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Name of the College/Institution

Template for
INSTITUTIONAL DEVELOPMENT PLAN (IDP 2022-2032)
FOR HIGHER EDUCATIONAL INSTITUTIONS IN GOA
As part of the implementation of National Education Policy-2020

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1. Institutional Basic Information

1.1. Institutional Profile:

Name of the Institution	Government College of Commerce and Economics ,Borda - Margao Goa				
Head of the Institution	Prof. (Dr.) Filipe Rodrigues e Melo				
Contact Details	Email:	Cell No.		Office	
College Website	Website: www.gccem.ac.in			AISHE Code: C-30848	
Name of the IQAC Coordinator	Dr. Elizabeth J. Henriques	Email:henriquesliz@gmail.com		Cell No.9822182230	
Name of the NEP Coordinator	Dr. Maria Fatima De Souza	Email: mariafatim0411@gmail.com		Cell No. 9421151795	
Name of the RDI Coordinator	Dr. Maria Fatima De Souza	Email: mariafatim0411@gmail.com		Cell No. 9421151795	
Name of the TLET Coordinator	Dr. Kissan Gauns Desai	Email: kissangd@gmail.com		Cell No. 8459276874	
NAAC Accreditation Status	1 st Cycle: Scheduled	Grade: NA	2 nd Cycle:		Grade:
	3 rd Cycle	Grade:	4 th Cycle		Grade:
NIRF Ranking	2020-21: NIL		2019-20:NIL		2018-19:NIL
UCG Recognition	2(f)	Yes	YES	12 B	Yes YES
NBA accreditation	Yes		No		
Financial Status	Government /Aided: Government			Self-Finance: NA	
Under National Education Policy (NEP 2020), would your institute prefer to be:	i. Constituent college of the State University ii. Autonomous degree granting College. iii. Part of Higher-educational institution (HEIs) cluster. <u>Will remain to all three options</u>				

Please note that, there is no space limit. Thus, if required, you may expand any of the following sections

1.2. Institutional SWOC Analysis

Strengths:

- ✓ Locational advantage ensuring easy accessibility to students and faculty.
- ✓ A blend of experienced and young dedicated and highly qualified faculty.
- ✓ More than 60% of our faculty is female.
- ✓ ICT enabled classrooms.
- ✓ Certificate courses and skill enhancement programmes offered to students.
- ✓ A well-equipped library supplemented with a book bank facility.

- ✓ Library automation.
- ✓ Conduct of Academic and Administrative Audit.
- ✓ Organization of capacity building programmes and bootcamps to promote entrepreneurship among students.
- ✓ Registered Alumni and Parent Teachers Association
- ✓ Organisation of seminars, conferences, workshops and Faculty Development Programmes.
- ✓ Development of e-content by faculty of the College for DISTAVO.
- ✓ Inculcation of social consciousness and a good value system among students.
- ✓ Positive teaching-learning outcomes
- ✓ A high gross enrollment ratio of females, SC/ST/OBC and minority students.
- ✓ Commitment to realization of National Priorities.
- ✓ Good work culture.
- ✓ Attention to diverse needs of the student community – counseling, medical facilities, mentoring etc.
- ✓ A holistic idea of education which manifests itself through student participation in curricular and co-curricular activities.
- ✓ A good academic profile.
- ✓ Universal admission policy.

Weaknesses:

- ✓ A mono faculty College providing for a Bachelor of Commerce (Honours) Programme.
- ✓ Space constraint.
- ✓ Limited number of classrooms.
- ✓ Lack of soft skills among students.
- ✓ Procedural delays.
- ✓ Sports facilities need improvement.
- ✓ The Placement Cell of the College needs to be strengthened in terms of its outcomes.

Opportunities:

- ✓ Growing student strength.
- ✓ Young faculty with relentless drive willing to work beyond official timings.
- ✓ A faculty friendly Research Policy.

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- ✓ Introduction of skill- based and certificate courses.
- ✓ Introduction of online courses
- ✓ Expansion of academic programmes through;
 - a) Introduction of IGNOU courses
 - b) Setting up of a night College.
 - c) Post graduate programme in Commerce
- ✓ Advantages arising out of being a part of the NEP Cluster of Colleges.

Challenges:

- ✓ Competition from a number of colleges in the vicinity offering the Commerce programme.
- ✓ The college is located adjacent to the Multipurpose Institution, an established government educational institution that has been in existence for decades. Gaining recognition and visibility and establishing an identity independent of the Multipurpose Institution in which our College was housed for most of its young existence is a major challenge.
- ✓ Broad basing the academic programmes.
- ✓ Increasing competency among the students in the age of artificial intelligence and making them job ready for the digital century.
- ✓ Optimal utilization of available resources.
- ✓ Improving public perception of the College.

2. Institutional Development Plan (for at-least next 10 years)

2.1. Vision
<i>"We intend to be a leading Institution in providing quality education and equal opportunities to heterogeneous student community from diverse backgrounds."</i>
2.2. Mission
<i>"To offer holistic and interactive academic environment to the students from diverse backgrounds, enabling them to develop academic, interpersonal and technological skills and empower them to achieve their highest potential for adapting to the competitive global society."</i>
2.3. Goals and Objectives

Implementation of UGC Guidelines for Scheme of Equal

Opportunity Centre for Colleges.

- Ensuring admission of students from all social backgrounds and their Empowerment through counselling.
- Strict implementation of admission policies for people with disabilities in accordance with the updated guidelines of the UGC for Admission purposes.

Internal Quality Assurance Cell (IQAC), GCCEM, Borda-Margao-Goa.

Infrastructure Support

- Updating campus infrastructure to make it more accessible for people with disabilities.
- ✓ Elevators
- ✓ Ramps
- ✓ Railings
- ✓ Tactile Pavers
- ✓ Accessible washrooms for disabled students and staff.
- Provision and up-gradation of technological and mechanical support for people with disabilities.
- ✓ Disabled-friendly software
- ✓ Wheelchairs
- ✓ Reading aid lens.

Sensitization and Awareness

- Organization of Awareness and Sensitization programmes for able bodied staff and students to make the College a safe place for people With disabilities.
- Organization of activities, training, short-term courses and workshops Specially designed to cater to the needs of students with disabilities.
- To celebrate important days pertaining to disability such as the World Disabled Day, White Cane Day, etc., in the Institute and also in the neighbourhood in order to create awareness about the capabilities of Differently-abled persons.
- Collaborations with external agencies and organizations to create more Opportunities of learning.

Counselling and additional support

- Provision of counselling facilities for mental health needs of people with Disabilities.

2.4. Executive Summary

The institution will work towards achieving the institutional plan in a phased manner.

1. Linkages will be developed with the industrial houses and MOU'S will be signed to make the institutional plan workable and achievable.
2. The institution will make efforts to mobilize and create financial resources required to implement the institutional plan and objectives besides funding from higher education.
3. The teaching and nonteaching staff will be adequately trained to achieve responsibility and achieve the destined goals of the institution.
4. The students will be given equal opportunity to education and will be trained to be employable and be responsible citizens to the society and contribute to nation building.
5. The students will be trained by the big business housed and training institutes like TATA consultancy services for better business opportunities.
6. The institute will thrive to inculcate research temper among teachers and students.
7. The alumni will be engaged to organize various activities leading to the development of students and institution.
8. the skill development program will be organized to up skill the students and teaching and non-teaching staff.

2.5. Developing Motivated and Energized Faculty

First two years:

The faculty will be provided with training facilities in view of the implementation of NEP - 2020. Capacity building and faculty development program will be initiated.

Next five years:

The entire faculty member will register for Ph.D. studies and pursue post-doctoral studies to remain grounded in the academic pursuits and pedagogy. The teachers will be encouraged to learn new statistical software's to enhance their research outcomes.

Towards the tenth year:

The entire staff will be motivated to apply for minor and major research projects of the UGC, ICSSR and DHE and any other reputed organisation

Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.

2.6. Teaching, Learning and Education Technology

The entire curriculum has been reviewed according to the principles of Outcome-based Learning through series of meetings. Both program level and course level learning outcomes have been specified. College already initiated the process of measuring the program-level outcomes and course level outcomes.

The two major areas of focus are:

- The realization of programme-level learning outcomes
- The realization of course-level learning outcomes

The realization of program-level learning outcomes is the responsibility of the programme committee and of the department. Programme committee / each department need to devise mechanism to measure the achievement of, or the lack of, the specified learning outcomes.

The realization of course-level learning outcomes is mainly the responsibilities of each course lecturer. The teaching staff need to develop and refine teaching methods, exercises, assessments, etc. to ensure that the students acquire the essential knowledge to demonstrate their satisfaction to those learning outcomes.

The action plan is as follows:

- Industrial placement, work-integrated education, Final Year Project and other project-oriented subjects
- Assessment of learning outcomes using such as survey of employers (of placement students and graduates), service-learning recipients and collaborators, recent alumni.
- Set up a departmental portal for communication purposes, resources and information relevant to the implementation of OBE in the department dissemination of information, archival of good practices, taking into account of feedback by users, including subject lecturers and students, etc
- Integrate the processes and results of object-based assessment at the program level into the Quality Assurance Process of the department for continuous improvement to program and subject design

Enhancement of Students progress

- Develop academic master plan.
- Align student recruitment, academic outreach and retention activities to enhance access, inclusiveness and student success.
- Increase the Gross Enrolment Ratio
- Provide enhanced resources for student academic and emotional support
- Examine the courses to determine the best strategy for improving course outcomes, achieving success and providing access to appropriate academic support
- Follow a robust grading system to assesses student achievement making the system fairer and outcomes more comparable.
- Approach students not just as teachers, but also as mentors and guides

Multidisciplinary teaching

- integration of humanities and arts with Science, Technology, Engineering and Mathematics in curriculum
- incorporate the areas like, community engagement and service, environmental education and value-based education

MOOCs and ODL

8. Goa State Higher Education Council, Government of Goa

- Equip class-room with smart learning resources.
- Develop venture for Open Distance Learning (ODL) and online programmes.
- Develop hybrid and blended learning environment for teaching and learning

2.7. Research Development and Innovation

Provide an action plan for:

- **Attracting research funds (State, National, International, Industry etc.)**

First two years: The College shall explore all the sources for the purpose of funding and securing research grants from the following funding institutions

1. Directorate of Higher Education
2. SERB-DST,
3. CSIR,
4. ICSSR,
5. DBT etc.
6. Goa management association (CSR funds)
7. GIPARD

Next five years:

- **Improving quantity and quality of research publications**

Faculty will be trained to detect the predatory journals and the capacity building work-shop will be conducted in research

- **Training faculty/ students for research**

1. Conduct FDP in academic report writing /research papers
2. Conduct of research methodology workshop
3. Pursuing Doctoral Studies- faculty members

Towards the tenth year:

Publish research papers in reputed international journals and Scopus indexed International/ Indian Journals

- a. Based on Review of literature
 - b. Conceptual papers
 - c. Based on descriptive qualitative study
 - d. Based on the findings of pilot test
 - e. Based on the final findings of study.
4. Proposed to write Minor/Major Research Projects in response to advertisements of sponsoring institutions
 5. Publication of Book
 6. Publication of Text books
 7. Writing chapters in the textbook
- **Preparing faculties for 4th year research programme**
The faculty will be trained for guiding the students in research in accordance with the NEP-2020. The cluster formation will be adhered to share knowledge and other resources
 - **Developing environment conducive for research.**

Formation of research cluster, research paper presentations, contribution to book chapters and writing books

Provide a Timeline for each of the above via Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.

2.8. Industry-Academic Partnership

Two Years: Developing linkages with different industries in Goa and other states.

Next Five Years: Organizing talks and workshops by industry experts for students and faculty.

Next Ten Years: Internship for students for first year, second year and third year students and fourth year in tune with the New Education Policy 2020.

2.9. Institution's Placement Plan for Students

The Placement Committee of our college is dedicated for operationalizing the Placement Process of our college. At the commencement of each academic year, the college constitutes a Placement Committee consisting of representatives from placement office, students and faculty members nominated by the college principal. The placement cell provides all the necessary assistance for placing the students.

First two years: The College Placement Cell will facilitate the placement of all eligible students who are validly enrolled in the respective programs. The college has a dedicated whatsapp group for all the alumni as well as current students. Job vacancies are posted on the whatsapp to inform the students about the various job vacancies for different positions.

Next five years: It is planned to register all the third year students through a placement registration form. Campus interviews will be organized every year and this will continue in the coming years. The students are also registered on the Internshala portal, TCP, National Service Commission Portal, which is tuned to continue.

For the next ten years: with incremental development and assuring to meet the job market then.

The placement cell will keeps track of the students who are employed.

The placement cell will conduct all placement related talks and career guidance talks in the field of Banking, Life Insurance, General Insurance, Company Secretary, ICWA and ICAI. Sessions on CV writing and how to face an interview will also be conducted for the students.

2.10. Achieving the Target for Accreditation

First two years: Awaiting Peer Team Visit and Accreditation.

Next five years: A formation of NAAC committee and compilation of year wise data and submission of AQAR as well as preparation for the second cycle of accreditation

For next 10 years: Further compliances in view of NEP.

2.11. Incubation and Start-up

First two years: Develop linkages with the Government and NGO's associated with the startups.

Next five years: Applying for an incubation center and an operational incubation facility

For next 10 years: Organization of various skill based capacity building programs and promotion of startups and entrepreneurship.

2.12. Alumni Engagement/ Activities plan

The alumni play a significant role in the functioning and success of our college by supporting developmental activities and being role models for the promising students of the upcoming batches.

The Alumni Cell of our college is registered.

This institution has very vibrant alumni. Being one of the youngest institutions in the educational map of Goa, we have vibrant alumni of the past 11 years. The alumni association of our college is registered under the Goa State Co-operative Societies Act.

The alumni association of our college comprises of the president, treasurer, secretary, joint secretary, joint treasurer and members who are alumni from each batch and some faculty members.

For the first two years: The main objective of the alumni association is to develop a healthy, sustainable dialogue and co-operation between the college and the alumni.

The alumni will frequently interact with our current students and organize various talks and sessions for the benefit of the students.

For the next 5 years: we will compile maintain and update from time to time a directory of all the members of the association and recognize the outstanding contributions of the alumnus to the society at large.

Towards the tenth year: We will provide a platform for the alumni in building the brand image of the college as an outstanding educational institution, in and out of the state of Goa. We will institute and establish scholarship, awards and prizes by encouraging curriculum and extra-curricular activities among the student community of the college, keeping in mind the new education policy 2020. We will thrive to make the alumni an active stakeholder in the future progressive initiative of the college.

2.13. Basic Infrastructure Development plan

Two Years :

Development of Commerce Lab with installation of computers with all the relevant software like SAP, Tally Gold Multiuser, SPSS, R Software, Gratel etc, Development of E garden and Vertical garden.

Next Five Years :

Development of Girls Common Room, Requisition for college bus, Development of IT Lab, NSS Room, modification of medical room, modification of library, Development of extended canteen, Development of Audio Video Recording room, Development of Butterfly garden.

Next Ten Years :

Parking for staff vehicles, Modification of Multipurpose hall and creating maintenance fund

2.14. Skill Development of Non-teaching Staff

The administrative staff is the most trusted when it comes down to keep things running smoothly, no matter what it takes. The administrative staffs is expected to perform at a high level in a ton of different situations. So it makes sense that today's Admins need a wide array of skills in order to succeed in this challenging role.

First two years: We will thrive to create a trusted resource in the administrative community, by preparing them to maintain a positive office culture and helping them to train to bring out the top talent, and ever engaging employees and inspiring them to perform their best.

In the next 5 years: The institution will conduct capacity building work- shops to make the administrative staff more pro-active and depute to various organisation to upgrade the knowledge and remain tuned with the technological changes and development and make them task oriented, and inculcate responsibilities like planning and generally maintaining the office records.

Towards the completion of ten years: the office administrative staff will be trained in creative problem solving, office etiquettes and emotional intelligence to maintain positive vibes and a good attitude toward the work . the administrative office will be trained for Multitasking, adaptability meticulous organization, having a servants heart, , resource fullness, grit. Communication skill, tech savvies, critical thinking, attention to detail, and priotrization.

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2.15. Any Other Initiatives for the Student's and Institutional Growth

- *Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

Government College of Commerce & Economics, Borda Margao – Goa, takes special efforts to identify the advanced and slow learners in order to assess the learning capacity of the students and to provide guidance and assistance accordingly. The aim of this policy is to satisfy the needs of slow and advanced learners and ultimately to increase their competencies to succeed in future life.

Scope

The Policy for slow and advanced Learners of the College is applicable to the students of the Institution.

First two years: Advanced and Slow Learners

Advanced learners are the students who understand a taught topic relatively faster than the other students in the class and attain high scores. They have more potential and talent than the others in the class and are also with better academic understanding, as well. Whereas, the slow learners mostly lag behind in their academic pursuits and find it difficult to understand the subject matter. However, only the academic performance cannot be the benchmark for categorising a student as a slow learner. Factors such as socio-economic background, lack of motivation, lack of communication skills, or unorganised learning practice could act as a hindrance towards the learning process. The college identifies the slow learners and advanced learners based on the average passing percentage of the class. The students are encouraged to approach the individual subject teachers for solving their doubts.

Next five years: we will work with the following Objectives

- To develop significant strategies and scientific implementations to benefit both the advanced and slow learners.
- To encourage the advanced learners to be excellent achievers and motivate them for an innovative and creative mindset.
- To boost up the confidence of slow learners and to minimize the barriers.

Towards the ten years the following mechanism will be employed:

Following measures will be taken to nurture higher level learning capacity of advanced learners.

- a) Students are encouraged to be members of various committees and cells.
- b) Motivating and deputing the students to participate in in-house, intercollegiate or state, national and international seminars, conferences and events. In order to inculcate research next five years
- c) orientation, the students are encouraged to write and present research papers.
- d) Bright and diligent students are motivated and inspired to get University ranks and the meritorious students are rewarded with prizes and certificates.
- e) Students are encouraged to take up competitive exams like GU- ART, IBPS Exams, and CAT etc.