

Government College for Women(A), Guntur

Strategic Plan and Deployment Document

About the College

Government College for Women (A), Guntur was established in 1942, in 10 acres of land in the prime locality of the city. It is equipped with laboratories and ICT enabled classrooms. It has bagged 'B++' grade with a CGPA of 2.92 in the latest NAAC accreditation process (RAF). It has completed 81 years of committed service enabling the rural women students in terms of education and employability. Now, it is an Autonomous college. The number of programs offered by the college has reached to an impressive figure of 32 at the UG and 4 at PG level. It has achieved the 'College with potential for Excellence (CPE) status and received grants from RUSA for the development of infrastructure.

The College has 23 departments including Bio-Chemistry, Microbiology and Bio-technology with more than 2000 students on rolls. The Institution is providing hostel accommodation for the poor students and takes special care for the physically challenged students.

The Library keeps a huge collection of books, dailies, magazines and journals, in both digital and printed form, at the disposal of the students to help them enrich their knowledge.

The teaching staff of the institution are well qualified and selected through College Service Commission, AP and work with commitment, dedication, and research orientation. A good number of the staff of this college are Ph.D holders. Many of them are acting as Resource Persons, Content Generators and Research Supervisors. The teachers follow student-centered methods and some of them have been honoured as the best teachers by the State Government and other agencies.

Being an autonomous institution, it has the freedom to revamp the curriculum to match the employability needs and global scholarship demands. This college also offers various need based Add-on Courses and Certificate Courses with additional inputs filling the gaps in the curriculum.

This institution is a District Resource Centre. As such, it offers training to teachers of the neighboring colleges in student-centered methods and latest developments in the field of teaching.

The college conducts seminars and workshops for teachers on the latest advances in teaching and learning methods and strategies to develop Socratic thinking.

The college follows an academic calendar and an assessment calendar. It has clearly discerning schedules for continuous internal assessment and summative assessment. The Examination cell is assigned the responsibility of assessment. The academic council of the college endeavors to

incorporate into the curriculum all such activities that develop creative and critical thinking and employability skills among the students.

The college lays emphasis on the physical, emotional and social well-being of the students by involving them in sports and games, NSS, NCC, celebration of nationally and internationally important days etc. '*Human Values and Professional Ethics*' is taught as a foundational life skill course. We see the fruits of our efforts in this domain in the form of the prizes won by our students in various universities, state and national level sports tournaments and competitions in essay writing, elocution etc.

The institution is conscious of the need to instill the sense of a clean and green environment among the students. Every now and then, the students are involved in the campus cleaning and beautification activities through which they practically see why they should avoid the use of plastics. Every foot of the campus is covered with some plant. The staff and the students along with the NSS and NCC units of the college adopt villages and spread green consciousness among villages that surround the institution. The staff and the students of the college have participated in the campaign against Open Defecation practice in the surrounding villages as part of the Swatch Bharat program.

The college has a separate Placement Cell (Jawahar Knowledge Centre) which trains the students in Communication Skills and Soft Skills and helps students get placed in jobs through linkages and campus interviews. The institution has MOUs with employing agencies for regular campus drives.

The college attracts a good number of admissions every year in spite of facing stiff competition from private aided and unaided colleges. This is possible because of the transparent administrative measures, good teaching-learning and evaluation practices, professional ethics, graduation outcomes and outreach activities. The institution focuses on the holistic personality development of its students. It endeavors to shape them as independent thinkers, entrepreneurs and citizens of commitment to the nation.

Introduction to Strategic planning document:

For any institution or organization, strategic planning is essential to accomplish its Vision and Mission. We are living in an era of competition in every sphere of human endeavor. It is incumbent upon the institution to have focus on accomplishing the institutional goals. Strategic planning is a dynamic and continuous process.

Strategic Planning and Deployment Document (SPDD) of an institution presents the analysis of current situation and future course. It gives the direction towards which the situation should move to achieve its goals and objectives. The document will begin with enunciating the vision, mission along with core values and institutional long term and short-term goals that reflect the needs and aspirations of the stake holders. Then, the SWOC analysis follows. After

analysing the internal and external situation, the institutional goals will be set up in all possible growth domains. The feedback from the Heads of Departments and faculty members will be collected. The strategies with action plans are determined to achieve institutional strategic goals. While formulating the strategic plan and deployment document, all the stakeholders are involved to contribute their part which is vital for the success of every organization. The implementation and monitoring processes are to be stated as clearly as possible. The measurable outcomes and targets are to be identified.

This document will be the guiding force for college to achieve its goal to become an institution of academic excellence and a cradle of responsible, positive minded graduates.

VISION

To empower women students of first generation families from marginalised sections with 21st century skills to grow as global citizens with values for a holistic personality.

MISSION

- 1.Imparting knowledge, skills and values through need based and flexible curriculum through student - centered teaching methods
2. Facilitating research temper, critical and creative thinking skills among teachers and learners through digital resources
- 3.Providing an objective and participatory atmosphere and facilities for developing self-confidence, self-esteem, employability, entrepreneur skills and overall development
- 4) Integrating a serving spirit, integrity, accountability, dedication and commitment among the teaching and non-teaching staff and the students through transparent and participative administration.
- 5) Creating an eco-friendly ambience through green practices, and offering value based education through community help and extension activities.

Core Values

Our core values are:

- values and Ethics
- Accountability
- Inter-disciplinary Collaboration
- Women Empowerment
- Community and Diversity
- Excellence

Along with technological development, we need values and ethics for a progressive and harmonious survival. As the institution shapes the students into future citizens of a responsible society the institution lays a special emphasis on the qualities like truth, love, commitment, discipline and honesty.

Accountability:

As 'accountability' plays a vital role in shaping the personality of the individual, all the teachers, the students and the non-teaching staff are motivated to develop this quality.

Inter Disciplinary Collaboration

The Institution with 32 departments in various branches of learning tries to offer the best quality education through an inter-disciplinary approach. The different disciplines collaborate for shaping learning in a meaningful way.

Women Empowerment

As this is primarily an institution for women students, the institution tries to empower the first generation women students as competent global citizens with sophisticated employability skills and life skills.

Community and Diversity:

The progress of a society depends on the development and prosperity of a community, which in turn depends on the involvement of the Educational Institution. As ours is a Lead College in the district we commit ourselves for the development of the community through diverse programmes and activities which focus on literacy, cleanliness, health, ecological awareness and community related problems. Our students as NSS volunteers take up many activities to serve the community and thus share the responsibility for societal development.

Excellence :

Excellence should be the hallmark of every academic institution. The excellence of an institution is judged by its performance in different areas. Curricular, co-curricular, extra-curricular and extension activities decide the performing status of an institution. With need-based and flexible curriculum, Student-Centered Methods in Teaching and Learning, research temper and good ambience for learning with e-resources and digital platforms, transparent and decentralised governance and an eco-friendly campus, the institution with its 81 years of history is striving for excellence with a focus on the development of holistic personality of the students.

Quality Assurance Policies/strategies:

The college has formulated and adopted a set of policies to ensure transparency, accountability and efficiency in administration and quality in instruction. These policies are the guiding principles for the college in its decision making process and handling the issues that arise in the day to day administration. The college follows these policies in framing the curriculum, in the evaluation and assessment process, in looking after the welfare of the faculty, in providing support to the students etc.

These policies are formulated based on the vision and mission of the institution. The policies incorporate the strategic plan of the institution. They reflect its vision, mission, core values and goals.

They are:

1. Academic Quality Assurance strategy/policy.

Academic quality assurance policy is to design and deliver a need-based, enriched curriculum evolving continuously in tune with the changing needs of the society, which is delivered by using technology-driven methodologies for the holistic development of the students by keeping up the academic standards through regular monitoring and evaluation process.

Execution procedure

- Effective planning and constitution of new members for the Board of Studies every three years, for designing qualitative need-based curriculum
- The curriculum enrichment process is achieved through the Board of Studies meeting.
- Choice-based credit system given to students to facilitate academic flexibility in the final year
- Suggestions and ideas obtained from various bodies are thoroughly discussed and approved by the experts in the Academic Council, which is finally incorporated in the curriculum
- In addition to the core courses, all the departments are offering value-added courses like certificate courses, workshops, and add on courses to equip the students with additional knowledge and skills.
- Teachers identify the slow learners and advanced learners during the first two weeks and follow various Student Centred Methods and through Bridge Courses fill the gap of learning.
- Enhancement of the teaching-learning process by using different teaching technologies such as power point presentation, Mana TV, YouTube video lectures.
- Student-centered learning encouraged through various methods like brainstorming, group discussions, seminars, exhibitions, poster presentations, and workshops
- Web-based assignments and Online courses like MOOCs are encouraged
- Providing firsthand experience at field level by offering internships and project works
- The Remedial Courses are offered from time to time based on the learning gap of the students to develop communication, interaction, thinking and presentation skills.
- Regular up-gradation of knowledge and skills of the teachers through various professional development courses that, in turn, will reflect in their teaching

- Strengthening collaborations with National/ Local Institutions for tie-ups through MOU's, linkages, and consultancies
- Organization of guest lectures, National & international seminars, workshops and conferences, symposia.
- Ensure qualitative academic output the IQAC conducts the annual internal academic audit and external audit from CCE representatives.
 - Feedback is to be taken regularly from students and other stakeholders regarding curriculum, facilities and teachers
- Constant review of testing and evaluation patterns encourages creativity, originality and analytical thinking. Outcomes
- Commitment to render quality education to the students
 - Improved student educational experience based on an enriched curriculum
- An ethos of committed academic quality rendered by ICT trained teachers
 - Ability to compete nationally with other higher academic institutions
- Participation of teachers in internal and external training programs to enhance the skill and knowledge of the teachers leading to personal and professional development for effective curriculum delivery

2.Assessment and Evaluation strategy/policy.

Assessment and evaluations are essential tools to know the effectiveness and success of the curriculum and the teaching approaches and methods. The primary purpose of assessment and evaluation is to measure the status of the students in terms of expected outcomes of teaching programs or courses. *Assessment and evaluation* helps teachers to identify students' difficulties and weaknesses in programs. Assessment is the process of gathering the students' achievement of expected learning outcomes. Based on the information, teachers can provide students with feedback that motivates them towards improvement.

The quality of assessment and evaluation process determines the quality teaching learning in the institution. The institution can certify that the student has achieved certain level in certain branch of knowledge and he has the aptitude for a certain academic pursuit based on the assessment and evaluation only.

Execution Procedure

Assessment & evaluation of Students

- The examination cell works with a vision to bring in the true spirit of assessment to motivate and evaluate the learning processes.
- The IQAC and Academic Council work for a transparent, genuine, evaluation pattern with a focus on constructive, formative & summative systems of evaluation.

- The Examinations Cell announces the calendar soon after the day of reopening of the Institution and follows scrupulously. The announcements and notifications are given periodically to keep the staff and the students alert.

- As the exam cell is automated, everything right from the enrollment to certification is done using the IT enabled exam-management system, 'Student Progression Evaluation System software'.

- The student evaluation process comprises of internal and external assessment with 70: 30 ratio.

- In the formative or internal evaluation, 20 marks are assigned to mid semester examination and 5 marks are for assignments, seminars and projects. Quizzes, presentations and others are given due importance with 5 marks. Thus, a total 30 marks weightage is allotted for internal assessment.

- All the in-charges of the departments will submit an approved copy of syllabus, model question paper, blue print and list of examiners and paper setters to the Academic Council. In turn these approved documents will be sent to the Examination Cell. The Examination Cell gathers the profiles of question paper setters and examiners from various colleges and calls for paper setting in the prescribed format for conducting external examination.

- Results will be declared in presence of the Examination Cell Committee with the permission of the Principal

- These results are notified to students through website, to the Departments through mails and also displayed on college notice board.

- Any grievances regarding the results will be solved through Grievance Redressal Cell.

- The Examination Cell takes the responsibility to publish the results within 40 days after the last date of the examination

- The marks memos will be issued to the students concerned

- Practical examinations will be conducted at the end of each semester Performance Appraisal of Teachers

The evaluation of teacher performance:

- The performance evaluation of the teacher as well as the institution is monitored by the Academic Council and the IQAC.

- Teacher's performance appraisal is monitored by internal academic audit done by IQAC and external Academic Audit team appointed by CCE.

- The teacher's performance is measured by API (Academic Performance Index) score that is based on the Seven Criteria prescribed by NAAC
- Every teacher has to do self-assessment of his/her work
- Finally the Principal and IQAC coordinator examine the score sheet based on the evidences produced. Apart from the Internal Academic Audit conducted by Academic Council and IQAC, an Academic Audit team which will be appointed by Commissionerate of Collegiate Education visits the college once in a year.
- The members visit all the Departments and assess the performance of every teacher examining relevant documents and proofs.
- In the end they present a rank/grade to the college based on the total performance. These Annual Performance Indicator scores play an important role in transfers and promotions and for award of Best Teacher Selections. Evaluation of teaching-learning process

The role of IQAC in assessment and evaluation process:

- The IQAC reviews the Teaching Learning process, the objectives and the learning outcomes periodically.
- The Principal of the institution and the in-charges of the departments prepare the Annual Academic Curricular Plans reflecting the Curricular, Co-curricular and extracurricular vision of the institution, which paves the way for the academic and professional development of the students.
- It helps the departments in preparing annual academic curricular plans with the help of department plans and based on the examination calendar, guidance for student related activities, seminars, assignments and projects, activities for slow and advanced learners, guidance for Bridge and Remedial courses.
- The IQAC prepares the Institutional Academic Plan which includes all the curricular, Cocurricular and different training sessions for the teachers.
- The IQAC monitors the performance of the departments through timely audits and periodical guidance. Outcomes
- Enhancing the potentials of students through outcome based learning
- Planning and implementing student centric instruction for better performance.
- Guide the teachers to assess and refine their instructional methods and techniques
- Empower the students to excel in higher education or vocations by bringing desirable changes in terms of knowledge, skill and attitude.

- Improve the productivity and effectiveness of teaching-learning process
- Promote healthy competitive environment among teachers and students

3.Consultancy strategy/policy.

Government College for Women (A) is committed to making its expertise available through service to industry, government, professions, arts and other educational and research organisations.

Execution Procedure

- A Research Consultancy will be possible where an academic staff member provides research skills or expertise in return for some remuneration from an external funder.
- The Institution allows staff to engage in Research, Non-research and/or Private Consultancies provided they do not interfere with the discharge their duties. Consultancies shall be undertaken only with the approval of the designated Principal /Academic Coordinator.
- A Research Consultancy may be through a tender or an individual negotiation.
- There should be demonstrable benefit to the Institution from the consultancy through income, enhanced reputation, and/or expanding the expertise of the staff member.
- The Consultancy must not be in conflict with the policies, functions, objectives or interests of the Institution or damage the Institution's reputation.
- At a minimum, the salary and on-cost charges set by the Institution must be applied to all project budgets. All Consultancies are required to include overheads.
- Staff members shall not undertake external research activities where no formal agreement has been authorised by the Institution unless they are on leave without pay, approved by the Dean concerned.

Non-research Consultancies include non-research activities taken up under contract for a third party. Non-research Consultancy includes the provision of professional services to external agencies for a prescribed fee. This would include, but not be limited to, routine laboratory and other testing of materials, devices or products, analysis of data such as market surveys, opinion surveys etc., The provision of professional services such as training, designing modules, and conducting workshops undertaken by members of faculty and staff.

Private Consultancy:

In Principle, a faculty or staff member is not supposed to undertake a Private Consultancy unless it is approved by Principal, In-charge of the Department and Academic Coordinator. However, the faculty or staff conducting private consultancy shall ensure that such work does not affect their allocated duties, obligations to the Institution. It is the responsibility of the staff member who undertakes a Private Consultancy to make clear to the person or body for which the Private Consultancy is undertaken that it is the staff member and not the Institution who is carrying out the work, and that the Institution has no responsibility or liability what so ever in the matter.

Staff Entitlements

- Limit is placed on earnings. However there is a limit on the time spent on Consultancy. Academic Staff may spend one day per week on approved Consultancies, with a maximum of 48 days per year.
- Variations to this time commitment require the approval by the Department In-charge concerned. A lesser time commitment may be approved when the proposed Consultancy interferes with the discharge of responsibilities.
- In-charges must obtain written permission from the Academic Coordinator to undertake Consultancies.
- The revenue generated from the consultancy project is shared by the member and the Institution in a 80:20 ratio after deducting the overheads and all other expenses met by the Institution in case of Institutional Consultancy, where the Institution provides necessary infrastructure.
- In case of Individual Consultancy 90:10 ratio of share should be followed. The shared amount with the institution must be credited to the account of the Department concerned and should be audited periodically.
- All Institutional Consultancies are required to be approved and managed in accordance with this Policy, associated documents, and other Institutional policies. Outcomes
- Consultancy is an effective way for higher education institutions to disseminate knowledge and make an immediate and direct impact on society.
- Selling expertise is a unique way of garnering funds required for the upgradation of the institution,
- Consultancy promotes research temper among the staff and students
- Enhancement in the visibility and credibility of the institution

4.Employee Welfare strategy/policy.

Mission statement: The purpose of employee welfare strategy/policy is to ensure physical, social, and psychological well-being of employees and ensure a conducive working environment for better productivity.

A list of welfare schemes

- **APGLI:**

A social security measure APGLI Provides loan facility to employees which was repayable in 12-48 instalments and the sanctioned loan amount is credited to the employee's bank account directly. APGLI Premiums are exempted from income tax U/S 80C.

- **Medical Reimbursement And Employees Health Scheme:**

Employees Health Scheme is intended to provide cashless treatment to all the State Government employees including the State Government pensioners, along with their dependent family members through a network of empanelled hospitals of Dr.NTR Vaidyaseva Trust, in lieu of the present medical reimbursement system under 'The Andhra Pradesh Integrated medical Attendance Rules, 1972 (APIMA Rules, 1972)'. The scheme will provide treatment in Network Hospitals for all the listed therapies.

- **GPF- A Social Security Measure Scheme--**The general provident fund Scheme is a Social Security Measure Scheme, meant for the Protection of Subscriber's Family against his sudden death or if he survives until Retirement, to provide him and his family with Additional Resources. The GPF accumulations are not liable for Attachment under any decree of the civil Court.

Group Insurance Scheme: Group Insurance Scheme to the A.P. State Government Employees is introduced in place of Family Benefit Scheme with effect from 01-11- 1984 . The accumulations of savings fund part and insurance fund part shall carry interest for the rated prescribed by Government from time to time.

- The following kinds of leaves are available to the employees. The brief information of the leaves is furnished below.

Kinds of leave

1. **Casual Leave Concept:** A concession to Govt. Servant in special circumstances to be absent from duty for a short period. i) 15 days per calendar year (G.O.Ms.No.52, GAD (Poll. B) Dept., Dt.04.02.81) ii) If appointed in the middle of the year, CLs should be credited proportionately.

2. **Special Casual Leave: Concept:** A concession to Govt. Servant in special circumstances to be absent from duty for a short period. Women Govt. employees for being celebrated International

Women's day on March 8th-1 day SCL on that Day(G.O. Ms. No.433 GAD(SWII)Dept.dt.04-08-10)

3. Earned Leave: All temporary and permanent Procedure of Earning / Crediting: 1. Not exceeding 180 days for permanent superior employees at a time subject to the balance in the account G.O.Ms.No.153 fin.(FR1)dept.dt.4-5-2010. 2. Not exceeding 120 days for permanent last grade employees. G.O.Ms.No.329, Fin.,Dt.17.12.1982 andG.O.Ms.No.9, Fin., Dt.10.01.1983 3. Can be availed on combine with other leaves.

4. Public Holidays, Optional Holidays, and compensatory leave can be prefixed or suffixed. (Memo No.86595/1210/FR.I/7, Dt.29.05.1981)

5.The existing limit of 180 days at a time on availment of commuted leave in conjunction with EL was removed.G.O.Ms.No.384, Fin., Dt.05.11.1977. 4. Half Pay Leave: Authority: A.P. Leave Rules, 1933 Rules 13-15, 18, 23,23(a) (i) Eligibility: Permanent / (Temporary employees)* Crediting: 20 days for completed year No max limit for accumulation Availment: No max limit can be availed on private affairs & medical purposes, can be combined with other leave 5. Extraordinary Leave Concept: Leave granted when no other leave is admissible, but it can also be granted even when

6. Special Disability Leave: granted to a Govt. Servant who is disabled/injured or met with road accidents while on duty

7. Study Leave: Leave granted for the study of Scientific, technical or similar problems or to undergo special courses of instruction.

8. Maternity Leave: Leave granted to female married Govt. servant having less than 2 surviving children (G.O.Ms.No.348, F&P (FWFR.I), Dt.05.11.77, G.O.Ms.No.219, F&P(FWFR.I), Dt.25.06.84,G.O.Ms.No.38, F&P, Dt.18.03.92)

9. Miscarriage/Abortion Leave: Leave granted to female Govt. servant to take hospitalization for miscarriage /abortion.

10. Child Care leave: Two months can be sanctioned in not less than 3 spells to look after two children up to the age of 18 years and with disabled children up to 22 years. The Child Care leave would be permitted only if the child is dependent on the Government servant.

Outcomes

- Creates a sense of security among the employees
- Improves the work efficiency of the employees and keeps them satisfied

5.Green Audit strategy/policy.

Green audit aims to monitor the impact of college practices on the environment and measures taken to secure healthy, eco-friendly and sustainable environment.

- The College focuses specifically on the Waste management issues to protect the green environment of the campus. The staff and the students involve themselves to address the waste management issues through recycling and reuse.
- The institution observes the three waste management techniques like solid waste management, liquid waste management, and E- waste management.
- Solid Waste Management: hostel is attached to college, vegetable waste and food waste along with dry leaves, weeds and paper are thrown in the two compost pits measuring about 4x2x4 ft. The Department of Zoology prepares Vermicompost (10x2x4) from dried waste. The compost is also used as manure in our botanical garden and is also sold to generate income.
- Liquid Waste Management: The labs attached to chemistry and life sciences use water and this liquid waste along with the unused distilled water of RO plant is diverted to a deep pit which collects rain water also for rain water harvesting the water collected from roof tops is channelled into a deep well (12/40ft) which preserves the ground water level.
- E- waste: The department of computer science and electronics conduct the awareness campaigns on E-waste management, and distribution of pamphlets through house visits. The institution has optioned 54 unused computers weighing about 1105 kg through APTS. All these green practices are covered in the green audit conducted by the Eco club. The information is provided in the following link.
- The gases generated in the labs are disposed through fuming chambers which are installed in labs.
- Every Friday in the college no plastic day is being organized to reduce plastic usage
- Two of the staff members use e-bikes to contribute to climate. Most of the staff members 'carpool' to reach the institution.
- Most of day scholars (70%) come to the college by bicycles 20% of students use public transport and remaining students come on foot. The staff members use public transport and 'car-pooling' also. The college has pedestrian friendly roads all around and present a pleasant view with flowering plants and trees.
- Under health audit mushroom cultivation certificate is organizing by microbiology & botany department to provide hands on training and to extend the knowledge of the health benefits of mushrooms.
- The NSS unit and the NCC unit conduct clean and green campus on the campus every fortnight and observe cleanliness of the campus. The unwanted bushes and weeds are cleaned to provide a safe and pleasant campus view.
- Vermiculture unit is established by zoology department as a part of certificate course to popularize organic fertilizer thereby reducing the chemical fertilizer usage.

- Community awareness is to be created in schools about water conservation through rain water harvesting technique.
- The college conducts awareness programmes on the use of eco-friendly Ganesha on the eve of Vinayaka Chavithi every year. The students are also guided about Green Diwali which is environmentally safe. The Eco-Club conducts guest lectures on environmental issues. The institution has a green landscape with trees and plants.
- Projects based on ecology are also given to students based on their curriculum. The curriculum also focuses on ecological issues. Students are taken on field trips to create awareness on 'Organic Farming'.

Outcomes

- Providing employability by establishing a small scale industry on vermin-culture and mushroom cultivation units.
- Green auditing aids in conservation of the manmade resources thereby prompting the consumption of natural resources
- Create health consciousness and promote environmental awareness, values and ethics.
- Enable green campus for healthy and happy learning Green Audit Policy

6. Grievance Redressal strategy/policy.

Grievance redressal policy is the procedure laid down by Government College for Women (A), Guntur to provide a proper solution either to a complaint or a grievance expressed by the students pertaining to Infrastructure, Discipline, Ragging, Eve-teasing, Early Marriage, Workplace harassment and grievances arising out of the academic aspects of the institution. The main objective of this policy is to ensure an atmosphere i.e., conducive for learning and the allround development of the women students.

Implementation Procedure

- An Internal Complaints Committee or Grievance Redressal Cell is constituted at the college level with the Principal as the Chairman and one of the Senior faculty member as the convenor.
- It is the responsibility of this committee to arrange Complaints Boxes at various places in the college and inform the Student Council to create awareness about these Complaint Boxes.
- Students in the first instance would have to raise their complaint verbally and drop it in the Complaint Box.
- These Complaint Boxes are opened twice in a week to provide an effective redressal to the grievances confronted by students in the shortest possible time.
- Complaints or Grievances pertaining to the college hostel will be dealt separately.
- Grievances should be treated with utmost confidentiality and sensitivity.

- All possible efforts should be made to resolve the complaints without any external intervention.
- In case of lack of a satisfactory response the committee can take it to the notice of the higher authorities.
- The Committee will have to submit the report after a thorough inquiry and make recommendations so as to avoid the recurrence of the problem.
- The Committee should maintain a record of all grievances raised by the students.
- Any frivolous or malicious complaints that appear to be lodged with personal prejudice can be ignored by the committee. However a proper justification should be given in such cases.
- The solution to the grievance expressed by the student should be worked out in such a way that a healthy academic atmosphere is followed out in the institution.
- The grievances regarding the loss of personal items like ID cards, Cycle keys, Bank Pass books, jewellery are announced immediately on the PAS from the Principal's room. They are returned to the owner after proper verification

Outcome

A framework for settlement of individual grievances is provided and aggrieved students feel the satisfaction of their grievances being redressed.

7.Infrastructure Developmental strategy/policy.

Infrastructure development policy is to ensure quality and excellence in global standards by providing the up-to date infrastructure facilities such as clean, quiet, safe buildings, classrooms, lab equipment, and virtual classrooms for effective and efficient teaching –learning process.

Execution procedure

- Physical and academic and support facilities are reviewed and monitored for optimal use from time to time.
- The budget received under various heads like UGC, CPE and RUSA are allocated based on their priority and need of the students.
- The Finance Committee looks after the maintenance of buildings, class rooms and labs. The repairs and renovations required for the buildings and infrastructure are assessed and the detailed project report will be submitted to Principal & CPDC. The expenditure for repairs and renovations are met from the autonomy grant under 'repairs and renovations' category.
- The purchase committee of the college finalize the requirements of the departments and the purchases will take place normally through Government Firms and if they cannot provide the required products, purchases are done through quotation process as per norms, i.e., by selecting

lowest quotations from the bidder and the amount will be met from various sources of funding agencies like UGC autonomy grants, office budget, special fee and restructured course fee.

- The stock registers duly maintained by the departments will be verified by the stock verification committers and stock lists are cross checked with stock registers.
- After verification of the consumable & non consumable items, items will be listed out for condemnation & repair.
- Condemned items will be auctioned after approved by the governing body and APCCE.
- The computers and electronic materials listed as e-waste will be auctioned after obtaining permission by Commissionerate of Collegiate Education.

Outcomes

- Creating conducive learning environment for a happy learning experience
- Empower the students with firsthand experiences through experiential learning
- Attainment of effective teaching –learning process by using latest teaching equipment
- Enhance health status of students and faculty by providing sports & gym facilities
- Utilization of state of art technologies like virtual classrooms provide unique experience
- Meet the challenges of learners with varied learning styles like visual, auditory and **kinesthetic**

8. Professional Upgradation strategy/policy.

Education is all about learning and updating ourselves. People who are related to this field need to knowledgeable, competent and proactive. The Objective of this policy is to design the various methods that provide the required professional training to both the Teaching and Non-Teaching staff in order to make them confident to take up a task at work.

Operational Procedure

- Research is done to identify the required set of skills and areas of improvement for both Teaching and Non-Teaching staff
- Faculty Forum is organized on every third Saturday of a month wherein faculty are given an opportunity to share their knowledge and ideas about enhancing productivity at workplace
- Information is kept at the disposal of employees about the various free online and offline sources banking on which they can improve their proficiency and expertise.

- Eg; National Digital Library, Shodh Ganga etc.,
- Opportunities are provided to those courses which require a hands-on experience o Eg: English Language Lab, Computer Science Lab, Multimedia Lab etc.,
- A Network with individuals who have done some advanced research and can help as referrals is developed using platforms such as Linked in, Google groups etc., • Capacity Building programmes are organized at the departmental level to train the technical staff in operating the laboratory equipment.
- Communication Skill is the most important skill employees require today. Workshops, Short Term Training programmes are organized in this direction
- MS Office is the minimum Technical Skill expected from employees . It is ensured by the administration that every employee possesses a working knowledge of MS Word, Excel and Power point
- Faculty are encouraged to take part in workshops, short term training programmes to upgrade their knowledge and skill. This period is treated as ‘ON DUTY’
- Training programmes are organized at the institutional level to enable the teaching staff know about and use various online teaching tools with ease.
- Faculty are encouraged to attend seminars and workshops as Guest speakers and Resource persons
- Faculty are encouraged to attend various subject oriented Refresher Courses and summer Internship programmes organized by reputed institutions across the country
- Due emphasis is laid on developing strong Interpersonal relationships as they enhance the productivity of an employee
- Rotation method is observed while assigning the responsibilities of a particular committee or task every year Outcomes
- Instils confidence and creates a motivated group of employees who are ready to contribute largely to the institution.
- Improve the problem of solving skills of the staff due to increased awareness
- Professional training enhancing productivity and job satisfaction of the faculty

9. Quality Assurance strategy/policy.

The aim of this policy is to design the frame work so as to deliver quality in teaching, learning and evaluation, a continuous improvement in the college environment including resources, to eliminate deficiencies if any and to scale high quality standards.

Implementation Procedure

1. All the practices followed in the college should be appropriate to the age old core values and the glorious heritage of the institution.
2. An Internal Quality assurance Cell has been established with one of the senior faculty members acting as the IQAC Co-ordinator. The overall objective of this cell is to deliver quality with a special emphasis on Academics.
3. Though the IQAC has ultimate responsibility to ensure quality it is the responsibility of all the employees to work with a commitment to quality
4. The policies that support quality are set out in detail and are made available to all the staff members of the college, management and stake holders.
5. The objective of Quality management is achieved through
 - a) Establishing targets for ourselves in matters of using ICT, improving infrastructural facilities, clean environment and pedagogical strategies so as to meet the expectations of our students, parents and public.
 - b) Designing the curriculum with due emphasis on outcomes
 - c) To offer Value added Courses to bridge the gaps in the curriculum
 - d) Organizing activities for the overall development of the students.
 - e) Periodical Training of the staff
 - f) Measuring of the performance of the staff on a regular basis through internal and external audit
 - g) Developing skills, competencies and tools to march ahead in the direction of improvement
 - h) By following continuous and comprehensive evaluation
 - i) Feedback is sought on a regular basis from the students, parents, employers and from the general public.
 - j) To follow the practice of learning from feedback.
 - k) Adapting the Best Practices that prove to be effective from other colleges

l) Enriching the resources such as Library, Laboratories, Gym and other digital resources for a better learning experience

m) Constant support to students

n) Establishing cordial relations with public, industries and authorities.

o) Active participation in various State and National Level Competitions.

Outcome

Quality can only be assured with a strategic plan for improvement. The Principal, Staff members and students understand the importance of individual contribution to achieve the objective of quality.

10. Research strategy/policy.

Higher Educational Institutions need to be the centres of Research and Innovation. The Research Policy of the college was discussed and accepted in the Academic Council 2016- 17 meeting. The research policy of the college aims to create a research culture among its teachers, staff and students and for enriching and enhancing the professional competence for developing and promoting scientific temper and research aptitudes, for realising the 'vision' and 'mission' of the institution and for contributing to national development. It also aims at ensuring that the research activities of the college conform to all applicable rules and regulations as well as to the established standards and norms relating to safe and ethical conduct of research.

Procedure of Execution

A Research Committee is constituted at the college level with the Principal as the Chairman and one of the senior members from the science departments as the Convenor of the committee. The committee monitors the following activities

- Knowledge compilation and communication initiatives for keeping abreast of academic developments such as writing of textbooks or chapters, monographs, developing/updating curriculum, etc.
- Creative activities involving the generation of new innovative ideas, hypotheses, images, performances, including design in any field of knowledge which leads to the development of new knowledge, understanding or expertise;
- Research projects of students and scholars undertaken as part of the curriculum or proposals for enriching it → Publications, presentations and communication of the research outcomes and related activities
- Organizing Workshops on Research Methodology

- Encouraging staff and students to contribute with quality research papers.
- Encouraging faculty members to pursue research in advanced fields of study.

Outcome

- Creation of a Research Eco system wherein the Administration, Faculty, Students, Society work in Collaboration.
- Churning out Industry ready candidates
- Contribution to society in the form of Surveys and other research outcomes
- Contribution to National development

11.Student Mentoring strategy/policy.

Government College for Women will ensure that all the students receive care and guidance in matters pertaining to personal development, academics and career. The Student mentoring Policy has been drafted with the objective of helping students in overcoming learning difficulties, physical and emotional disturbances which is very essential to achieve their cherished goals.

Execution Procedure

- A 'Ward Counselling' committee is constituted at the college level with the Principal as the Chairman and one of the Teaching Staff members as the Convenor. All the teaching faculty and the elected representatives of the Student Union will act as members in this committee.
- The Ward Counselling Committee nominates a mentor/class teacher for each class. This selection will be made keeping in view the academic, career and the personal needs of that particular class or group.
- Each teacher will be allotted with 24-30 wards to facilitate a one-to-one interaction and the teachers here after are referred to as 'Ward Counsellors'. They provide constant support, encouragement and guidance throughout that academic year.
- The Ward Counsellors interact with their wards as often as they can. They conduct at least three personal counselling sessions in a Semester. They also plan and organize Parent-Teacher meetings at least once in a semester.
- The ward Counsellors maintain a record of their respective wards with personal details, academic progress, attendance, achievements, financial Status, health conditions, behaviour in the class room, behaviour with peers, aptitude, hobbies, and career objectives

- It is the responsibility of the ward counsellors to create awareness about the various facilities, Bridge Course, programmes, Value added Courses, Scholarships and schemes available in the college.
- The ward counsellors ensure that students receive attention and guidance in case of learning difficulties and other academic challenges. They direct their wards to get the right information and advice with the help of other teachers.
- Financial constraints of the students if any are immediately brought to the notice of the 'Aadarana Committee' so that their wards can be offered the required assistance.
- Separate Counselling sessions are planned for students with special needs and also for those students who pass through a testing phase of their life at that time.
- Students with remarkable achievements in sports and fine arts at +2 level are identified and encouraged to pursue their interests with the help of the Administration, Physical director and Cultural Committee.
- The College Administration and organizes health camps for a periodical health check -up of the students.
- The College Administration organizes 'Career Guidance' programmes' by inviting experts from outside.
- Ward Counsellors advise the Administration in upgrading the infrastructural facilities according to the needs of the students.

Outcome

- o Tracking of student performance on a regular basis.
- o Improvement in the performance of slow learners.
- o Channelization of the energies of Advanced learners
- o Encouragement to pursue interest in sports and games.
- o Interest in generated among students for an active participation in the institutional activities.
- o Optimum utilization of the available infrastructure
- o Preferred solutions to check the various physical and emotional disturbances faced by the students
- o Help to students in achieving their goals.
- o Better bonding between students and teachers.

12.Student Support strategy/policy.

In acknowledgement of the problems faced by the students from a poorer background Government College for Women provides support in the form of Scholarships, Mess Bill Waiving, Exam Fee Waiving and other material support so that they can complete their graduation without any difficulty. This Policy also includes those students who represent the college in Sports and Cultural Competitions held at various levels.

Execution Procedure

A Scheme titled 'AADARANA' has been designed and a Committee is constituted at the college level to look after this scheme. This Committee monitors the following affairs

- Ten students who don't have both the parents or live with a single parent (basing on their financial condition) will be given exemption from paying the Hostel Mess Bill every year.
- Exam fee is waived to those students who lose both the parents.
- Externally the committee approaches Philanthropists and Corporate Bodies to seek their support in the form of Scholarships
- Internally, Faculty members offer succor to students either by paying their exam fee or by providing material support in the form of uniform, text books etc.,
- Sports students will be given assistance in the form of nutritious food, shoes, track suit and other essentials.
- Financial Assistance is provided to the students who travel to other places for participating in Cultural Competitions.

Outcome

Several Corporate bodies such as Mahindra, Zindaal, L'oreal, Fair and Lovely, Santoor, Aalana Foundation are offering financial assistance to students of both UG and PG. Many of the staff members willingly donate the amount for payment of the exam fees, uniform and books.

13.Transparency Policy/strategy.

Government College for women (A), Guntur is a public funded educational institution. Transparency Policy aims at designing the ways that ensure greater accountability and improve institutional performance in academics and administration

Implementation Procedure:

- Certain accounting standards that will instill confidence among the stakeholders of the institution are to be framed. A Two part chain of transparency is maintained.

- The first level of transparency is achieved at college level and the second level of transparency is achieved at the Commissionerate level.
- Analysing the Financial consequences of various proposed actions
- Constituting Committees at College Level with Principal, Teaching Staff, Non-Teaching staff and students as members.
- Making the Committee answerable to the Governing Body for the effective utilization of funds.
- To maintain all the forms and registers electronically.
- Rotation of Convenors once in two years
- Preparing and publishing Auditing reports on a periodical basis.
- Placing all the details of Administrative Expenses and Operating Expenses at the disposal of the stakeholders.
- To periodically revise the various Financial practices
- Quotation from a minimum number of three agencies is required for every purchase worth Five thousand rupees.
- To show the details of Teacher qualifications,
- To reveal the tendencies of drop out and graduation rate under RTI Act
- It is required that all the financial reports should be submitted to the funding agency.
- Organizing Internal audit on a periodical basis for the funds received from private organizations or individuals.

Outcome

It is the stakeholder's right to know the information about the various administrative, financial and academic issues. Transparency enables to maintain new accounting controls. It furthers a public purpose.

14.Virtual Teaching Learning strategy/Policy

Virtual learning policy aims to share and extend quality teaching by using novel pedagogy practices through virtual space to encourage collaborative learning among students by inculcating critical and logical thinking over their core subjects.

Execution Procedure:

- The college provides internet on the campus and all the departments are equipped with Wi-Fi. Different Internet connection points are provided for both Land line and continuous Wi-Fi.
 - The college has 3 virtual classrooms and a spacious MANA TV room to enable virtual learning.
 - Through CCE LMS portal the lecturers of different disciplines are delivering four quadrants of study material in the form of video lecture, e-text, PPT and self- assessment.
 - The in charge of the virtual learning classes will prepare a time table department wise to deliver various topics related to their respective disciplines, where all the students across the zone can have the access of the lessons.
 - Based on time slots allotted by CCE to different subjects the students can access lessons through LMS on MANA TV in the form of videos.
 - PPTs are posted in the college website for the students to access according to their flexibility during lockdown period and also uploaded in Bharath Padhe portal.
 - The college library is digitized with INFLIBNET SOUL software and subscribes for INFLIBNET, Del Net and NLIST regularly. It has more than 1 lakh 30 thousand eJournals and Corers of E- books.
 - The library also provides access to NPTEL,E-PGPATHASALA,MOOCs and NDL of India.
- Outcomes
- Enable the students to initiate self-learning and creative ventures
 - Facilitate wide accessibility to gain varied knowledge from different experts
 - Ensure effective teaching learning process in colleges
 - Provide continuous and systematic evaluation of learning
 - Scope of employment and entrepreneurship in varied sectors is broadened

15.ICT Policy/strategy

Information and Communication Technology policy is to ensure quality and excellence in global standards by providing the up-to date ICT facilities like dedicated internet, sufficient number of Computers, Printers, LCD projectors, Virtual classrooms, etc for effective and efficient teaching –learning process.

Execution procedure

- ICT facilities are reviewed and monitored for optimal use from time to time.
- The budget received under various heads like UGC, CPE and RUSA towards ICT recurring and non recurring facilities are allocated to various departments and labs based on their priority and need of the students. The Finance Committee looks after the purchase and maintenance of ICT facilities.
- Institution is having 5 leased line connections of ACT Fiber Net and 24 routers which support Wi-Fi to the whole campus. The recurring expenditure of the Internet service will be met from restructured spl fee amount monitored by Internet committee of the college.
- Institution Website is updated by Computer science dept while outsourcing the server space and maintenance. Expenditure is met from restructured spl fee amount under the supervision of website committee of the college.
- To minimize the maintenance cost, institution does not have any AMC. Maintenance to any ICT equipment is done on the need basis then and there itself meeting the expenditure from the restructured special fee or from CPDC.
- The purchases of new ICT equipment will take place normally through Government Firms and if they cannot provide the required products, purchases are done through quotation process as per norms, i.e., by selecting lowest quotations from the bidder and the amount will be met from various sources of funding agencies like UGC autonomy grants, office budget, special fee and restructured course fee. The stock registers duly maintained by the departments will be verified by the stock verification committers and stock lists are cross checked with stock registers. After verification of the consumable & non consumable items, items will be listed out for condemnation & repair.
- The computers and electronic materials listed as e-waste will be given to the approved agency of APTS for safer disposal after obtaining permission from the Commissionerate of Collegiate Education.
- Department of Computer science in association with IQAC organizes FDP's on utilizing various ICT tools and resources to the faculty and students every year.

16. Prevention of Malpractice Policy/strategy

Malpractice in examinations gives unfair advantage to a candidate or causes disadvantage to other candidates. An education institution has the responsibility to students, parents and other stakeholders to ensure the integrity of the examinations by putting in place robust measures to identify and deal with instances of candidate malpractice.

The following measures are put in place to prevent malpractice in examinations.

- i)(a) If a student possesses or keeps accessible in examination hall, any paper, notebook, programmable calculators, Cell phones or any other form of material concerned with or related to the subject of the examination (theory or practical) in which she is appearing but has not made

use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination)--

Punishment: Expulsion from the examination hall and cancellation of the performance in that subject only.

ii. If a student gives assistance or guidance, receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or students in or outside the exam hall in respect of any matter...

Punishment: Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates involved.

iii. If a student has copied in the examination hall from any paper, book, and programmable calculators, mobile any and any other form of material relevant to the subject of the examination in which the candidate is appearing.

Punishment: Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester. The Hall Ticket of the candidate is to be cancelled and sent to the Exam Branch

iv. If a student uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks..

Punishment: Cancellation of the performance in that subject.

v. If a student refuses to obey the orders of the Chief Superintendent/Assistant – Superintendent/any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall.

Punishment: they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year.

vi . If a student leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall..

Punishment: Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared not be permitted for the remaining examinations of the subjects of that semester. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.

vii. If a student is found copying based on internal evidence, such as during valuation or during special scrutiny...

Punishment: Cancellation of the performance in that subject and all other subjects the candidate has appeared for the semester.

viii. If any malpractice is detected which is not covered in the above clauses 1 to 11, it shall be reported to the Examination Branch for further action to award suitable punishment.

17.Scholarship Policy/startegy.

Government College for Women(A), Guntur has a very effective scholarship policy in place. The college ensures that all eligible students, especially those that are deprived and are from economically weaker sections, secure some kind of financial assistance in the form of Government scholarships, non- Government philanthropic scholarships, merit scholarships, merit Prizes and endowment cash awards.

Students are supported with financial assistance in two ways. Scholarships ensure that students are supported from the entry level through the duration of the whole programme which ensures that students continue their education. Endowment and merit cash awards awarded at the exit level are based on their academic performance towards excellence. Government scholarships, meant for students from reserved categories as per Government of India guidelines, are sanctioned and credited to student accounts by the Government of Andhra Pradesh through a selection and sanction criteria.

Transparency is ensured throughout the whole process. The college plays a vital role by ensuring that every eligible student is registered on the online scholarship portal 'Jnanabhoomi'. An office staff member is placed in charge of registering the students on the online portal. Uploading the necessary documents, informing the students about various timelines for application and sanction and also recording the college level grievances with reference to scholarships are some of the support systems in place for students.

The college has a vibrant mechanism for garnering the non-government scholarships for the benefit of the girl students. A scholarship committee with a coordinator and a few members strives with enthusiasm to secure as many scholarships as possible. The committee liaisons between the funding organization and the students. It studies various opportunities and organizations that provide student scholarships. This information is disseminated to the students periodically. The students are helped with necessary documentation for applying to the scholarships. These applications are processed and submitted to the funding organizations by the scholarship committee.

The philanthropic NGOs are some Guntur based while some other are from various parts of the country. 'Samarthanam Charitable Trust' 'Bommidala Foundation' are some philanthropic organizations which have been supporting the women students of the college with scholarships. It is ensured that optimal number of students have benefitted from the Government and non-Government scholarships. Care is taken to avoid same student getting multiple scholarships.

SWOC Analysis

SWOT analysis is a framework for identifying and analyzing the institution's strengths and weaknesses, as well as the opportunities and threats. It is essential to formulating a strategic plan. SWOT analysis makes the strategic planning realistic and robust.

A. Strengths:

1. The college has a long history, more than 80 years, of existence that has taken its name to the four corners of the state.
2. It is an institution dedicated to educate women in a safe and secure environment.
3. It has an attached hostel.
4. The institution is housed in a stone walled building which creates a sense of assurance, stability and an unchanging attitude and values.
5. It is equipped with laboratories to provide practical knowledge of Biological, Physical and mathematical and computer sciences.
6. It is offering a variety of courses in sciences, arts, commerce and languages.
7. It is located in the prime location of the city of Guntur
8. It has good transportation facilities- one can reach the college from any part of the city without any difficulty.
9. The institution gives additional training through NCC, NSS, JKC (Jawahar Knowledge Center) to inculcate discipline and instill a sense of responsibility among the students.
10. It has talented, experienced, well qualified and dedicated pool of faculty that takes care of not only the academic advancement of the students but also their emotional well-being.
11. As an autonomous college, it has the freedom to make improvements in the curriculum to meet the needs and aspirations of the stakeholders- students, parents, faculty and industry/ employers.
12. It has obtained a good NAAC Grade.
13. Student centered methods of teaching are followed and ICT tools and latest education technologies are used.
14. It aims at Outcome based Education- with Course outcomes and program Outcomes as the guiding framework for teaching-learning activities.
15. It has transparent administration committed to the norms of accessibility and equity.
16. Different organs of administration function with efficacy, responsibility and promptness.
17. The main focus is on providing experiential learning through field visits, study projects and a number of co-curricular and extra-curricular activities.

B. Weaknesses

1. Insufficient class rooms
2. Limited freedom for the administration to utilize available funds to maintain and improve infrastructure and give a facelift to the college campus.
3. Insufficient digital infrastructure.

4. Old computers that are not handy in teaching computer skills effectively as they cannot support latest technologies.
5. Absence of incubation center for the students to develop the spirit of research and innovation.
6. Faculty over burdened with academic and non-academic work and left with no time to groom the students as young scientists and entrepreneurs.
7. Lack of clerical assistance to the faculty at the department level to maintain records that will give room for the faculty to focus more on teaching and research and mentoring students effectively.
8. Small playground for the students to practice sports and games
9. Insufficient toilet rooms
10. Limited hostel accommodation and amenities that are below par to the inmates of the attached hostel
11. Absence of a first-aid center and a sickroom
12. Budgetary allocations that are not increasing with rising cost of needed resources for various courses where technologies and practices are changing at a fast pace.
13. No monitoring system to encourage the performers and pin down the non-performers to create a healthy work culture.

C. Opportunities

1. Being located in a city, the college is in a good position to find philanthropists who may be willing to extend their financial support for the improvement of infrastructural and digital facilities in the college.
2. Being one of the well-known educational institutions, the college has the ability to attract students from areas as far as 200 kilometers.
3. The parents have unwavering trust in the college as a safe and secure campus for their daughters to get undergraduate education.
4. The college can seek to involve the huge alumni in bettering the facilities in the college.
5. There are a good number of doctorate degree holders among the faculty who have the required knowledge, research experience and training to groom the students as young scientists and entrepreneurs.
6. The autonomous status of institution gives it the opportunity to design and offer courses that have the potential to equip the students with the knowledge and skills required by the job market.

D. Challenges.

1. Facing stiff competition from the private unaided institutions for admissions.
2. Providing college attached hostel facility to all the students who need it.
3. Procuring computers in sufficient number to impart computer skills to every student which are essential for every job seeker in every field of work today.
4. Appointing faculty required to teach the newly introduced programs and providing classrooms for them.
5. Providing campus placements to all those who wish go for a job after the completion of UG programs.

6. Giving good coaching for those who wish to join PG courses in prestigious institutions like the central Universities.
7. Making a concerted effort to help the students who come from the deprived sections of the society to develop good communication skills in English to enable them to face the competition for jobs with the students coming from the well-to-do families.
8. Sustaining the interest of the students in the subjects of study through learner centered teaching methods in the age of smart phones and social media which are the worst distractors for the students from their purpose and goal.

Strategy Implementation and Monitoring

After preparation of Strategic plan, the next step is its implementation. During implementation the progress of strategy shall be reviewed from time to time. Hence the measurable success indicators are clearly spelt out in the implementation document. Principal along with the other members of IQAC periodically review the strategic plan and its deployment.

Responsibility & Accountability for various activities at institute level:

A number of committees are constituted to discharge the responsibilities in the way of putting the strategic plan to work.

The implementation of strategic plan is monitored from time to time by Principal and IQAC through periodic review. The Departmental heads and committee coordinators have to prepare the detailed progress report and present it in the review meetings. The benchmarking of quality standards and its monitoring, evaluation of attainment is to be carried out by the IQAC independently. The IQAC has to report the findings to the principal. With thorough analysis of outcomes and based on IQAC report, corrective actions, need of further processes and deployment of resources has to be done by head of the Institute.