



INSTITUTIONAL DEVELOPMENT PLAN

2022-23 to 2037-38



BAOSI BANIKANTA KAKATI COLLEGE

NAGAON, BARPETA, ASSAM, PIN-781311

www.bbkcollege.co.in

(Approved by the Governing Body vide resolution No. 8, dated 23-03-2023)

1. Name and Address of the college : Baosi Banikanta Kakati College
Nagaon, Barpeta, Assam, PIN-781311
E-mail: principalbbkc@gmail.com
Website: www.bbcollege.co.in
2. Year of Establishment : 1971
3. Institutional Status : Provincialized
4. Award, Recognition, Accreditation : Accredited with B++ grade (CGPA: 2.77) by NAAC (2016), ISO (9001:2015) certified
5. Number of Programme offered

UG	: BA, BSc, and BCA
PG	: MA (Assamese)
Diploma	: PGDCA
6. No. of sanctioned post (teaching) : 47
7. Non-teaching : 20

About the College

Baosi Banikanta Kakati College (hereafter B.B.K. College), established on July 25, 1971, in the greater Baosi locality of Nagaon, owes its inception to the tireless efforts of Late Mahendra Mohan Choudhury—a freedom fighter, former Chief Minister of Assam, and former Governor of Punjab. Baosi has historically been a center of cultural and religious activities, influenced by Vaishnavite preacher Mahapurush Srimanta Shankardeva, his disciple Mahapurush Madhabdeva, and others like Damodardev and Haridev. In the late 19th century, Baosi became home to Dr. Banikanta Kakati, a renowned scholar, linguist, literary critic, and academician. The college's name is a tribute to both Baosi and Dr. Banikanta Kakati.

Nestled amidst verdant paddy fields and serene surroundings, 12 kilometers from Barpeta town, the college prioritizes the academic needs of the rural community. Since its inception, it has remained a preferred destination for higher education in lower Assam, emphasizing holistic student development and aligning with contemporary educational initiatives. Now in its 48th year of academic excellence, the college offers education to around 1,500 students in Arts, Science, and Computer Applications at the Higher Secondary and Undergraduate levels.

Despite challenges, the institution has made significant strides toward quality education, earning a B++ grade in the second cycle of NAAC accreditation. Its academic achievements include producing state toppers like Ms. Gitika Talukdar (H.S. Arts, 2010) and Ms. Kangkana Talukdar (9th position, H.S. Arts, 2012).

The college supports students from BPL families, SC, ST, and minority communities through stipends and welfare initiatives. Additionally, facilities such as separate hostels for boys and girls, and a well-equipped library contribute to academic excellence. Guided by its motto, "**Search for Talent and Its Nurturing**," the college remains committed to its societal responsibility and educational mission.

Introduction to IDP

The NEP Taskforce of the college has undertaken the mission of designing an Institutional Development Plan for a period of fifteen years commencing from Academic Year 2022-2023 to Academic Year 2037-2038 for balanced growth of the college. The Quality Indicators of different criteria determined by National Accreditation and Assessment Council (NAAC) have been taken into consideration as the base to create Quality Radars and to make out milestones for the future.

Guiding Principles of IDP, B.B.K. College

The NEP Task Force has considered the following main objectives for preparing the Institutional Development Plan:

I. Vision Statement of the College

The vision of B.B.K. College is to provide quality higher education with an attempt to inspire, prepare, and empower students of its catchment area to succeed in a changing world.

II. Core value of NAAC - the observer of quality bench marking in higher education

The Core values of NAAC are:

- ☐ Contributing to National Development
- ☐ Fostering Global Competencies among Students
- ☐ Inculcating a Value System among Students
- ☐ Promoting the Use of Technology
- ☐ Quest for Excellence
- ☐ Scientific attitude and research culture
- ☐ Environmental awareness
- ☐ Gender equality and social awareness
- ☐ Team work and leadership skills

III. Quality Policy of the college

B.B.K. College is committed to a culture of quality enhancement through a process of continuous quality improvement in all its endeavours, namely, teaching-learning, research, student support and extension services. The quality policy is also communicated and understood by all stakeholders within the college and is reviewed for continuing suitability. The policy is embedded in the process of self- evaluation and continuous improvement.

IV. Guidelines of National Education Policy-2020

As per NEP 2020, the purpose of the education system is 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 citizens for building an equitable, inclusive, and pluralistic society as envisaged by our Constitution.

Aims and Objectives of the Institutional Development Plan

The basic objective of the Institutional Development Plan is to make students a successful citizen by improving the quality and infrastructure of educational institutions. Based on the Institutional Development Plan, the college will develop initiatives, assess the progress and reach the goals set therein, which can then become the basis of Govt. funding.

Considering the background of the college as an institution imparting quality education in science, arts, and vocational field, the college has identified the broad aim of IDP as follows:

- ☐ To create a supportive academic environment for students ingrained with sincerity, discipline and commitment.
- ☐ To institute a sustained quality system embedded with a conscious, consistent and programmed action
- ☐ To mould humane citizens of the nation
- ☐ To make skilled manpower through effective use of emerging technological tools and to bridge the gap between social needs and higher education.
- ☐ To bring three 'H' together in an integrated manner, namely, Hand (to develop skills), Head (to gain advanced knowledge), Heart (to inculcate human values)

ROAD MAP FOR IMPLEMENTATION OF NEP-2020

Step 1: Analysis of the present scenario in terms of 'Access', 'Quality' and 'Future

Readiness

<u>Access</u>	
Equity including Gender Parity	The institute aims to provide quality higher education to all individuals. At present the institute provides quality higher education to 1809 students out of which more than 50 percent are of girl students.
Inclusion including Socio-economic Deprived Groups (SEDGs)	The institute follows government rule for providing access to higher education to the SEDGs, which is reflected in its admission policy of the institute. As per enrolment data of 2020-21 the institute has accommodated 10%, 2% and 6% of students belonging to SC, ST(P) and OBC categories respectively. Apart from that approximately 75% students belong to the minority community.
Measures for increasing access including online and Open and Distance Learning (ODL) education	The college has its own online Learning Management System, which is integrated with the official website of the college. Use of online platform for teaching-learning process Distance education through the study center of Krishna Kanta Handique State Open University. Online access of N-LIST, DELNET and NDLI for students and faculties
Increasing access through Indian languages	At present the institute adopts the local language, i.e. Assamese as medium of instruction in addition to English language in both UG and HS courses. Apart from that Hindi language is also used as a medium of instruction in the Department of Hindi at UG and HS level.

<u>Quality</u>	
Multidisciplinary and holistic education	Although the institute offers different subject-centric courses independently, some core papers are of multidisciplinary in nature, which are taught by different departments. Moreover, different subjects incorporate some papers of interdisciplinary nature. Besides, there is mandatory provision of Skill Enhancement Courses in every subject to cater to the holistic development of students.
Flexibility of courses and student mobility-multiple entry and exit	At present both the UG and PG courses are running as per new CBCS guidelines of Gauhati University. However, the multiple entry and exit system is yet to be implemented by the affiliating university.
Indian Knowledge System	At present, only a few subjects such Philosophy, Assamese, Hindi, English, History and Botany incorporate limited areas of Indian Knowledge system.
Research, Innovation and Ranking	There is a little provision for research and innovation at UG level under the present curriculum design.
Capacity building of faculty	The institute encourages the faculty members to participate in different capacity building courses such as OP, RC, STC, FDP, etc.

<u>Future Readiness</u>	
Enhancing employability through internship/apprenticeship	The college intends to design some career-oriented courses based on the local resources and with institutional collaborations to promote employability.
Transforming education through integration of technology	The college dreams to use the benefits of technological innovations and to integrate it with the current education system for transforming learning into a joy. Also, the institute intends to develop online courses to accommodate the unreached individual.
Accreditation for quality education	At present, the institute is preparing for 3 rd cycle of NACC accreditation. The college feels that the accreditation mechanism should recognise the contextualised settings to promote and maintain more meaningful quality education.
Internationalization	The college plans for internationalisation of its present education through creating collaborative linkages with foreign institution in the form of collaborative research, exchange programmes on Yoga and well being, culture, etc.
Governance	The governance of the college will include the different stakeholders with strong sense of commitment to the institution to ensure leadership of the highest quality and to promote an institutional culture of excellence.

Step 2: Envision transformation of the institution for next 15 years in lines of NEP-2020 and draw a strategic plan of action

The Institutional Development Plan is the basis on which the college will frame the initiatives, assess the progress and reach the goals set therein. In keeping with the vision to convert into an autonomous college that will empower to drive excellence, B.B.K. college envisages the following initiatives,

1. Offering new programmes like integrated Bed, BVOC and PG in all the subjects.
2. Convert the college into a self-governing degree granting autonomous institute of higher education.
3. Introduce contemporary subjects in UG level, like, Artificial Intelligence, Cloud Computing, Data Analysis, Cyber security, etc. to develop these various important skills in students.
4. Provide more financial assistance and scholarships to socio-economically disadvantaged students
5. A transparent and stated process of faculty recruitment
6. Retention of faculty members and motivating them towards advancing the students, institution, and profession
7. Maintenance of ideal PTR so that faculty can interact with students, conduct research and can involve in other activities of college as well as extension
8. Autonomous, more accountable, decentralized and transparent internal governance.
9. Strong Grievance Redressal system
10. Strictly administer all no-discrimination and anti-harassment rules
11. Continuous Professional Development (CPD) for faculty and staff, and leadership training for Principal and others
12. Encouraging and empowering the faculty to conduct innovative teaching and pedagogy, research and service which will motivate them to do outstanding creative work.
13. 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.
14. Strengthening the student support system
15. Allocation of budget for establishment of Student clubs and organise activities by students under the supervision of faculty. Such activities will be incorporated into the curriculum as and when the student feel the necessity
16. Develop and use supportive technology tools for better participation and learning outcomes.

17. Emphasis to increase the employability potential of the students
18. Develop bridge courses for students of disadvantaged educational backgrounds
19. Provide regular counselling and mentoring programmes for social, emotional and academic support
20. Develop more quality study material in local languages
21. Encourage research work among faculty and students
22. Augmentation of basic infrastructure facilities, viz, clean drinking water, clean working toilets, sports facilities, and pleasant classroom spaces and campuses.
23. Increasing hostel facilities as per need.
24. Providing medical facilities for all students
25. Establishment of MoUs with institutions of national and international importance to undertake collaborative work in research and teaching and to facilitate faculty/student exchanges.
26. Conduct outreach programmes on higher education opportunities, scholarships, skills and entrepreneurship among SEDGs
27. Undertake programme/add on course/activities to sensitise faculty, staff and students on issues of gender-identity
28. Framing a mechanism for regular communication with all the stakeholders, so that they can be aware of new information in teaching-learning, research and community service; collection of feedback on various aspects of the college, its scientific analysis and action taken on that
29. Improving alumni engagement in various fields of activities of the college
30. Fostering greater engagement with the local community
31. Incorporating the principle of sustainability in all sphere of policies as well as activities.
32. Allocation of budget to make a complete disabled-friendly college campus
33. Allocation of budget for environmentally sustainable campus by upholding the natural landscape and biodiversity using renewable sources of energy and giving importance in resilience (to mitigate natural disasters and accidents), sustainability, utilities and services, safety
34. Allocation of budget for ERP management
35. Apply for various grants to Central and State Govt and to identify new source of funding
36. Set up of an International Students Office
37. Undergo regular accreditation of the institution by the appropriate body with the aim to attain the highest level of accreditation over the next 15 years

Step 3: Define the mission statement of the institution to identify the goals, strengths, opportunities, priorities and commitments

Mission statement of the college:

B.B.K. College strives to achieve its vision by

1. To achieve excellence in higher education by incorporating new inputs and new techniques.
2. To impart skill based and career-oriented knowledge and education.
3. To promote physical, cultural and moral development of the students.
4. To work for inclusive education and especially for participation of women and backward rural communities in higher education.

Step 4: Identify the strengths and capacity (human and financial) in regard to organizational gaps and develop the process to mitigate these gaps

Present Strength and Capacity

- ☐ Cordial relationship among all the stakeholders
- ☐ Functioning in the plural and multicultural atmosphere
- ☐ Driven by the mission statement of imparting knowledge to all
- ☐ Admission of students across all communities and areas who are socially and economically marginalised including the provision of admission of the transgender students
- ☐ Student-centric teaching-learning process
- ☐ Availability of professional courses BCA and PGDCA
- ☐ Internal complain committee, Anti-ragging committee, anti-sexual harassment committee are in place
- ☐ Funding from Govt of Assam and Central Govt (under Govt UGC, RUSA, DBT, MoE)

Few steps to mitigate the gaps

- ☐ Apply to university, Govt of Assam and other agencies to start new programme (integrated BEd, BVOC and PG)
- ☐ Apply to UGC for autonomy of the college
- ☐ Preparation of syllabus to start some contemporary subjects by faculty members or by hiring resource persons
- ☐ Appeal to NGOs and philanthropic persons/groups for sponsoring the socio-economically disadvantaged groups
- ☐ Introduction of full flagged e-governance to bring transparency
- ☐ Organise regular professional development programme for faculty and staff
- ☐ Facilitates to participate in online and Face-to-face training programme organised by UGC/IGNOU on leadership training
- ☐ Organise industry-academia meet to improve the placement rate
- ☐ Allocation of budget for rewarding faculty for excellence in teaching, research and other services
- ☐ Allocation of budget to construct more classrooms, laboratories, ICT assessors, drinking water facilities, toilets, gymnasium, sports facilities, hostels, well equipped health center, and other support services including disabled-friendly facilities
- ☐ Allocation of budget for ERP management
- ☐ Apply for various grants to Central and State Govt to augment all infrastructure, organise FDP and provide students service facilities. In addition, new sources of funding need to be identified

Step 5: Identify institutional goals -Long term and Short term

LONG TERM STRATEGIC PLANS

1. Offering new programmes like integrated BEd and BVOC, PG in all the subjects.
2. Convert into a self-governing degree granting autonomous institute of higher education.
3. Undertake courses (diploma/certificate) on gender related issues.
4. 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, Vedic Mathematics, etc to encourage multidisciplinary and holistic education.
5. Provision of bridge courses for students of disadvantaged educationally backgrounds.

6. Regularly organising students' visit to places of importance to know the history, scientific contributions, traditions, indigenous literature and knowledge as a part of holistic education.
7. Introduction of new pedagogy that supports student-centric learning.
8. Creating online educational resources which students can use for independent learning.
9. Establishment of MoUs with industries for better industry-academia relationship.
10. Providing opportunities for internship with local industry, artists, craftspersons etc., and research internship with other higher education institutions or research institutions.
11. Refine quality based education and student exchange programmes.
12. Providing counselling and mentoring system to all students.
13. Establishment of more Students Clubs to nurture the creativity and skills of the students and organise various activities under these clubs.
14. Providing with sufficient basic infrastructure and facilities, including clean drinking water, clean working toilets, blackboards, offices, teaching supplies, libraries, labs, and pleasant classroom spaces and campuses.
15. Regular upgradation of the campus infrastructure according to the changing needs and frequent maintenance of the same.
16. Providing 100% ICT enabled classrooms for teaching-learning.
17. Provision of financial assistance and scholarships for the students of socio-economically deprived group.
18. Encourage start-up and entrepreneurship.
19. Framing of Gender sensitisation action plan and its implementation.
20. Hostel facilities for the desired students.
21. Providing medical facilities for students.
22. Providing opportunities for participation in sports and cultural activities.
23. Endeavour to create systems and processes that are required to ensure students' physical health and emotional wellness.
24. Improving alumni engagement.
25. Apply for various grants to Central and State Govt.
26. Empowering the faculty to conduct innovative teaching, research and service.
27. Providing support to the faculty/staff for capacity building and promote leadership.
28. Develop a fully automated Management Information System.
29. Promote decentralized administrative mechanism with participation, flexibility and accountability.

30. Framing a mechanism for regular communication with all the stakeholders, collection of feedback on curriculum, Teaching-Learning Process, infrastructures, etc, its scientific analysis and action taken on that.
31. Technological upgradation of the campus with centralized WiFi, ICT enabled classrooms, modernisation of computer labs and fully automated library.
32. Providing a disabled-friendly college campus and introduction of disabled-friendly initiatives like introducing mobile apps and QR codes to facilitate easy movement.
33. Fostering research culture in the institution, establishment of research centres and encourage 'Citizen research'.
34. Fostering greater engagement with the local community.
35. Establishment of Central Instrumentation Facility to encourage inter-departmental research by faculties and students.
36. 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.
37. Preparation of detailed Campus Safety guidelines and its circulation among all stakeholders.
38. Emphasis on environmentally sustainable campus by upholding the natural landscape and biodiversity.
39. Promote sustainable development through eco-friendly practices and implementation of the green protocol.
40. Set up of an International Students Office.
41. Introduction of Document management system.
42. 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.
- ☐ Organising 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 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.
- ☐ Organise collaborative learning, like group project, Group discussion, etc to improve teamwork among students.
- ☐ Arranging programme 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 digitalisation of central library.
- ☐ Establishment of MoUs Academic Institution for Student Exchange and other Programmes.
- ☐ Organising students' visit to places of importance to know the history, scientific contributions, traditions, indigenous literature and knowledge.

(iii) 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 project 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 programme/competitions where students can explore their ideas and transform those into the prototype.
- ☐ Continuation of activities under organic linkages with the neighbouring 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.

(iv) 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 and QR codes to facilitate easy movement.
- ☐ Establishment of Central Instrumentation Facility.

STRATEGY

- ☐ Technological upgradation of the campus with centralized WiFi, ICT enabled classrooms, modernisation of computer labs and fully automated library.
- ☐ Establishment of facilities like guest house, playground, health club, medical Centre, convention centre, faculty hostel and campus radio centre.
- ☐ Installation and upgradation of solar panels, wastewater treatment plants, Chemical waste treatment plant and rainwater harvesting.
- ☐ Upgradation of college canteen facilities.
- ☐ Refinement of botanical garden, green house and nursery.

- ☐ Pool funds together to buy sophisticated scientific equipments that can be accessed by all departments.
- ☐ Provision for hostel facility, specially for girl students

(V) STUDENT SUPPORT AND PROGRESSION

TARGET

- ☐ Refine quality based education and student exchange programmes.
- ☐ Ensure more scholarships for students.
- ☐ Engage students in research studies and motivate them to optimize publication and design-based projects.
- ☐ Improve placement activities.
- ☐ Fully functional counselling cell to caters the needs of students.
- ☐ Analysis and updation of student progression annually.
- ☐ Enhance the employability skill of the students.
- ☐ Fully automated central library.
- ☐ Encourage start-up and entrepreneurship.

STRATEGY

- ☐ Extend scholarship facilities to eligible and financially needy students.
- ☐ Appeal will be made to NGOs and philanthropic persons/groups 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.
- ☐ Rejuvenate students' clubs to nurture the creativity of the students.
- ☐ Organising capacity enhancement programme.
- ☐ Organising various programme to enhance the leadership capacity of the students, with a special emphasis to girl students.
- ☐ Introduction of finishing schools for the outgoing students to enhance their employability.
- ☐ Establishment of Start-up incubation centre to support the entrepreneurship.

(VI) 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 audits.
- ☐ 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 Govt.
- ☐ 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.
- ☐ Facilitates participation in online and Face-to-face training programme organised by UGC/IGNOU on leadership training.
- ☐ Establishment of Mahapurush Srimanta Sankardeva Study Center, Naranarayan Study Center and strengthening the Vivekananda Study center to integrate the Indian knowledge system.
- ☐ Undertake 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 respective agency for funding.
- ☐ Organising faculty and staff development programme (including pedagogical training, workshops, seminars and conferences) for improved competence.

(V) 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 sensitisation 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 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 programs.
- ☐ Undertake Gender Audit .
- ☐ Programs for Transgender Communities.

Step 6: Identify institutional level challenges – Long term and Short term

1. Drop out of girl students from college due to early marriage.
2. Poor per capita income of the guardians leads to drop out of students from SEDGs.
3. Lack of motivation of the faculty members to write textbooks in local language which is very important for increasing access through Indian language.
4. Challenges of infrastructure and manpower to run multidisciplinary courses.
5. Lack of trained personal 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. Stagnant mindset of some faculty members creates hindrance to attend/participate in various capacity building programme.

8. Paucity of industry and entrepreneur in and around Dhubri district is a disadvantage factor for enhancing employability.
9. Lack of awareness about the use of IT facilities in teaching-learning reduces the potential capability of the teachers.
10. Maintenance of quality to attract the international learners.
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
Poor per capita income of the guardians leads to drop out of students from SEDGs	- Facilitate Govt. freeship/scholarship - Appeal will be made to NGOs and philanthropic persons/groups to extend their financial help to the students from socio-economic deprived group (SEDGs)	√		
Lack of motivation of the faculty members to write text books in local language which is very important for increasing the access through Indian language	Organising 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 fund		√	
	Appoint tenure-based faculty as and when needed	√		
Lack of trained personal within the college to introduce programme on Indian knowledge system	Providing training			√
Lack of orientation about research	Providing awareness and facilitate the		√	

(academic and community based) and innovation for majority of the faculty members	basic requirement			
Stagnant mindset of some faculty members creates hindrance to attend/participate in various capacity building programme	• Providing awareness • Organising programme related to CPD • Sanction leave to attend the same • Incentivised in terms of reward and felicitation after the application of knowledge and experience gained in the teaching-learning, research and other	√		
The paucity of industry and entrepreneur in and around Dhubri district is a disadvantage factor for enhancing employability	• To provide necessary exposure to students in industries outside the state and industrial areas within the state		√	
Lack of awareness about the use of IT facilities in teaching-learning reduces the potential capability of the teachers	• Organise awareness programme • Organise workshop	√		
Maintenance of quality to attract the international learners	• Framing of syllabus of local folk and culture, tradition, medicinal plants and local biodiversity, which can be taught in online mode		√	
Inadequate funding for implementation of full flagged e-governance	• Apply for grants to State and Central Govt • Searching of other funding agency		√	

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 demonstrated 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 at all levels with strategic direction and decision-making capacity which will help to encourage them to pursue leadership roles
- ☐ Organise leadership training for all faculty, particularly women

Step 9: Develop mechanism to ensure ‘transparency’ in governance

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-flagged 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 CA and Govt. Auditor
- ☐ Admission of students by following the Govt rule, strictly on merit basis

Step 10: Action plan for phase-wise implementation of the perspective IDP with specific timelines

Proposed plans	Action plans	Timeline (years)		
		5	10	15
Offering new programmes like integrated Bed, BVOC and PG in all the subjects.	- Apply to proper bodies for permission to introduce the programme - Apply to Govt. for recruitment of faculties for the programmes - Framing a track record to know the learning outcome		√	
Convert into a self-governing degree granting autonomous institute of higher education.	- Work towards for getting at least 'A' grade by NAAC - Apply to UGC for granting autonomy		√	
Undertake courses (diploma/certificate) on gender related issues	- Preparation of syllabus of the courses - Procurement of study materials	√		
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, Vedic Mathematics, etc to encourage multidisciplinary and holistic education	- Preparation of syllabus of the courses - Procurement of study materials - Augmentation of laboratory infrastructure as required	√		
Provision of bridge courses for students of disadvantaged educationally backgrounds.	- Identification of the students - Identification of the gap where bridge courses will be required - Assigned teachers - Preparation of Teaching plan and Lesson	√		

	plans of the courses by the assigned teachers			
Regularly organising students' visit to places of importance to know the history, scientific contributions, traditions, indigenous literature and knowledge as a part of holistic education.	- Budget allocation for the students' visit - Application for Financial grant from competent authority - Seeking permission from respective competent authorities - Establishment of MoUs/linkages with the competent authorities as and when possible - Incorporating the visit schedule in the academic calendar	√		
Introduction of new pedagogy that supports student-centric learning.	- Organise faculty development programme - Organise in-house interaction session to discuss and share the idea and knowledge of the faculties	√		
Creating online educational resources which students can use for independent learning	- Strengthening own Learning Management System - Continuation of subscription of n-list	√		
Establishment of MoUs with industries for better industry-academia relationship	- Explore the industries available in local, regional and national level - Communicate them for information - Organise seminar/workshop and invite the resource persons from industry		√	

• Providing opportunities for internship with local industry, artists, craftspersons etc., and research internship with other higher education institutions or research institutions.	• Explore the industries, artists and craftspersons available in local level • Establish MoU with other HIE/research center and communicate them for information • Organise seminar/workshop and invite the resource persons • Organise students' visit • Budget allocation to organise the programme • Application for Financial grant from competent authority	√		
• Refine quality-based education and student exchange programmes	• Organised 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 • Establish linkages with HEIs of repute for student exchange	√		
• Providing counselling and mentoring system to all students	• Incorporated Mentoring as an integral part of Academic Policy of the college • Assigned teacher-mentor to each student • Organise regular session with mentors-mentees • Organise FDP on mentoring • Establish MoUs with counsellor for mental health of the students • Organising face-to-face counselling session	√		

Establishment of more Students Clubs to nurture the creativity and skills of the students and organise various activities under these clubs.	- Explore the possibility and opportunity to establish the students clubs - Assign in-charges from staff to look after the activities of each club - Assign student leader of each club which may help to develop leadership quality in them	√		
Providing with sufficient basic infrastructure and facilities, including clean drinking water, clean working toilets, blackboards, offices, teaching supplies, libraries, labs, and pleasant classroom spaces and campuses.	- Apply to concerned authorities for infrastructure grant - Preparation and submission of proper plan and estimate along with DPR to the concerned authority - Budget allocation for proper maintenance of the unfactured			√
Regular upgradation of the campus infrastructure according to the changing needs and frequent maintenance of the same	- Infrastructure augmentation is related to the introduction of new programme/student support service - Apply to concerned authorities for infrastructure grant - Preparation and submission of proper plan and estimate along with DPR to the concerned authority			√
Providing 100% ICT enabled classrooms for teaching-learning.	- Apply to concerned authorities for infrastructure grant - Budget allocation for augmentation of the same - Organing orientation programme for faculty on use of various tools of ICT in teaching-learning	√		

Provision of financial assistance and scholarships for the students of socio-economically deprived group.	- Identify the students of socio-economically deprived group - Apply to concerned authorities for grants - Appeal to philanthropic person/groups for donation			
Encourage start-up and entrepreneurship	- Establish MoU with Govt/NGOs to undertake related activities - Strengthening Institutional Innovation Council - Explore the possibilities of local start-up avenues - Apply to concerned authorities for funding		√	
Framing of Gender sensitisation action plan and its implementation	- Assign a committee to study the gap and prepare the gender sensitisation action plan - Organise related workshops/activities to aware the staff and students	√		
Hostel facilities for the desired students	- Assign a committee for need based study - Apply concern authority for financial grant		√	
Providing medical facilities for students	- Strengthening the health unit of the college - Establishing MoUs with Civil hospitals by providing registered medical practitioners	√		
Providing opportunities for participation in sports and cultural activities	- Strengthening the sports and cultural committee - Establishment of Student clubs related to sports and culture - Procurement of callisthenics and construction of track field, flood light/light tower and gallery with shed - Strengthening cricket coaching center - Apply to concerned authorities for grants		√	
Endeavour to create systems and processes that are required to ensure students' physical health and emotional wellness	- Incorporated Mentoring as an integral part of Academic Policy of the college - Assigned teacher-mentor to each student - Organised regular session with mentors-mentees - Organised FDP on mentoring		√	

	- Establish MoUs with counsellor for taking care of the mental health of the students - Organising face-to-face counselling session - Augmentation of new equipments in gymnasium - Construction of separate gymnasium for girl students			
Improving alumni engagement	- Organise regular alumni meet (both centrally and department wise) - Involvement of alumni in various activities of the college - Collection of feedback and implementation in the overall development of the college		√	
Apply for various grants to Central and State Govt	- Assign committee to explore various scheme under Central and State Govt. - Preparation of proposal along with Concept paper/DPR			√
Empowering the faculty to conduct innovative teaching, research and service	- Depute faculty to attend workshops, STCs, RCs - Organise training - Allocation of budget		√	
Providing support to the faculty/staff for capacity building and promote leadership	☐ Establishing MoUs with institutions of national importance to organise capacity building programme ☐ Encourage and depute faculty members to attend induction programme/ orientation programme/ refresher course/short term course and other training programme ☐ 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 ☐ Engaging faculty at all levels with strategic direction and decision-making which will help to encourage them to pursue leadership roles. ☐ Organise leadership training for all faculty, particularly women ☐ Provide mentoring to the faculty members • by present academic administrators of the college			
• Develop a fully automated Management Information System	• Assign committee to explore the areas of operation ☐ Allocation of budget		√	
• Promote decentralized administrative mechanism with participation, flexibility and accountability	Formation of various committees with faculty and staff to assign definite administrative tasks and responsibilities • Every committee will have freedom to prepare their plan and decide implementation strategies • The convenor/chairman/coordinator of the committees will convey meetings as and when required for the implementation and • organization of certain activities	√		
• Framing a mechanism for regular communication with all the stakeholders, collection of feedback on curriculum, Teaching-Learning Process, infrastructures, etc, its scientific analysis and action taken on that	• Formation of WhatsApp/Telegram groups of parents, alumni, faculties, students and local bodies to bring them in a single accessible platform • Provision of online feedback collection system • Analysis of feedback data and their implementation - Hosting the same in college website	√		
• Technological upgradation of the campus with centralized WiFi,	• Apply to concerned authorities for grants • Make a plan for implementation in a phase			√

ICT enabled classrooms, modernisation of computer labs and fully automated library	manner • Strengthening the wifi coverage area including hostels • Upgradation and inclusion of ICT gadgets in the classrooms • Procurement of updated PCs for computer lab			
• Providing a disabled-friendly college campus and introduction of disabled-friendly initiatives like introducing mobile apps and QR codes to facilitate easy movement	• Provision of ramps in all the buildings and lift to multi-storied buildings • Signage including tactile path, display boards and signposts • Procurement of screen-reading software Convert the present college website accessible by divyangjan • Inclusion of aforesaid mentioned facilities in the project proposal, send to concerned authorities • Designing and development of mobile apps for divyangjan		√	
• Fostering research culture in the institution and encourage 'Citizen research'	• Encouraging the faculty members to undertake research work (subject specific and problems related to local issues) • Incentivise the faculty members in terms of reward, certificate etc for good quality publication • Establishment of UG research centre • Training in Citizen Research for UG students will be initiated		√	
• Fostering greater engagement with the local community	• Undertake community work on 'problems of malnutrition in the children of Dhubri district'- survey, analysis of data, report preparation, awareness and communicate • the report to the concerned authority		√	
• Establishment of Central Instrumentation Facility to	☐ Selection of list of instruments as per the research expertise of the faculty members			√

encourage inter-departmental research by faculties and • students	and possible research areas • Apply to concerned authorities for grants			
• 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.	• Framing of questionnaires on various aspects like, Teaching-learning and evaluation related activities; co-curricular, extension and professional development related activities; research, publication and academic contribution of the faculty • Collection of self appraisal annually (online) with proper documentary evidences • On the basis of self appraisal, Annual Confidential Report of each faculty will be prepared by the Principal • Provision of incentive to the faculty with excellent work ☐ Faculty not delivering on basic norms will be held accountable	√		
• Preparation of detailed Campus Safety guidelines and its circulation among all stakeholders	• Planning for disposition of various uses access, distribution of activity patterns, a network of movement • Integration of appropriate technology • Mitigation plan of natural disasters • Inclusion of fire safety, safety during construction and expansion, surveillance in • campus, or crime, etc	√		
• Emphasis on environmentally sustainable campus by upholding the natural landscape and biodiversity	• Preservation and conservation of already occupied green area, waterbodies of the campus • Preparation of master plan of the college highlighting various zones to retain the • green cover in the campus			√
• Promote sustainable	• Provision of alternate energy sources			

development through eco-friendly practices and Implementation of the green protocol	• Use of 100% LED bulbs in the college campus • Use of bio degradable wastes of the campus by converting them in to bio fertilizer ('Waste into Wealth') • Strengthening vermi composting • Strengthening the system of rain water harvesting and open well recharge to promote water conservation Undertake regular Energy audit, Green and Environmental Audit and implementation of the recommendation • Undertakeplantation as a permanent project			
• Set up of an International Students Office	• To appoint one faculty member as coordinator for International Student	√		
• Introduction of Document management system	• Development of Online Document Management System (ODMS)	√		
• Undergo regular accreditation of the institution by the appropriate body	• Preparation and uploading information to concerned authorities like NAAC/NAC	√		

Concluding remark

Baosi Banikanta Kakati College is committed to the holistic development of the students. The college aims to create a strong internal system for supporting diverse student associates in academic and social domains. The Institutional Development Plan will help to guide and plan to achieve this goal.

Bas
10/11/2022
Principal
B.B.K. College
Nagaon, Barpeta