

The college has determined the overall goal of IDP to be as follows, taking into account its history as a facility that offers top-notch education to women in the humanities and sciences:

- * To establish an academic climate that is sincere, disciplined, and committed to helping students succeed.
- * To implement an ongoing quality system that is integrated with deliberate, regular, and planned behavior
- * To create compassionate citizens in the country
- * To reduce the knowledge gap between higher education and society needs, and to produce skilled labor by efficiently utilizing newly developed technology instruments

NEP 2020 Task Force

1. Dr. Anup Jyoti Bharali, Chairperson and Principal, M.D.K.G. College
2. Dr. Ashwini Machee, Member and IQAC Co-ordinator, M.D.K.G. College
3. Dr. Rizia Begum Laskar, Assistant Professor, Dept. of English, Member
4. Dr. Malina Basumatary, Assistant Professor, Dept. of Education, Member
5. Dr. Abilupta Padmanathan Gohain, Assistant Professor, Dept. of Education, Member

About the College

Manohari Devi Kanoi Girls' College is a premier institution of women's education in the region. The birth of MDKG College can be traced back to a Governing Body meeting of DHSK College, another premier institute of higher education in Dibrugarh, held on 29th August 1960. In the meeting, the members of the Governing Body, which was chaired by Hanumanbux Kanoi, stressed on the establishment of a Women's College in Dibrugarh. The Chairman assured that he would bear the cost of the building's construction if the college would be named after his wife, Manohari Devi Kanoi. Thereafter, a Sponsoring Committee was formed and the process of establishing the college began.

Accordingly, M. D. K. G. College began its journey at D. H. S. K. College on 5th July, 1963 with Dr. Jogiraj Basu, a noted Oriental Scholar, as the Principal. The number of students' enrolment in the first batch was 215. The college offering Arts stream shifted to its present campus in 1965 where classes were held in a DFO Bungalow. In order to add to the diversity of programmes and courses, the college has been successful in opening up the B. Sc programme in the 2016-17 academic session with courses in Botany, Chemistry, Computer Science, Physics, Statistics and Zoology.

Over the years, the college has been successful in producing students who have performed extremely well in the university examinations and have opted for further higher education. Besides, the college boasts of an illustrious alumna serving not only the country but also spread far and wide. It is a UGC recognized college under section 2(f) and 12(B).

Vision of the College

M. D. K. G. College was established with the vision to cater to the need for higher education and to tap the intellectual potential of the women of Assam in particular and the entire North East India in general. The college intends to uphold the national policies on higher education which is to mould and prepare the young minds to meet contemporary challenges with special

focus on the girl students. Guided by the principles of inclusiveness, integrity, innovation, creativity, equality and quality, the college has a vision to create an environment that is responsive to the needs of the society.

The mission statements of the College are -

1. To instill in the students pedagogic as well as social values in turn making them employable and eligible for independent and positive roles in the society.
2. To democratise higher education to make it accessible to the women of the society along with a sensitisation of social concerns.
3. To introduce innovative techniques to help make the teaching–learning process more effective.
4. To develop the potential of the students in extracurricular fields through participation in literary, cultural, sports, and extension activities.

SWOC ANALYSIS OF THE COLLEGE

STRENGTH

- * Dedicated faculty members and a good student strength
- * A well- stocked Central Library, departmental libraries, free internet access through Wi-Fi, departmental laptops, LCD projectors, Smart classrooms, well equipped laboratories and other resources
- * Consistently brilliant academic performance of the students
- * High rate of students' progression to higher studies and placement in future life
- * A transparent, well-organized, and wholesome procedure for testing and assessing of students
- * Effective implementation of the curriculum is maintained
- * Fifty two percent (52%) faculty members have Ph.Ds
- * CC TV camera surveillance
- * Hostel facility available
- * Active NSS Unit, NCC Unit and Career Guidance and Placement Cell
- * Clean and hygienic food at reasonable price available in the college canteen
- * Xerox facilities within the college campus

- * Discipline is well maintained and executed through disciplinary committee
- * Registered Alumni Association with strong alumni presence
- * Functional PTA helpful in extension activities of the college
- * A formal system of collecting feedback from the stakeholders exists which is uploaded in the website
- * The IQAC is actively involved in the quality enhancement initiatives of the college
- * Management and stakeholders provide support in the formulation and implementation of policies
- * Students are encouraged to publish and express their creative pursuits in the in-house handwritten or print magazines and wall magazines
- * The various cells, committees, clubs and IQAC are involved in student centric activities
- * Situated at the heart of the town with excellent connectivity
- * One of the first women's college of upper Assam.

WEAKNESS

- * Lack of space for further infrastructural development
- * Constraint of space limits the introduction of new courses and the flexibility in selecting the subjects
- * No freedom to follow a curriculum of its own
- * Financial constraints limit the further development of ICT facilities
- * Low research output and industry linkages
- * Inadequate sport facilities due to lack of playground.

OPPORTUNITIES

- * Can expand through introduction of Major in hitherto non-available subjects
- * Introduce PG courses in various departments
- * MOOCS-SWAYAM course
- * NEP 2020 driven curriculum flexibility
- * Offer skill based courses
- * Develop soft skill and communication skill of students
- * Introduce diploma courses such as tourism, entrepreneurship, etc.

- * Faculty members may avail of the research facilities offered by various funding agencies
- * Students can be involved in departmental research projects
- * Science stream has wider scope for research and consultancy
- * Short term courses or workshops can be organized
- * Remove the infrastructural inadequacies with grants received from RUSA, Govt. of Assam, etc.
- * Quality enhancement programmes for the institution at large and students in particular can be organized
- * Industry-academia partnerships with various industries in the vicinity

CHALLENGES

- * Constraint of space limits the advancement of co-curricular or extra-curricular activities
- * Teachers are often under great pressure in completing their courses as regular classes are hampered by their appointment in other government duties like election, Gunotsav, census etc.
- * Slow development of collaborative research activities and consultancy and less quality time for research
- * A considerable time is taken to fill up vacant posts (retired) due to government policy
- * Cater and fulfill the necessities of the large student strength with limited faculty members
- * Low placement

ROAD MAP FOR IMPLEMENTATION OF NEP-2020

Step 1: Analysis of the present scenario in terms of 'Access', 'Quality' and 'Future Readiness'

ACCESS

(a) Equity including Gender Parity

- * Continuously engages in gender sensitization and awareness activities
- * Practiced through organizing awareness programmes, health camps, celebrations, engaging in creative activities like writing poem and articles on gender issues, holding poster and banner making competition etc.

- * Active women cell which is organising various gender sensitization programme from time to time
- * Active and functional ICC and numbers of the members of the cell are displayed to be contacted for any gender concern
- * International Women's Day is regularly celebrated among the stake holders of the institution, including the residents of the adopted village with prescribed themes and activities

(b) Inclusion including Socio- economic Deprived Groups (SEDGs)

- * Adheres to the reservation policy of the Govt. of Assam, with respect to the admission of students into various programmes offered in the college
- * College sticks to the Fee waiver Policy of the Govt. of Assam
- * Freeships offered to meritorious students from economically weaker section
- * Extension activities in the adopted village including awareness camps on health, women's problems, socio-economic problems, and setting up of children's library
- * Regular mentoring of students
- * Psychological counselling cell available for students
- * Equal opportunity cell available

(c) Measures for increasing access including online and Open and Distance Learning (ODL) education

- * KKHSOU centre offering distance learning
- * Use of online platform for teaching-learning process especially during lockdown for which college developed its own ERP
- * E resources were created during lockdown and uploaded
- * The library is member of ONOS and users can access 135000+ e-books and 6000+ e-journals

(d) Increasing access through Indian languages

- * Language Development and Preservation Centre exists in the college
- * 'Prakash Xahitya Gut' established in college for development of Assamese literature and language

- * Institution has provision of offering courses like Assamese, Hindi, Bengali as modern Indian language (MIL) in undergraduate level
- * International Mother-tongue day on 21st February is celebrated
- * Hindi Diwas and Sanskrit Diwas are celebrated where various competitions are held to inculcate knowledge and love for Indian languages
- * Sanskrit department held a spoken Sanskrit course
- * Students of the department of Assamese regularly publish handwritten magazine every year
- * Departmental wall magazines of the Indian languages department as well as the college magazine provide scope for creativity for the students
- * Department of Bengali and Assamese offer an add-on course on Recitation

QUALITY

(a) Multidisciplinary and holistic education

- * College offers B.A. in 14 subjects, B.Sc. in 7 subjects, MA in Assamese under Dibrugarh University
- * 16 Add-on courses are offered by the college
- * Skill Enhancement courses as per Dibrugarh University CBCS and FYUGP syllabus
- * Establishment of various student clubs to nurture the creativity of the students
- * Training programmes under NCC and NSS, self defense and Yoga sessions, entrepreneurship development programmes
- * Crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability are integrated into the Curriculum

(b) Flexibility of courses and student mobility-multiple entry and exit

- * Both the UG and PG course are running as per new CBCS and FYUGP under Dibrugarh University
- * Multiple entry and exit system under FYUGP exists
- * Offering various skill based and Add-on Courses
- * Choices under GEC are available to students

(c) Indian Knowledge System

- * Publishes a UGC-CARE listed journal titled 'Pracya' on Indology
- * Institution has offered honours and non- honours courses in Indian languages i.e. Hindi, Assamese and Bengali as per the curriculum of Dibrugarh University
- * Teaching-learning process is done through Assamese language along with English
- * Department of Philosophy offered a value added course on "Philosophy of Religion for World Peace"
- * Add-on course on "Applied Yoga for Holistic Health"

(d) Research, Innovation and Ranking

- * Teachers regularly publish papers in reputed journals
- * Apart from 'Pracya', college also published a peer-reviewed research journal titled 'RJ-MDKG' enlisted in UGC approved list
- * Various faculty members have done minor research projects sponsored by UGC and ICSSR
- * Workshop on Research and Publication Ethics held
- * Regular workshop on IPR
- * ICSSR sponsored National Workshop on Manuscriptology and Textual Criticism

(e) Capacity building of faculty

- * Faculty members regularly participate in FDP, workshops, seminars etc.
- * NAAC Preparedness and NEP 2020 Implementation under RUSA 2.0 workshop held
- * Workshop on Professional Ethics in Higher Education
- * Workshop on lesson plan preparation
- * Weekly progress report on syllabus completion

FUTURE READINESS**(f) Enhancing employability through internship/ apprenticeship**

- * Skill enhancement courses particularly catering to employability
- * UGC-NET coaching offered

- * The College has Career Counselling Cell under which various career counseling programme and coaching for competitive examinations are organized

(g) Transforming education through integration of technology

- * Add-on course on Basic software application in Chemistry, Computer Application, Photoshop and Animations, Digital and Information literacy, LATEX for beginners
- * The central library of the college facilitates the access of ONOS and other online e-resource facilities for readers
- * National workshop on computer literacy programme
- * Hands-on training session on how to create document in MS-word and how to create powerpoint presentation
- * Online Lecture series on Web Technologies
- * Use of various online platforms for teaching-learning process

(h) Accreditation for quality education

- * College is accredited by NAAC (4th cycle, 2025) with the CGPA 2.51

(i) Internationalization

- * No step has yet been taken

(j) Governance

- * The governance is taken care of by Governing Body constituted by Department of Higher Education, Assam with Principal as the member-Secretary
- * Implementation of e-governance in various areas of operation, namely, administration, finance, students admission and examination

Step 2: Envision transformation of the institution for next 15 years in lines of NEP-2020 and draw a strategic plan of action

- * To cultivate and improve the environment for research
- * Offer more vocational courses
- * Introduce contemporary subjects in UG level like Renewable Energy, Environmental Studies, Gender Studies, Disaster Management, Social

Work, Community Learning, Photography and Physiotherapy, AI, financial literacy

- * Autonomous, more accountable, decentralized and transparent internal governance
- * Research Advisory Cell (HEI-led Startup Ecosystem Grants)
- * Contribute to national development and integrity through dissemination of specialized knowledge
- * Faculty and staff receive ongoing professional development, while Principals and other leaders receive leadership training.
- * Strengthening the student support system
- * Emphasis to increase the employability potential of the students
- * Improve the functioning of IPR to help faculty and students for patent filing and commercialization
- * Improvements to the fundamental infrastructure, such as hygienic drinking water, functional restrooms, sports facilities, and inviting classrooms and campuses
- * Signing memorandums of understanding (MoUs) with significant national and international organizations in order to carry out joint research and teaching projects and to promote faculty/student interactions
- * Better facilities in hostels and increase hostel seats
- * Alternative arrangement for more campus space
- * Establishing a system for constant contact with all parties involved, allowing them to be informed about developments in research, teaching, and community service; gathering input on many facets of the college, its scientific analysis, and the actions made in response to that
- * Apply for various grants to Central and State Govt and to identify new source of funding
- * Allocation of budget to make a complete disabled-friendly college campus
- * Improving alumni engagement in various fields of activities of the college
- * Faculty members who perform very well in teaching, research, and other areas will be rewarded and incentivized
- * Annual student research fellowship programme
- * Construct small classroom
- * Alumni membership programme

- * Develop sport complex
- * Implement learning management system

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

- * To instill in the students pedagogic as well as social values
- * To enrich and empower the young women through quality education and to transform them into
- * Independent and employable human resource
- * To achieve academic brilliance and to play a positive and meaningful role in nation building
- * To develop a vibrant academic ambience for research and higher studies
- * To democratize higher education and to make it accessible to the women of the society
- * To introduce innovative techniques to help make the teaching-learning process more effective
- * To develop the potential of the students in extracurricular fields through participation in literary, cultural, sports, and extension activities
- * To sensitize students towards social concerns like gender issues. Human rights, ethical and moral values, and environmental issues

**Step 4: Identify the strengths and capacity (human and financial) in regard to organizational gaps and develop the process to mitigate these gaps
Present Strength and Capacity (Human and Financial)**

As an educational institution MDKG College has the following strengths

Academics: UG programme: Arts and Science

PG programme: MA in Assamese

6 Months Add-on Course: Approved by Dibrugarh University

1. Introduction to Goods and Services tax
2. Certificate course on Recitation (Bengali and Assamese)
3. Vermicompost technology
4. Basic software application in Chemistry
5. Computer Application
6. Photoshop and Animations

7. Pedagogy in teaching and learning
8. Certificate course in functional English
9. Fundamentals of rural development
10. Basics of Tourism Management
11. Health and Wellness
12. Digital and Information literacy
13. Applied yoga for Holistic Health
14. LATEX for beginners
15. Human Rights and Duties
16. Gender and Culture

Faculty:

Teaching

Arts Department: 14 nos.

Faculties (Sanctioned): 45 nos.

Science Department: 7 nos.

Faculties (Non-Sanctioned): 15 nos.

Non-teaching

Grade III: 8 nos.of employees

Grade IV: 7 nos. of employees

Students Enrolled

At UG level-1468 (Arts and Science 2023-2024)

At PG level-20 (PG in Assamese 2023-2024)

Sports facility: Mini Gymnasium

Finance

Sources

- * Admission fees
- * Govt. Fund (Central and State Govt.)
- * Scholarship (National, state, postmetric)
- * Donations (Civil donor, alumni, staff)
- * Resource generation (from add-on course, internal resource mobilization)

Few steps to mitigate the gaps

- * Apply to Dibrugarh University for more PG Courses
- * Organize meetings between academia and industry to increase placement rates
- * Find alternate measures to acquire more space for infrastructure development
- * Find more sources of funding especially for research from both government and non-government sources

Step 5: Identify institutional goals - Long term and Short term**LONG TERM STRATEGIC PLANS**

1. NEP 2020 focused on multidisciplinary/ interdisciplinary teaching rather than continuing single stream. In line of that, this college had already introduced Science stream in 2016 as it was also suggested by NAAC Peer Team. In this regard, the Plan of Action (PoA) will be to focus on increasing enrolment in Science Stream by way of advertising (including digital advertisement), promotional work at different HS level Schools/ colleges so that the total enrolment in science stream can be reached to 500 annually.
2. As NEP 2020 emphasized on online/digital learning as well as using technology in teaching pedagogy, so the college has at present three(3) smart classrooms, one audiovisual classroom with touch board and one conference room with VC facility. Attention will be paid to renovate other classrooms too. At least one classroom will be upgraded to smart classroom in every one/two years.
3. Mentor-Mentee system is already in force at MDKG College. The mentors are advised/guided to counsel their respective mentees to handle stress and emotional adjustment apart from other kinds of counselling.
4. In order to meet the space constraint issue, the college will focus on vertical construction in near future.
5. In order to achieve the eco-nature friendly environment the college will focus on three prior areas in next five years:
 - (i) Systematic plan preparation for vertical gardening in both the campuses. Department of Botany and department of Physics will be the nodal departments to execute the same.
 - (ii) In order to reduce the use of electricity, a proper plan will be chalked out for installation of solar energy. The department of Science and Technology, Govt. of Assam will be approached for financial assistance through the local MLA.

6. A plan will be prepared for Rain Water Harvesting and Solar panels. In this regard, Water Resource Department will be communicate Participation of community in Higher Educational Institutions (HEI) is one of the areas of importance of NEP 2020. In this regard, more activities/works/involvement will be carried out in our adopted village, 'Nagakhelia Gaon' through NSS, NCC, Eco Club, Career Counselling and Guidance Cell.
7. To prepare the students for competitive & other examinations, the Career Counselling and Guidance Cell will organise different coaching programmes in association with other external organisations/agencies.
8. Some Add-On Courses will be introduced to promote local art, culture, handicraft etc. Some other employable Add On Courses will also introduced. These include courses on GST, Make Up Art, Basics of Share Trading, Tax Filing, Crypto Market etc.
9. Teachers are encouraged to involve in research work. They will be advised to apply different funding agencies like ICSSR, ICHR, NITI AYOOG, ICMR, DST etc for conducting research projects and organising seminar, conference and capacity building programmes.
10. Reading materials are the backbone of education system. The stock of physical books in library will be increased annually. Along with this, work will be done in two areas:
 - (i) Up gradation of existing library into a digital library with remote accessing facility.
 - (ii) More subscription of UGC Care listed journals, journals indexed in SCOPUS, Web of Science, Web of Knowledge.
11. MoU/Collaboration work will be done with other Academic Institutions and Industries for sharing knowledge and experiences. Such initiative will also provide exposures to the students.
12. The college will work for its own resource generation in the ways like:
 - (i) Renting Auditorium/ Conference Hall etc.
 - (ii) Commercializing the Vermi-compost plan.
 - (iii) Initiate Contract farming at adopted village
 - (iv) Establishing Medicinal Plant Garden at Science Block and commercializing the same.
13. Motivation is the first necessary step towards conducting good research. In this regard, motivational workshops for the faculty members as well as students will be organized in the coming academic year.

14. In order to promote better research oriented publication, a best faculty award for research contribution in terms of quality journal publications and books has been constituted.
15. Students need to develop innovative thinking beyond the curriculum. In this respect, a workshop primarily aimed at research oriented thinking leading to entrepreneurial possibilities will be organized.
16. A research lecture series based on the changing and futuristic research trends has been planned. This lecture series is meant both for Humanities and Social Sciences and Science faculties.
17. Students lack in research oriented writing. Keeping this in mind, the student seminars to be presented by the 5th and 6th semester students will be purely research oriented replete with research methodology, literature review, originality of research idea and bibliography, students journal.
18. Introduce credit-based MOOC certification.
19. Ensure centpercent PhD qualified faculty.
20. More community engagement.

SHORT TERM STRATEGIC PLANS

CURRICULAR ASPECTS:

Target

- * To introduce courses of contemporary relevance such as Renewable Energy, Environmental Studies, Gender Studies, Disaster Management, Social Work, Community Learning, Photography and Physiotherapy
- * To introduce innovative and skill based vocational courses such as: Organic Agriculture, Tea Husbandry and Technology, Catering Management, Visual Media and Communication, Beauty and Wellness.
- * Develop courses, modules, and summer programmes to attract students from different nationalities in subjects of relevance to them, such as History, Culture, Arts, and languages like Sanskrit.

Strategy

- * Initiate outcome based education (OBE) wherein students will learn to structure activities to prioritize the end result.
- * Design, compile, and publish textbooks and study materials for the restructured and newly introduced courses.

TEACHING, LEARNING AND EVALUATION:

Target

- * Improve existing teaching and learning plan by upgrading the existing Learning Management System.
- * To position itself as the primary choice of institute for higher education by ensuring high quality output consistently.
- * Holistically uplift weaker students by making special provisions based on their unique needs and learning style.
- * Incorporate a networking team consisting of faculty, students and subject experts.

Strategy

- * Introduce a new log frame for the departments to improve plan implementation, management, monitoring and evaluation.
- * Establish Google Classrooms for digitalized learning.
- * Systematic collection and scientific analysis of feedback from students, parents and Teachers.
- * Optimize Moodle as a learning management system
- * Encourage students and teachers to pursue online courses.
- * Encourage collaborative learning to improve teamwork among students.
- * Introduce a system to evaluate the students' existing knowledge prior to joining the course, and draw a comparison at the end of the course to map their progress.
- * Offer bridge courses for easier entry to specialized courses.
- * Encourage teachers to incorporate new methods of teaching and learning into the curriculum by attending Faculty Development Programs.

RESEARCH, INNOVATION AND EXTENSION

Target

- * Foster research culture in the institution and augment the linkages with other educational institutions and industries.
- * Conduct extension and proactive research programmes that would facilitate local developments in line with emerging global changes.

- * Improve the functioning of IPR to help faculty and students for patent filing and commercialization.
- * Develop knowledge partnerships with government agencies, private industries and public to make research findings and teachings available to all.
- * Abide by the guidelines for plagiarism prevention by introducing a plagiarism checker software
- * Provide subject expertise to industry and society through consultancy services.

Strategy

- * Encourage interdisciplinary research.
- * Setting up Manoharian Publishing house
- * Optimize the publication by Manoharian publishing House to publish the works of our staff and alumni
- * Ensure maximum support to teachers for completing their research works.
- * Encourage innovative, society relevant and location specific research among Teachers and students.
- * To enhance networking between industrialists and institutional experts to promote consultancy.

INFRASTRUCTURE AND LEARNING RESOURCES

Target

- * Enhance technology based education system
- * Enhance Student centric teaching by enabling flexibility in choosing course and time
- * To revamp existing academic and other common facilities
- * Regular up gradation of the campus according to the changing needs

Strategy

- * Technological upgradation of the campus with centralized WiFi, ICT enabled classrooms,
- * Modernization of computer labs and fully automated library
- * Installation and upgradation of solar panels, waste water treatment plant and Chemical waste treatment plant.

- * Upgradation of college canteen facilities.
- * Implementation of rain water harvesting

STUDENT SUPPORT AND PROGRESSION

Target

- * Ensure more Scholarships for students
- * Engage students in research studies and motivate them to optimize publication, Patent and design based projects
- * Improve placement activities and make the students aware about the various opportunities in and around the world
- * Instill a work culture among students by making internships a part of the curriculum
- * Introduction of a fully functional Career counselling and placement Cell which caters to the needs of students.
- * Motivate and enhance the capabilities of the students to make them job ready.
- * Analysis and up gradation of student progression annually

Strategy

- * Extend scholarship facilities to eligible and financially backward self - financing students
- * Conduct job fairs in collaboration with other colleges in the region as a short term initiative
- * Introduce summer courses and dual degree programmes
- * Special counselling to bridge the learning gap

GOVERNANCE, LEADERSHIP AND MANAGEMENT

Target

- * Develop a Fully Automated Management Information System
- * Faculty development programmes for teachers and training programmes for teaching and non- teaching faculty
- * Quality maintenance Policy in staff recruitment
- * Facilitate various quality initiatives, leading to achieving more quality standard certificates
- * Enhance involvement of Alumni

- * Ensure Transparency in Financial Audit

Strategy

- * Develop the Management Information System
- * Creating awareness for need of FDP and training programmes for teaching and non-teaching staff
- * Strictly follow the government guidelines of recruitment
- * Enhancing quality audit
- * Regular communication with alumni of the college
- * Regular conduct of financial audit

INNOVATIONS AND BEST PRACTICES

Target

- * Promote sustainable development through eco - friendly practices.
- * Establish linkages with research development, educational and entrepreneurial agencies and institutions for better extension networking.
- * Ensure gender equity and parity.
- * Strengthen existing systems and procedure for conflict resolution and redressal of grievances.
- * Diversity among teachers and students by facilitating visiting faculty from other institutions

Strategy

- * Ensure proper waste management, encourage 3R practices among all Manoharians
- * Implement proper water management system
- * Enhance energy management by installation of solar panels, use of LED bulbs
- * To limit the use of paper in office Administration.
- * To encourage Manoharians to use Public Transport System
- * Contribute community development through activities in collaboration with hospitals, local authorities, NGO's and CSR wings of various industries

- * Gender sensitization programs are to be regularly organized in association with Gender sensitization cell of the college

Step 6: Identification of institutional level challenges - long term and short term

- * Constrains to provide proper infrastructure for holistic development of the students
- * As an affiliated institution under Dibrugarh University, there is no scope to make the courses flexible for the students
- * Lack of awareness regarding the present academic scenario from the part of both parents and students.
- * Psychological factors like peer pressure, parent pressure, socio-economic backwardness create problems to some students.
- * Lack of proper communication skills amongst a section of the student community
- * Development works become stagnant due to paucity of funds.

Step 7: Develop a workable hypothesis to mitigate and overcome the challenges in a phased manner

- * Efforts have been taken to provide proper infrastructure facilities to the students.
- * Apply for autonomous status to achieve more educational flexibility
- * Parents-Teacher Association and Mentor -Mentee system of the college trying to make parents and students aware about the academic scenario.
- * The psychological counseling cell, Parents-Teacher Association and Grievance and Redressal Cells have been arranging awareness programme, talks programmes, seminar and workshop in regular basis.
- * Arranging departmental activities like field trip and some other activities are being organized by the college to develop the communication skill.
- * More workshops/other programmes to acquaint students and develop their communication skills and build up their confidence building skills.

Step 8: Develop strategies to promote leadership

- * More autonomy to the head of the department regarding activities related to the department

- * Providing strategic guidance and decision-making authority to faculty members at all levels in order to motivate them to seek leadership positions
- * Identification and incentivization of outstanding instructors with strong records in both academics and service, together with a track record in management and leadership
- * Provide opportunities for students to represent in the various committees of the institution.
- * Organize workshops and seminars on leadership and personality development

Step 9: Develop mechanisms to ensure 'transparency' in governance

- * Regular auditing of the institution's academic and administrative affairs
- * Academic discussion in accordance with the previously distributed lesson plan, along with frequent evaluation of the plan's development
- * Full-fledged e-governance implementation in a number of operational domains, including finance, examination, student admission and assistance, and administration
- * Increasing the involvement of guardians, students, and other institution members in various committees aimed at the institution's development
- * Availability of all information about college in the college website

Step 10: Action plan for phase wise implementation of the perspective IDP with specific timelines

Proposed plans	Action plans	Timeline (years)		
		5	10	15
<ul style="list-style-type: none"> • Offering new programmes like Career oriented Course and PG in all the subjects. 	<ul style="list-style-type: none"> • Apply to proper bodies for permission to introduce the programme • Apply to Govt. for recruitment of faculties for the programmes • Framing a track record to know the learning outcome 		√	
<ul style="list-style-type: none"> • Increasing enrolment in Science Stream 	<ul style="list-style-type: none"> • Advertising (including digital advertisement) • Promotional work at different HS level Schools/colleges 	√		
<ul style="list-style-type: none"> • Convert into a self-governing degree granting autonomous institute of higher education. 	<ul style="list-style-type: none"> • Work towards excellence in all fields • Work towards better grade by NAAC • Apply to relevant bodies for granting autonomy 			√
<ul style="list-style-type: none"> • Move towards better research facility 	<ul style="list-style-type: none"> • Orient and motivate teachers to engage in continuous research • Incentives for teachers engaging in research • Seek funds from government and non-government bodies • Establish incubation centre for generation of new ideas 		√	

<ul style="list-style-type: none"> Field trips and excursions to historically, economically, geographically, socially famous places 	<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 	√		
<ul style="list-style-type: none"> Participation of community work 	<ul style="list-style-type: none"> More activities/works/involvement in adopted village, 'Nagakhelia Gaon' NSS, NCC, Eco Club, Career Counselling and Guidance Cell, various departments reaching out to community 	√		
<ul style="list-style-type: none"> Offering more Add On Courses to promote local art, culture, handicraft etc. along with employable Add On Courses 	<ul style="list-style-type: none"> Preparation of syllabus of the courses Procurement of study materials Augmentation of laboratory infrastructure as required 	√		
<ul style="list-style-type: none"> Up gradation of existing library into a digital library with remote accessing facility 	<ul style="list-style-type: none"> Development of digital and other electronic resources Initiation of Digital and Information Literacy to facilitate lifelong learning (SDG-4) for Users More workstations for users Contactless circulation and log-in Electronic screen for display of library information CPD (Continuous Professional Development) for staff 	√		
<ul style="list-style-type: none"> Procurement of land for larger campus 	<ul style="list-style-type: none"> Plan for fund generation Local community outreach regarding availability of land Proposal for government funding 			√
<ul style="list-style-type: none"> Own resource generation 	<ul style="list-style-type: none"> Renting Auditorium/ Conference Hall etc. Commercializing the Vermicompost plan. Initiate Contract farming at adopted village Establishing Medicinal Plant Garden at Science Block and commercializing the same. 			√

<ul style="list-style-type: none"> Promote sustainable development through ecofriendly practices and Implementation of the green protocol 	<ul style="list-style-type: none"> Provision of alternate energy sources Use of 100% LED bulbs in the college campus Use of bio degradable wastes of the campus by converting them in to bio fertilizer ('Waste into Wealth') Strengthening vermi composting Strengthening the system of rain water harvesting and open well recharge to promote water conservation Undertake regular Energy audit, Green and Environmental Audit and implementation of the recommendation Undertake plantation as a permanent project 	√		
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The IDP has been produced in accordance with the standards established by NEP2020, which includes monitoring methods for the implementation of the plan and a vision of the institution's future based on its fundamental values.

However, in light of the college's changing requirements and new obstacles, the IDP will need to be examined, updated, and resubmitted. The defined IDP is merely an attempt to develop the college's road map and layout; modifications may be allowed as needed.

Key Focus Areas

A. Academic Development

Curriculum Enhancement

- * Align programs with National Education Policy (NEP) 2020 and UGC guidelines.
- * Introduce interdisciplinary courses and skill-based programs.
- * Incorporate emerging fields like AI, data science, Renewable Energy, Gender Studies, and Environmental Studies.
- * Offer certificate and diploma courses in collaboration with industry partners.

Faculty Development

- * Organize regular workshops, seminars, and training programs for faculty.
- * Encourage faculty to pursue PhDs and participate in national/international conferences.
- * Establish a mentorship system for young faculty members.

Student-Centric Learning

- * Promote e-learning through MOOCs, SWAYAM, and other online platforms.
- * Provide career counseling and placement support.

B. Infrastructure Development

Classrooms and Laboratories

- * Upgrade classrooms with smart boards and digital tools.
- * Modernize laboratories with state-of-the-art equipment.
- * Establish specialized labs for research and innovation.

Library and Digital Resources

- * Expand the library with updated books, journals, and e-resources.
- * Provide 24/7 access to digital libraries and online databases.
- * Create a dedicated space for research scholars.

Hostel and Recreational Facilities

- * Construct new hostels to accommodate more students.
- * Develop sports facilities, gyms, and recreational centers.

Green Campus Initiatives

- * Implement rainwater harvesting.
- * Promote waste management and eco-friendly practices.

C. Research and Innovation

Research Promotion

- * Establish a research cell to oversee and promote research activities.
- * Provide seed funding for faculty and student research projects.
- * Collaborate with industries and research institutions for joint projects.
- * Establish research centers focusing on regional issues.
- * Encourage faculty and student participation in research projects.

Innovation and Entrepreneurship

- * Set up an incubation center to support student startups.
- * Organize hackathons, innovation challenges, and entrepreneurship workshops.

Publications and Conferences

- * Encourage faculty and students to publish in reputed journals.
- * Host national and international conferences to foster academic exchange.

D. Community Engagement and Social Responsibility

Extension Activities

- * Organize community service programs, health camps, and literacy drives.
- * Collaborate with local NGOs and government bodies for social development projects.

Inclusivity and Diversity

- * Ensure equal opportunities for students from marginalized communities.
- * Provide scholarships and financial aid to economically disadvantaged students.

Alumni Engagement

- * Engage alumni network to support current students.
- * Involve alumni in mentoring, placements, and fundraising.

E. Administrative and Financial Management

Governance and Leadership

- * Strengthen the governing body and academic council.
- * Ensure transparency and accountability in decision-making.

Financial Sustainability

- * Diversify funding sources through grants, donations, and partnerships.
- * Optimize resource utilization and reduce operational costs.

Digital Transformation

- * Implement an integrated college management system (CMS) for administrative efficiency.
- * Digitize student records, attendance, and examination systems.

Implementation Strategy

Short-Term Goals (1-2 Years):

- * Upgrade classrooms and laboratories.
- * Organize faculty development programs.
- * Launch new skill-based courses.

Medium-Term Goals (3-5 Years)

- * Establish research centers and incubation facilities.
- * Expand hostel and recreational infrastructure.
- * Achieve NAAC accreditation with a high grade.

Long-Term Goals (5-10 Years)

- * Become a recognized center for research and innovation.
- * Develop a self-sustaining financial model.
- * Gain international collaborations and recognition.

Monitoring and Evaluation

- * Set up a dedicated IDP monitoring committee.
- * Conduct periodic reviews and audits to assess progress.
- * Use feedback from stakeholders (students, faculty, alumni) for continuous improvement.

