



GOVT. KAMLA RAJA GIRLS POST GRADUATE AUTONOMOUS COLLEGE, GWALIOR (M.P.) INDIA

INTERNAL QUALITY ASSURANCE CELL (IQAC)

(Affiliated to Jiwaji University, Gwalior under 2(f) & 12(b) NAAC – 'A' Grade Accredited Institute)

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Gwalior, dt. 05th July, 2018

Action Plan for 2018-2019

As per a resolution passed by the IQAC meeting held on the month of 05th July, 2018 on screening of the 'Action Plan' for the year 2018-2019 submitted by the different cells; the following are the plans approved by the committee and all departments, cells and sections are requested to undertake their proposed plans/programme within the time frame given by the IQAC. The IQAC provide itself to act as a change agent in the institution.

1. Curriculum aspect : The curriculum for UG first & second year based on annual system and for third year still based on semester system are designed by the Central Board of Studies, Bhopal, and it is being followed in our institution. The college has its own Board of Studies for all its Departments to design the syllabi for P.G. Classes (semester system). Usually syllabi approved by Jiwaji University, Gwalior are followed in our college with 10-20% permissible changes. From 2008-09 onwards Central Board of Studies Bhopal has approved and made Unified Syllabi which are applicable to in all subjects. At PG level, syllabi approved by Jiwaji University, Gwalior is followed in our College. IQAC has nothing to offer in this regard. The syllabi for vocational and skill based short term courses is framed by its own board of studies under self financing scheme. It is proposed that market survey/field work/industrial visit and other related options should be included in curriculum of short term courses to enable students to access industries.

2. To encourage the faculty members for more qualitative, extensive and scientific research work.
3. To encourage the faculty members for taking major/minor/micro research projects.
4. To encourage the faculty members to publish their research work in refereed and UGC approved research journals/periodical.
5. To motivate the faculty members to publish their Ph.D., Post-Doctoral thesis and Major/Minor projects.
6. To encourage the faculty members to involve themselves in research publication activities like - Writing and publishing standard books of concerned subject, Writing Monographs/Chapters in books and Writing the chapters in the anthologies.
7. To encourage the faculty members to get patent for their research work.
8. To encourage the faculty members to prepare more attractive teaching plans for the benefit of students.
9. To encourage the faculty members in holding symposia/workshops to expand the subject knowledge.
10. To encourage the faculty members to conduct seminars/conferences and invite the nation figure of concerning subject area.
11. To encourage the departments to organise guest lectures of the Resource Persons from various states on different titles and specific topics.
12. To organize a programme on Inter-departmental sharing.
13. To encourage the faculty members to use modern teaching aids in their classes.
14. To motivate the faculty members to send more proposals for seminars/Workshops/Conferences etc. which are to be funded by UGC or other funding agencies.
15. To organize a workshop on 'International Property Rights'.


16. To establish a pool of vocational and skill based short term certificate - job oriented courses under self- financing scheme and to send the same proposals to the sanctioning authority.
17. To develop the academic and research achievements into research scholars of the various PG departments and research centers through inspiration and motivation.
18. To motivate the Teachers who are eager to touch the mark of high academic excellences and to prepare such projects in their respective area of teaching.
19. To follow up the construction of Law building.
20. *To prepare the projects for infrastructural development in the college campus. These projects will include the buildings of-*
 - i Construction of a Central Instrumentation Lab under RUSA Scheme.*
 - ii Renovation of Social Science block under RUSA Scheme.*
 - iii Basketball Ground under Janbhagidari Samiti.*
 - iv Construction of New Academic Block under World Bank Project.*
 - v Renovation of college building/blocks under World Bank Project.*
 - vi Expansion of rain water harvesting system under Smart City Project.*
 - vii Installation of Solar Energy panels in the college campus.*
21. To organise the programmes regarding Social development, Human Right and empowerment of women through NSS, NCC and Swami Vivekanand Margdarshan Prakoshth (a career counseling cell).
22. To develop a sport complex to extend more facilities to the students.
23. To make sure that the number of Journals and periodicals increase upto 200.
24. To establish at least five smart class rooms fully equipped.
25. To develop the college campus as Wi-Fi zone.
26. To ensure that the college campus should be 100% under surveillance.

27. To encourage the alumni association to organize a program during the session and to receive cooperation from the association for the development of college.
28. To organize IT month or fortnight during the session.
29. To provide the health services to the students and to organize the blood group camp, blood donation camp and medical check-up camps.
30. To guide the students for their placement and to develop the skill of entrepreneurship.
31. To invite the BPO's to organize campus placement for the benefit of the students.
32. To organize the career fair and invite the companies.
33. To organize an awareness programme on equality and discrimination (gender, disability, minorities, SC/ST/OBC).
34. To organize 'Cleanliness Drive' in collaboration with the NSS and NCC unit of the college.
35. To conduct educational and industrial tours and visits as effective learning mode by various faculties and departments.
36. To conduct Voter Awareness Drive – SVEEP (Systematic Voters Education and Electoral Participation)
37. To prepare a proposal for Research Center of Urdu department.
38. To publish college magazine, e-News Letter and News Bulletin.
39. To provide the facility of remedial coaching classes to UG and PG students.
40. To conduct UDAAN coaching classes for the preparation of competitive examinations.
41. To conduct Internal and External Academic & Administrative Audit for quality assessment.
42. To conduct Internal and External Financial Audit.

43. To conduct Internal and External Green Audit, Energy Audit, Fire Safety Audit, Gender Audit etc.
44. To make and implement the policies related to Teaching-Learning, Consultancy, Collaboration, Legal Aid Clinic and Grievance Redressal.
45. To digitalise the admission data of previous years.
46. To take feedback offline as well as online from various stakeholders' students, parents, alumni, teachers and non-teaching staff.
47. To conduct Students Satisfaction Survey for upcoming academic session 2019-2020.
48. To conduct student tracking and progression.
49. Dissemination of information on various aspects of higher education.
50. To conduct a conference on Indian resistance against colonial India.
51. To start Sanskrit Sambhashan certificate program with the collaboration of Central Sanskrit University Delhi.



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