



**INSTITUTIONAL  
DEVELOPMENT PLAN  
ACADEMIC YEAR  
2022-23 TO 2037-38**

**KOTTAKKAL FAROOK  
ARTS & SCIENCE COLLEGE**

(Affiliated to University of Calicut, Recognized by Govt. of Kerala)

(Recognized Under Section 2(f) of the UGC Act, 1956)

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## INSTITUTIONAL DEVELOPMENT PLAN ACADEMIC YEAR 2022-23 TO 2037 -38

**Kottakkal Farook Arts and Science College**, established in 2005 by the Farook Educational Society, is a self-financing institution recognized by the Government of Kerala. Affiliated with the University of Calicut and recognized by the UGC under section 2(f) and the college has been granted minority status. The college was initially set up to provide higher education to students who could not secure admission in government or aided colleges due to lower marks. Over the years, it has expanded its offerings from three undergraduate courses to ten undergraduate and three postgraduate programs.

The college campus includes a newly constructed four-storied building that houses the library, administrative office, auditorium, and numerous classrooms. The institution, located conveniently for students from neighboring panchayats and Kottakkal town, enrolled 1401 students in 2023, supported by 61 teaching staff and 24 non-teaching staff.

Kottakkal Farook Arts and Science College is committed to providing value-based education, preparing students to excel in academics, sports, and cultural fields while facing new challenges. The college systematically fosters excellence in teaching, learning, research, extension activities, and student employability. It offers career-oriented certificate courses, add-ons, and collaborates with training centers for internships. Despite being a relatively young institution, the college is ambitious and dedicated to holistic student development. Future includes applying for new courses, modernizing infrastructure, and enhancing faculty quality and evaluation procedures. Students from far and near choose our college as the first choice for their UG/PG admissions and the popularity of the college is reflected in that acceptance and it is evident in the university admission portal. The college aims to empower and uplift underprivileged communities through education, fostering both personal and professional growth.



# MISSION & VISSION



## Vision

**Our vision is to empower and uplift underprivileged communities through education, enabling them to become active contributors to the nation's growth.** We envision a future where every student, regardless of their background, has access to quality education that equips them with the skills and knowledge to thrive in a rapidly changing world. We aim to foster an inclusive learning environment that not only imparts academic knowledge but also nurtures critical thinking, creativity, and social responsibility. By providing a robust educational foundation, we strive to break the cycle of poverty and create a more equitable society. Our vision is to be a leading educational institution recognized for our commitment to excellence, innovation, and social impact. We aspire to produce graduates who are not only competent in their respective fields but also compassionate and ethical individuals who contribute positively to their communities. Through continuous improvement and adaptation to global educational trends, we seek to remain at the forefront of higher education, preparing our students to meet the challenges of the future. Our ultimate goal is to transform lives through education and to be a beacon of hope and opportunity for underprivileged communities.

## Mission

**Our mission is to provide exceptional educational infrastructure and an academic environment that promotes higher learning, fosters strong moral values, and encourages personal and professional growth.** We are committed to offering students diverse opportunities to realize their full potential through a range of curricular and co-curricular activities, emphasizing excellence and quality teaching with a modern outlook. We aim to create a nurturing and supportive environment where students can thrive academically, socially, and emotionally.

Our mission includes the integration of modern ICT tools to enhance the educational experience and make learning more tech-savvy. We focus on providing experiential learning, service learning, flipped classrooms, peer learning, supplemental learning, blended learning, and other student-centric learning practices. We also emphasize community engagement, with students participating in outreach activities, projects, field trips, study tours, and social activities. Our goal is to promote education as a means to enrich lives and make a positive impact on society. We strive to develop well-rounded individuals who are equipped with the knowledge, skills, and values needed to succeed in their personal and professional lives. Through continuous innovation and improvement, we aim to achieve our mission of empowering students and contributing to the betterment of society.



# INTRODUCTION TO IDP

The Internal Quality Assurance Cell (IQAC) of the college has embarked on a mission to develop a comprehensive Institutional Development Plan for the period of fifteen years, starting from the Academic Year 2022-2023 and extending to 2037-2038. This plan aims to ensure the balanced growth of the institution. It is grounded in the institutional development guidelines provided by the UGC and incorporates the quality indicators of various criteria established by the National Accreditation and Assessment Council (NAAC). These elements have been used to create Quality Radars and to identify key milestones for the future, charting a clear path for continuous improvement and excellence.

## GUIDING PRINCIPLES OF IDP

IQAC has considered the following aspects in formulating the IDP of the college

### I. Vision statement of the College

Our vision is to empower and uplift underprivileged communities through education, enabling them to become active contributors to the nation's growth

### II. Core values of NAAC:

- Contributing to National Development
- Fostering Global Competencies among students
- Inculcating a Value System among students
- Promoting the use of Technology
- Quest for Excellence

### III. Guidelines of National Education Policy-2020

NEP 2020, envisions the education system to develop good human beings capable of rational thought and action, possessing compassion and empathy, courage and resilience, scientific temper and creative imagination, with sound ethical moorings and values. The policy aims at producing engaged, productive, and contributing citizen for building an equitable, inclusive, and pluralistic society envisaged by our Constitution.

### IV. UGC Guidelines for Institutional Development Plans for Higher Education Institutions (HEIs)

The UGC Guidelines for Institutional Development Plans (IDPs) for Higher Education Institutions (HEIs) are designed to support HEIs in their journey towards academic excellence through continuous improvement and feedback, while maintaining flexibility to accommodate the diverse landscape of Indian education. The key principles, objectives, and strategic goals outlined in the guidelines are considered for developing an IDP of the college:

#### Basic Principles

##### 1. Diversity and Flexibility:

- Recognize the diversity of India's higher education institutions.
- Avoid a one-size-fits-all approach to quality assurance.
- Emphasize general principles adaptable to specific institutional needs.

##### 2. Continuous Improvement:

- Foster an environment of ongoing refinement and feedback.
- Support institutions in complying with statutory and regulatory requirements.



## Key Principles and Approaches

1. **Academic Excellence:** Support teaching, research, and academic achievements.
2. **Learner-Centric Approach:** Promote innovative and application-based teaching.
3. **Multidisciplinary Integration:** Integrate various fields of study, including vocational and sports education.
4. **Vocational Integration:** Combine vocational education with general education as per NEP 2020 and NCrF.
5. **Balanced Autonomy:** Combine academic, administrative, and financial autonomy with accountability.
6. **Collaboration and Innovation:** Encourage openness, community ties, and innovative research.
7. **Governance:** Prioritize good governance and smooth execution of IDPs.
8. **Stakeholder Trust:** Bridge trust gaps among stakeholders.
9. **Research Ecosystem:** Create frameworks to support research and innovation.
10. **IDP Mechanisms:** Provide tools for HEIs to shape and execute their IDPs.
11. **Future Preparedness:** Develop a 15-year vision for institutions.
12. **Quality Assurance:** Enhance relationships between quality assurance and accreditation processes.

## Main Objectives and Goals of the IDP

1. **Vision and Mission Alignment:** Align institutional vision with NEP 2020, NCrF, SDGs, and institutional goals.
2. **Needs Assessment:** Conduct comprehensive consultative processes to assess developmental needs.
3. **Gap Identification:** Identify organizational gaps based on goals and priorities.
4. **Annual Plans:** Develop annual activity and capacity-building plans.
5. **Transparent Growth:** Establish transparent systems for holistic development.
6. **Lifelong Learning:** Promote lifelong learning and employability.
7. **Internationalization:** Foster internationalization and global equivalence.
8. **Stakeholder Engagement:** Engage stakeholders in IDP development and implementation.
9. **Goal Quantification:** Set measurable goals with clear indicators and targets.
10. **Periodic Reviews:** Conduct regular reviews for continuous improvement.





# Strategic Goals and Development Objectives

## Strategy Formulation:

1. **Identify Strategic Goals:** Use tools like SWOC Analysis, S-Curve Analysis, and Portfolio Analysis to define goals.
2. **Define Objectives:** Establish specific, measurable, attainable, relevant, and time-bound objectives.
3. **Identify Tactics:** Choose effective methods to achieve objectives.
4. **Prioritize Initiatives:** Sequence initiatives and allocate resources effectively.
5. **Develop the Plan:** Create detailed action plans with timelines and milestones.
6. **Implement the Plan:** Execute and monitor the plan.
7. **Review and Report:** Regularly assess progress and make adjustments.

## Strategic Goals:

1. Ensure accessible, affordable, and transparent student admissions.
2. Streamline faculty recruitment, training, motivation, and retention.
3. Prioritize student-focused approaches.
4. Foster entrepreneurship and experiential learning.
5. Champion holistic academic and research excellence.
6. Cultivate comprehensive individual growth.
7. Enhance community, cultural appreciation, and student advocacy.
8. Prepare students to become global citizens.
9. Support professional and personal aspirations.
10. Improve enrolment, retention, and graduation rates.
11. Support underrepresented student groups.
12. Offer education in emerging global domains.
13. Implement inclusive hiring and continuous faculty development.
14. Encourage digital learning modes.
15. Identify innovative revenue streams.
16. Enhance global and regional stature and rankings.
17. Integrate quality skill education within higher education.
18. Enhance student employability.
19. Develop sustainable research and innovation environments.
20. Strengthen alumni, community, and industry relationships.
21. Foster Academia-Industry and Academia-Community partnerships.
22. Adopt NCrf and Academic Bank of Credits (ABC) for flexible learning.
23. Establish rigorous accreditation systems.

## Development Plan (IDP) Framework - Major Components

### 1. Governance Enablers:

- Build trust and confidence.
- Ensure enduring success.
- Balance autonomy with accountability.
- Promote inclusivity and adaptability.
- Maintain quality assurance.



## 2. Financial Enablers:

- Identify and prioritize funding sources.
- Develop sustainable revenue models.
- Ensure transparent financial transactions.
- Develop long-term financial plans.

## 3. Academic Enablers:

- Develop institutional strategies.
- Recruit and retain strong faculty.
- Design flexible curricula.
- Promote teaching and learning excellence.
- Embed employability skills into learning.

## 4. Research and Intellectual Property:

- Engage stakeholders in research and innovation.
- Foster a culture of innovative thinking.
- Promote systematic institutional research.
- Protect and commercialize intellectual property.

## 5. Human Resources Management:

- Balance autonomy and flexibility with regulatory compliance.
- Develop HR practices tailored to institutional needs.
- Ensure continuous improvement and transparency.
- Foster a positive working environment.

By following these principles and frameworks, Kottakkal Farook arts and science college has developed an IDP to ensure continuous improvement and excellence in the institution.

Based on these documents and other guiding principles outlined above, Kottakkal Farook arts and science college has developed a road map for institutional development.

## STEP 1:

An Overview of the Landscape of KFASC in Terms of Access, Quality, and Future Readiness

Access	
Classrooms	<ul style="list-style-type: none"><li>• The college provides students with well-furnished, IT enabled classrooms, ensuring a comfortable and conducive learning environment.</li></ul>
Library	<ul style="list-style-type: none"><li>• Students have access to a organized library with physical and electronic resources subscribing to ENLIST AND NDL. The library subscribes to various journals (state, regional, national, and international), newspapers, and periodicals, ensuring easy access to information at par and beyond the syllabus.</li></ul>
Faculty	<ul style="list-style-type: none"><li>• Our outstanding teaching faculty is consistently available to guide, support, and provide academic assistance to students, ensuring they are always accessible.</li></ul>



Facilities	<ul style="list-style-type: none"> <li>The college provides a wide range of sports and games facilities, ICT-enabled classrooms, an auditorium, for cultural festivals and annual youth events, seminar rooms and content development center for academic discourses. Additionally, there are canteen facilities, gym, a health and fitness center, and a yoga center student and staff retreat centres , large parking areas available for students' convenience</li> </ul>
Equity including Gender Parity	<ul style="list-style-type: none"> <li>The College fosters equal opportunity to all</li> <li>Organizing various programs on gender equity</li> <li>Preparation of gender sensitization action plan</li> <li>Undertake Gender audit in the college campus</li> </ul>
Inclusion including Socio- economic Deprived Groups (SEDGs)	<ul style="list-style-type: none"> <li>College adheres to the reservation policy of the Govt. of Kerala, with respect to the admission of students to various programs offered in the college.</li> <li>College sticks to the Fee Waiver Policy introduced by the management of the college for a particular group of students.</li> <li>Provision of regular mentoring and Counselling of the students.</li> </ul>
Measures for increasing access including online and Open Distance Learning (ODL) education	<ul style="list-style-type: none"> <li>Use of online platform for teaching-learning process by creating LMS, WhatsApp groups for students.</li> <li>Online access to N-LIST and E-Book library portal for students and faculties through D space.</li> </ul>

## Quality

Intellectual Capital	<ul style="list-style-type: none"> <li>The college focuses on generating intellectual capital through experiential learning; conventional and innovative programs, as well as short-term certificate courses to enhance additional skills. These programs are designed to address social and scientific challenges posed by the market.</li> </ul>
Social outreach, extension and extracurricular Activities:	<ul style="list-style-type: none"> <li>Students are encouraged to participate in various outreach, extension and extracurricular activities organized by the college, to further their intellectual and social skills</li> </ul>
Multidisciplinary and holistic education	<ul style="list-style-type: none"> <li>College is offering BA, BSc, BCom UG programs and PG in commerce political science and physics under University of Calicut.</li> <li>Offering various certificate Courses and Skill Enhancement courses in addition to regular courses offered by affiliating university.</li> <li>Offering experiential learning, social and outreach activities and other innovative learning methods for holistic education.</li> <li>Establishment of various student clubs to nurture the creativity of the students</li> </ul>



Research, Innovation and Ranking	<ul style="list-style-type: none"> <li>• The College has the Research development Cell as one of the important Committee of the Institution to inculcate research and innovation among faculty and students.</li> <li>• Teachers published papers in reputed journals and took part in paper presentation based on their research work.</li> </ul>
Capacity building of faculty	<ul style="list-style-type: none"> <li>• Providing drinking water facilities, toilets, teaching aids, libraries, laboratories, and an overall vibrant college campus</li> <li>• ICT equipped classrooms and language lab</li> <li>• College organizes periodic faculty development programmes as per the requirement.</li> <li>• Encourages to participate in FDP, workshop, Seminar by sanctioning duty leave, sponsoring registration fee.</li> </ul>

### Future Readiness

Knowledge and Skills	<ul style="list-style-type: none"> <li>• The college is dedicated to continuously imparting knowledge, skills, and wisdom to students, ensuring they are well-prepared to face future challenges and excel in their respective fields.</li> </ul>
Democratic Idealism	<ul style="list-style-type: none"> <li>• The college strives to instill democratic values and ideals in learners, promoting active citizenship and participation in democratic processes.</li> </ul>
Critical Reflection	<ul style="list-style-type: none"> <li>• Students are given ample opportunities to critically reflect on pressing social, economic, cultural, moral, and spiritual issues facing humanity, encouraging them to develop a well-rounded perspective.</li> </ul>
National Development	<ul style="list-style-type: none"> <li>• By disseminating specialized knowledge and skills, the college aims to contribute to national development, fostering self-employability and empowering students to become valuable contributors to society.</li> </ul>
Human Values	<ul style="list-style-type: none"> <li>• The college actively engages in activities that promote human values among students, such as supporting the underprivileged, respecting women, and nurturing a sense of brotherhood and community.</li> </ul>
Leadership Development	<ul style="list-style-type: none"> <li>• Through comprehensive training programs, workshops, and guest lectures, the college equips students with the skills necessary for leadership roles in both professional and public life.</li> <li>• These initiatives help identify and nurture gifted youth, unlocking their full potential.</li> <li>• Additionally, the college places a strong emphasis on physical fitness, mental well-being, and cultivating a positive attitude, ensuring holistic development.</li> </ul>



Enhancing employability through internship/apprenticeship	<ul style="list-style-type: none"> <li>• The College has career Counselling and Placement Cell under which various career counselling programme and coaching for competitive examinations like CUET, NET, and PSC are organized.</li> <li>• Offering few skill-based Add on courses</li> <li>• Disseminate information to students about various trainings and recruitment fairs</li> </ul>
Internationalization	No step has yet been taken
Governance	<ul style="list-style-type: none"> <li>• The governance is taken care by the Governing Body of the College.</li> <li>• Implementation of e-governance in various areas of operation, namely, administration, finance, students, admission and examination.</li> </ul>

## STEP 2:

### Vision

**Our vision is to empower and uplift underprivileged communities through education, enabling them to become active contributors to the nation's growth.**

In keeping with the vision, the college is poised to convert the institution into an autonomous college that will empower its student stakeholders to attain quality and excellence. It envisages and set the following initiatives and Strategies to achieve it.

- Ensure accessible, affordable, and transparent student admissions.
- Improve student enrolment, retention, and graduation rates
- Offering new integrated programmes in all the subjects.
- Convert the College into autonomous institute of Higher Education.
- Introduce contemporary subjects in UG level, like Artificial Intelligence, Cloud Computing, Data Analysis, Cyber security, etc. to develop these various skills in students.
- Integrate quality skill education within higher education.
- Provide more financial assistance and scholarships to socio-economically disadvantaged students
- A transparent and stated process of faculty recruitment.
- Retention of faculty members and motivating them towards advancing the students, institution, and profession.
- Autonomous, more accountable, decentralized and transparent internal governance.
- Strong Grievance Redressal system.
- Strictly administer all no-discrimination and anti-harassment rule

## STEP 3:

### **DEFINE THE MISSION STATEMENT OF THE INSTITUTION TO IDENTIFY THE GOALS, STRENGTHS, OPPORTUNITIES, PRIORITIES AND COMMITMENT**

- Continuous Professional development (CDP) for faculty and staff, and leadership training for Principal and others.
- Encouraging and empowering the faculty to conduct innovative teaching and pedagogy, research and service which will motivate them to do outstanding creative work.
- Excellent performance of the faculty in teaching, research and other services will be



incentivized through appropriate rewards, recognitions, and movement into institutional leadership. Meanwhile, faculty not delivering on basic norms will be held accountable.

- Strengthening the student support system.
- Allocation of budget for establishment of student clubs and organize activities by students under the supervision of faculty. Such activities will be incorporated into the curriculum as and when the students feel the necessity.
- Development and use supportive technology tools for better participation and learning outcomes
- Emphasis to increase the employability potential of the students.
- Development of bridge courses for students of disadvantaged educational background
- Provide regular counselling and mentoring programmes for social, emotional, and academic support.
- Develop more quality study materials in local languages.
- Encourage research work among faculty and students.
- Augmentation of basic infrastructure facilities, viz, clean drinking water, clean working toilets, sports facilities, and pleasant classrooms spaces and campuses.
- Starting hostel facilities as per needs.
- Providing medical facilities for all students.
- Establishment of MOUs with institutions of national and international importance to undertake collaborative works in research and teaching and facilitate faculty/students' exchanges.
- Conduct outreach programmes on higher education opportunities, scholarship, skills and entrepreneurship among SEDGs.
- Undertake programme/ Add-on courses/Activity to sensitize faculty, staff, and students on issues of gender-identity.
- Framing a mechanism for regular communication with all the stakeholders so that they can be aware of new information in teaching-learning, research in community service; collection of feedback on various aspects of the college, its scientific analysis and action taken on that.
- Improving alumni engagement in various fields of activities of the college.
- Fostering greater engagement with the local community.
- Foster Academia-Industry and Academia-Community partnerships.
- Incorporating the principle of sustainability in all spheres of policies as well as activities.
- Allocation of budget to make a complete disabled-friendly college campus.
- Allocation of budget for environmentally sustainable campus by upholding the natural landscape bio-diversity using renewal sources of energy and giving importance in resilience (to mitigate natural disaster and accidents), sustainability, utilities and services safety.
- Allocation of budget for ERP management.
- Set up of an International Students Office
- Establish a rigorous accreditation system with transparency, autonomy, and quality outcomes ; with the aim to attain the highest level of accreditation over the next 15 years

## Mission

Our mission is to provide exceptional educational infrastructure and an academic environment that promotes higher learning, fosters strong moral values, and encourages personal and professional growth. We are committed to offering students diverse opportunities to realize their full potential through a range of curricular and co-curricular activities, emphasizing excellence and quality teaching with a modern outlook. We aim to create a nurturing and supportive environment where students can thrive academically, socially, and emotionally.



## STEP 4:

**IDENTIFY THE STRENGTHS AND CREATE CAPACITY (HUMAN AND FINANCIAL) IN REGARD TO ORGANIZATIONAL GAPS AND DEVELOP THE PROCESS TO MITIGATE THESE GAPS.**

### PRESENT INSTITUTIONAL STRENGTHS

#### Curricular Aspects

- Effective curriculum planning through a comprehensive academic calendar and transparent policies reflects structured academic planning and a commitment to fair practices.
- Defined learning outcomes are systematically monitored, supported by a robust feedback mechanism that includes student evaluations of curriculum and faculty performance.
- Numerous certificate courses.
- MOUs with adjoining educational institutions for Faculty Exchange Programmes, FDPs, Inter-College Students' Seminars, alumni talk series, cultural meets, and other ventures.
- Transparent and efficient internal examination system.

#### Teaching-Learning and Evaluation

- Supportive teaching, non-teaching, and laboratory staff, a library, digital library, excellent infrastructure with smart classrooms, and well-equipped laboratories.
- Excellent Student-Teacher rapport emphasizing mentoring and counseling, with MOUs with professional bodies offering such services.
- Comprehensive student support services including a good canteen, store, bus facilities, reprographic center, automated office, and CCTV surveillance.
- Admits the statutory maximum number of students and follows government reservation policies.

#### Research, Innovations, and Extension

- Library & resource centre with 9461 books, 32 journal subscriptions, and 3454 E-books in the college D Space digital repository.
- Subscription to NLIST and NDL through INFLIBNET since 2012.
- Student involvement in palliative and community care services.
- Holistic and innovative learning, experiential projects, supplemental learning, etc.
- MOUs with adjoining educational institutions for Faculty Exchange Programmes, Inter-College Students' Seminars, alumni talk series, cultural meets, and other ventures.

#### Infrastructure and Learning Resources

- Advanced ERP, LMS, E-library portal, and a centralized college portal for administrative functions.
- Internet and Wi-Fi (300mbps).
- Solar energy (70 KV on grid) and rainwater harvesting.
- Green campus initiatives.
- Health and fitness center, yoga center, and a gym.
- Comprehensive student support services: canteen, store, bus facilities, reprographic center, automated office, and CCTV surveillance.

#### Student Support and Progression

- High enrollment ratios, particularly among OBC and female students.
- Support for extracurricular activities with sufficient sports infrastructure and various cultural activities.



- Strong alumni association.
- Streamlined advisory system, mentoring and counseling, induction, and orientation classes.

### **Governance, Leadership, and Management**

- Effective functional bodies like the Governing Body, IQAC, PTA, and Alumni Association.
- Initiated digitalization of office administration to move towards a paperless office.
- Visionary management team focused on staff retention.

### **Institutional Values and Best Practices**

- Green campus initiatives.
- Solar energy (70 KV on grid) and rainwater harvesting.
- Student involvement in palliative and community care services

### **Identified Gaps and Suggestions for Mitigation**

## **CURRICULAR ASPECTS**

### **Gaps Identified:**

1. Limited mention of interdisciplinary courses or integration of interdisciplinary approaches.
2. Absence of industry collaborations and real-world application experiences.
3. Limited use of technology in curriculum delivery beyond digital libraries and smart classrooms.
4. Limited opportunities for international collaborations and exchange programs.
5. Need for enhanced focus on employability skills and entrepreneurship.

### **1. Suggestions for Mitigation:**

#### **2. Introduce Interdisciplinary Courses:**

- a. Develop and offer interdisciplinary courses that combine elements of science, commerce, humanities, and management.
- b. Encourage joint projects and collaborative learning among departments.

#### **3. Industry Collaborations:**

- a. Establish partnerships with industries to offer internships, guest lectures, and practical training sessions.
- b. Invite industry professionals to co-develop and co-teach courses, ensuring curriculum relevance to current industry standards.

#### **4. Enhanced Use of Technology:**

- a. Integrate more advanced technological tools and platforms for virtual labs, simulations, and interactive learning experiences.
- b. Offer workshops and training for faculty to effectively use these technologies in teaching.

#### **5. International Collaborations:**

- a. Establish partnerships with international universities to facilitate student and faculty exchange programs, joint research projects, and collaborative courses.
- b. Promote participation in international competitions, conferences, and workshops



## TEACHING-LEARNING AND EVALUATION

### Gaps Identified:

1. Lack of personalized learning paths and adaptive learning technologies.
2. Limited adoption of innovative teaching methods like flipped classrooms, peer learning, etc.

### Suggestions for Mitigation:

#### 1. Personalized Learning Paths:

- Implement adaptive learning platforms that provide personalized learning experiences based on student performance and learning pace.
- Use data analytics to track student progress and provide targeted interventions.

#### 2. Innovative Teaching Methods:

- Train faculty in innovative pedagogical approaches such as flipped classrooms, peer learning, and blended learning.
- Encourage the use of case studies, project-based learning, and other experiential learning methods.

## RESEARCH, INNOVATIONS, AND EXTENSION

### Gaps Identified:

1. Limited mention of faculty involvement in research and publications.
2. Absence of research centers or specialized research facilities.
3. Limited industry-academia research collaborations.
4. Insufficient patent filings and commercialization of research.
5. Limited exposure to interdisciplinary and cross-functional research

### Suggestions for Mitigation:

#### 1. Enhance Faculty Research:

- Provide incentives and grants for faculty to pursue research and publish in reputed journals.
- Organize workshops and training on research methodologies and writing for publications.
- Encourage and support faculty and students to file patents for their innovative research.
- Establish a technology transfer office to facilitate the commercialization of research findings

#### 2. Establish Research Centers:

- Create specialized research centers focusing on key areas of interest and expertise.
- Equip these centers with necessary resources and facilities to support high-quality research.
- Promote interdisciplinary research projects that bring together experts from different fields to address complex problems.
- Organize interdisciplinary seminars, workshops, and symposiums to foster collaboration and knowledge sharing

#### 3. Industry-Academia Collaborations:

- Initiate joint research projects with industry partners to solve real-world problems.
- Establish innovation hubs or incubators to foster startups and entrepreneurial activities among students and faculty.



## INFRASTRUCTURE AND LEARNING RESOURCES

### Gaps Identified:

1. Limited mention of accessibility and inclusivity in infrastructure.
2. Need for continuous upgrading of digital and physical infrastructure to keep pace with technological advancements.
3. Need for advanced laboratory and research facilities.
4. Limited space for recreational and extracurricular activities.

### Suggestions for Mitigation:

#### 1. Improve Accessibility:

- Ensure all campus facilities are accessible to differently-abled students and staff by incorporating ramps, elevators, and assistive technologies.
- Regularly review and update accessibility features based on feedback from users.

#### 2. Continuous Infrastructure Upgrades:

- Regularly upgrade IT infrastructure, including servers, networking equipment, and digital resources.
- Invest in smart campus solutions such as IoT devices, AI-based surveillance, and energy-efficient systems.
- Invest in state-of-the-art laboratory equipment and research facilities to support cutting-edge research and practical learning.
- Regularly upgrade existing facilities to keep pace with technological advancements.
- Create more spaces and facilities for recreational and extracurricular activities, such as sports complexes, cultural centers, and student lounges.
- Ensure these spaces are accessible and well-maintained to encourage student participation.

## STUDENT SUPPORT AND PROGRESSION

### Gaps Identified:

1. Limited career guidance and placement support.
2. Absence of structured programs for international exposure and global opportunities.
3. Limited mental health support and wellness programs.
4. Need for a more structured alumni mentorship program.

### Suggestions for Mitigation:

#### 1. Career Guidance and Placement:

1. Strengthen the placement cell by building a network with potential employers and organizing job fairs, on-campus interviews, and career counseling sessions.
2. Provide students with training in soft skills, resume writing, and interview techniques.

#### 2. Global Exposure:

1. Develop exchange programs with international universities and offer study-abroad opportunities.
2. Encourage participation in international conferences, competitions, and cultural exchange programs.

#### 3. Mental Health and Wellness:

1. Establish a comprehensive mental health support system, including counseling services, stress management workshops, and wellness programs.



2. Promote a culture of mental well-being through awareness campaigns and initiatives.
3. Develop a structured alumni mentorship program where alumni guide current students on career choices, higher education, and personal development.
4. Organize regular networking events and mentorship sessions to facilitate knowledge sharing and support.

## GOVERNANCE, LEADERSHIP, AND MANAGEMENT

### Gaps Identified:

1. Lack of structured professional development programs for staff.
2. Limited focus on stakeholder feedback and involvement in decision-making processes.

### Suggestions for Mitigation:

#### 1. Professional Development:

- Implement continuous professional development programs for teaching and non-teaching staff, focusing on leadership, management, and technical skills.
- Offer sabbatical leaves and funding for staff to pursue higher studies or advanced training.

#### 2. Stakeholder Involvement:

- Establish regular feedback mechanisms involving students, parents, alumni, and industry partners in decision-making processes.
- Create forums and committees to ensure active participation and input from all stakeholders.

## INSTITUTIONAL VALUES AND BEST PRACTICES

### Gaps Identified:

1. Limited emphasis on sustainability and environmental education within the curriculum.
2. Need for more structured community engagement and outreach programs.

### Suggestions for Mitigation:

#### 1. Sustainability Education:

- Integrate sustainability and environmental education into the curriculum across all disciplines.
- Organize workshops, seminars, and projects focused on environmental issues and sustainable practices.

#### 2. Structured Community Engagement:

- Develop a comprehensive plan for community engagement and outreach, ensuring regular and meaningful interactions with the local community.
- Encourage student-led initiatives and projects that address community needs and challenges.



## STEP 5:

### IDENTIFY INSTITUTIONAL GOALS -LONG TERM AND SHORT-TERM

#### LONG TERM STRATEGIC PLAN

- Offering new and industry relevant programmes.
- Undertake courses (diploma/certificate) on gender related issues.
- Offering more add-on courses on various cross-cutting issues, like value education, human rights, web-designing, bee-keeping, mushroom cultivation, folk and performing arts, knowledge of self, etc. to encourage multidisciplinary and holistic education
- Provision of bridge courses for students of disadvantaged educationally backgrounds
- Regularly organizing students' visit to places of importance to know the history, scientific contributions, traditions. indigenous literature and knowledge as a part of holistic education.
- Introduction of new pedagogy that supports student-centric learning.
- Creating online educational resources which students can use for independent learning
- Establishment of MoUs with industries for better industry-academia relationship
- Providing opportunities for internship with local industry, artists, craftsperson's etc., and research internship with other higher education institutions or research institutions.
- Refine quality-based education and student exchange programmes.
- Providing counselling and mentoring system to all students.
- Establishment of more Student Clubs to nurture the creativity and skills of the students and organize various activities under these clubs.
- Providing with sufficient basic infrastructure and facilities, including clean drinking water, clean toilets, offices, teaching supplies, libraries, labs, and classroom spaces and campuses.
- Regular upgradation of the campus infrastructure according to the changing needs and frequent maintenance of the same.
- Providing new and modern 100% ICT enabled classrooms for teaching-learning.
- Provision of financial assistance and scholarships for the students of socio-economically deprived group.
- Encourage more start-up and entrepreneurship.
- Framing of Gender sensitization action plan and its implementation.
- Hostel facilities for students.
- Providing medical facilities for students.
- Providing opportunities for participation in sports and cultural activities.
- Endeavour to create systems and processes that are required to ensure students' physical health and emotional wellness.
- Improving alumni engagement.
- Apply for various grants to Central and State Govt.
- Empowering the faculty to conduct innovative teaching, research and service.
- Providing support to the faculty/staff for capacity building and promote leadership.
- Develop a fully automated Management Information System.
- Promote decentralized administrative mechanism with participation, flexibility and accountability.
- Framing a mechanism for regular communication with all the stakeholders, collection of feedback on curriculum, Teaching-Learning Process, Infrastructure, etc. its scientific analysis and action taken on that Technological upgradation of the campus with centralized WiFi, ICT enabled classrooms, modernization of computer labs and fully automated library.
- Providing a disabled-friendly college campus and introduction of disabled-friendly initiatives like introducing mobile apps and QR codes to facilitate easy movement.
- Fostering research culture in the institution, establishment of research centers
- Fostering greater engagement with the local community.
- Framing transparent and objective mechanisms for evaluation of Self Appraisal Documents of faculty members; Peer review Committees to review contribution to teaching, research and



publication, projects (research and consultancy), contribution in corporate life and extension activity.

- Preparation of detailed Campus Safety guidelines and its circulation among all stakeholders.
- Emphasis on environmentally sustainable campus by upholding the natural landscape and biodiversity.
- Promote sustainable development through eco-friendly practices and implementation of the green protocol.
- Set up of an International Students Office.
- Introduction of Document management system.
- Undergo regular accreditation of the institution by the appropriate body.

### **SHORT TERM STRATEGIC PLANS**

#### **(I) CURRICULAR ASPECTS TARGET**

- Introducing more Add-on courses to enrich students in various domains to promote multidisciplinary and holistic education as well as to comprehend Indian Knowledge system.
- Organizing students' visit to places of importance to know the history, scientific contribution, traditions, indigenous literature and knowledge system.
- Encouraging students to participate in programme like creative writing, drama, recitations etc. in their own language to promote Indian language.
- Take education out of the current rigid structure and encourage flexible and holistic learning.
- To augment placements by establishing a centre for career guidance which will remain connected with the different departments of the college.

#### **STRATEGY**

- Initiate outcome-based education (OBE) wherein students will learn to structure activities to prioritize the end result.
- Design, compile and publish study materials for the restructured and newly introduced Add on certificate courses.
- Give importance to placement activities by conducting job fairs and hosting Recruitment drives.

#### **ii) TEACHING, LEARNING AND EVALUATION**

#### **TARGET**

- To position itself as the primary choice of institute for higher education by ensuring high quality output consistently.
- Strengthening of own Learning Management System (LMS) for online mode of teaching- learning.
- Holistically uplift weaker students by making special provisions based on their unique needs and learning style.
- To encourage the students to be socially committed global citizens by improving their awareness about current socio, political and environmental scenarios.
- Use of more ICT in teaching and learning process.
- Establish a networking team consisting of all stakeholders to get feedback for the curriculum and its transaction.
- Introduce more student-centric teaching-learning process with special emphasis on technology. Strengthening the mentoring system.

#### **STRATEGY**

- Encourage students and teachers to pursue online courses
- Compulsory 'Diagnostic test' for the beginners to evaluate the learning level and draw a comparison at the end of the course to map their progress.



- Remedial classes/bridge courses for the slow learners
- Encourage teachers to incorporate new methods of teaching and learning into the curriculum by attending Faculty Development Programs.
- Organize collaborative learning, like group project, Group discussion, etc to improve teamwork among students.
- Arranging programmes on innovative teaching, pedagogy, classroom delivery techniques, etc.
- Systematic collection and analysis of feedback from all stakeholders and action taken.
- Development of smart class rooms with state-of-the-art facility.
- Full digitalization of central library.
- Establishment of MoUs Academic Institution for Student Exchange and other Programmes.
- Organizing students' visit to places of importance to know the history, scientific contributions, traditions, indigenous literature and knowledge.

### **RESEARCH INNOVATION AND EXTENSION TARGET**

- Fostering research culture in the institution.
- Educational linkages in terms of more MoUs with premier institutions and take up collaborative research projects.
- Promote faculty members to have major/ minor project.
- International exposure to faculty through joint research with faculty from foreign universities
- Abide by the guidelines for plagiarism prevention by introducing a plagiarism checker software
- Motivate faculty to apply for Patent
- Encourage Start-up and create an innovation ecosystem.
- Assist Government and local bodies in community projects.
- Adoption of villages.
- Encourage research on local issues.

### **STRATEGY**

- Promote inter-disciplinary research within the college.
- Encourage the students to publish their work in collaboration with their teacher-guide.
- Encourage innovative, location specific and society relevant research among teachers and students.
- Efforts will be made to undertake awareness programme on various Government schemes for community.
- To arrange program/competitions where students can explore their ideas and transform those into the prototype.
- Continuation of activities and linkages with the neighboring schools.
- Invite Industry experts for motivating students and provide practical knowledge.
- Promote students to work on real projects for industries.
- Conduct extension and proactive research programmes that would facilitate local developments in line with emerging global changes.

### **INFRASTRUCTURE AND LEARNING RESOURCES TARGET**

- Regular upgradation of the campus infrastructure according to the changing needs
- Enhance use of technology in teaching-learning and administration
- To revamp existing academic and other common facilities
- Introduction of disabled-friendly initiatives like introducing mobile apps or QR codes to facilitate easy movement
- Establishment of Central Instrumentation Facility

### **STRATEGY**

- Technological upgradation of the campus with centralized Wi-Fi, ICT enabled classrooms, modernization of computer labs and fully automated library.
- Establishment of facilities like quest house, playground, health club, medical Centre, convention



Centre, faculty hostel and campus radio centre.

- upgradation of solar panels, waste water treatment plants, Chemical waste treatment plant and rain water harvesting.
- Upgradation of College canteen facilities.
- Construction of Botanical Garden, green house and nursery.
- Pool funds together to buy sophisticated scientific equipment that can be accessed by all departments.
- Provision for hostel facility, both for boys and girls students.

### **STUDENT SUPPORT AND PROGRESSION TARGET**

- Refine quality-based education
- Student exchange programmes
- Engage students in research studies and motivate them to optimize publication and designed based projects.
- Improve placement activities
- Fully functional counselling cell to cater the needs of students
- Analysis and updating students' progression annually.
- Enhance the employability skill of the students
- Fully automated central library
- Encourage start up and entrepreneurship through various clubs like EDP, ICC, IEDP, ASAP etc.

### **STRATEGY**

- Extend scholarship facilities to eligible and financially needy students
- Appeal will be made to the community or groups of people to extend their financial help to the students from socio-economic deprived group (SEDGs).
- Conduct job fairs in collaboration with other institutes.
- Special counselling and mentoring for slow learners.
- Strengthen students' clubs to nurture the creativity of the students
- Organizing capacity enhancement programmes
- Organizing various programs to enhance the leadership capacity if the students with a special emphasis to girl students.
- Introducing of finishing schools for the outgoing students to enhance their employability
- Establishment of Start-up incubation centre to support the entrepreneurship.

### **GOVERNANCE, LEADERSHIP AND MANAGEMENT TARGET.**

- Develop a fully automated Management Information System
- Promote decentralized administrative mechanism with accountability
- Initiative to integrate the Indian Knowledge System in the Curriculum
- Ensure transparency in Financial Audit
- To conduct various quality Audit
- Providing facilities to the faculty members to prepare e-content under MOOC.
- Undergo regular accreditation of the institution by the appropriate body
- Apply for various grants to Central and State governments
- Providing support to the faculty/staff for capacity building and development
- Continuous Professional Development (CPD) for faculty and staff, and leadership training.

### **STRATEGY**

- Promote participation of staff members in FDPs like refreshers, orientation programmes, short term courses
- Facilitate participation in online and Face-to face training programme organized by
- UGC/IGNOU on leadership training.



- Establishment of Study Center to integrate Indian Knowledge System
- Undertake Annual academic and administrative audit, green and environment audit, library audit, energy audit and to implement the recommendations.
- Uphold efficient grievance redressal committee, Anti-Ragging Committee, Anti Sexual Harassment committee with the participation of staff and students.
- Preparation of detailed project Report and submission of the same to management for funding.
- Organizing faculty and staff development programme (including pedagogical training, workshops, seminars and conferences) for improved competence.

### **INNOVATIONS AND BEST PRACTICES TARGET**

- Promote sustainable development through eco-friendly practices
- Ensure proper waste management and water management system
- Implementation of the Green protocol
- Awareness and sensitivity about environmental issues
- Ensure gender equity and parity
- Framing of gender sensitization action plan
- Make a global impact on society through education, empowerment, research, innovation and philanthropic activities
- Introduction of full flagged e-governance in areas of operation

### **STRATEGY**

- Enhance energy management by installation of solar panels, use of LED bulbs, sensor-based energy conservation system
- To limit the use of paper in office administration
- Preservation of various varieties and species of trees in the ecosystem
- Preservation of natural water resources in the campus
- Strengthening of the Environment & Climate cell, Eco club of the College.
- Observation of environmentally important commemorative days with students, staff and community.
- Undertake Green and environment audit, energy audit, fire audit and implementation of the recommendations
- Regular Gender sensitization programmes
- Undertake Gender Audit

## **STEP 6:**

### **IDENTIFY INSTITUTIONAL LEVEL CHALLENGES – LONG TERM AND SHORT TERM**

1. Drop out of students from college due to early marriage.
2. Poor capita income of the guardians leads to drop out of students.
3. Lack of motivation of the faculty members to write textbooks in local languages which is very important for increasing access through Indian language.
4. Challenges of infrastructure and manpower to run multidisciplinary courses.
5. Lack of trained personnel within the college to introduce programme on Indian knowledge system.
6. Lack of orientation about research (academic and community based) and innovation for majority of the faculty members.
7. Financial problems of some faculty members create hindrances to attend/participate in various capacity building programmes.
8. Paucity of industry and entrepreneur in and around the Malappuram District is a disadvantage factor for enhancing employability and internship for students.



9. Lack of IT facilities reduces the potential capability of teachers in using ICT facilities in teaching-learning.
10. Maintenance of quality to attract students from other states and country.
11. Inadequate funding for implementation of full flagged e-governance.

## STEP 7:

### DEVELOP A WORKABLE HYPOTHESIS TO MITIGATE AND OVERCOME THE CHALLENGES IN A PHASED MANNER

Challenges	Hypothesis to mitigate the issue	Timeline (Year)		
		5	10	15
Drop out of students due to early marriage	Mass awareness in the grassroot by faculty and students level		✓	
Poor per capita income of the parents and guardians leads to drop out of students from SEDGs	Facilitate Govt free ship/ scholarship Appeal will be made to Alumni, Community organization to extend financial help to the students from socio-economic deprived group (SEDGs)	✓		
Lack of motivation of the faculty members to write textbooks in local languages which is very important for increasing access through Indian language.	Organizing workshop/session to encourage and inspire the faculty by proper resource persons		✓	
Challenges of infrastructure and manpower to run multidisciplinary courses.	Apply for Govt grants		✓	
	Search out alternative funds		✓	
	Appoint tenure-based faculty as and when needed	✓		
Lack of orientation about research (academic and community based) and innovation for majority of the faculty members.	Providing training and facilitate basic requirement Incentives for pursuing research work	✓		
Lack of trained personnel within the college to introduce programme on Indian knowledge system.	Providing training			✓



Financial problems of some Faculty members create hindrances to attend/participate in various capacity building programmes.	Conduct FDPs for teaching and non-teaching staff in the campus/college		✓	
Paucity of industry and entrepreneur in and around the District is a disadvantage factor for enhancing employability and internship for students.	To provide necessary exposure to students in industries outside the state and industrial areas within the state To sign MOUs with Govt. Departments available in the District		✓	
Daily use of IT facilities reduces the potential capability of teachers in using ICT facilities in teaching-learning and remain updated.	for internship Organize awareness programmes Organize workshop Providing training	✓		
Maintenance of quality to attract students from other states and country.	Framing of syllabus of local folk and culture, tradition, medicinal plants and local biodiversity, which can be taught in online mode		✓	
Inadequate implementation of full pledged e- governance.	Enable e governance		✓	

## STEP 8:

### DEVELOP STRATEGIES TO PROMOTE LEADERSHIP

Effective governance and leadership empower the creation of a culture of innovation and excellence in higher education institutions. It is expected that the leaders of an HEI will demonstrate strong alignment to Constitutional values and the vision of the institution, along with attributes like trust in teamwork, ability to work with diverse people, strong social commitment, pluralism with a positive outlook.

Keeping these in view, the following initiatives will be undertaken to promote leadership skill among the faculty members,

- Identification of excellent faculty with high academic and service credentials as well as demonstrative leadership and management skills
- 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.
- Engaging faculty in all levels with strategic direction and decision-making capacity which will help to encourage them to pursue leadership roles
- Organize leadership training to all faculty, particularly women.
- Provide mentoring to the faculty members by present academic administrators of the college.



## STEP 9:

The following initiatives will be helpful to ensure transparency in governance

- Constituting Governing Body of the College with highly qualified and responsible persons
- Implementation of full-pledged e-governance in various areas of operation, like, administration, student admission and support, examination and finance
- Availability of information about college in the college website
- Disclosure under section 4(1) (b) of the RTI ACT, 2005
- Active Grievance redressal system
- Undertake regular financial Audit by approved Auditors.
- Admission of students as per the govt rule and policy

## STEP 10:

**ACTION PLAN FOR PHASE-WISE IMPLEMENTATION OF THE PERSPECTIVE IDP WITH SPECIFIC TIMELINES**

Proposed plans	Action plans	Timel ine		
		5	1	1
Offering new programmes subjects.	<ul style="list-style-type: none"> <li>• Apply to proper regulatory bodies for permission to introduce the programme</li> <li>• improving methods to track and monitor the learning outcome</li> </ul>		✓	
Convert the institution to an autonomous status	<ul style="list-style-type: none"> <li>• Working towards getting a higher grade offered by NAAC.</li> <li>• Apply to UGC for granting autonomy</li> </ul>		✓	
Undertake new courses (diploma/certificate skill-oriented courses) on gender related issues	<ul style="list-style-type: none"> <li>• Preparation of syllabus of the courses</li> <li>• Procurement of study materials</li> </ul>		✓	
Offering more Add on courses on various cross-cutting-issues, like, value education, human rights, web designing, bee keeping, handloom weaving, mushroom cultivation, folk and performing arts, knowledge of self, Vedic mathematics, etc. to encourage multidisciplinary and holistic education	<ul style="list-style-type: none"> <li>• Preparation of syllabus of the courses</li> <li>• Procurement of study materials</li> <li>• Augmentation of laboratory infrastructures as required.</li> </ul>	✓		



Provision of bridge courses for students of disadvantaged educational backgrounds	<ul style="list-style-type: none"> <li>• Identification of the students</li> <li>• Identification of the gap where bridge courses will be required</li> <li>• Assigning of teachers</li> <li>• Preparation of teaching plan and lesson plans of the courses by the assigned teachers.</li> </ul>	✓		
Regularly organizing students' visit to places of importance to know the history, scientific contributions, traditions, indigenous literature and knowledge as a part of holistic education	<ul style="list-style-type: none"> <li>• Budget allocation for the students' visit</li> <li>• Seeking permission from respective competent authorities</li> <li>• Establishment of MOUs/linkages with the competent authorities as and when possible</li> </ul>	✓		
Introduction of new pedagogy that supports student-centric learning.	<ul style="list-style-type: none"> <li>• Organize faculty development programmes</li> <li>• Organize in-house interaction session to discuss and share the idea and knowledge of the faculties</li> </ul>	✓		
Creating on-line educational resources which students can use for independent learning	<ul style="list-style-type: none"> <li>• Recreate own Learning Management system</li> <li>• Continuation of subscription of n-list</li> </ul>	✓		
Establishment of MOUs with industries for better industry academia relationship	<ul style="list-style-type: none"> <li>• Explore the industries, available in local, regional and national level.</li> <li>• Communicate with them for new information</li> <li>• Organize seminar/workshop and invite the resource persons from industry</li> </ul>	✓		
Providing opportunities for internship with local industry, artists, craftsperson etc., and research internship with other higher education institutions or research institutions.	<ul style="list-style-type: none"> <li>• Explore the industries, artists and craftspersons available in local level.</li> <li>• Establish MOU with other HEI/ researchcenter and communicate them for information</li> <li>• Organize seminar/workshop and invite the resource persons</li> <li>• Organize students' visit</li> <li>• Budget allocation to organize the programme.</li> <li>• Application for Financial grant from competent authority</li> </ul>	✓		



<p>Refine quality-based education and student exchange programmes</p>	<ul style="list-style-type: none"> <li>Organize FDP as a part of Continuous Professional Development of faculty so that they can experience the present education scenario of the national and international level.</li> <li>HEIs of repute for students' exchange</li> </ul>	<p>✓</p>		
<p>Providing counselling and mentoring system to all students</p>	<ul style="list-style-type: none"> <li>Incorporated mentoring as an integral part of Academic policy of the college</li> <li>Assign teacher - mentor to each student</li> <li>Organize regular session with mentors-mentees</li> <li>Organize FDP on mentoring</li> <li>Establish MOU with counsellors for mental health of students</li> <li>Organize face-to-face counselling session</li> </ul>			
<p>Establishment of more students' clubs to nurture the creativity and skills of students and organize various activities under these clubs</p>	<ul style="list-style-type: none"> <li>Explore the possibility and opportunity to establish the students' clubs</li> <li>Assign in-charge from staff to look after the activities of each club</li> <li>Assign student leader of each club which may help to develop leadership qualities in them</li> </ul>	<p>✓</p>		
<p>Providing with sufficient basic infrastructure and facilities, including clean drinking water, clean toilets, blackboards, whiteboards, offices, teaching supplies, libraries, labs, and pleasant classroom spaces and campuses.</p>	<ul style="list-style-type: none"> <li>submit proposals to the management for infrastructure development periodically</li> <li>Preparation and submission of proper plan and estimate to the concerned authority for longer period in perspective.</li> <li>Budget allocation for maintenance and upkeep.</li> </ul>		<p>✓</p>	<p>✓</p>
<p>Regular upgradation of the campus infrastructure according to the changing needs and frequent maintenance of the same</p>	<ul style="list-style-type: none"> <li>Infrastructure augmentation is related to the introduction of new programme/student support service</li> <li>Apply to concerned authorities for infrastructure grant</li> <li>Preparation and submission of proper plan and estimate to the concerned authority</li> </ul>	<p>✓</p>	<p>✓</p>	





<p>Providing opportunities for participation in sports and cultural activities</p>	<ul style="list-style-type: none"> <li>• Strengthening the Sports and Arts and Cultural committees</li> <li>• Establishment of student Clubs related to Sports and Culture</li> <li>• Procurement of calisthenics and construction of 400 track field, flood light/light tower and gallery with shed</li> <li>• Construction of indoor stadia</li> </ul>		✓	✓
<p>Endeavour to create systems and processes that are required to ensure students' physical health and emotional wellness.</p>	<ul style="list-style-type: none"> <li>• Incorporated mentoring as an integral part of Academic Policy of the College</li> <li>• Assign teacher-mentor to each student</li> <li>• Organize regular session with mentors- mentees</li> <li>• Organized FDP on mentoring</li> <li>• Establish MOUs with counsellor organizations for taking care of the mental health of the students</li> <li>• Organizing face-to-face counselling session</li> <li>• Augmentation of new equipment in gymnasium for girl students.</li> <li>• Construction of separate gymnasium for girl students.</li> </ul>	✓	✓	✓
<p>Improving alumni engagement</p>	<ul style="list-style-type: none"> <li>• Organize regular alumni meet (both centrally and department wise)</li> <li>• Involvement of alumni in various activities of the College</li> <li>• Collection of feedback and implementation in the overall development of the college</li> </ul>	✓	✓	✓
<p>Empowering the faculty to conduct innovative teaching, research and service.</p>	<ul style="list-style-type: none"> <li>• Depute faculty to attend workshops, Orientation Courses and Refresher Courses.</li> <li>• Organize training</li> <li>• Allocation of budget</li> </ul>	✓	✓	✓✓✓



<p>Providing support to the faculty/staff for capacity building and promote leadership</p>	<ul style="list-style-type: none"> <li>• Establishing MOUs with institutions of national importance to organize capacity building programme</li> <li>• Encourage and depute faculty members to attend induction programme/orientation programme/ refresher course/ short term course and other training programmes</li> <li>• Excellence of teaching, research and services of faculty members will be incentivized through appropriate rewards and recognitions and will be encouraged and motivated to be an institutional leader</li> <li>• Engaging faculty at all levels with strategic direction and decision making which will help to encourage them to pursue leadership roles.</li> <li>• Organize leadership training for all faculty particularly women</li> <li>• Provide mentoring to the faculty members by present academic administrators of the College.</li> </ul>			
<p>Develop a fully automated Management Information System</p>	<ul style="list-style-type: none"> <li>• Assign a committee or cell to explore the areas of operation</li> <li>• Allocation of budget</li> </ul>		✓	
<p>Promote decentralised administrative mechanism with participation, flexibility and accountability</p>	<ul style="list-style-type: none"> <li>• Formation of various committees with faculty and staff to assign definite administrative tasks and responsibilities</li> <li>• Every committee will have freedom to prepare their plan and decide implementation strategies</li> <li>• The convenor/chairman/coordinator of the committees will convey meeting as and when required for the implementation and organization of certain activities.</li> </ul>	✓		
<p>Framing a mechanism for regular communication with all the stakeholders, collection of feedback on curriculum, teaching-learning process, infrastructure, etc, its scientific analysis and action taken on that.</p>	<ul style="list-style-type: none"> <li>• Formation of WhatsApp/ telegram groups of parents, alumni, faculties, students and local bodies to bring them in a single accessible platform</li> <li>• Provision of online feedback collection system</li> <li>• Analysis of feedback data and their implementation</li> <li>• Hosting the same in the College website</li> </ul>	✓		



<p>Technological upgradation of the campus with centralized Wi-Fi, ICT enabled classrooms, modernization of computer labs and fully automated library.</p>	<ul style="list-style-type: none"> <li>• Plan for implementation in a phased manner</li> <li>• Strengthening the Wi-Fi coverage area</li> <li>• Upgradation and inclusion of ICT gadgets in the classrooms</li> <li>• Procurement of updated PCs for computer lab.</li> </ul>			✓
<p>Providing a disabled-friendly college campus and introduction of disabled friendly initiatives like introducing mobile apps and QR codes to facilitate easy movement.</p>	<ul style="list-style-type: none"> <li>• Provision of ramps in all the buildings and lift to multi-storied buildings</li> <li>• Signage including tactile path, display boards and signposts</li> <li>• Procurement of screen-reading software</li> <li>• Convert the present college website accessible by divyangjan</li> <li>• Inclusion of aforesaid mentioned facilities in the project proposal, send to concerned authorities.</li> <li>• Designing and development of mobile apps for divyangjan</li> </ul>		✓	
<p>Fostering research culture in the institution and encourage 'Citizen research'</p>	<ul style="list-style-type: none"> <li>• Encouraging the faculty members to undertake research work (subject specific and problems related to local issues)</li> <li>• Incentivize the faculty members in terms of reward, certificate etc. for good quality publication</li> <li>• Establishment of UG research centre</li> <li>• Training in Citizen research for UG students will be initiated.</li> </ul>		✓	
<p>Fostering greater engagement with the local community</p>	<ul style="list-style-type: none"> <li>• Undertake community work on 'problems of dropout rate/ indiscipline/malnutrition/disabled in the district' – survey, analysis of data, report preparation, awareness and communicate the report to the concerned authority.</li> </ul>		✓	
<p>Establishment of Central Instrumentation Facility to encourage inter-departmental research by faculties and students.</p>	<ul style="list-style-type: none"> <li>• Selection of instruments as per the research expertise of the faculty members and possible research areas</li> <li>• Apply to concerned authorities for grants</li> </ul>			✓



<p>Framing transparent and objective mechanisms for evaluation of Self Appraisal documents of faculty members. Peer review committee to review contribution of teaching, research and publication, project (research and consultancy), contribution in corporate life and extension activity</p>	<ul style="list-style-type: none"> <li>• Framing of questionnaires on various aspects like, Teaching- learning and evaluation related activities; co-curricular, extension and professional development relative activities research, publication and academic contribution of the faculty.</li> <li>• Collection of self-appraisal annually (online) with proper documental evidences</li> <li>• On the basis of self-appraisal, Annual Confidential Report of each faculty will be prepared by the Principal</li> <li>• Provision of incentivize the faculty with excellent work</li> <li>• Faculty not delivering on basic norms will be held accountable</li> </ul>	✓		
<p>Preparation of detailed campus Safety guidelines and its circulation among all stakeholders</p>	<ul style="list-style-type: none"> <li>• Planning for disposition of various uses access, distribution of activity patterns, a network of movement</li> <li>• Integration of appropriate technology</li> <li>• Mitigation plan of natural disaster</li> <li>• Inclusion of fire safety, safety during construction and expansion, surveillance in campus or crime, etc.</li> </ul>		✓	
<p>Emphasis on environmentally sustainable campus by upholding the natural landscape and biodiversity</p>	<ul style="list-style-type: none"> <li>• Preservation and conservation of already occupied green area, water bodies of the campus</li> <li>• Preparation of master plan of the college highlighting various zones to retain the green cover in the campus.</li> </ul>		✓	
<p>Promote sustainable development through eco-friendly practices and implementation of the green protocol</p>	<ul style="list-style-type: none"> <li>• Provision of alternate energy sources</li> <li>• Use of 100% LED bulbs in the college campus</li> <li>• Use of degradable wastes of the campus by converting them in to bio fertilizer ('Waste to Wealth)</li> <li>• Strengthening the system of rain water harvesting and open well recharge to promote water conservation</li> <li>• Undertake regular Energy audit, Green and Environmental audit and implementation of the recommendation</li> <li>• Undertake plantation as a permanent project</li> </ul>	✓		



Set up of a National and International Students Office	<ul style="list-style-type: none"> <li>To appoint one faculty member as coordinator for National and International Student.</li> </ul>		✓	
Introduction of Document management system	<ul style="list-style-type: none"> <li>Development of Online Document Management System (ODMS)</li> </ul>	✓		
Undergo regular accreditation of the institution by the appropriate body	<ul style="list-style-type: none"> <li>Preparation and uploading information to concerned authorities like NAAC/AISHE</li> </ul>	✓		

### Conclusion:

Kottakkal Farook Arts and Science College is dedicated to the holistic development of its students. The college aims to create a robust internal support system for its diverse student body, which includes learners from both near and far. The Institutional Development Plan (IDP) has been designed to achieve the institution's goals, following the criteria and core principles of NEP 2020 and the IDP guidelines set by the UGC. However, the IDP will need periodic review, revision, and resubmission to adapt to the college's evolving needs and emerging challenges. This IDP represents an initial roadmap, and modifications will be made as necessary to ensure it remains relevant and effective.

Internal Quality Assurance Cell (IQAC)  
Farook Arts & Science College

