

# **Strategic Perspective Plan**



# Government College for Women Parade Ground, Jammu

## Work Plan for maintenance of quality as per the NAAC based quality indicators for the next two academic sessions (2016-17 & 2017-18)

### 1. Curricular Aspects

Our college is an autonomous college under University of Jammu, Jammu with academic autonomy and the curriculum is designed by members of board of studies comprising of faculty of college, some external members from inside and outside universities, industry, alumnae etc. Board of studies of the college revise the syllabi in different subjects keeping in view the future prospectus of the course at par with the national reputed national universities. The institution shall focus on multi skill developments of students in order to ensure employability. Board of studies in different subjects shall be held in the month of April for V and VI Semesters. The board of studies shall also discuss about the implementation of choice based credit system (CBCS) in different subjects in the college. Workshops for the choice based credit system would be organized for the implementation of the CBCS system in the college. Skill Oriented/Diploma/Certificate courses like Food Production (8 weeks), Bakery and Pastries (8 weeks), Food and Beverages (6 weeks) and Housekeeping (6 weeks) would be started. In addition to this, new subjects like Geography, Computer Application, Web designing and NCC shall be introduced in the college. Skill development/Ability enhancement elective courses for Semester III and IV under CBCS in different subjects/streams shall be introduced in the college. Skill development, 6 months certificate course in tailoring and fashion designing under community college scheme shall be introduced in the college. Discussion for the opening of new subjects like Geography, Computer Applications, NCC would be taken in the Academic Council & Governing body. The college will strive for starting ICT related facilities in some departments Like BCA, Functional English, Home-Science & Biotechnology. Proposal for starting up of new PG courses in Zoology, English and Computer Sciences shall also be initiated.

### 2. Teaching Learning and Evaluation

The teaching and learning is the basic aim of an educational institution. After admissions the institution shall organize student orientation sessions at the departmental level of each stream to sensitize the new entrants about the academic calendar, their role and participation in the development of the institution and to instil in them the feeling of belongingness for the college.

A detailed information brochure shall be framed and made available on the college web site for the students and other stakeholders. The information brochure shall give a thorough insight into the all facets of the college (curriculum, infrastructure, admission process, faculty position, examination procedure etc). A detailed academic calendar shall be formulated and made available along with the information brochure. Teaching and Learning process shall be done through traditional method of teaching i.e chalk and talk methods, group discussions, quiz, debate, viva etc. In addition to the usual classroom teaching, the process for ICT enabled teaching pedagogy shall be introduced by exploring the development of smart classrooms and other ICT enabled infrastructure. It shall be made fully functional in the departments of Functional English, Computer science, Home Science, Bio-Technology and Electronics. To make learning an enjoyable exercise, emphasis shall be laid on the assigning project works, seminars and undertaking field visits. Guest lectures by experts from various fields of study, workshops, debates etc. shall be organized to increase the knowledge base of the students. The IQAC of the college shall review teaching & learning processes by feedback mechanism and self appraisal reports from teachers. The institution will assess concept based understanding, core learning and overall learning levels of the students through its vibrant examination system. All the students of UG and PG are required to appear in internal assessment test and the external end semester examinations in both theory and in practical courses. Internal assessment in practical courses is a continuous exercise comprising of performance in laboratories during the conduct of practical exercises, maintenance of the practical records, percentage attendance and formal examination. The external semester end examinations shall be conducted by the college after completion of the prescribed syllabi.

### **3. Research, Innovation and Extension**

IQAC will take initiatives in Sensitizing/Promoting Research Climate in the institution. These initiatives shall apprise the faculty members about the different schemes and programmes launched by different funding agencies like UGC, DST and CSIR for undertaking the research. Programmes like FIP, Projects, Publications, attending the national/international conferences, symposia and seminars to present research work shall be encouraged. A provision for providing financial support to the faculty to attend national and international conferences and workshops is also in place. They shall be motivated to write text books in line with the present needs of the students. Project works shall also be assigned to students to ensure their orientation towards research work. In the pursuit of extension activities, some of the departments of the college shall endeavour to create awareness among women centric issues. The students particularly of Home Science in collaboration with some NGOs will adopt villages around Jammu for awareness among women of villages on female education, health and hygiene, social ills, causes and prevention of various health related issues. Women folk of adopted villages shall be trained on ways to seek financial assistance from different banks under different government schemes for self help and self employment schemes. NSS and NCC wings of college shall also adopt villages for cleanliness drives under Swachha Bharat Abhiyaan. NCC, NSS and Red Ribbon Club shall also contribute in AIDS awareness, Pulse Polio campaign, Red Cross activities etc.

#### **4. Infrastructure and learning Resources**

The process to augment the classrooms, laboratories, computerization of administration, ICT enabled teaching learning infrastructure shall continue. Computers, Internet access, training to teachers and students, up gradation of ICT infrastructure shall be given priority. The process of shifting of Music Department and Library to the spacious New Block will be initiated. Additional facility in the hostel for the students would be provided. Up gradation of laboratories facilitating the proper display, functioning and storage of the equipment shall be carried out. Renovation and upgrading the facilities in the College Auditorium, Hostel rooms and mess shall be carried out. Tagore Hall shall be converted into a student activity centre and student welfare cell. Facilities for maintaining the campus cleanliness and sanitization at regular intervals shall be arranged on priority basis. New Examination wing would be established for the Secrecy, registration work and storage of the stationary in the Old Science Library Block.

#### **5. Student Support and Progression**

Provision for online submission of scholarship applications under various Govt. Schemes and online verification of these application forms shall be introduced to save time of applicants. Various circulars, notifications, syllabi, newsletters, academic calendar, date sheets, examinations results, gazettes etc. shall be made available on college website for all stake holders. IQAC shall be active in enhancing the awareness of students about all the Student Support Services of the college. IQAC will apprise the students for participation in NCC, NSS, sports and other programmes at the institutional, State & National level. For student counselling and career guidance, number of activities shall be organised in the college by the placement and counselling cell and apprise the students about mechanism for coaching for competitive examinations. Our teachers shall be involved in the coaching of different competitive examinations especially for PG programmes in different Indian universities. Workshops shall be conducted for awareness to crack IAS/KAS and JUEX Examinations. Financial aid from different agencies shall continue to be extended to the deserving students as per the rules. However the college shall provide financial aid from its own funds to the needy and deserving students in the college. Gender sensitization workshops shall be arranged for the students in batches throughout the year to sensitize, aware and motivate them towards women related issues. Community Radio Programme shall be designed and recorded for the Urban and Rural women to make them aware about health, social and legal issues. Procedures shall be worked out to help the students to remain mentally and physically alert. More facilities would be provided to hostel students like ironing tables, washing machines, induction plates and internet facilities.

#### **6. Governance, Leadership and Management**

The College being a Govt. institution with academic autonomy is managed through a well coordinated hierarchical management system. Starting with the students as the base unit and progressively placing teachers, principal, boards of studies, academic council, and governing body as subsequent higher units, all work in unison within their specific roles in the overall

functioning of the institution. The institution practices participative management and sharing of responsibilities for effective implementation of the various action plans. The students and the teachers being the two pivotal functional units of the college are included in framing the various policy proposals and the management of the developmental affairs as well. Besides teaching, the faculty plays a crucial role in decision making through their representation in the Governing body, Academic Council, Board of studies, IQAC and advisory committees. In addition to this the faculty as the members and conveners of different committees like admission, purchase, development, discipline, scholarship /student welfare etc. constituted at the beginning of each academic year function effectively in running the affairs of the college. Various Quality improvement strategies shall be adopted by the institution to improve overall functioning of the institution. The facility of ICT shall be fully utilised for all the admissions to the UG and PG programmes. All the admissions shall be made through the online mode for the benefit of the admission seekers. All payments from registration to admission fee shall be made through online mode for which a separate online payment plug-in will be set for the convenience of the students. The college shall strive to create an ecosystem for innovation and training of stakeholders, for transfer of knowledge from institution to industry and vice versa. In this regard, linkages and MOUs shall be signed with different institutions and industry. The up gradation of physical infrastructure facilities and allied facilities of an institution will get the priority. The e-governance has been implemented and will be continued in Finance and Accounting procedures. Online payment mode has been operationalized for payments made to different agencies which include Govt., Private, Individuals and PSUs for construction, maintenance, servicing, purchasing etc. E-governance has been implemented in administration for efficient and prompt dissemination of administrative decisions, effective monitoring of the institution and also redressal of grievances. In this regard, various Whatsapp groups have been created separately for teaching faculty, ministerial staff and students. All the circulars, notifications, Course syllabi, performance reports etc. for the college students and staff and other concerning agencies were uploaded on college website for wide circulation and easy accessibility.

## **7. Innovations and Best Practices**

College is pursuing the approach of society transformation by empowering women through education. In achieving this goal a multidimensional approach aimed at increasing the knowledge quotient, happiness quotient, grooming the personalities, imparting employable skills, honing leadership qualities etc. of the students shall be the endeavour of the college. Besides the usual events planned at the beginning of the academic session as depicted in the annual academic calendar, the college shall organize events, programmes, infrastructure, resources and provide guidance to the girl students to realise their true potential and achieve the anticipated goals. The college shall strive hard to make campus Eco Friendly. For this, the college shall stress on eco friendly environment and measures like use of renewable energy, scientific waste management, e-waste management, use of natural light and ventilation to avoid day time use of electricity for lighting, ban on single use plastic, reduce use of paper by e-governance etc. Such measures will create awareness among students, teaching and non teaching staff about its significance. To

promote, creative art and literary abilities and talent identification, the college shall allow the participants to use Open Art Club to recognize their own capabilities and hidden talents.

**Note:**

**The work plan has been framed by the college IQAC under the guidance of the worthy Principal.**



## **Government College for Women Parade Ground, Jammu**

### **Work Plan for maintenance of quality as per the NAAC based quality indicators for the next two academic sessions (2018-19 & 2019-20)**

#### **1. Curricular Aspects**

The college is a multi faculty institution offering courses in different streams like sciences, BCA, commerce and social sciences under choice based credit system (CBCS) pattern at UG and PG levels. The revision of curriculum for the UG and PG courses is a continual process keeping in view the skill development and employability of the learners. This revision of the curriculum shall be carried out by conducting board of studies (BOS) meetings of each subject. Inputs from all stakeholders (Students, Parents, Teachers and other experts) were sought through feedback mechanism to bring about improvement in the curriculum. The curriculum devised and designed by BOS is further deliberated upon in Academic Council and Governing body for improvement of the courses. New courses shall be introduced from academic session 2018-19 in Geography and Statistics for UG programmes. For PG programmes, MA English, M.Sc. Zoology and MCA shall be introduced. The curriculum under choice based credit system (CBCS) in all the subjects shall be implemented in the college. Skill development/Ability enhancement elective courses for Semester III and IV under CBCS in different subjects/streams shall be implemented in the college. Proposal to add practical component in the curriculum of the skill courses offered by the College shall be initiated.

#### **2. Teaching Learning and Evaluation**

Teaching and learning is the primary activity an educational institution and the students are the main stakeholders. At the start of each academic session, the institute shall organise orientation sessions at the departmental level to aware the students about the academic calendar, mode of examination, evaluation etc for the students. A detailed information brochure shall be framed and made available on the college web site for the students and other stakeholders. The information brochure shall give a thorough insight into the all facets of the college (curriculum, infrastructure, admission process, faculty position, examination procedure etc). A detailed academic calendar shall be formulated and made available along with the information brochure. Teaching and Learning process shall be done through traditional method of teaching i.e chalk and talk methods, group discussions, quiz, debate, viva etc. In addition to the usual classroom teaching, the process for conducting classes through ICT enabled teaching systems, devices and smart classrooms shall be introduced. Emphasis shall also be laid on training of teaching staff on

various available ICT based and online teaching platforms so as to augment the teaching learning process and make it more interesting and innovative. To make learning an enjoyable exercise, emphasis shall be laid on the assigning project works, seminars and undertaking field visits. Guest lectures by experts from various fields of study, workshops, debates etc. shall be organized to increase the knowledge base of the students. The students are required to appear in internal assessment tests and the external end semester examinations in theory and in practical courses. Internal assessment in practical courses is a continuous exercise comprising of performance in laboratories during the conduct of practical exercises, maintenance of the practical records, percentage attendance and formal examination. The external semester end examinations are conducted by the college after completion of the prescribed syllabi. The controller of examinations with the consent of the Principal issues notification for the commencement of examinations, the date sheet and the supervisory staff for the conduct of the same. The paper setting and evaluation of the answer scripts is done by the teachers approved by the board of studies of each subject.

### **3. Research, Innovation and Extension**

In order to develop research ecosystem in colleges as mandated by National education Policy - 2020, the department of Higher Education, Govt. of J&K has issued a policy document in this regard which is based on Hub and Spoke Model. Our college has been designated as Hub institution for Life Sciences, Music, Fine Arts and Languages and Human Resource Development & Home Science. The college will strive hard to take this policy of research forward. Besides this, IQAC will take initiatives in Sensitizing/Promoting Research Climate in the institution. These initiatives shall apprise the faculty members about the different schemes and programmes launched by different funding agencies like UGC, DST and CSIR for undertaking the research. Programmes like FIP, Projects, Publications, attending the national/international conferences, symposia and seminars to present research work shall be encouraged. A provision for providing financial support to the faculty to attend national and international conferences and workshops is also in place. Teachers shall be motivated to write text books in line with the present needs of the students. Research activities shall be boosted by assigning minor research projects to the students of PG programmes of the college. Project works shall also be assigned to students to ensure their orientation towards research work. In the pursuit of extension activities, some of the departments of the college shall endeavour to create awareness among women centric issues. To explore various aspects of human development, the college in consultation with all stakeholders shall devise a proposal to start Ph.D. in Home Science in the college. The students particularly of Home Science in collaboration with some NGOs will adopt villages around Jammu for awareness among women of villages on female education, health and hygiene, social ills, causes and prevention of various health related issues. Women folk of adopted villages shall be trained on ways to seek financial assistance from different banks under different government schemes for self help and self employment schemes. NSS and NCC wings of college shall continue to adopt villages for cleanliness drives under Swachha Bharat Abhiyaan. NCC, NSS and Red Ribbon Club shall also continue to contribute in AIDS awareness, Pulse Polio campaign, Red Cross activities etc.



#### **4. Infrastructure and learning Resources**

The College will continue its journey in upgrading the overall facilities like expansion in academic infrastructure such as classrooms, laboratories, smart classrooms, and other associated facilities. A new and fully equipped IT-Cell shall be established in the college. It will be dedicated to provide effective and hassle free IT support to the various activities of the college. The construction of new block for academic and extension activities, face lifting of Auditorium, Renovation of Old Hostel shall continue. The college shall strive to fully automate the partially automated central library with a rich collection of reference and text books for the students of UG and PG programmes and the faculty of the college. A new reading room fitted with required facilities shall be made functional within the library complex. The college intends to submit proposals and work for setting up of Language Laboratory, Research Laboratories under Hub and Spoke Model, Incubation cell, e-content Generation Studio, setting of Skill Enhancement Laboratories.

#### **5. Student Support and Progression**

Admission process shall be made more streamlined, transparent and quick by introduction of the provision of online submission of the application forms, computerized compilation of the merit lists and their display on the college website. Online submission of scholarship applications under various schemes available in the college for different sections of the students would be continued. Various circulars, notifications, syllabi, newsletters, academic calendar, date sheets, examinations results, gazettes etc. shall be made available on college website for all stake holders. Students of the college shall be made aware of various skill training programmes and courses available like National Skill development Corporation of India (NSDC), Pradhan Mantri Koushal Vikas Yojna (PMKVY), Deen Dayal Upadhyaya Grameen Koushal Yojana, Green Skill Development Programme. The mentor- mentee scheme shall be introduced. Each mentor shall have to enroll at least 20 students as his/her mentees. This scheme will establish personal contact of the teachers and the students based on mutual trust, sets up the path for the students to overcome their external and internal demands. The basic objective of Mentor- Mentee scheme is to develop this personal connect of the teachers (Mentors) and students (Mentees) so that the students feel at ease to discuss and seek help from the mentors. IQAC shall also be active in enhancing the awareness of students about all the Student Support Services of the college. IQAC will apprise the students for participation in NCC, NSS, sports and other programmes at the institutional, State & National level. For student counselling and career guidance, number of activities shall be organised in the college by the placement and counselling cell and apprise the students about mechanism for coaching for competitive examinations. Our teachers shall continue to provide coaching for different competitive examinations especially for PG programmes in different Indian universities. Workshops shall be conducted for awareness of various state and national level competitive examinations. Financial aid from different agencies shall continue to be extended to the deserving students as per the rules. However the college shall provide financial aid from its own funds to the needy and deserving students in the college.

Gender sensitization workshops shall be arranged for the students in batches throughout the year to sensitize, aware and motivate them towards women related issues. Different programmes and events shall be conducted to help the students to remain mentally, emotionally and physically fit under Mandodarpan initiative. Facilities like reading room, recreation room, washing machines, internet facilities etc. would be augmented in the college hostel.

## **6. Governance, Leadership and Management**

The college practices the concept of participative management and sharing of responsibilities for effective and judicious implementation of the various action plans. The principal being the head of the institution supervises the functioning of each section (teaching faculty, ministerial section and students) of the college. The Principal has decentralized powers among the members of the staff by framing different committees (like development, purchase, library, sports, students welfare etc.) to implement the developmental plans envisaged for the overall functioning of the college. Each department is looked after by the senior most faculty as its head to manage the affairs of the respective department. Examination and Evaluation section is a very important organ of an autonomous institution. It will be strengthened by creating full time posts of controller, deputy controller, Assistant Registrar etc. The details about such posts shall be worked out with the Governing body. To expedite the compilation and computation of the examination related work, accounts assistant, computer programmers and other support staff shall be engaged to streamline the process, so that in time declaration of the results of different examinations conducted in the college are possible in a time bound manner. A full-fledged finance committee comprising of Senior most faculty, Chartered accountant, College accountant, and one member nominated by the Vice Chancellor of University of Jammu shall be framed. The committee shall work under the chairmanship of the principal of the college. Administrative section is headed by the section officer and all the non teaching staff of the college work under his guidance. In the case of temporary recruitment for academic arrangements, the college through academic arrangement committee shall invite applications from the eligible candidates. After preparing the merit list, the college Academic Arrangement Committee shall contact the candidates through email and telephone. After proper verification of the credentials, the suitable candidates will be allowed to join in the college for one academic session. Moreover, in addition to teaching, the faculty shall continue to play a crucial role in decision making through their representation in the Governing body, Academic Council, Board of studies, IQAC and advisory committees. The college shall continue to strive to create an ecosystem for innovation and training of stakeholders. In this regard, linkages and MOUs shall be signed with different institutions and industry. E-governance shall be continued to be implemented in administration for efficient and prompt dissemination of administrative decisions, effective monitoring of the institution and also redressal of grievances. In this regard, various Whatsapp groups have been created separately for teaching faculty, ministerial staff and students. College You-Tube Channel, Face-book, Instagram, Twitter accounts shall be started to live stream, propagate and to give wide range of publicity of the events and programmes conducted by the college. It shall help us to reach to the vast alumnae of the college also and every nook and corner of the country. Moreover, college shall also utilizes JKCPIS (Jammu Kashmir Centralised Personal Information System) database

for administrative purposes, which is an e-governance application of Govt. of J&K. This will reduce the time consuming process of compiling information, which are required very often.

## **7. Innovations and Best Practices**

College shall continue to pursue the approach of society transformation by empowering women through education. In achieving this goal, a multidimensional approach aimed at increasing the knowledge quotient, happiness quotient, grooming the personalities, imparting employable skills, honing leadership qualities etc. of the students shall be the endeavour of the college. The college shall continue the policy of making campus Eco Friendly. For this, the college shall stress on eco friendly environment and measures like use of renewable energy, scientific waste management, e-waste management, use of natural light and ventilation to avoid day time use of electricity for lighting, ban on single use plastic, reduce use of paper by e-governance etc. Such measures will create awareness among students, teaching and non teaching staff about its significance. To promote, creative art and literary abilities and talent identification, the college shall allow the participants to use Open Art Club to recognize their own capabilities and hidden talents.

### **Note:**

**The work plan has been framed by the college IQAC under the guidance of the worthy**

**Principal**



## Govt. College for Women, Parade Ground, Jammu

### Work Plan for maintenance of quality as per the NAAC based quality indicators for the next two academic sessions (2020-21 & 2021-22)

**Back drop:** Covid-19 Pandemic has caused complete disruption in implementation of the routine academic calendar in academic institutions. The usual teaching / learning and evaluation pursuits of academic institutions have completely gone haywire as the institutional infrastructure, the protocol of teaching / learning and the stakeholders (Students and Teachers) do not find themselves in sync with one another. The normal has changed and new normal is emerging .To cope up with the demands of the new normal the college IQAC has proposed the following infrastructure revamps and procedural improvisations so that the effect of disruptions in future is blunted to a greater extent.

#### 1. Curricular Aspects

1. Curriculum Design and Development: The College has to revise the syllabi of Sem.3-6<sup>th</sup>. Of UG and 3&4 of PG programmes and that of skill courses being offered in the college during the next two academic sessions. In this regard, online meetings of the BOS of different subjects shall be convened to revise the syllabi and to get the approval of the different agenda items. Emphasis shall be given to introduce a component regarding the ICT based Teaching and learning options available around.
2. Imparting skills with respect to the use of different communication gadgets and software shall be incorporated in different Skill courses offered by the college
3. Project work shall be assigned to the students covering, a)Curricular Aspects b) Economic revival modelling c) Disaster management etc
4. Online feedbacks from all stake holders shall be obtained and analyzed thoroughly to identify the areas which require improvement. Parent teacher interactions shall be made more vibrant by formulating whatsapp groups. The alumna association of the college shall be strengthened by creating whatsapp groups and their suggestions shall be sought.

#### 2. Teaching Learning and Evaluation

1. A detailed information brochure shall be framed and made available on the college web site for the students and other stakeholders. The information brochure shall give a thorough insight

into the all facets of the college (curriculum, infrastructure, admission process, faculty position, examination procedure etc). A detailed academic calendar shall be formulated and made available along with the information brochure

2. Teaching and learning process shall have to be aligned according to the developing scenario.

- A) In case regular class work is possible the following measures are required to be put in place
  - a) The student strength shall be restricted to 20 in each class room. A detailed plan in this context shall be rolled out after admission process is over.
  - b) The strength of the practical groups shall be restricted to 10 only as there is more likelihood of students getting mingled with each other. The procedure will be rolled out after the admission
- B) In case the current disruptions in the routine class work continue:

The Online communication techniques like Skype, Whatsapp etc shall be leveraged to deliver the subject lectures for theory while using virtual lab technology for practical exercises.

3. Mentor- Mentee Scheme shall be strengthened as it will act as a bridge between the student and the teachers. Communication Tools like Whatsapp, Email, Phone Calls etc shall be used for the purpose.

4. Introduction of an online component of examination constituting up to 50% of the max marks allocated to the subject in addition to the already existing offline mode (50%) This shall be achieved by dividing the syllabus into small modules some of them can be dealt online and others offline. This shall speed up the completion of the course content and the evaluation process .As such the declaration of the results shall be made at an earlier date.

5. The online lectures shall be framed according to a well defined teaching plan highlighting

- a) Learning outcomes
- b) Identifying different questions at the start of the topic itself and their correct answers can be sought from the students at the end of the lecture or through online interactions

6. Google forms can be used to survey the level of satisfaction of the students with regard to each faculty

7. Examination is an essential component of the academic calendar of an institution. The operational feasibility of this component has gone haywire due to covid-19 pandemic and caused disruption in the completion of the academic session. The following paradigm shift in the examination layout is proposed to partially insulate the examination schedule from any future disruptions.

- a) Assessing while teaching:- Each online teaching session shall be followed by questions (derived from the contents of the topic itself) session. The students shall submit their response to the question prior to the commencement of the next online session engaged by the same teacher.

The cumulative performance of each student shall be proportionately converted into marks at the end of the semester

b) Assessing while Attending;- Attending the online teaching sessions shall also entail a student to some score points(the details shall be worked out)

c) Completion of the project/ assignment work: Students shall be assigned project works or assignments.

**Note: The cumulative scores obtained by each student from a, b &c shall be considered the internal assessment performance**

The end semester examinations of PG courses offered by the college shall be conducted online. This exercise shall generate the experience in the system to conduct such examinations and help the institution to assess its preparedness in terms of technological knowhow, infrastructure and other related aspects. Plugging any prudent procedural loophole or infrastructural deficiencies experienced during the conduct of these online examinations. This exercise (online examination) can be replicated for UG examinations as well from the next academic session and continued thereafter.

The procedural details of the internal assessment and external examinations in practical courses shall be worked after the protocol of the conduct of various practical exercises using virtual lab. Concept is fully standardized in the institution.

### **3. Research, Innovation and Extension**

1. Webinars shall be arranged in collaboration with other universities and colleges to cater to the professional development of the faculty

2. The faculty shall be encouraged to publish research work that they have already undertaken and take up further research work wherever possible. They shall be motivated to write text books in line with the present needs of the students

3. Online education programmes shall be started wherein faculty members be encouraged to share their research findings

4. Initiation of digital learning shall be created by adopting the following measures

a) Blended Learning, Flipped Class rooms, Virtual Labs, etc.

b) Online meeting with students using learning management system like Moodle, Bodhi tree

c) Online tours/ excursions shall be organised for the students of all disciplines

d) Online workshops for students and staff shall be organized

5. The extension activities of the students shall be organised by setting up an online portal. The constituents of the online portal will include:

a) Slogan writing competitions

b) Poster making competition

c) Quiz competitions

6. Collaborations with progressive, dynamic enterprises/organisations which operate in an online environment and have online solutions to offer

#### **4. Infrastructure and learning Resources**

1. Infrastructure augmentation shall be carried out by setting up an IT cell, adding IT related equipment and providing easy access to the high speed net to staff and students
2. Up gradation of laboratories facilitating the proper display, functioning and storage of the equipment shall be carried out
3. Virtual Laboratories shall be established
4. Prefabricated structures equipped with relevant facilities shall be raised to establish:  
a) Evaluation centre b) Conference rooms c) Incubation cell
5. Prefabricated structures equipped with all facilities shall be raised to provide accommodation for reading room and/recreation centre in the girls Hostel.
6. Renovation and upgrading the facilities in the College Auditorium, Hostel rooms and mess. Tagore Hall shall be converted into a student activity centre and student welfare cell.
7. Setting up of a coffee shop and water point in a prefabricated structure near the college library.
8. Setting up of student facilitation centre providing facilities like photocopier, stationery items, online submission of forms and fee, etc.
9. Digitalization of the data of examination section shall be carried out.
10. Facilities for maintaining the campus cleanliness and sanitization at regular intervals shall be arranged on priority basis
11. Temperatures sensors shall be procured to make thermal scanning possible in the campus
12. Efforts will be made to operationalize an Integrated Library Management System (ILMS)
13. The faculty will be encouraged to develop E-content.


#### **5. Student Support and Progression**

1. Financial aid from different agencies shall continue to be extended to the deserving students as per the rules. However the college shall provide financial aid from its own funds to the needy and deserving students in
  - a) Procuring mobile handsets for having access to the various online informations and study related engagements.
  - b) Financial aid to poor students as per the rules laid down in the college

2. The college shall run online Yoga and meditation sessions to relieve the students and the staff from mental stress and promote the overall wellness.
3. Online career counselling shall be undertaken by the career counselling cell of the college. The provision for online coaching for career guidance and preparation for different career options shall be worked out.
4. Provision for uploading grievances with regard to functioning of any of the organs of the college on the college web site shall be made. The grievances shall be addressed and the decisions communicated to the concerned through mail or whatsapp messages
5. Online placement Programmes shall be organised for the benefit of the students.
6. Procedures shall be worked out to help the students to remain mentally and physically alert
7. The College shall develop collaborations with other colleges and universities for exchange of students. Under this programme the students shall have to;
  - a) Register themselves with different online teaching groups of the collaborating college
  - b) The students shall have to take part in all activities of that group with which they are registered
  - c) The students registered with any other college shall be required to make a presentation of the best practices followed by those institutions
  - d) The students shall have to make a record of the activities performed by the group with which registered
  - e) The students from other colleges shall be given opportunity to get registered with any of the online teaching group of our college

**Note:**

**The work plan has been framed by the college IQAC under the guidance of the worthy Principal. Inputs were also obtained from the senior faculty of the college.**

  
**PRINCIPAL**  
**Govt. College for Women,**  
**Parade Ground, Jammu**