

# **St. Aloysius College Sadar Cantt, Jabalpur**

**Strategic Plan 2003-2013**

## **Vision**

St. Aloysius' College strives for quality in academics, character formation and developing a scientific temperament, thereby, opening new avenues for enriching life.

## **Mission**

We, the members of St. Aloysius's College, aim to create and facilitate an environment for knowledge, research, skill, self-reliance and humanitarianism that molds the youth to build up a better world.

## **Goals**

- To provide quality education that is relevant to present day changes and challenges.
- To inspire students to strive for excellence in academics and character formation.
- To empower students to become leaders in various fields of society.
- To ensure holistic development of the students.

## **Our Objectives are:**

- To impart qualitative teaching and rigorous training, and to empower the youth professionally, to enable them to respond to the needs and challenges of the times.
- To mould intellectually competent youth who are responsive and committed to build an inclusive society.
- To inculcate moral values in the students and make them learned, competent, loyal and kind hearted citizens of this country.
- To help them realize the motto of the college Virtus in Arduo ( Strength through Striving)

## **Strategic Plan Committee**

1. Rev. Dr. Davis George (Principal)
2. Rev. G Vazhan Arasu (Vice Principal)
3. Dr. Kallol Das (IQAC Coordinator)
4. Dr. Elina Philip
5. Dr. Anjali Dsouza
6. Dr. S. K Khare
7. Dr. Praghesh Agrawal
8. Dr. Mahendra Gupta

## **SWOC Analysis**

### **Strengths**

1. Committed staff and disciplined students.
2. Well maintained infrastructure conducive to teaching-learning.
3. Healthy management-principal-faculty-student relationship.
4. Seminars organized at the State, National levels.
5. Good academic performance with many University rank holders
6. Good record of achievements in Sports, NCC, NSS.
7. Well-equipped and maintained laboratories.
8. Well stocked central library and departmental libraries.

9. Faculty Enrichment Programmes.
10. Environment-friendly campus.
11. Value education institutionalized.

### **Weakness**

1. Situated in a Cantonment area
2. Limited linkages and collaborations.

### **Opportunities**

1. Extensive extension services.
2. Participation in collaborative research with international institute of repute.
3. Students and teachers exchange programmes with international institutions
4. Students participation in International competition

### **Challenges**

1. Improving the soft skills of the learners
2. Competition from other institutions at national level
3. Generation of funds through linkages with Industry.

## **Strategic Goals of St. Aloysius College**

### **Goal 1: Academic Excellence**

- Initiative 1.1: Develop and implement a comprehensive academic plan that focuses on curriculum enhancement, faculty development, and student learning outcomes.
- Initiative 1.2: Establish a Center for Teaching Excellence to support faculty with pedagogical resources and training.
- Initiative 1.3: Decision to start new courses namely BBA, BCA, M.Sc in Chemistry and Zoology
- Initiative 1.4: Apply for College with Potential for Excellence to the UGC

### **Goal 2: Research and Innovation**

- Initiative 2.1: Increase research funding by 25% through grants and partnerships with industry and government bodies.
- Initiative 2.2: Encourage interdisciplinary research and establish at least two research centers.

### **Goal 3: Curriculum Enhancement**

- Initiative: Update the curriculum to reflect the latest academic and industry trends, ensuring relevance and rigour.
- Action Steps:
  - Curriculum revision committees to include external experts.
  - Feedback from stakeholders to be systematically gathered and incorporated.

### **Goal 4: Faculty Development**

- Initiative: Conduct faculty development programs focusing on research, pedagogy, and technology integration.
- Action Steps:
  - Schedule regular faculty workshops.
  - Provide opportunities for faculty to attend conferences and seminars.

### **Goal 5: Student Feedback Mechanisms**

- Initiative: Implement a robust system for collecting and addressing student feedback on teaching-learning processes.

- Action Steps:
  - Introduce feedback forms and focus groups.
  - Analyze feedback for continuous improvement.

### **Goal 6: Student Development and Engagement**

- Initiative 3.1: Create a comprehensive student engagement program that includes leadership training, community service, and extracurricular activities.
- Initiative 3.2: Enhance career services with a focus on internships, job placement, and alumni networking.

### **Goal 7: Infrastructure and Learning Resources**

- Initiative 4.1: Upgrade campus infrastructure to support state-of-the-art learning environments, including smart classrooms and laboratories.
- Initiative 4.2: Expand the library resources and digital learning materials to support research and learning.
- Initiative 4.3: Approval to start a New Engineering college
- Initiative 4.4: Construct new girls hostel and apply to the UGC for the same
- Initiative 4.5: Construction of new Central computer centre, Examination Cell and new Biochemistry lab.
- Initiative 4.6: Construct new building for Commerce and B.Ed and send the same to the Cantonment Board for necessary approval

### **Goal 8: Governance and Leadership**

- Initiative 5.1: Strengthen governance structures to enhance decision-making processes and accountability.
- Initiative 5.2: Develop a leadership program for administrative and academic leaders focusing on strategic planning and change management.

### **Goal 9: Community Outreach and Social Responsibility**

- Initiative 6.1: Implement community engagement projects aligned with the college's mission to promote social justice and environmental sustainability.
- Initiative 6.2: Partner with local organizations to contribute to the economic and social development of the community.

## **Goal 10: Financial Sustainability and Growth**

- Initiative 7.1: Diversify revenue streams through the development of continuing education programs and resource mobilization from alumni.
- Initiative 7.2: Establish a financial sustainability plan that includes endowment growth, cost-saving measures, and investment in strategic priorities.

## **Goal 11: To establish and maintain a culture of continuous quality improvement in alignment with the standards of the National Assessment and Accreditation Council (NAAC).**

### **Strategic Objectives Related to SSR Submission:**

#### **Documentation and Evidence Gathering**

- Initiative: Create a comprehensive database of all academic and administrative activities, including policies, procedures, and evidence of outcomes.
- Action Steps:
  - Conduct workshops on effective documentation practices.
  - Assign responsibility to department heads and administrative units for maintaining records.

#### **Internal Quality Assurance Cell (IQAC) Activation**

- Initiative: Strengthen the role of the IQAC to oversee the continuous improvement of academic and administrative performance.
- Action Steps:
  - Regular IQAC meetings to review quality parameters.

#### **Preparation of the SSR**

- Initiative: Compile the Self-Study Report (SSR) for NAAC accreditation in an accurate, comprehensive, and timely manner.
- Action Steps:
  - Assign a dedicated team for the preparation of the SSR.
  - Conduct internal audits and mock assessments to ensure readiness for accreditation.

## Operational Plan

### Curricular Aspects

- To offer a diverse and contemporary curriculum that meets the differential needs of mixed ability groups and focuses on employability and global competencies.
- To enrich the academic experience through innovative, indigenous add-on, and certificate courses.
- To foster industry-academia interactions and commence vocational self-financing courses.

### Performance Achievement Indicators (PAIs)

Metric Action	Responsibility Owner	Time Frame	Supporting Evidence	Measure	Achievement Target
Diverse Curriculum Implementation	Academic Council	In every five years	Course Syllabi, Board of Studies Approvals	Number and Variety of Programs Offered	Introduction of UG, PG
Enrichment Through Add-On Courses	Curriculum Development Team	In every two years	Add-On and Certificate Course Records	Add-On Programs and Certificate Courses	Launch of Add-On Diploma, and Certificate Programs and UGC Approved Certificate Courses
Industry-Academia Interaction	Placement Cell	Every year	Vocational Course Records, Industry Partnerships	Vocational Self-Financing Courses	Initiation and Sustainability of Vocational Courses

### Teaching, Learning, and Evaluation

- To ensure a transparent admission process and equitable assessment of student abilities.
- To implement a robust continuous comprehensive evaluation system that promotes academic excellence.
- To utilize modern teaching methods and ICT to enhance the learning experience.

### Performance Achievement Indicators (PAIs)

Metric Action	Responsibility Owner	Time Frame	Supporting Evidence	Measure	Achievement Target
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Transparent Admission Process	Admissions Committee	Each Academic Year	Admission Records, Evaluation Reports	Adherence to Transparency and Equity	Seamless and Fair Admissions Cycle
Comprehensive Evaluation System	Examination Committee	Each Annual / Semester	CCE Schedules, Exam Results	Timely Conduct and Result Declaration	On-Time Exam Schedules and Result Declarations
Modern Teaching Methodologies Usage	Faculty	Each Academic Year	ICT Utilization Records, Faculty Training Records	ICT Methods Implemented	Extensive Use of DLP, Wi-Fi, E-podium, etc., in Teaching
Faculty Development	IQAC	Each Academic Year	Conference Attendance, Awards	Faculty Participation in Development Activities	Significant Faculty Participation in National and International Conferences
Student Learning Outcome Monitoring	Department Heads	Each Year / Semester	Assessment Records, Remedial Measures Implemented	Student Performance Improvements	Constant Improvement in Student Learning Outcomes
ICT in Teaching and Learning	IT Department	Each Academic Year	ICT Teaching Tools, E-Manuals, Software Usage	Level of ICT Orientation	Effective Integration of ICT in Curriculum and Teaching
Faculty Enrichment and Versatility	Professional Development Committee	Each Academic Year	Seminar and Workshop Records, Awards	Faculty Development Activities	20% Faculty Serving as Resource Persons, 80% Presenting Papers
Ongoing Faculty and Student Learning Process	IQAC	Each Academic Year	IQAC Colloquium Records, Feedback Mechanism	Colloquium Participation, Feedback Implementation	Continuous Faculty and Student Development through IQAC Activities

### **Research, Consultancy, and Extension**

- To promote a research-oriented environment and increase faculty engagement in research activities.
- To facilitate the social responsibility of the college through community service and extension activities.
- To enhance consultancy services by leveraging faculty expertise for societal benefit.

### **Performance Achievement Indicators (PAIs)**

Metric Action	Responsibility Owner	Time Frame	Supporting Evidence	Measure	Achievement Target
Faculty Engagement in Research	Research Committee	Annually	Faculty Research Records	Number of Ph.D. and M.Phil. Holders	More numbers of Ph.D. and M.Phil. faculty members, increase in NET/SLET Qualified Teachers
Research Output and Publications	Academic Departments	Annually	Publication Records	Publications and Presentations	Increase numbers in book and research paper publication, International/National Seminars
Community Service and Extension Activities	Extension Services Cell	Annually	Reports on Extension Activities	Number of Extension Activities	Implementation of Various Community Service Programs
Faculty Consultancy Services	Consultancy Services Cell	Annually	Consultancy Records	Number of Consultancy Projects	Increase in Faculty Participation in Consultancy Services

### **Infrastructure and Learning Resources**

- To continuously upgrade infrastructure to support academic excellence and research.
- To maintain a green and clean campus with state-of-the-art facilities.
- To provide inclusive facilities that cater to the needs of all student groups and community engagement.

### **Performance Achievement Indicators (PAIs)**

Metric Action	Responsibility Owner	Time Frame	Supporting Evidence	Measure	Achievement Target
Infrastructure Development	Infrastructure Committee	Within 5 years	Investment Records, Usage Reports	New Facilities and Equipment Added	Advanced Labs, Language Lab, Computing Centre, etc.

Library and Learning Resources	Library Committee	Annually	Library Acquisition Records	Number of Books, Journals, and Databases	54,832 Books, Subscription to International/National Journals
ICT Enhancement	IT Department	Annually	ICT Upgrade Records	ICT Resources Upgraded	Transition to Core2 Duo Processors, Linux OS, LAN, and Wi-Fi Connectivity
Maintenance and Upkeep of IT Resources	IT department & Maintenance Staff	Annually	Maintenance Contracts and Records	Regular Maintenance Carried Out	Effective Maintenance of IT Infrastructure
Hostel and Accommodation Facilities	Hostel Management Committee	Within 5 years	Hostel Records and Construction Updates	Hostel Accommodation Availability	Construction of New Girls' Hostel
Utilization of Infrastructure for Community Use	Community Engagement Cell	2006-2011	Event Records, Community Use Reports	Community Engagement Events Hosted	Increased Use of Facilities for Community Programs like JIRF, Friendship club

### Student Support and Progression

- To facilitate multi-faceted development of students through curricular, co-curricular, and extracurricular activities.
- To ensure transparency and keep students updated with academic information through various channels.
- To provide a robust support system for all students, with particular focus on the disadvantaged.
- To foster a culture of excellence in both academic and extracurricular pursuits.
- To maintain a strong alumni network for ongoing student guidance and support.

### Performance Achievement Indicators (PAIs)

Metric Action	Responsibility Owner	Time Frame	Supporting Evidence	Measure	Achievement Target
Update of Prospectus and College Diary	Admissions Office	Annually (June)	Updated Prospectus and Diary	Completion and Distribution Timeliness	100% On-time publication and distribution
Regular Update of	IT Services	Quarterly	Website Update Logs	Number of Updates	100% updates

College Website				Posted	
Implementation of Mentoring Program	Mentoring Committee	Each Semester	Mentoring Program Records	Percentage of Students Mentored	100% of students assigned to a mentor
Remedial Classes for Disadvantaged Students	Academic Departments	Each Semester	Attendance and Performance Records	Number of Classes Conducted	At least bi-weekly remedial sessions
Scholarships	Class Teachers & Mentor Teacher	Annually	Family background certificate		
Student Achievement in Competitive Exams	Placement Cell	Annually	Records of Student Participation	Number of Students Successful	Increase year on year
Student Involvement in NCC and NSS	NCC/NSS Coordinators	Annually	Event Participation Records	Number of Students Involved	Growth in student participation
Sports Achievements	Sports Department	Each Sporting Season	Records of Competitions and Achievements	Number and Quality of Achievements	National and International Representation
Alumni Interaction and Support	Alumni Association	Biannually	Records of Alumni Events and Contributions	Number of Alumni Contributions	Increased alumni engagement and support
Execution of Student-Centric Best Practices	Faculty	Ongoing	Documentation of Activities	Number of Activities Implemented	Consistent Implementation of Best Practices
Support for Advanced and Weak Learners	HoD	Each Semester	Progress Reports	Improvement in Academic Performance	Measurable improvement in grades
Inclusion and Sensitization Initiatives	Student Societies	Ongoing	Event Records and Feedback	Number and Impact of Programs	Increased awareness and student involvement

### **Governance and Leadership**

- Enhance the decentralization of college management to promote efficiency and accountability.
- Strengthen the governance bodies through regular assessment and capacity building.
- Foster a culture of transparency and shared governance among all stakeholders.
- Optimize resource management to support academic and infrastructural development.
- Encourage continuous professional development of faculty and staff.

### Performance Achievement Indicators (PAIs)

Metric Action	Responsibility Owner	Time Frame	Supporting Evidence	Measure	Achievement Target
Frequency of Governing Body Meetings	Governing Body	Biannual	Meeting Minutes	Number of Meetings Held	At least 2 per academic year
Academic and Administrative Audit Completion	IQAC	Annually	Audit Reports	Quality and Recommendations Implemented	Implementation of >75% of audit recommendations
Staff Development Programs Conducted	HR Department	Annually	Training Records	Number of Programs and Participants	At least 5 training events per year with 90% attendance
Implementation of Transparent Recruitment Process	Recruitment Committee	As Needed	Recruitment Process Documentation	Number of Processes Completed	100% adherence to UGC norms and transparent procedures
Review and Update of Institutional Policies	Administrative Council	Biannual	Policy Review Documents	Number of Policies Reviewed and Updated	At least 2 major policy reviews per year

### Institutional Best Practices

- Institutionalize a culture of ethical practices and community engagement.
- Promote innovation in teaching, learning, and administrative processes.
- Implement non-formal and community-based educational programs effectively.
- Enhance the holistic development of students through extracurricular activities.
- Encourage research, publication, and intellectual contributions from faculty and students.

### Performance Achievement Indicators (PAIs)

Metric Action	Responsibility Owner	Time Frame	Supporting Evidence	Measure	Achievement Target
Execution of Community Engagement Programs	Outreach Committee	Annually	Program Reports	Number of Programs Conducted	At least 4 community programs per semester

Incorporation of Innovative Practices in Curriculum	Academic Council	Annually	Curriculum Revision Records	Number of Innovations Implemented	At least 3 new innovative practices per year
Student Participation in Holistic Development Programs	Student Affairs	Ongoing	Participation Logs	Number of Students Involved	10% year-on-year increase in participation
Faculty Publications and Research Contributions	Research Committee	Annually	Publication and Research Records	Number of Contributions	Increase contributions by 15% annually
Monitoring and Evaluation of Best Practices	IQAC	Biannual	Best Practice Assessment Reports	Effectiveness of Practices Evaluated	Continuous improvement in best practice application

## Quality Control

### Documentation and Evidence Gathering

- Develop a repository for all academic and administrative records by 2004.
- Organize training for staff on documentation and data management by 2004.

### Preparation of the Self-Study Report (SSR)

- Working and coordination of SSR committee (formulated in 2002).
- Complete the draft SSR by early 2004 and finalize after mock assessments by later 2004.

### Monitoring and Evaluation:


- **Quarterly Reviews:** Monitor progress against plan during quarterly management meetings.
- **Annual Reports:** Publish an annual report detailing progress towards strategic goals.
- **Pre-Accreditation Audit:** Conduct a pre-accreditation audit by an external consultant in 2004.


### Budget Allocation:

- Allocate a dedicated budget for the NAAC preparation process, to be reviewed annually.

**Performance Achievement Indicators (PAIs):**

<b>Metric Action</b>	<b>Responsibility Owner</b>	<b>Time Frame</b>	<b>Supporting Evidence</b>	<b>Measure</b>	<b>Achievement Target</b>
Create a comprehensive database	Head of Administration	Initiate in 2003, ongoing until 2010	Database logs, records	Database completeness percentage	100% by NAAC visit in 2005
Conduct documentation workshops	Academic Affairs	Begin in 2003, at least annually	Workshop schedules, attendance	Number of workshops held	Minimum one workshop annually
Assign record-keeping duties	Department Heads	Start in 2003, establish routine by 2004	Delegation records, SOPs	Departments with assigned duties	All departments by mid-2004
Regular IQAC meetings	IQAC Coordinator	Bi-monthly	Meeting minutes	Meeting adherence rate	100% adherence to bi-monthly schedule
Strengthen IQAC's oversight	IQAC	Continuous from 2003	Quality review reports	Improvements implemented	Continuous improvements post-2005 visit
Assemble SSR preparation team	Principal/Dean	By end of 2003	Team roster, task assignments	Team readiness	Team assembled and operational by 2003 end
Conduct internal audits for SSR readiness	SSR Team	From 2004 to pre-NAAC visit in 2005	Audit reports, action items	Number of audits conducted	At least 2 audits before NAAC visit in 2005
Compile and submit the SSR	SSR Team	Completion by mid-2005 for NAAC visit	Final SSR document, submission proof	SSR submission status	SSR compiled and submitted by mid-2005

  
 Principal  
 Dr. Fr. Davis George

  
 IQAC Coordinator  
 Dr. Kallol Das