



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. 31st July, 2020

INTERNAL QUALITY ASSURANCE CELL

Action Plan for 2020-2021

As per a resolution passed by the IQAC meeting held on the month of July 31st 2020 on screening of the 'Action Plan' for the year 2020-2021 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 i.e. Academic Session 2020-2021.

1. Curriculum aspect : The curriculum for UG first year/second year/third year based on annual system 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/Subjects to design the syllabi for P.G. Classes. 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. 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/industries visit and other related options should be included in curriculum of short term courses to enable students to access industries.

2. To accomplish the necessary tasks for NAAC assessment of IV cycle.
3. To fix target A++ for upcoming IV cycle of NAAC accreditation.
4. To prepare all the stakeholders for IV cycle of NAAC accreditation.
5. To encourage the faculty members for more qualitative, extensive and scientific research work.
6. To encourage the faculty members for taking major/minor/micro research projects.
7. To encourage the faculty members to publish their research work in refereed and UGC approved research journals/periodical.
8. To motivate the faculty members to publish their Ph.D., Post-Doctoral thesis and Major/Minor projects.
9. 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.
10. To encourage the faculty members to get patent for their research work.
11. To encourage the faculty members to prepare teaching plans for the benefit of students.
12. To encourage the faculty members in holding symposia/workshops to expand the subject.
13. To encourage the faculty members to conduct seminars/conferences and invite the nation figure of concerning subject area.
14. To encourage the departments to arrange guest lectures of the Resource Persons from various states on different titles and specific topics.
15. To organize a programme on Inter-departmental sharing.
16. To encourage the faculty members to use modern teaching aids in their classes.

17. 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.
18. To organize an Orientation programme for students on 'Manners and Etiquettes'.
19. 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.
20. To develop the academic and research achievements into research scholars of the various PG departments and research centers through inspiration and motivation.
21. To encourage the advance students for giving
22. 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.
23. To prepare the projects for infrastructural development in the college campus. These projects will include the buildings of-
 - i Follow up the process of project of Construction of a Central Instrumentation Lab under RUSA Scheme.
 - ii Follow up the process of project of Renovation of Social Science block under RUSA Scheme.
 - iii Follow up the process of project of Basketball Ground under Janbhagidari Samiti.
 - iv Follow up the process of project of Construction of New Academic Block under World Bank Project.
 - v Follow up the process of project of Renovation of college building/blocks under World Bank Project.
 - vi Follow up the process of project of Expansion of rain water harvesting system under Smart City Project.
 - vii Follow up the process of project of Installation of Solar Energy panels in the college campus.
 - Viii Construction of Smart Wash Room and Cafeteria under Smart City Project.
 - ix Construction of Ramp for Divyangjan at Autonomous Building.
19. 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).

20. To develop a sport complex to extend more facilities to the students.
21. To make sure that the No. of Journals and periodicals increase upto 200.
22. To establish at least twenty five fully equipped smart class rooms.
23. To develop the college campus as 100% Wi-Fi zone.
24. To ensure that the college campus should be 100% under surveillance system.
25. To organize IT month or fortnight during the session.
26. To encourage the alumni association of the college as well as all PG departments to organize a program during the session and to receive cooperation from the association for the development of college and concerning departments.
27. To provide the health services to the students and to organize the blood group camp, blood donation camp and medical check-up camps.
28. To guide the students for their placement and to develop the skill of entrepreneurship.
29. To invite the BPO's to organize campus placement for the benefit of the students.
30. To organize the career fair and invite the companies.
31. To organize an awareness programme on the availability of free counseling for the students.
32. To organize an awareness programme on equality and discrimination (gender, disability, minorities, SC/ST/OBC).
33. To organize 'Cleanliness Drive' in collaboration with the NSS and NCC unit of the college.
34. To maintain a complaint box and operate a online Grievance Redressal Cell in the college and to take necessary action.
35. To install solar panel, solar geyser for energy saving.
36. To draft an energy saving plan to reduce consumption of electricity.
37. To develop more water harvesting system in various blocks of the campus.
38. To conduct online Students Satisfaction Survey for previous academic session 2020-2021.

39. To digitalise the admission data of previous years.
40. To conduct Student Tracking process.
41. To establish the distance education center to provide higher education facility to students from remote areas of Gwalior-Chambal region.
42. To follow the program of Atmnirbhar Bharat to take initiative
43. To create awareness about New Education Policy-2020 among students teachers and other stakeholders.
44. To develop a music studio for deptt. of music.
45. To conduct online classes through MS team and other online platforms.
46. To upgrade the central library.
47. To develop a LMS
48. To take necessary preventive measures in the campus for COVID-19.
49. To involve students in awareness programs of COVID-19.
50. To conduct Azadi ka Amrit Mahotsava in the campus.
51. To conduct a webinar on Intellectual Property Rights, Academia-Industry collaboration, Nutrition and Yoga, Use of IT/ICT in Library.
52. To conduct a seminar on Dandi March.
53. To conduct Sanskrit Sambhashan certificate program with the collaboration of Central Sanskrit University Delhi.
54. To conduct Faculty Development Program with the collaboration of IBS Hyderabad.
55. To conduct Student Development Program with the collaboration of IBS Hyderabad.



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