

INSTITUTIONAL DEVELOPMENT PLAN

Kakojan College, Jorhat, Assam



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INSTITUTIONAL DEVELOPMENT PLAN (IDP)

Kakojan College

(From 2023 to 2038)

About the college:

Kakojan College is a rural college, established in 1967 by educationists, the public, social workers, and others in the greater Kakojan area, with the aim of all-round development of human resources through quality education. The institution is situated in the eastern part of Jorhat District, Assam, by the side of N.H. 37, 15 km away from Jorhat city. The institution is affiliated with Dibrugarh University, Assam, and accredited by NAAC (3rd cycle) with an “A” grade. The college is an ISO-certified institution.

At present, the institution offers higher secondary and undergraduate programs (CBCS) in arts and science under the guidance of affiliated university (UGC, NAAC, and Govt. of Assam). The institution has an effective mentoring system to provide information, advice, and emotional support to the students. The institution also offers eight short-term add-on courses for all students to assimilate skills for solving real-life problems in relation to their socioeconomic background. Moreover, the institution has registered with the Institution Innovation Council (IIC) and MGNCRE under the MHRD, Govt. of India, with the aim of motivating students towards innovation and promoting sustainable development. It has also initiated various activities in accordance with the guidelines of these councils. The institution has a healthy academic environment and invariably secures distinguished results in higher secondary and degree examinations. The institution also provides opportunities for students to do community work through the NSS and NCC wings.

Vision of the College:

The vision of the college is to make all round development of the human resources through ‘Quality Education’ under the guidance of Affiliating University, UGC, NAAC and Govt. of Assam. The institution upholds the highest standards for instruction in Arts and Science with career-oriented programmes. Along with academic excellence the institution emphasizes integrity, democracy, co-operation and cultural sensitivity so that the students may serve best the Society, Nation and the World. The institution also cherishes vision to impart education to those learners who have been deprived of formal system of higher education because of age, economic background etc. through Open Distance Learning (ODL) System.

Mission of the College

- Imparting Quality Education of National Standard and Imbibing skill for solving real life problem.
- Inculcating global perspective in attitude.
- Creating leadership qualities with futuristic vision.
- Fostering spirit of entrepreneurship and realization of social responsibilities.
- Cultivating adaption of ethics, morality and healthy practices in academic and professional life.
- Inculcating the spirit of social development through the study of language and culture.
- Instilling habit of continual learning.
- Encouraging and supporting creative and research temperament
- Establishing and promoting linkages with the Institutions and Organizations of National and International level.
- To introduce job-oriented and vocational programmes for professional and academic development.
- To organize community development programmes for the socio-economic development of the neighbourhood.

Aim of the IDP:

To transform the Institution into a Best Educational Institution, so that the outgoing students of the institution will be competent in all respects, become good citizens of the Nation and will serve the society well.

Objectives of the IDP:

1. To analyze the present scenario in terms of access, quality and future readiness.
2. To identify the goals, strength, opportunities, priorities and commitments, considering the mission of the Institution.
3. To identify the strength and capacity (human and financial), looking on organizational gaps and measures to be taken to alleviate these gaps.
4. To identify short term and long-term institutional goals and challenges.
5. To make an action plan for phase wise implementation of the perspective of the IDP within specified time period.

PROFILE OF THE COLLEGE

Name of the Institution : Kakojan College

Year of establishment : 1967

Affiliation : Dibrugarh University

Year of Provincialization : 2005

UGC Recognition : 2(F), 12 (B)

Apex body of the College : Governing Body

Committee of the IDP

SL No.	Name	Designation	Mobile No.	Email
1	Dr. Rashmi Rekha Saikia	Principal	9954462421	rrsaikia@yahoo.in
2	Mr. Dhruvajyoti Saikia	Coordinator, IQAC	8638039062	dhruvajyotisaikia03@gmail.com
3	Dr. Babita Phukan Borkotoky	Coordinator, IDP	9435515115	babitaborkotoky@gmail.com
4	Dr. Pankaj Goswami	Coordinator, RUSA & Member IDP	9435248980	drpankajgoswami2017@gmail.com
5	Dr. Kshirod Saikia	Member IDP	9435096113	kshirodsaikia218@gmail.com

Infrastructure

(i) Land Particulars:

SL No.	Campus	Area in Acres	Construction
1	Sector-A	2 acres	3350 sq. m
2	Sector- B	7 acres	Under construction (Boys Hostel) 1379.101 sqm
3	Sector- C (Girls' Hostel)	0.02 acre	301.95 sq.m

(ii) Library:

The College has a fully automated Central Library which is the key resource center to support the educational and research programme. Digital Library facility is available in the college library. The college library has N-LIST with INFLIBNET

Items	Physical library	Digital library
Books (text books & reference book)	Text Book: 12,979 Ref. Book: 1997	Books and Journals are available under INFLIBNET
Journals	9	
Magazine	6	

(iii) Classroom & Laboratory

SL. No.	Classroom & Laboratory	Total No.
1	Classrooms	32
2	Laboratories	13
3	Seminar Hall	01
4	Classroom with LCD Facilities	11
5	Classrooms with Wi-Fi/ LAN	Full Campus Wi-fi
6	Seminar halls with ICT facilities	03

(iv) Faculty Strength:

SL. No.	Department	No. of full-time teacher (sanctioned)	No. of full-time teacher (non-sanctioned)	No. of guest faculty	Total
1	Assamese	4	-	-	4
2	Economics	3	-	-	3
3	Education	2	1	-	3
4	English	5	-	-	5
5	History	3	-	-	3
6	Political Science	4	-	-	4
7	Sociology	4	-	-	4
8	Botany	2	-	-	3
9	Chemistry	3	1	-	4
10	Mathematics	3	1	-	4
11	Physics	3	-	-	3
12	Zoology	3	1	-	4
13	Statistics	-	1	-	1
14	Computer	-	1	-	1
15	Total	39	6	-	46

(v) Research Profile:

The College has a UGC Research body to monitor the research related activities in the Institution. The Principal of the institution inspires the faculties of all the Department s to take research activities such as Ph.D.; MRP and to organize seminars, workshops etc. The authority of the institution provides facilities by approving Academic leave/ Duty Leave to participate/ present research work in International, National or State level Seminars /Conferences/Workshops etc.

Details of Research performance are as follows-

- (a) No. of full-time teachers with Ph.D.: 14
- (b) No. of fulltime teacher pursuing Ph.D.: 11
- (c) No. of full-time teacher pursuing M. Phil.: NIL
- (d) No. of MRP conducted by Faculty: 10

(e) No. of Research paper published in UGC care list: 09 (in the year 2023-24)

(f) Research Journal published from the institution with ISSN No.: “**Emerging Echoes**” published by Centre for Women’s studies. ISSN No. 2230-7443

Step 1: Analysis of the present scenario in terms of “access”, “quality” and “Future readiness”

- (i) The Institution emphasizes human resource development through Holistic, value based, skill enhancement and quality education.
- (ii) The Institution will ensure that students irrespective of their gender, caste, religion and socioeconomic background have equal and egalitarian opportunities to take full advantage of their education.
- (iii) The Institution will ensure quality education that focuses on the cognitive, emotional, mental, physical and social development of each student regardless of gender, race, ethnicity and socioeconomic position.
- (iv) The Institution will introduce more skill enhancement courses according to need base assessment for future readiness.

Step 2: Envision transformation of the institution for the next 15 years in the line of NEP

The institution is envisioned to be recognized as the highly esteemed educational institution, and focuses on quality education by 2038 with the following plan of action:

(a) Institutional level:

- 1. To strengthen the IQAC of the Institution
- 2. Focus on holistic, multidisciplinary and value-based education.
- 3. To increase Gross Enrolment Ratio (GER) up to 50% by 2038 through introducing vocational skill-based courses on the basis of need assessment.
- 4. To provide equal and impartial opportunities to the students irrespective of caste ethnicity, religion and socioeconomic status.
- 5. Options for Open Distance Learning and Online Programmes.
- 6. To sign MOU/MOA with different Academic institutions and registered organizations for conducting different academic, career-oriented and social activities.
- 7. Focus on organizing faculty and student exchange programme.
- 8. To develop ample infrastructure facility to cope up with increased enrolment and newly introduced courses or programmes.

9. To provide provisions for differentially able students to enrol.
10. To establish Industrial-academia linkage (IAL) for skill development, adoption of knowledge and promotion of entrepreneurship and to strengthen R&D investment.

(b) Teaching- Learning Process:

1. To motivate and upskill the faculties and students to cope with the present scenario.
2. Encourage faculties to use modern pedagogy during teaching.
3. To motivate faculties to conduct innovative teaching.
4. Use of student centric method such as experiential learning, participative learning and problem-solving methodologies to intensify learning experience.
5. To encourage the students to participate in extra-curricular activities like sports, culture, literature etc. for all round development.
6. To enhance all aspects of learners, for intellectual, physical, psychological and multi-disciplinary education.
7. To improve student retention rate
8. To maintain an optimum student teacher ration

(c) Students Support:

1. To provide students friendly environment.
2. To create students centric learning process.
3. To provide effective mentoring system to lessen the gap between teacher and students.
4. To provide financial assistance to economically weaker and needy students from Students' Aid Fund.
5. To provide information about Career and placement and to meet the students' necessities (academic or administrative) through Information and Career Guidance Cell (ICGC) and Grievance Redressal Cell.
6. To provide more sports and cultural facilities for holistic development of the students

(d) Research:

1. To encourage the faculties to undertake discovery-oriented research problem through Ph.D., Major and Minor Research Project.
2. To involve in interdisciplinary research among various departments.
3. To take student teachers' collaborative research project.

Step 3: Define the mission of the Institution to identify the goals, strength, opportunities, priorities and commitments.

The mission of the Institution is to impart Quality and Holistic Education through continual learning, skill enhancement and value-based education; promoting creative and research temperaments, entrepreneurship development, leadership development, involvement in community development and realization of social responsibility.

Goal 1: Sustainable Learning and Education**(A) Curriculum and Enrolment:**

- I. Introduction of different skill enhancement certificate and diploma courses in UG level, based on need based assessment and thereby increasing the student's enrolment as envisaged in the NEP 2020.
- II. Up gradation of syllabus of existing short-term add on skill enhancement courses.
- III. Establishment of more Arts and Humanities and Applied Science departments in UG level.
- IV. To increase Gross Enrolment Ratio (GER) by inclusion of ST, SC, TGL and other socioeconomic disadvantaged group of the neighbouring area of the Institution.

(B) Teaching Learning Process:

- I. Emphasis will be given on experiential and participative learning and problem-solving methodologies
- II. Strengthening teaching pedagogies and train the faculties for effective teaching learning process.
- III. Completion of syllabus on time.
- IV. Continuous monitoring and evaluation of student's progression or learning outcome.

- V. Effective Mentoring system to guide the students for future career and to provide mental, emotional and psychological support.
- VI. To involve students in community engagement programme, so that the student can learn by their experience and imbibe skill for solving real life problem.

Goal 2: Excellence in Research

Strength of the institution:

- I. Only Degree college offering both B.A and B. Sc. Programme of Teok Assembly constituency of Jorhat district, Assam.
- II. The college is located by the side of N.H. 37, which is convenient for communication and transportation.
- III. Proper academic environment for effective development of human resource.
- IV. Regularity and punctuality in teaching learning system.
- V. The Central library possesses digital library facility
- VI. 15 Add on certificate courses

Opportunities of the institution:

- I. Equal opportunity to enroll students irrespective of caste, ethnicity, religion and socioeconomic background.
- II. Students Aid Fund
- III. Opportunities for participation in Sports, Fine-Art and Cultural activities.
- IV. NSS and NCC wing of the institution provide opportunities to involve community engagement projects.

Commitment on priority basis

Goal 1: Sustainable Learning and Education Priority:

Curriculum & Enrolment

Commitments:

- I. A need-based assessment will be done in the form of survey among the stakeholders and public of the neighbouring area to introduce multidisciplinary and skill enhancement courses.
- II. To increase the gross enrolment ratio, motivational and awareness programme regarding the importance to enroll in higher education will be organized in neighbouring area.
- III. Inclusion of students from economically backward area and students from reserved category according to Govt. Rule.
- IV. Development of infrastructure to cope up with the newly introduced courses and increased enrolment
- V. Rigorous review of curriculum for acceptability and sustainability will be done.

Priority:

Teaching Learning Process Commitments:

- I. Emphasis will be given on practical based teaching.
- II. Group discussion, panel discussion, field study will be frequently organized among the students to promote experiential and participative learning.
- III. Small projects through community engagement programme will be given to students to enhance their capacity to solve real life problems, thus help the society in various aspects of life.
- IV. Emphasis will be given on value-based education, environmental and professional education.
- V. Emphasis will be given on ICT based teaching and learning skill
- VI. FDP, workshop on use of pedagogy, ICT tools etc. will be organized to enhance the faculties for fruitful teaching learning process.
- VII. Recruitment of competent and qualified faculty for vocational and skill enhancement courses to be introduced.

Goal 2 Excellence in Research:

Priority: Discovery Oriented Research

Commitments:

- I. Identification of Research area.
- II. Preparation of Minor and Major project proposal and to submit the same to the funding agencies for financial support such as DST, DAE atomic energy, DBT, ICAR, ICMR, ICSSR, ICHR, UGC.
- III. Publication of research findings in reputed International/ National research journal with good impact factor like Scopus Indexed/ Web of Science Indexed or the journals that included in UGC Care list.

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

Kakojan College is a Govt. provincialized college and hence Govt. of Assam has taken major part of financial support in the form of salaries and other allowances of faculty and non- teaching staff. Government also provides some of financial support for infrastructure development of the Institution. In addition, the institution also gets financial support from RUSA and Member of Parliament (MP) fund. Apart from Govt. financial support the Institution earns an amount of Money in the form of Admission fee; contribution from alumni etc. For full performance of an institution, it needs adequate number of faculty and office staff and ample financial support to meet its necessities. At present the Institution has insufficient sanctioned faculty members, which is the key resource of teaching –learning process. Moreover, the Institution has very limited number of non-teaching staff, which sometimes creates difficulties in smooth running of administrative work. Most of the individual earnings of the institution have to spend in the form of salary of non-sanctioned full-time faculty, guest faculty and contractual office staff. To mitigate these organizational gaps following measures should be taken from Govt. side -

- I. Approval of adequate number sanctioned faculty position for effective teaching learning process.
- II. Approval of adequate number sanctioned non-teaching staff for smooth running of administrative work.
- III. To provide reasonable financial support.

- IV. The institution will also search for an alternative source of revenue by offering income-generating courses.
- V. Should have the authority to recruit human resource
- VI. Should have the freedom to design the curriculum based on need assessment

Step 5: Institutional goal – long term and short term

The Institution wish to set a benchmark of excellence in every aspect with following long term and short-term goals.

Long term Goal:

- I. To increase the Gross Enrolment Ratio (GER)
- II. To establish more Arts, Humanities, Liberal Arts and Applied Science departments in UG level
- III. To introduce integrated B. Ed Programme.
- IV. To introduce P. G. Programmes.
- V. To construct a permanent well-equipped auditorium
- VI. To develop permanent indoor sports complex cum gymnasium
- VII. To build up outdoor play ground complex in the extended areas of college campus
- VIII. To establish computer laboratory with sufficient computers
- IX. To start incubation center

Short term Goal:

- I. To introduce one year certificate and two-year diploma courses on skill enhancement on the basis of need assessment.
- II. Up gradation of existing short term add-on courses.
- III. Extension of infrastructure development in both the college campus (Sector A&B).
- IV. To increase the number of ICT enabled classroom.
- V. Improvement of laboratory of all the Science departments, Computer departments and Education department.
- VI. Demolition of old building and construction of new building in place of it.

- VII. To sign MOU with different academic institution to initiate faculty and student exchange programme
- VIII. To start a placement cell under career guidance cell

Step 6: Institutional level challenges (long term and short term)

- I. To motivate the students of socio-economically disadvantage group, those live in rural and remote areas to pursue higher education in UG level.
- II. Competition for students.
- III. Challenges in terms of engagement and appointments of additional competent teachers to carry on skill-based certificate and diploma course.
- IV. Shortage of faculty members in sanctioned post
- V. Shortage of office staff,
- VI. Financial constraint
- VII. Lack of large-scale industry in the neighbourhood except tea industry for Industry-Academia linkage.

Step 7: Workable hypothesis to mitigate and overcome the challenges in a phased manner

Proper implementation and success of NEP will depend upon the allocation of resources (human and finance) from the Government side and sustainable curriculum development.

Step 8: Develop strategies to promote leadership

- I. The institution will promote leadership by branding through competent authorities.
- II. Steps for excellence in Quality Education
- III. To create student-centric environment for wellbeing of the students both physically and mentally
- IV. To encourage the faculty members to acquire leadership qualities
- V. To provide a platform to develop the extracurricular talent of the student.
- VI. To provide an opportunity to go for internship in different industries or organizations through industry academia linkage

Step 9: Develop a mechanism to ensure transparency in governance

- I. Mechanism to ensure transparency in governance by performing Internal and External Financial Audit.
- II. Academic Audit
- III. Energy Audit
- IV. Green Audit
- V. Gender Audit

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

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