

## Action Plan 2020-21

S. N.	Head	Action Plan for the year
1.	<b>Curricular Planning and Implementation</b>	<ol style="list-style-type: none"><li>1. Academic calendar will be prepared by IQAC for Annual and Semester pattern.</li><li>2. IQAC will ensure that Departmental Calendars of Activities (Academic and Co-curricular) are prepared and followed by every department.</li><li>3. IQAC will ensure that Teaching plans are available and meticulously followed in every department.</li><li>4. Objectives of the curriculum will be achieved by departments and ensured by IQAC.</li><li>5. Online Diksharambha Programme will be organised.</li></ol>
2.	<b>Academic Flexibility</b>	<p>1 Add-on courses will be started and to be decided through meetings. (In Covid Pandemic Online Courses will be preferred.)</p>
3.	<b>Curriculum Enrichment</b>	<ol style="list-style-type: none"><li>1. IQAC will ensure that Study tours, field visits, group discussions and seminars are conducted in various departments. ( If norms of Covid pandemic permit.)</li><li>2. At least 1-2 Sensitization programmes/ courses on cross cutting issues like gender, environment, human values and professional ethics will be organized.</li><li>3. 1 online value added course will be introduced.</li><li>4. Number of field projects for students will be enhanced.</li></ol>
4.	<b>Feedback System</b>	<p>Feedback will be obtained from students, alumni and parents and Stakeholders. Feedback Committee will analyze the feedback and new initiatives will be introduced.</p>
5.	<b>Catering to student diversity</b>	<p>Initiatives to assess the learning levels of students will be enhanced.</p> <ol style="list-style-type: none"><li>1. Proficiency/ Diagnostic tests to identify slow and advanced learners.</li><li>2. Bridge courses</li><li>3. Remedial classes</li></ol>

6.	<b>Teaching-Learning Process</b>	<p>IQAC will observe the following teaching-learning methods in departments -</p> <ol style="list-style-type: none"> <li>1. Classroom teaching. (Online mode due to COVID-19 Pandemic)</li> <li>2. Interactive teaching learning methods,</li> <li>3. Teaching by using PPT.</li> <li>4. Experiential learning through field visits and study tours.</li> <li>5. Collaborative teaching.</li> <li>6. Video lectures</li> <li>7. MOOC / SWAYAM courses will be introduced to the students.</li> </ol>
7.	<b>Teacher Quality</b>	<ol style="list-style-type: none"> <li>1. IQAC will encourage the teachers to participate in Orientation, Refresher courses, Faculty development programme, Workshops, Conferences and Seminars.</li> <li>2. Faculty will be motivated for pursuing his/her Ph.D. and any other relevant course.</li> <li>3. Feedback from students will be obtained on teacher's performance and necessary suggestions will be given to the concerned teacher for any improvement.</li> </ol>
8.	<b>Evaluation Process and Reforms</b>	<ol style="list-style-type: none"> <li>1. IQAC will analyze the Dropout rate and systematic steps will be taken to reduce it.</li> <li>2. Objective Test / Open book tests will be conducted.</li> <li>3. Test series will be started in departments.(by CE Committee)</li> </ol>
9.	<b>Student Performance and Learning Outcomes</b>	<ol style="list-style-type: none"> <li>1. IQAC and Result monitoring committee will analyze students performance during the complete evaluation process and steps will be taken for improvement of students performance.</li> <li>2. Group discussion, Viva test series will be conducted to identify slow and fast learners.</li> </ol>
10.	<b>Promotion of Research</b>	<ol style="list-style-type: none"> <li>1. Student projects will be allotted through Research committee.</li> <li>2. 02 Conferences / Seminars / Workshops will be organized in campus by Dept of Chemistry, Marathi &amp; Sports.</li> </ol>

		3. Students' seminar will be organized by any one department.
11.	<b>Resource Mobilization for Research</b>	Resource mobilization will be done through major and minor research projects and also from PG students research projects.
12.	<b>Research Facilities</b>	1. Research committee and IQAC will encourage Ph. D. supervisors for Registration of Ph. D. students and 2 departments (Physical Education and Political Science) will submit the proposals for research centre to affiliating University.
13.	<b>Research Publications and Awards</b>	Research publications will be done in Peer reviewed with good Impact factor journals. At least 20 publications will be done.
14.	<b>Extension Activities and Institutional Social Responsibility</b>	Institution- community network will be strengthened through various extension activities and NSS/NCC, SJJS and Women Welfare Committee. About <b>04</b> outreach programmes will be conducted by SJJS committee.
15.	<b>Collaboration</b>	1. 01 new MOU/ collaboration will be established. 2. 1 Student and Faculty Exchange programme will be initiated. 3. Linkages with other institutes for PG/ research students will be established by research committee.
16.	<b>Physical Facilities</b>	1. The college will try to make adequate facilities like PG labs, Home Economics lab, Auditorium and Parking space.
17.	<b>Library as a Learning Resource</b>	1. The process for Library automation will be enhanced. 2. Number of titles will be increased. 3. Network resource centre will be enhanced.
18.	<b>IT -Infrastructure</b>	1. Number of nodes will be increased. 2. IT facilities will be kept updated. 3. Interactive boards/ LED TV will be installed in some classrooms and laboratories. 4. No of Digital Classrooms will be increased. 5. Free Wi-Fi facility will be available for students.

<b>19.</b>	<b>Maintenance of Campus Facilities</b>	<ol style="list-style-type: none"><li>1. Renovation of Gents and Ladies toilet will be done.</li><li>2. Renovation of Ladies Common Room will be done.</li><li>3. Rain Water Harvesting Unit, vermicomposting and garden-waste unit will be started.</li><li>4. Trees / Plants/ lawn will be maintained &amp; Beautification of campus will be done.</li><li>5. Solar Units will be installed.</li><li>6. Civil / Physical facilities will be maintained as per needs.</li><li>7. Sensitive equipment will be calibrated time to time.</li><li>8. Boards for College Building plan, Courses available in the college, meritorious students, College Staff List board, Classroom Number Plates, Facility Boards will be prepare by concerning committee.</li></ol>
<b>20.</b>	<b>Student Mentoring and Support</b>	<ol style="list-style-type: none"><li>1. Mentor system will be followed.</li><li>2. Remedial teaching will be provided to slow learners.</li><li>3. Projects will be allotted to the advanced learners.</li><li>4. Classes for competitive exams will be arranged by competitive exam committee</li><li>5. Co-curricular and extracurricular activities will be run by each department for students.</li><li>6. 2 Career counseling activities will be done.</li><li>7. Placement activities/ drives will be arranged.</li><li>8. Welfare schemes for students will be enhanced.</li><li>9. Competitive examinations guidance activities will be conducted by competitive exams guidance center.</li><li>10. Guidance to scholarship holder students by the college faculty.</li></ol>
<b>21.</b>	<b>Student Progression</b>	<ol style="list-style-type: none"><li>1. Student progression to higher education will be enhanced by continuous counseling through mentor system and career counseling cell.</li><li>2. Results and completion rate will be increased.</li></ol>

22.	<b>Student Participation and Activities</b>	Will be ensured through student council, NSS, Sport department, Cultural committee, College magazine, Environment studies committee and through departmental activities.
23.	<b>Strategy Development and Deployment</b>	Strategy development will be done through College Development Committee (CDC), IQAC and decentralization of administration will be done through different sub committees run under IQAC.
24.	<b>Faculty Empowerment Strategies</b>	Faculty will be encouraged to attend online/offline Orientation courses, Refresher courses, Faculty Development Programmes, Conferences, Workshops, Seminars and Skill oriented training programmes MOOC, SWAYAM.
25.	<b>Internal Quality Assurance System</b>	<ol style="list-style-type: none"><li>1. IQAC is a post accreditation quality sustenance activity. Now as per the guidelines of NAAC, we have established an Internal Quality Assurance Cell (IQAC) in our college for quality assurance. As per the norms, we have prepared the cell. We have also included two peer experts from society.</li><li>2. The IQAC functions throughout the year for quality assurance. There is a regular meeting which held quarterly.</li><li>3. IQAC will subdivide the perspective plan year wise and it will be the action plan of IQAC for subsequent years. This action plan will be executed by IQAC through different college committees and will be monitored in its monthly meetings.</li></ol>
26.	<b>Environment Consciousness</b>	<ol style="list-style-type: none"><li>1. Green audit and energy Audit procedure is in place under environmental Studies committee.</li><li>2. Efforts will be strengthen to make the Campus Eco friendly.</li></ol>
27.	<b>Innovations and best practices</b>	<ol style="list-style-type: none"><li>1. One new innovative practice will be started.</li><li>2. The report and photographs of Events held in the college will be given regularly to college website for uploading.</li><li>3. Digital Notice board ( TV) will be established in the prime area of the college.</li></ol>

<b>28.</b>	<b>E- Content Development</b>	The teachers will prepare E- contents for their respective subjects.
<b>29.</b>	<b>Guest Lecture</b>	Each department will organize at-least 1 guest lecture. This will contribute to 10 for IQAC's Record.
<b>30.</b>	<b>Sports activities</b>	Sports department will organize 2 University level events and 5 college level sports event including Yoga.( If covid pandemic norms permit)

*The above mentioned activities are discussed and finalised in the IQAC's Meeting held on 10 August 2020 and uploaded on college website.*

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*Name : Dr. Jagdish M. Saboo*

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*Signature of the Coordinator, IQAC*

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*Signature of the Chairperson, IQAC*

*Date: 23/08/2019*

*Place: Shankarlal Khandelwal College Akola*