

NEP 2020



Institutional Development Plan

Submitted to Director of Higher Education, Assam

By Bapujee College, Sarukshetri



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1. About Institution: Bapujee College is one of the most prestigious higher educational institutions in the eastern part of Barpeta District which includes a large region of Paka and Sarukshetri Mauza. The college is named after Mahatma Gandhi (Bapujee), the "Father of the Nation," with the primary goal of instilling in students the noble virtues of truth, nonviolence, love, and other humanistic values promoted by Mahamanav Mahatma Gandhi. On 7th August 1970, a few respectful and enthusiastic knowledge-thirsty individuals from Sarukshetri and Paka Mauza established this institution. The college campus is located in a low-lying area of Barsala Bilar Pathar, currently known as Bapujee Nagar within larger Sarthebari, which is well-known for its bell metal industry. It is making progress in spreading higher education in this remote area. In 2004, the "National Assessment and Accreditation Council" (NAAC) of the UGC awarded the college a 'B+' grade and in 2016, the college was awarded a 'B' grade. In 2020, the college celebrated its 50th anniversary, and in 2022, it celebrated its Golden Jubilee in the presence of Jagadish Mukhi, the then Honorable Governor of Assam. To address the multidisciplinary nature of NEP 2020, the institution is now working to establish a science stream.

2. Institutional vision: The College seeks to establish itself as a premier institution of higher learning and a hub of excellence in the field of education by instilling and fostering in its aspirants the values of humanity, globality, a spirit of tolerance and brotherhood, and contemporary scientific thought. It already serves as a thriving centre for co-curricular activities that advance and fortify the best traditions of the area and its civil society. The college also wants to evolve into a technologically cutting-edge campus so that the aspirants can carry out the purpose of developing human resources to pass the dual criteria of academic excellence and social relevance. To meet the demands of new-age education and new educational policy, the college is on the path of transforming itself into a multidisciplinary scientific stream institution, having digital classrooms, library etc.

3. Mission of the institution: The purpose of our College is to successfully achieve our vision. Our institution focuses on building the entire graduate attributes among our students. The college offers equal opportunity to applicants irrespective of Gender, Race, Ethnicity, Location, Caste or Religion. We present the newest updated courses and workshops in the areas of science, humanities, and skill development courses in order to cope with the current socio-economic global situations. We also continuously upgrade our identity, infrastructure, and human resources. By teaching and providing financial support to students of the impoverished and disadvantaged segments of our society, we ensure the peaceful growth and development of our society and encourage them to participate and contribute to the welfare of all people. The College polishes its aspirants with a spirit of fraternity, tolerance, and universal human values with the goal of helping them live with a noble purpose and in peace with others.

4. Brief profile of the college

Name of the Institution	Bapujee College, Sarukshetri
Year of establishment	7th August 1970
Address of the Institution	P.O.-Sarthebari, District: Barpeta, State: Assam, Pin- 781307
Name of the Affiliating University	Gauhati University, Guwahati
Nature of the Institution	Arts Degree College (Science stream under process)

Type of the Institution	Provincialised under Govt.of Assam
NAAC Re-Accreditation	August 2016 Grade “B”
Autonomous Status	Non-Autonomous

5. Brief institutional development plan: In order to improve the institution's strength, appeal, and purpose, the college has created an institutional development plan that takes stakeholder requirements into consideration. The College established the IDP Committee, which made sure that the College's vision and purpose served as the cornerstone and proposed interventions that would help the College fulfil its potential to the fullest. The Committee put up the following recommendations as a thorough road plan for the period 2021–2025. Almost all areas of institutional development are covered by the institutional development plan. The following is a list of the priority areas suggested by the College's IDP committee:

6. Academic Journey Ahead 2021: The College has been an innovator in introducing cutting-edge programmes that will benefit society in general and the student community in particular. Besides existing courses on (a) vocational computer courses (b) diploma in cutting and knitting (c) honours and general courses in English, Assamese, Education, Economics, Geography, Political Science, Philosophy, History and general courses in Sanskrit and Mathematics. The college is planning to offer the following programmes within a time-bound period-

- a) Integrated PG in Education (under process)
- b) Diploma in Electrician (under process)
- c) Diploma in Beautician (Under Process)
- d) Diploma in Data Entry (Under Process)

The plan includes augmentation of laboratories for diploma courses in computer, electrician, and tailoring, and it has been supported by several governmental entities as well as the institution itself. The college also intends to include 100% smart classrooms by 2025, with an independent building already set up and ready to use.

7. Academic Excellence: The College will focus on academic excellence, and the following approaches will be used to attain academic excellence:

- a. Syllabus adoption and design
- b. Providing E-content to all students
- c. Continuous Assessment

a. Syllabus adoption and design: A syllabus must be carefully planned in aiding successful in aiding student learning. Selection of relevant course materials, organizing the information in a logical sequence, and combining diverse teaching and learning methodologies are all part of this process. The college is in accordance with the Gauhati University curriculum and is prepared to apply the new syllabus developed under Gauhati University's NEP-2020. The institution is also aiming to build new skills and knowledge for today's world by creating syllabi for various disciplines and courses. The institution rigorously guarantees to instil various information and skills through various short-term add-on courses that are made available to all interested students.

b. Providing E-content to all Students: Giving all pupils access to E-content is a key undertaking that may improve access to educational materials and boost learning possibilities. One of the primary benefits of E-content is its capacity to reach a diverse student community

regardless of geographical location or socioeconomic background. It has the potential to bridge the gap between urban and rural communities by giving equitable access to educational resources and eliminating learning discrepancies. Students in rural or underdeveloped locations can access the same high-quality educational resources as those in more developed areas. The rural setting of the college encourages the use of digital and internet resources. The college has a robust web platform for distributing e-content to students. This online web platform can be accessed at <https://bapujeecollegeonline.co.in>.

c. Continuous Assessment: Continuous Assessment (CA) is essential for improving the learning experience and fostering student growth. It entails evaluating students' progress and performance throughout the course or academic year, offering continuing feedback, and providing chances for growth. The college uses the following approach for student Continuous Assessment:

1. Promoting active learning: Students are encouraged to actively interact with the course material, participate in class activities, and complete regular assignments through Continuous Assessment. College professionals focus on various class activities to promote active learning and attention retention. Various MoU and academic exchange programmes as well as special talks and webinars are held on a regular basis to promote active learning in the classroom.
2. Timely feedback: Students receive timely and constructive feedback on their performance through Continuous Assessment. College faculty do SWOT analysis for students in order to enlighten their strengths, weaknesses, opportunities, and threats to their academic careers. This feedback assists individuals in identifying their strengths, areas for development, and specific steps they may take to improve their learning results. It enables immediate intervention and adjustment to correct any gaps in comprehension.
3. Personalized learning: Continuous Assessment acknowledges that each student has distinct learning requirements and talents. Personal attention is provided to students, and faculty members serve as mentors to students, recognising their desires, strengths, and weaknesses. Teachers can adjust training to individual learning styles and speed by constantly monitoring student progress. This personalised approach promotes student development and helps them reach their full potential.
4. Skill development: Continuous Assessment emphasises not just topic knowledge but also the development of skills necessary for academic achievement and beyond. The college arranges a variety of skill-based student-centric courses, such as student seminars, in which students are encouraged to express their opinions on a variety of themes utilising technological equipment such as laptop computers and projectors. Furthermore, students are encouraged to submit their research subjects and papers at numerous national and international conferences. It allows students to practise and display critical thinking, problem-solving, communication, cooperation, and other essential abilities.
5. Motivation and engagement: Continuous assessment keeps students interested and motivated throughout the learning process. Regular assessment of assignments and comments assist students in tracking their progress and maintaining a sense of accomplishment, encouraging a positive attitude towards learning.

8. Enterprise Resource Planning (ERP) Implementation: The College has focused on automating its examination and admission processes. The college's admission process is mostly managed via the College web portal, while the examination process is handled by the Gauhati University examination portal. The College has created in-house software solutions

for admissions automation. The College will include a full-fledged attendance tracking system for professors and students via the online portal.

9. Campus area networking: Campus Area Networking (CAN) is the connecting of numerous buildings or regions in a college to form a local area network (LAN) infrastructure. It enables the seamless sharing of resources, data and services across campus, promoting communication and cooperation among users. The college intends to give internet access to all students in order to make online e-content accessible to all. The institution currently has a limited internet connection on the west side of the campus. The institution now has a WiFi auditorium and classrooms that are well-equipped to offer online classes, conferences, and webinars.

10. ICT-enabled classrooms: ICT-enabled classrooms, also known as technology-enhanced classrooms, are learning environments in which ICT tools and resources are incorporated into the teaching and learning process. To enhance the teaching experience, these classrooms make use of electronic devices, software programmes, multimedia material and internet access. Bapujee College is technologically advanced. It features all of the high-tech facilities for the new-age classroom infrastructure and can host national and international events. By 2025, all classrooms and labs should be ICT-enabled for effective learning. In a methodical manner, solutions such as Digital Boards and Hybrid Learning tools will be implemented.



11. Online student services: All common student services, including Bonafede certificates, Discharge certificates, migration certificates, and verification mechanisms, are currently made available to students of the College by the Gauhati University for smooth administration.

12. Infrastructural augmentation: The infrastructure of a college is critical to its development since it allows students to focus on their overall development in their academics. The college has adequate classrooms, smart classrooms, laboratories, computer resource rooms, libraries, office buildings, auditorium, seminar hall, examination hall, toilet facilities, playground, Teachers common room, students' union room, canteen, NCC room, parking area, hostel, and so on. To meet the expectations of NEP-2020, the institution has a Botany, Zoology, and Chemistry lab for the seamless implementation of the scientific stream following consent from the Government of Assam. The college is constantly monitored by closed-circuit television (CCTV) throughout the clock.

13. Auditorium: The institution features an auditorium with a minimum seating capacity of 200 for co-curricular events. Considering the auditorium is internet-connected, it can host events such as lectures, webinars, workshops, and conferences. The institution plans to upgrade it into a soundproof and air-conditioned auditorium for more efficient programme organisation and management.

14. Campus beautification and classroom security: Bapujee College has a lovely campus with gardens and plantations that are ideal for NEP and the overall academic environment. For improved classroom facilities, there are tiled classrooms with fans, lighting, and CCTV cameras for student safety. To maintain order, the institution also includes a suitable parking area for faculty and students' vehicles. In addition, for the comfort of female students, the college is well equipped with a girls' hostel.

Our main vision will be to beautify the campus and increase classroom security: To make College attractive all necessary measures will be taken to beautify the campus which will include civil works such as cladding of corridors with tiles, face-lifting the front façade of the college. Repainting of college walls and classrooms, installation of ACs in labs, installation of smart TVs in classrooms and making classrooms secure by installing robust doors to accommodate digital board/ digital podium or overhead projector safety. Arrangements will be made to display photographs of various great scholars and martyrs of the society on the walls to enhance the beauty of the classrooms as well as knowledge of the students. A Badminton court and volleyball court will be provided on the college campus for the development of sports aspects of the students and for the entertainment of the faculty. There will be various graffiti art on the walls of the college and classrooms. To enhance the beauty of the college pond, it will be cleaned and lotus flowers will be planted in it.

15. Administration, Examination and Admission Verticals: The College has a separate administrative building for the smooth functioning of the institution. It has a permanent principal and a sufficient number of office assistants and grade-IV employees. All the tasks relating to administration viz. admission, conducting of examination, RTI, documentation, etc. are being done properly without hesitations. There is a library containing a good number of books and they are being issued from time to time by the students. The library is served by a librarian along with a bearer and a library assistant. Recently, the college took the initiative to make the library digitalized. Twenty-five faculty members from 9 different disciplines have been teaching the students every day. For the sake of new-age learning at the institution, the college provides projector-oriented equipped classrooms, auditoriums etc. To make the admission process more convenient, the college opens a web portal for the student. Regarding examination, the college strictly abides by the rules and regulations of Gauhati University. **Recently, the then Governor of Assam, his Excellency Prof. Jagadish Mukhi** visited the college on the occasion of the Golden Jubilee celebration last year and appealed to the

government of Assam to introduce a Science stream in the college. Recently, the file has been forwarded by the DHE, Assam to Secretariat and is pending approval. The present campus is located in a total area of 14 Bighas of land and another 40 Bighas of campus plot is available at the proximity of the main campus for further proliferation of the college.

16. Parking area development: In recent years the college has witnessed an increase in the number of both two-wheelers and four-wheelers of the stakeholders. In order to provide safe, disciplined and congenial parking, the college will develop three parking slots, the first is for bicycles, the second for scooters and motorbikes and the third for four-wheelers.

17. Canteen renovation: The College will upgrade the canteen by making it more attractive and hygienic. Moreover, provisions will be made for better sitting arrangements for everyone.

18. Hostel renovation: The College will renovate the existing girl's hostel by constructing a compact guard wall and enabling a secured campus with CCTV coverage. Necessary steps will be taken for the construction of a boy's hostel with a separate accommodation facility for caretakers and superintendents of the said hostels.

19. Capacity building: Our institution thrives to increase the capacity building programme as an important and necessary tool to further develop student abilities, skills, academic and scientific temperament and to strengthen these faculties in order to adapt, survive in an ever-changing world, specifically in a post-covid society.

- a) Innovative and transformative approaches to Education
- b) To increase the gross enrolment ratio of students, especially girl students and specially-abled students. For this specific purpose, the faculty of our institutions visit nearby schools and villages to motivate students as well as parents.
- c) To reduce gender discrimination in the teaching-learning process.
- d) To provide a safe and secure environment for students.



20. Objectives of capacity building: The most common and universally accepted objective of capacity building is to achieve SMART- Specific, Measurable, Achievable, Result Oriented and Time-bounded. Our institution is no different and aims to converge its resources to cater to these objectives for a more feasible educational environment. Nevertheless, the institution has some specific objectives in its vision-

- a) Specific training programmes for the teaching staff across all disciplines in general and departments in particular for a more rigorous upgradation of skill sets both in the classroom and academia.
- b) Organizing seminars, classroom discussions, group discussions, symposiums, field studies and educational tours for a more universal outlook.
- c) Organizing workshops for developing student leadership and action-oriented training to respond to localised disaster management issues.
- d) Computer-based and IT training for both teaching and non-teaching staff for better organization of the academic and vocational training programmes among the students.
- e) Enabling the students with practical training to be productive and equipped enough to compete alongside new trends. For example, our institution has a detailed plan to organise a series of workshops in collaboration with the College of Horticulture, Nalbari to increase interest among students in organic farming and market activities.
- f) Increasing the personal mentorship program of the teachers to cater to the special needs of students.
- g) Faculty members will keep themselves updated on the changing trends and latest developments in their particular subjects.
- h) Special training programmes for the students to utilise opportunities.

21. Structure of capacity building: The aim is to enhance INDIVIDUAL SKILLS, ORGANISATIONAL INFRASTRUCTURE AND SYSTEMIC DIVISION OF STRUCTURES AND ROLES. The structural organization shall incorporate both Teaching and Non-teaching staff for better implementation of the objectives.

22. Functions of capacity building: Capacity building of an educational institution helps in empowering an entire community to take control of their needs, priorities and long-term development. Our institution has been devising a long-term plan to create a student community to actively take part as agents of social change. The functional specificities are mentioned below-

- a) Planning, implementing and monitoring all the capacity building programmes.
- b) To extend the programmes initially within the Barpeta district and eventually extend collaboration with bigger ventures like State Universities, National Institutions and Central Universities.
- c) Identify and bring in resource persons from various specialized fields.
- d) Equip the classrooms with effective instruments of learning for the implementation of practical courses.

23. Requirements for capacity building

- a) The institution has 4 smart classrooms as of now and is expected to have at least 7 by the year's end.
- b) The classroom sitting capacity to be increased with an increasing ratio of enrolment.
- c) Toilet facilities for specially-abled students.
- d) Generators for power backup during academic sessions and ongoing programmes.

- e) Institutions require a student coordinator for engaging the student community more actively on campus. Accordingly, our institution constitutionally elects a body of student members every year.
- f) Our Institution has a central Library accessible to all Students and Teachers during college hours and Departmental Libraries and Teachers' Unit Library primarily for use by the Faculty.
- g) Our Institution has a separate office staff to assist the Principal and designated Departments. At present, the College is planning to construct a separate cabin for Computer typists to make the official work effective.

24. Special initiatives for skill, innovation and Research under NEP 2020

1. Regarding skill development the institution started the vocational courses of cutting and tailoring, computer entry course, beautification course, and electrician course under NSDC.
2. The college intends to make the institution a 'smart college' in collaboration with NSDC.
3. The college has a research and a policy development committee to implement the NEP-2020, to cultivate research minds, and innovativeness among the students and teachers' community.
4. The IQAC of the college plan to publish a research-based journal and book.
5. Dr Munin Saikia, a reputable research advisor affiliated with Gauhati University, is now supervising three research assistants in the history department of Bapujee College.
6. The College intends to publish a students' e-journal.

25. E-Content creation and E-content centre: To support blended learning, the institution plans to construct a cutting-edge e-content development hub with lecture recording and live broadcast capacity. The college is now employing YouTube, Google Drive, and a website to distribute e-content.

Step1: Complete Assessment in terms of Access, Quality and Future Readiness

ACCESS	
Gender Inclusiveness and Equity	<ul style="list-style-type: none"> ▪ Providing equal opportunity irrespective of Gender ▪ Various programmes catering to gender equity ▪ Gender sensitization actions plans for equality concerns ▪ Undertaking for both students and faculty of maintain Gender Audit ▪ The college is immensely supportive towards the differently able Faculty at the Department of Political Science.

Inclusion of Socio-economic Deprived Groups (SEDGs)	<ul style="list-style-type: none"> ▪ Bapujee College is a provincialised college, affiliated to Gauhati University & adheres to the reservation policy of the government of Assam. This is done in respect to the admission of students to various programmes offered in the college. ▪ Financial assistance to students belonging to economically weaker sections. ▪ Student monitoring and mentoring on a regular basis. ▪ Student counselling facility.
Open and Distance Learning (ODL) education	<ul style="list-style-type: none"> ▪ Management system for online learning partially. ▪ Online platform for the teaching-learning process. ▪ Centre of K.K Handique, an open and Distance learning centre.
Proliferation of Indian languages	<ul style="list-style-type: none"> ▪ The process of teaching-learning is done through the Assamese language along with English language as per guidelines of the affiliated university. ▪ Courses are offered in the following languages as subjects- 1. Assamese 2. Sanskrit 3. English

QUALITY

Multidisciplinary and holistic approach to education	<ul style="list-style-type: none"> ▪ Bapujee College, Sarukshetri offers B.A, Mathematics [Regular] under Gauhati University. ▪ Additional courses on GIS and Remote Sensing under Geography Department. ▪ Skill development courses like Beautician, Electrician, Computer Data Entry, Cutting and Knitting etc. ▪ Student Club for Music and Folk Dance.
Flexibility of courses	<ul style="list-style-type: none"> ▪ The undergraduate courses are running as per new CBCS guidelines under Gauhati University. ▪ Various vocational and skill-based additional courses are offered.
Indian Knowledge System	<ul style="list-style-type: none"> ▪ Bapujee College offers a regular UG programme in Sanskrit. ▪ Students can enrol in various courses on the Indian knowledge system, Indian History, Human Rights etc.

<p>Research, Innovation and Ranking</p>	<ul style="list-style-type: none"> ▪ Regarding skill development the institution started the vocational courses of cutting and tailoring, computer entry course, beautification course and electrician course under NSDC. ▪ The college intends to make the institution a ‘smart college’ in collaboration with NSDC ▪ The IQAC of the college plan to publish a research-based journal and book.
<p>Capacity building of faculty</p>	<ul style="list-style-type: none"> ▪ The College encourages to conduct of academic seminars, symposiums, debates, workshops, FDP etc for boosting research and academia. ▪ Drinking Water facilities, toilets, student recreation hall, libraries, laboratory etc. ▪ The College has a nice soothing environment with greeneries in and around the campus.

FUTURE READINESS

<p>Encouraging internship/ apprenticeship</p>	<ul style="list-style-type: none"> ▪ Bapujee College in line with the current needs of the students and academia. The College has a career counselling and placement cell for boosting the confidence of students for future career and research goals. Different counselling programmes are regularly organized by the IQAC and the respective Departments. ▪ The College also aims to increase the recruitment of its students in various government departments as well as the private sector by giving free coaching facilities by collaborating with local coaching institutes like Tejas Academy. ▪ Special Talks are conducted on a regular basis by inviting notable alumni and distinguished persons for giving motivational speeches and guidance to crack different competitive examinations.
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<p>Integration of ICT</p>	<ul style="list-style-type: none"> ▪ In-house online learning system has been developed and operative which can be accessed at bapujeecollegeonline.co.in ▪ The college is equipped with full-fledged smart classrooms and video conference room. ▪ Our college is capable of conducting e-classes by using various online platforms such as Google Meet, zoom, Webex etc. ▪ College regularly monitors and encourages students for taking courses on e-platform such as Swayam, courses etc. ▪ As per the rule of the Assam Government, collaboration with Infosys, the students and the faculties of the college will be given the opportunity to learn new age skills by using Infosys, an e-learning platform.
<p>Internationalization</p>	<ul style="list-style-type: none"> ▪ The college is always trying to extend its reach at the international level. The Department of Education had already successfully conducted a week-long international workshop on infusing problems and project-based learning in curriculum and teaching as envisioned in NEP in collaboration with Edu Energy, Singapore.

Step 2: Vision for the next 15 years in line with NEP 2020

1. Offering new skill-based programmes and PG in Education and science stream subjects.
2. The college aims to provide contemporary subjects like data analysis, computer science, website designing etc.
3. The college will provide scholarships on the following subjects awarded by Dr Preetam Kumar Pathak–

a. Assamese Department:	Syed Abdul Malik Award:	Rs. 5000/-
b. Economics Department:	Maniram Dewan Award:	Rs. 5000/-
c. Education Department:	Indira Miri Award:	Rs. 5000/-
d. English Department:	Radha Govinda Barua Award:	Rs. 5000/-
e. Geography Department:	Md. Taher Award:	Rs. 5000/-
f. History Department:	Sir Edward Gait Award:	Rs. 5000/-
g. Political Science Dept:	Kasturba Gandhi Award:	Rs. 5000/-
h. Philosophy Department:	Sarvepalli Radhakrishnan Award	Rs. 5000/-
4. The regular motivation of faculties by renowned dignitaries and college authorities for academia, administration and social work.
5. A proper Pupil-Teacher-Ratio (PTR) is followed by the college for personal mentorship and attention.
6. Strong Grievance Redressal system is followed and maintained by the college authority.

7. College strictly follows all rules regarding no-discrimination, anti-harassment rules, and anti-ragging.
8. Faculties and office staff including the principal attend different leadership and training programmes for continuous professional development.
9. To cope with the global education system and to promote creative work the college Acquaint and support the faculties for conducting innovative teaching go for research in unexplored fields.
10. To create excellent performance among the faculties in the field of teaching, learning and research in particular and service in totality, rewards, and recognitions will be provided.
11. Students' support system will be made more effective for the betterment to their own and to the society and institution.
12. Development and use of supportive technology tools for better participation and learning outcomes.
13. Increase the employability opportunities in virgin fields by offering carrier guidance programmes, workshops, lectures, and visits in the nearest different farms, industries, real estate etc.
14. College provides regular counselling and mentoring programmes for social, emotional and academic support.
15. Take initiatives to Provide and develop more quality study materials in local languages.
16. Motivate both the teachers and students to engage in research work.
17. To increase health awareness within and outside the college, the institution organizes different awareness programmes, workshops and medical camps with the help of the district health centre.
18. Periodical plantation programmes are organized by the college with the initiative of NSS, NCC and the Students union body to make a sustainable environment.
19. Boost up MoUs with institutions of national and international importance to undertake collaborative work in research and teaching and to facilitate faculty/student exchange.
20. Conduct outreach programmes on higher education opportunities, scholarships, skills and entrepreneurship among 'socio-economically disadvantaged groups' (SEDGs).
21. Framing a mechanism for regular communication with all the stakeholders, so that they can be aware of new information in teaching-learning, research and community service; collection of feedback on various aspects of the college, its scientific analysis and action taken.
22. Fostering greater engagement with the alumni in various fields of activities of the college.
23. Improving engagement with the local community.
24. Incorporating the principle of sustainability in all spheres of policies as well as in activities.
25. Attempt for collection of budget to make a completely disabled-friendly college campus.
26. Allocation of budget for ERP management.
27. Initiative will be taken for collection of both central and state govt. financial grants and creating new sources of income with the help of existing resources.
28. Undergo regular accreditation of the institution by the appropriate body with the aim to attain the highest level of accreditation over the next 15 years.

Step 3: Mission statement of the institution

The college strives to achieve its vision by:

- Spreading intellectual exercises within and outside of the campus, interaction and exchange of different programmes, in order to lift the students in particular and diverse communities in general.

- Boosting existing disciplines and nurturing emerging disciplines in order to cope with the rapidly changing world.
- Inculcation of objective historical knowledge for socio-cultural assimilation.
- To acquaint the students with emerging technologies and tools and to create skilled manpower for bridging the gap between social needs and higher education.
- Imparting knowledge on sustainable development, creativity not only for human welfare but for all creatures.
- Cultivating democratic ideals, self-responsibility, social commitment and independent thought among students and surrounding society.

Step 4: Identification of strengths, capacities and organizational gaps

Current Strength and Capacity:

- The College maintains a Cordial relationship among all the stakeholders i.e. students, teachers and society.
- The college administration tries to work in a multicultural atmosphere respecting each other's culture resulting in a collaborative co-working space.
- Bapujee College administration allows education accessible to all sections of the society by attracting students from all sections of society. The College has an active participation in the nearby schools and communities; it always tries to uplift the marginalized section of society.
- The college environment is gender fluid. Dr Mukul Kumar Sarma, faculty of the English department, is an activist of the LGBTQ community. He is an advocate for their rights and participates in awareness programmes with the help and support of the college community.
- College encourages the idea of learning by doing, it always puts its students to the problem and tries to find solutions by themselves. The faculties of the college strictly follow a student-centric learning process.
- College is moving towards the inclusion of a number of skill-based courses. Some of the currently running professional courses are Vocational Course in Computer Science, Cutting and Knitting etc.
- Internal complain committee, Anti-ragging committee, and anti-sexual harassment committee are in place and working properly.
- The College tries to capture funds from different sources such as Funds from Govt. of Assam, Central Govt. (under Govt. UGC, RUSA, DBT, MoE), Local Gram panchayat and MLA funds. All the funds are then used in a wise and judicious manner.

Mitigation of the identified gaps

- To start new programmes (Integrated PG in education) and other skill-based courses. Necessary measures will be adopted in collaboration with Gauhati University, Govt. of Assam and other Agencies.
- The opening of the science stream is in progress.
- Designing syllabi to start different skill-based and contemporary knowledge-based add-on courses.
- The College has already adopted two villages for socio-economic development i.e. Hilepara and Garartari and is planning to adopt more villages in the near future.

- College is trying to automate the majority of the work by means of web-based applications and portals.
- Facilitates regularly participate in online and Face-to-face training programmes organised by UGC/IGNOU, ISRO, Delhi University, Jawaharlal University, Gauhati University, and North-east India Hill University on leadership training.
- Projected to have all the classroom ICT enabled apart from the currently functioning ICT classrooms by the end of 2024

Step 5: Identify long-term and short-term institutional goals

Long-term Strategy

1. The institution plans on offering new programmes like MA in Education, Integrated BED and some vocational courses in the Bell metal industry, Weaving etc.
2. The institution will introduce at least one Add-on course from each Department and need-based course like Bee keeping, Mushroom Cultivation for multidisciplinary and holistic development.
3. Provision of field study to know the locality and traditional aspects for holistic development.
4. For a cordial relationship with the different HEI by the establishment of the MoUs student exchange programme to be guided.
5. To nurture the creativity and skills of the students by providing mentoring system to all the students.
6. Encouraging the teaching faculty for research-based and innovative teaching.
7. To promote the e-governance system.
8. The College aims to build a full-fledge Skill Based Campus in its 40 bighas of land that is attached in proximity to its main campus.

Short-term strategy

(i) Curricular aspects

TARGET

1. Promote multidisciplinary and holistic education by introducing more add-on courses.
2. Organizing field visits for students to places of important historical, cultural and scientific sites.
3. Promoting Indian languages and culture by encouraging students to participate in folklore, creative writing, drama, recitations etc.
4. Encourage flexible and holistic learning by taking Education out of the currently rigid structure.
5. Establish a centre of career guidance for placement of students which will be connected to all the existing departments.

STRATEGY

1. Initiate outcome-based education (OBE) to prioritize the end results of student activities both academic and skill-based.
2. Add-on courses will be based on newly designed study materials
3. Encourage students to attend Job fairs for better placement opportunities.

(ii) Teaching, learning and evaluation

TARGET:

1. The institution shall thrive to ensure high-quality output consistently to place itself as a primary choice of the institute in the greater locality.
2. Online mode of teaching-learning is to be strengthened by developing our own Learning Management System.
3. The institute shall identify the unique needs of the weaker students and try to uplift them by giving special classes and mentoring.
4. Encourage the students to be Global citizens (Think Global and act Local) by improving their awareness about current socio-political and environmental scenarios.
5. Encourage a more advanced feedback system.
6. Student-centric teaching-learning process with special emphasis on ICT.
7. Strengthening the mentoring system with the help of college faculties and professional guest lecturers.

STRATEGY:

1. Encourage students and teachers to pursue online courses.
2. Discuss the outcomes of session exams and class tests with the students to make them aware of their shortcomings and future possibilities.
3. Remedial courses for slow learners.
4. Faculty Development Programs to encourage teachers to incorporate new teaching-learning methods.
5. Group discussion, class debates, group projects etc to improve teamwork among students.
6. Arranging programme on innovative teaching, pedagogy, classroom delivery techniques, etc.
7. Completion of the remaining work for the digitization of the central library.

(iii) Research, innovation and extension

TARGET:

1. Research culture is to be encouraged among the Faculties as well as the students.
2. MoUs with premier institutions and take up collaborative research projects.
3. Encourage faculty members to have major/ minor projects.
4. Exposure of faculty members through joint research ventures and projects with faculties from foreign universities.
5. Prevention of plagiarism by introducing plagiarism checking software
6. Encourage Startups, especially in the local resources like bell metal, to create an innovative ecosystem.
7. Assist Government and local bodies in community-based projects.
8. Adoption of more villages.
9. Encourage research projects by students and research work by faculties on local issues.

STRATEGY:

1. Promote interdisciplinary research within the college.
2. Encourage students to publish their research-based project work by collaborating with their respective guides.

3. Encourage innovative research among teachers and students which is relevant to the current world scenario.
4. Undertake awareness programmes on various Government schemes for the community.
5. To provide a platform for students to explore their ideas and transform those into the prototype and reality in future.
6. Value-based projects with the neighbouring schools.
7. Promote students to work on internship projects for industries, NHRC etc.

(iv) Infrastructure and learning resources

TARGET:

1. Improve and upgrade campus infrastructure according to the changing needs.
2. Enhance the use of ICT in the teaching-learning process and administrative work.
3. To revamp existing academic and other common facilities like Playground, Gymnasium etc.
4. Introduction of differently-able friendly initiatives special toilet facilities and ramps to facilitate easy movement.

STRATEGY:

1. Upgrading the already existing centralized Wi-Fi system and by 2024 ICT-enabled classrooms in the entire campus, modernization of computer labs and fully automated library.
2. Installation of solar panels.
3. Up gradation of college canteen facilities.
4. Establishment of the botanical garden and nursery.
5. Raise funds to buy scientific and technical equipment accessible by all departments.
6. Provision for boys hostel and improving the existing girl hostel facilities.
- 7.

(V) Student progress

TARGET:

1. To increase Student exchange programmes.
2. Provide scholarships for students.
3. Establish placement activities.
4. Proper counselling cell catering to the needs of students.
5. Analysis of student progression on a regular basis.
6. Enhance the employability skill of the students by providing various vocational courses and practical training.
7. Upgrading from partial to the automated central library.
8. Encourage start-ups based on local ventures and entrepreneurship.

STRATEGY:

1. Identify financially weaker eligible students and provide financial help.
2. Reach out to NGOs and other philanthropic organizations to extend financial help to cater to the scholarship needs of the SEDGs.
3. Conduct job fairs in collaboration with other institutes.
4. Special classes and mentoring for slow learners.

5. Establish various student clubs to nurture the creativity of the students like Drama clubs, Poetry clubs etc.
6. Organizing capacity enhancement programmes like special training based on vocational and practical skills.
7. Enhance the leadership capacity of the students to take the lead on various projects and programmes, especially girl students.
8. Establishing a Start-up incubation centre to support the entrepreneurship ventures of the students.

(VI) Governance & leadership quality

TARGET:

1. Promote decentralization of administrative mechanisms with more transparency and accountability.
2. Upgrade the proliferation of the Indian knowledge system in the curriculum.
3. Establish facilities for Faculty members to prepare e-content under MOOC.
4. Regular accreditation of the institution by appropriate bodies like NAAC.
5. Apply for Financial grants to Central and State govt. for infrastructural development.

STRATEGY:

1. Promote participation of the teaching staff in FDPs like refreshers, orientation programmes and short-term courses.
2. To facilitate participation in various online training programmes organized by UGC/IGNOU on leadership training.
3. To make the existing Grievance Redressal Committee, anti-ragging Committee, and Anti-Sexual Harassment Committee more approachable with the active participation of staff and students.
4. Regular submission of detailed Project Reports to various agencies for funding.
5. To increase the competence of the Faculty members and non-teaching staff, development programmes like workshops, seminars and conferences are organized.

(V) Best practices

TARGET:

1. Eco-friendly practices for Sustainable Goals like re-use of plastic materials.
2. Awareness programmes regarding burning environmental issues.
3. Visiting nearby schools for special classes and motivational speeches to encourage students to Higher Education.
4. Efforts to leave a footprint beyond local societies by creating examples of sustainability.

STRATEGY:

1. Installation of solar panels, and use of LED bulbs for energy conservation system.
2. To limit the use of paper and facilitate complete online office administration.
3. Preservation of the planted trees and plant new species in the ecosystem.
4. Strengthening the Environment & Climate cell and encourage students to form eco clubs.
5. Observation of environment-related commemorative days.

6. Initiate programmes for Transgender Communities.
- 7.

Step 6: Identify Long term and Short term institutional barriers

1. Drop out of students due to socio-economic conditions.
2. Lack of sufficient infrastructure and manpower to run multidisciplinary courses.
3. There are no sufficient industries/companies in the Sarukshetri area for the internship of the students or enhancing employability.
4. A few faculties are not experts in the use of IT facilities in teaching-learning process.
5. For the implementation of e-governance insufficient funding.
6. Lack of willingness among the parents to attend any kind of academic activities of the students.

Step 7: Develop a year-wise tentative solution to overcome the barriers

Barriers	Tentative Solution	Timeline (year)		
		5	10	15
Drop out of students from the College due to socio-economic conditions.	Awareness programmes for students, parents and society in different educational and non-educational institutes.	√		
Dropout students of Socio-Economically Disadvantaged Groups.	Encourage students to take different government, and non-government scholarships and sponsored programmes.	√		
	An appeal will be made to NGOs and charitable individuals/groups to provide financial assistance to students from socioeconomically disadvantaged groups (SEDGs).	√		
	Students are also encouraged to take vocational courses to get themselves self-employed	√		
Challenges of running multidisciplinary courses	Try to acquire more grants from different governmental and non-governmental agencies		√	
	Search out national and international resources and manpower for collaboration to run courses.		√	
Research-oriented works	Encourage faculty for different research-based programmes by providing different incentives and awards.	√		

There is no sufficient industry/ company in Sarukshetri area for the internship of the students or enhancing employability.	The College will aim to collaborate with local enterprises for enabling students to self-employment.	√		
A few faculties are not well-trained in the use of ICT facilities in teaching-learning process.	Organise awareness programme and workshop	√		
Inadequate funding for implementation of full flagged e-governance	Apply for financial grants to State and Central Govt., and other agencies		√	
Lack of willingness among the parents to attend any kind of academic activities of the students.	Conducting Parent-Teacher Meet (PTM) in blended mode (online and offline)	√		

Step 8: Leadership Strategy

In higher education institutions, innovation and quality are fostered through effective governance and leadership. It requires the leaders in higher educational institutions to show strong alignment with the Constitutional principles and the institution's goal, as well as qualities like trust in collaboration, the capacity to collaborate with individuals of different backgrounds, a strong sense of social responsibility, and pluralism with a positive attitude. Keeping in view, the following efforts will be implemented to encourage faculty members to develop their leadership abilities:

1. For the best possible use of human resources, identify and reward educators with outstanding academic spirit and leadership characteristics.
2. Excellence in teaching, research and services will be incentivized through appropriate rewards and recognitions and will be encouraged and motivated to be an institutional leader.
3. Faculties are provided with leadership roles and responsibilities for their upliftment and professional development.
4. College frequently arranges faculty orientation programmes and academicians from different institutes are invited for motivating faculties for better governance and teaching practices.

Step 9: Action plan for year-wise implementation of the proposed IDP with specific timelines

Proposed plans	Action plans	Timeline (years)		
		5	10	15
Offering new programmes like Integrated B.Ed, B.VOC, PG in Education, Philosophy, Assamese, Geography, History.	<ul style="list-style-type: none"> Apply for permission to appropriate bodies to introduce the programme. Apply to Govt. to recruit of faculties for the programmes. Framing a track record to know the learning outcome. 		√	
Offering more Add On Courses like Value Education, International relationships between India- China, Philosophical Counselling, Web Designing, Bee Keeping Mushroom Cultivation, Bihu, Tabla etc to encourage a multidisciplinary and holistic approach.	<ul style="list-style-type: none"> Preparation of the syllabus of the courses and study materials. Augmentation of laboratory infrastructure as required. 		√	
Field study by students to inculcate knowledge of history, folk & culture, traditions, and indigenous literature as a part of holistic education.	<ul style="list-style-type: none"> Allocation of Budget for the students' visit. Seeking permission and applying for financial grants from respective competent authorities. Set up of MoUs/ linkages with the competent authorities. Entering the visit schedule in the academic calendar. 	√		
Introduction of new pedagogy that supports student-centric learning.	<ul style="list-style-type: none"> Organise faculty development programme. Organise in-house interaction sessions to discuss and share the idea and knowledge of the faculties. 	√		

Set up of MoU with other institutions for better academic relationships.	<ul style="list-style-type: none"> • Communicate with them for information. • Organise seminar/ workshop and invite resource persons from other institutions 	√		
Opportunity for a research internship with other higher education institutions or research institutions.	<ul style="list-style-type: none"> • Set up MoU with other HEI/ research centres. • Organise seminars/ workshop and invite the resource persons. • Budget allocation to organise the programme. 	√		
By introducing student exchange programmes for increasing quality-based education.	<ul style="list-style-type: none"> • By MoU with HEIs for the student exchange programme. • Organised FDP at the national and international level for the professional development of faculties. 	√		
Providing guidance, Counseling and mentoring system to all students.	<ul style="list-style-type: none"> • Assigned teacher–mentor to each student. • Regular sessions with mentors–mentees which include routine work. • Organise FDP on mentoring. • Appointing a counsellor for the mental health of the students. 	√		
Nurture the creativity and skills of the students.	<ul style="list-style-type: none"> • Assign in-charge from staff to look after the activities of students. • To develop leadership quality in students through students union. 	√		

<p>Holistic feedback mechanism.</p>	<ul style="list-style-type: none"> • Bring faculties, alumni, students, and parents in a single accessible platform via Whatsapp, telegram groups, zoom meetings etc. • Provision for online feedback system • Analysis of feedback data 	√		
<p>Up gradation of centralized Wi-Fi facility</p>	<ul style="list-style-type: none"> • Apply to concerned authorities for grants • Increasing Wi-Fi coverage area towards the southern campus. • Making internet access to all the computers available on the campus 	√		
<p>Developing a barrier-free campus for specially-abled people</p>	<ul style="list-style-type: none"> • Inclusion of ramps wherever required. • Inclusion of E-learning content. for specially-abled students (Audio-visual content specially designed for specially-abled students) • Toilet for specially-abled person 		√	
<p>Encouraging community participation and involvement with the college</p>	<ul style="list-style-type: none"> • Involvement of Faculties in understanding and solving various socio-economic problems along with the support from local communities. • Spreading awareness about academics, the newest skills and technology in consideration of the views and ideas of local communities. 		√	
<p>Undergo re-accreditation and assessment periodically by various Recognized governmental and non-governmental bodies.</p>	<ul style="list-style-type: none"> • Regular scrutiny by government statutory bodies like NAAC • Yearly academic audit done through affiliating Universities. • Timely updation and monitoring of all academic activities for smooth and efficient management of Human Resources. 	√		

Concluding remark

Bapujee College, Sarukshetri, is committed to the students as well as a society for comprehensive development. The institution will make a strong internal functioning for academic, co-curricular and leadership development which will help to cope up with changing global trends. In this regard, an institutional development plan (IDP) will lead to achieving the goals. With the motto to 'Educate, Encourage And Enlighten', this Institutional Development Plan will be used as the best tool for achieving economic and social mobility, inclusion and equality in the context of Bapujee College, Sarukshetri, Barpeta.

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