

EDN LBS-GDC-SN 1 (Estt.) 2022-23/...../2023 — 509
O/o the principal LBS-GDC
Saraswati Nagar District Shimla HP
Dated : Saraswati Nagar 171206 the 25th Nov 2023

To

The Director
Directorate of Higher ducation,
Himachal Pradesh, Shimla-1

Subject: Regarding Activity Plan/ Vision Document / IDP of College.

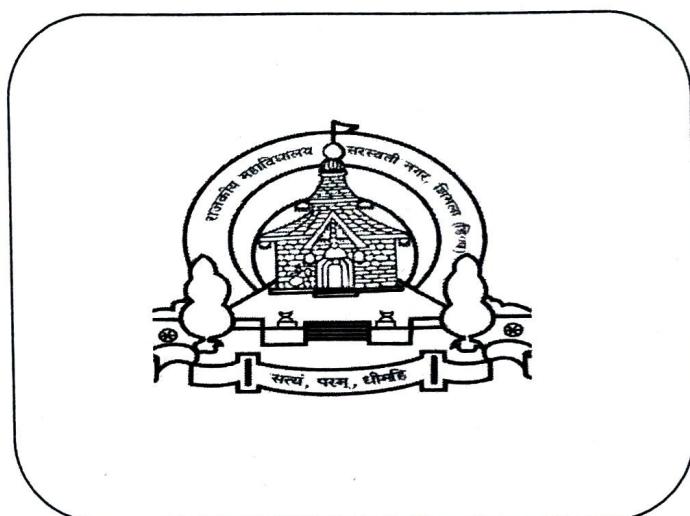
Sir

With reference to your office letter No EDN- H(8) A (1) Misc dated 8th Nov, 2023, Kindly find enclosed the Activity Plan/ Vision Document / IDP in r/o LBS GC Saraswati Nagar for your perusal and necessary action please.


Principal
LBS GDC Saraswati Nagar
L.B.S. Govt. Degree College
Saraswati Nagar, Dist. Shimla H.P.
DDC Code No. 214

Lal Bahadur Shastri Govt. Degree College Saraswati Nagar , Dsitt. Shimla H.P.

INSTITUTIONAL DEVELOPMENT PLAN (IDP 2022-2032) As part of the implementation of National Education Policy-2020



Lal Bahadur Shastri Govt. Degree College Saraswati Nagar ,

Distt Shimla H.P.-171206

Website: www.lbsgcsnagar.edu.in Email: gcsnagar25@rediffmail.com

Preface

The role of higher education in national development is well established. Since the majority of India lives in villages, the quality and access to higher education is still a major concern in these areas. In order to make India a strong nation, the foundation needs to be laid down at rural level education. Keeping in view this aim, Lal Bahadur Shastri Govt. Degree College Saraswati Nagar (Sawra) , District Shimla, one of the first colleges to be opened in rural areas, started its journey of catering to the needs of quality higher education of this area, in 1986. It is located in the hills of Himachal Pradesh. The college is administered by Govt. of Himachal Pradesh and affiliated to HP University, Summer Hill Shimla-5.

The college consciously strives to realize its vision, i.e. "***To impart quality and value based education to the students that empowers them to sift truth from falsehood and to integrate the value of truth into their character***". The institutional vision is derived from the motto – "**Satyam Param Dhimahi**" which literally means *Truth is supreme*. The goal of our institution is to impart education that aims at seeking truth which has to be interpreted as being true to one's self, being original in thinking and in action; and be an authentic human being.

The range of courses offered by the college are mostly traditional in academic nature but the teaching-learning process includes all types of available latest educational and communication technologies like ICT-enabled classrooms, laboratories and Wi-Fi enabled campus. Besides underlining the pursuit of academic excellence as a worthy goal in itself, the college encourages holistic development of students.

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Institutional Basic Information

1.1. Institutional Profile:

Name of Institution	Lal Bahadur Shastri Govt. Degree College Saraswati Nagar, Dsitt. Shimla H.P.
Head of the Institution	Dr. Prem Parkash Chauhan
Contact Details	gcsnagar25@rediffmail.com Mob. No. 9418470677 Landline : 01781238149
College website	www.lbsgcsnagar.edu.in
AISHE Code	C-11529
Name of IQAC Co-ordinator	Dr. Poonam Mehta mehtapoonam174@gmail.com
Name of the NEP Coordinator	Prof. Monica Raina
Name of the RDI Coordinator	Dr. Radha Raman Gautam
NAAC Accreditation Status	1 st Cycle 2017 Score : 2.56 Grade: B+ 2 nd Cycle 2022 Score: 2.29 Grade: B 3 rd Cycle in progress
NIRF	-
UGC Recognition	Yes 2(f) 12 B
Financial Status	Govt. Aided Institution
NEP 2020	Part of HP University

1.2. Institutional SWOC Analysis:

Strength:

1. The college is a Govt. Institution and run by the HP Govt. Department of Higher Education.
2. The institution enjoys locational advantage with scenic beauty, cultural heritage and easy accessibility.
3. The institution has highly qualified, experienced, enthusiastic, committed, and dedicated faculty members who volunteer to shoulder any responsibility related to the furtherance of vision and the wellbeing of the institution.
4. Well-furnished and ICT enabled campus.
5. Transparent and inclusive admission process.
6. Good teacher-student ratio.
7. Facilities for co-curricular, extracurricular activities.
8. Library facilities with INFLIBNET, N-LIST membership
9. Student-centric learning through participatory approach.
10. Emphasis on the promotion of human values to produce well integrated individuals.
11. Integration of issues like environment, gender equality human rights etc. in the teaching learning process.
12. ICT enabled teaching-learning, CCTV Surveillance, Wi-Fi enable campus
13. Green and eco-friendly campus having rain water harvesting system, and Solar Geyser unit.
14. Skill based certificate courses.
15. Hostel facility for girls.
16. Community outreach programmes –promoting social responsibility.
17. A large number of societies and clubs for social welfare and environment protection like NSS, NCC, R&R, Eco-club, and red ribbon cell, women cell etc.
19. Welfare schemes for students and staff.

Weakness:

1. Economic background of students and paucity of time available to them, limits the implementation of value added / add-on courses / online courses.
2. The alumni engagement in college activities is limited and number of student placements are also relatively less.
3. Income generation from consultancy services, courses offered etc. do not exist.
4. Industry Academia linkage is weak and needs to be strengthened, Incubation Centers are absent.
5. Collaborative linkages for faculty exchange, student exchange, project work at industry, on-the job-training is nearly absent.
6. Inadequate exposure of students to ‘real world’ situations before/during graduation.
7. Due to topographic constraints students are totally dependent on public transport. A lot of time of students is consumed in travelling to and from college.
9. Lack of residential facility for teaching staff.
10. Temporary canteen.
11. Lack of campus placement facility.
12. Limited scope and facility for research and Limited consultancy services.
13. Vacant posts are not filled in time bound manner by the Govt.

14. Dependent on Government for infrastructural development. Availability of funds with college is limited to meet growth demands.

Opportunities:

1. Various cultural activities to encourage students to opt for a career related to art and culture.
2. To increase inter-institutional interaction and establishing more collaborations with Higher Education Institutions and industry.
3. Technological up-gradation.
4. Setting and exploration of more avenues of research.
5. Introducing of more skill based and job oriented courses
6. Plenty of land for increasing infrastructure and sports facilities

Challenges:

1. To strengthen the institution's effort in career counselling and placement of students.
2. To bridge the gap between the curriculum and the industry requirement to increase employability of the students.
3. Motivating faculty to take up research guideship for recognition of college as a research centre.
4. Encouraging faculty to undertake research projects and publish papers in high impact factor research journals
5. Acquire funds from Government/Non-government agencies for quality research and overall growth of the institution
6. Networking with various institutions, for mutual benefit, sharing of resources, undertaking
7. Strengthening our existing alumni network, both local and, to enhance collaboration and placement opportunities.
8. Competition with urban institutions.
9. Stopping urban migration of students.
10. Poor band width of internet.
11. To increase student strength.

**LBS Govt. Degree College Saraswati Nagar, Distt. Shimla,
H.P.-171206**

2. Activity Plan

Sr. No	Activity	Action plan year wise
1	Curricular Planning and Implementation	<ul style="list-style-type: none"> 1. Academic calendar will be prepared by IQAC and academic calendar committee for Annual and Semester pattern. 2. IQAC will ensure that Departmental Calendars of Activities (Academic and Co-curricular) are prepared and followed by every department. 3. IQAC will ensure that Teaching plans are available and meticulously followed in every department. 4. Objectives of the curriculum will be achieved by departments and ensured by IQAC. 5. Online/ offline Diksharamba Programme will be organised as per academic calendar.
2	Academic Flexibility	<ul style="list-style-type: none"> 1. Two new Add-on courses will be started and to be decided through meetings.
3	Curriculum Enrichment	<ul style="list-style-type: none"> 1. IQAC will ensure that Study tours, field visits, group discussions and seminars are conducted in various departments. 2. At least 1-2 Sensitization programmes/ courses on cross cutting issues like gender, environment, human values and professional ethics will be organized. 3. One value added course will be introduced. 4. Number of field projects for students will be enhanced. 5. Workshop on National Education Policy will be organised.
4	Feedback System/ Student Satisfaction Survey (SSS)	<ul style="list-style-type: none"> 1. Feedback will be obtained from students, alumni and parents and Stakeholders. 2. Feedback Committee will analyze the feedback and new initiatives will be introduced and the reports will be published on college website. 3. Planning will be given to IQAC.
5	Catering to Student Diversity	<ul style="list-style-type: none"> 1. Initiatives to assess the learning levels of students will be enhanced. Proficiency/ Diagnostic tests to identify slow and advanced learners. 2. Bridge courses, Remedial classes, G.K tests.
6	Teaching-Learning Process	<p>Academic Committee will observe the following teaching-learning methods in departments:</p> <ul style="list-style-type: none"> 1. Classroom teaching, Interactive teaching learning methods, using PPTs etc. 2. Experiential learning through field visits and study tours.

		<p>3. MOOCs/SWAYAM courses will be introduced to the students .</p>
7	Teacher Quality	<p>1. IQAC will encourage the teachers to participate in Orientation, Refresher courses, Faculty development programmes, Workshops, Conferences and Seminars.</p> <p>2. Faculty members will be motivated to pursue Ph.D. or any other relevant courses.</p> <p>3. Feedback from students will be obtained on teacher's performance and necessary suggestions will be given to the concerned teacher for any improvement.</p>
8	Evaluation Process and Reforms	<p>1. IQAC will analyze the Dropout rate and systematic steps will be taken to reduce it. Class test , Unit test, Objective Test pattern will be implemented.</p>
9	Student Performance and Learning Outcomes	<p>1. IQAC and Result monitoring committee will analyze students' performance during the complete evaluation process (House/ Mid Term Examination) and steps will be taken for the improvement of students' performance.</p> <p>2. Group discussions, Viva tests, presentations will be conducted to identify slow and fast learners.</p>
10	Promotion of Research	<p>1. Student projects will be allotted through Research committee.</p> <p>2. At least two Conferences / Seminars / Workshops will be organized in campus by the college.</p> <p>3. National/state level student seminars will be organized by the departments.</p>
11	Resource Mobilization for Research	<p>1. Resource mobilization will be done through major and minor research projects and collaborative projects.</p>
12	Research Facilities & Research Centre	<p>1. Research committee and IQAC will encourage Ph.D. supervisions by the faculty members under the affiliating University.</p> <p>2. Separate Cabins for Research Centers will be constructed.</p>
13	Research Publications and Awards	<p>1. Research publications in Peer reviewed journals with good Impact factor will be promoted. Each department to publish at least one research paper.</p> <p>2. Teachers will be motivated to apply for various awards, fellowship and research projects.</p>
14	Extension Activities and Institutional Social Responsibility	<p>1. Institution- community network will be strengthened through various extension activities with the help of NSS, NCC, R & R , Eco Club, Red Ribbon Club and ICC.</p>
15	Collaboration	<p>1. At least three new functional MOUs/collaborations will be signed with industry.</p> <p>2. Student and Faculty Exchange programmes will be initiated.</p> <p>3. Linkages with other institutes for research will be established by the research committee.</p>

16	Physical Facilities	<ol style="list-style-type: none"> The college will try to provide adequate facilities like, Laboratory equipments, ICT tools, Administrative offices, more digital classrooms, Gardening and campus beautification. Display of all the event photographs in the form of Gallery will be done.
17	Library as a Learning Resource	<ol style="list-style-type: none"> The process for Library automation will be enhanced. Number of book titles will be increased. More research journals will be subscribed.
18	IT-Infrastructure	<ol style="list-style-type: none"> New Computers will be purchased to create new computer lab, number of computers will be increased. IT facilities will be kept updated. Digital Teaching Devices (DTDs) will be installed in remaining classrooms and laboratories so that all the classrooms and laboratories have DTDs. Xerox facilities will be increased.
19	Maintenance of Campus Facilities	<ol style="list-style-type: none"> Renovation of old infrastructure will be done. Vermi-composting and garden-waste unit will be started by ECO Club. Trees / Plants/ lawn will be maintained & Beautification of campus will be done. More Solar Units will be installed. Physical facilities will be maintained as per needs.
20	Student Mentoring and Support	<ol style="list-style-type: none"> Mentor system will be strictly followed by every teacher. Remedial classes in every subject. Projects will be allotted to the advanced learners. Workshops and regular Classes for competitive exams will be arranged by competitive exam committee. Co-curricular and extracurricular activities will be run by each department for students. At least three Career counseling activities will be done. Placement activities/ drives will be arranged effectively. Workshop on Guidance to scholarship holder students by the college faculty. Online quizzes , class tests will be arranged for the students to identify slow and advance learners
21	Student Progression	<ol style="list-style-type: none"> Student progression to higher education will be enhanced by continuous counseling through mentor system and career counseling cell. Progression and placement student data to be collected and maintained.
22	Student Participation and Activities	<ol style="list-style-type: none"> Student participation will be ensured through student council, NSS, NCC, R&R, Sport department, Cultural committee, College magazine, Eco Club and through departmental activities.
23	Strategy	<ol style="list-style-type: none"> Strategy development will be done through College

	Development and Deployment	Advisory Committee and IQAC. 2. Decentralization of administration will be done through different sub committees.
24	Faculty Empowerment Strategies, Training for Teaching	1. Faculty will be encouraged to attend online/offline Orientation courses, Refresher courses, Faculty Development Programmes, Conferences, Workshops, Seminars and Skill oriented training programmes MOOCs, SWAYAM.
25	Internal Quality Assurance System & non teaching	1. IQAC is a post accreditation quality sustenance activity. As per the guidelines of NAAC, college has established an Internal Quality Assurance Cell (IQAC) for quality assurance. 2. The IQAC functions throughout the year for quality assurance. There are regular meetings which are held quarterly. 3. IQAC will draw a perspective year wise plan. This plan will be executed by IQAC through different college committees and will be monitored in its monthly meetings. 4. MoUs with other colleges regarding student exchange & faculty exchange will be done.
26	Environment Consciousness	1. Green Audit and Energy Audit will be conducted. 2. Efforts will be made to make the Campus Eco friendly.
27	Innovations and Best Practices	1. One new innovative practice will be started. 2. The reports and photographs of Events held in the college will be uploaded regularly to college website.
28	E- Content Development	1. The teachers will prepare E- contents, notes, video lectures in their respective subjects.
29	Guest Lectures	1. Each department will organize at least 1 guest lecture per year.
30	Sports activities	1. Sports department will organize 2 Inter - college level events in next five years and 4 college level sports events including Yoga in each calendar year .
31	NIRF	1. College will participate in NIRF.
32	Recommendations from Peer Team NAAC Cycle 3	1. College needs to sign MOUs with industries for internships and campus placements. 2. Strengthen the career counseling soft skill development programs, coaching and training for competitive examinations. 3. IQAC needs to be strengthened. 4. Expansion of research infrastructure and facilities needs to be strengthened and attempts to be made for Major research and Minor Research facilities. 5. Hostel for boys.

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171206**

3. Vision Document

Vision document is prepared keeping in view the plans for next 15 years in three stages 2029, 2034 and 2040. The vision 2023 is an attempt to document their future realistic goals as a leading higher educational institution in the state and establish a unique identity for the development of high quality human and knowledge resources. Vision document allows us to be focused and bring in a united effort by the teaching faculty, staff and management.

The areas identified by Institution for the improvement are:

I. ALIGNING WITH NEP 2020

1. To increase the gross enrolment ratio.
2. Adoption of academic Bank of Credits.
3. Adoption of multiple entry and exit.
4. Using online programmes such as SWAYAM/MOOCs.
5. Training and skill development of teaching and non-teaching staff.
6. To introduce new certificate courses and bridge courses.

II. ACADEMICS:

1. Emphasis on Teaching and research in the interdisciplinary areas will be promoted in tune with NEP 2020.
2. Starting new courses in emerging areas related to skill development.
3. Establishing state of art facility both for teaching learning and Research.
4. Encouraging interdisciplinary seminars/ conferences and workshops.
5. Dedicated Research and Development Centre and fund generation through research project proposals.
6. To introduce more Faculty Development Programmes and staff development programmes on teaching tools and pedagogy.
7. To increase admissions in all the courses.
8. To improve the results and secure more ranks in the University examinations.
9. Collaborations with other institutions, Industries and research.
10. Developing E-content of all courses by the faculty members.

11. To create virtual-classrooms/virtual laboratories for students.
12. To promote multidisciplinary research through interdepartmental research collaborations in the institution.
13. Proper budgeting for attending conferences, seminars and other faculty development programmes.

III. LEADERSHIPS AND PARTICIPATIVE MANAGEMENT

1. Introduction of ERP for student information and knowledge management system.
2. Strengthening the college committees in planning and organizing events with proper policy document and time bound manner implementation.
3. Decentralized academic, administration and student related responsibilities.
4. Promoting E-Governance and e-office.
5. Monitoring and implementation of Quality Management System (QMS)
6. Code of conduct and policy promotions as per UGC and Govt. Guidelines.
7. Promoting Govt. and Pvt. Audit of funds on regular basis.

IV. STUDENT DEVELOPMENT AND WELFARE PROGRAMME

1. Student training and placement activities.
2. Student representation in various committees and cells of the college.
3. Organizing sports and Co-curricular competitions and ensuring participation of each student in extracurricular activities.
4. Support for advance learners and slow learners.
5. Sharing knowledge through online resources.
6. Rewards and recognition of achievers.
7. Offering more capacity building courses, internships and industry exposure.

V. PHYSICAL INFRASTRUCTURE

1. Addition of new buildings for classes as well as for indoor activities, boys hostel, auditorium and staff quarters.

2. Completion of playground with state of art facilities for sports.
3. Modernization of laboratories and equipments.
4. ICT enabled class rooms.
5. Complete digitization of Library and infrastructure up gradation.
6. Facilities for e-learning.
7. Safety and security Management through CCTV.
8. Rain water harvesting and renewable energy usage system.
9. Stress on Hygiene and green campus and enhancing the use of renewal sources of energy.
10. Provide high speed Wi-Fi facilities in the campus.
11. To construct separate conference and seminar room well equipped with latest digital aids.

VI. COMMUNITY/ OUTREACH ACTIVITIES

1. Identify community and social development work.
2. Conducting awareness camps, rallies community services and outreach activities in the neighborhood.
3. To adopt a village in the neighborhood.
4. NSS, R&R, Eco Club and NCC outreach activities to be made more vibrant and planned and executed every year.
5. Promotion of local culture and cuisine.

VII. STUDENT SUPPORT AND PROGRESSION

1. The college shall continue to promote gender equity and inclusiveness.
2. To provide scholarships and free-ships to deserving students.
3. To facilitate skill enhancement through value added courses.
4. To promote participation in co- and extra-curricular activities.

VIII. INTERNAL QUALITY ASSURANCE CELL

1. Making IQAC more functional as per NAAC regulations.

2. Framing the quality policy and publishing.
3. Educating and training all employees on quality aspects.
4. Promotion of best practices.

IX. CAMPUS DEVELOPMENT

1. To create a botanical garden and biodiversity park in the campus.
2. Beautification of the campus.
3. Road and parking development.
4. Institution gate entrance development.
5. Creation of a plastic wall in the campus with single use and waste plastic materials.

X. E-GOVERNANCE AND QUALITY ENHANCEMENT

1. To introduce online portal for student services (attendance, academic record, hostel related services etc.).
2. Develop an online feedback mechanism from students, parents and other stakeholders.

XI. VOCAL FOR LOCAL

1. Creation and maintenance of local museum retaining cultural heritage, local delicacies, local dresses, local musical instruments, local medicinal plants.
2. Development of local lab for soil testing, water testing etc. for local apple growers.

Institutional Development Plan

4.1 Vision

Vision: “To impart quality and value based education that empowers students to sift truth from falsehood and to integrate the value of truth into their character”

This institutional vision is derived from the motto – “**Stayam Param Dhimahi**” which literally means *Truth is supreme*. The institution aims at providing a distinct environment of excellence in education and inculcating in them human values like truthfulness, honesty, hard work, character building, capacity building and social commitment. Thus the institution aims at enhancing the skills and holistic development of the personality of the students.

4.2 Mission

- To provide quality higher education to the students residing at this tough hilly terrain and to make them fit for global society.
- To provide a fair chance to both the genders, poor and socially disadvantaged to attain knowledge.
- To enable students to acquire various professional skills in order to increase the chances of their employability.
- To focus on the development of personality of students through curricular and extracurricular activities.
- To sensitize the students towards various social concerns, human rights, gender issues and environmental issues.

4.3 Objectives

Thus the main objectives of the institution are:

- To provide equal opportunities for both genders.
- To educate students of all sections of society.
- To provide quality higher education to students of this rural area at their doorstep.
- To transform the students into responsible citizens by ensuring the holistic development of the personality of the students.
- To develop the habit of personal cleanliness and cleanliness of surroundings.
- To inculcate basic virtues like sincerity, compassion, humility, co-operation , fair –play, self reliance and truthfulness

4.4 Concept Proposal

Sr. No	Concept	Proposal
1	Funding & Economic Development)	<ul style="list-style-type: none"> • To manage our financial resources efficiently to ensure the long-term sustainability of the college. • To contribute in economic development and strengthen community partnerships.
2	Career and Talent Development	<ul style="list-style-type: none"> • To create an outreach plan that inspires collaboration among faculty and alumni to empower the students in career progression, talent development and life skills. • To cultivate the required knowledge across multiple industries/institutions.
3	Holistic and Multidisciplinary Education	<ul style="list-style-type: none"> • To provide high-quality multidisciplinary and cross-disciplinary teaching and research across fields. • To upgrade existing system into multidisciplinary as per NEP & University guidelines. • To promote Indigenous knowledge and local cultural that encourages students, faculty and staff to actively engage with and understand different cultural viewpoints.
4	Academic Bank of Credits	<ul style="list-style-type: none"> • By the implementation of NEP, students can avail a smooth Academic Bank of Credit (ABC) process on the courses offered by the college. • The institution has guided all the students to create an ABC Under HP University
5	Enhancing the Quality of Education	<p>To accelerate in the areas of teaching excellence and Quality Education college plans the following activities:</p> <ul style="list-style-type: none"> • To develop academic calendar and master plan. • To formulate academic outreach and retention activities to enhance access, inclusiveness and student success. • To increase the Gross Enrolment Ratio in higher education including vocational education. • To provide enhanced resources for students' academic and emotional support.

		<ul style="list-style-type: none"> • To examine the courses to determine the best strategy for improving course outcomes, achieving success and providing access to appropriate academic support.
6	Excellence in Research	<ul style="list-style-type: none"> • To promote research activity with excellence. • To enhance faculty and student-faculty collaborative research, scholarship and creative activities. • The research to be supported by public and private partnerships. • To promote innovation among student community through healthy competition.
7	ICT Integrated Campus and Smart Learning Resources	<ul style="list-style-type: none"> • To develop venture for Open Distance Learning (ODL) and online programmes. • To develop hybrid and blended learning environment for teaching and learning. • To incorporate technology- driven teaching methods and approaches to learning. • To enrich information technology capability to enhance the quality of research, teaching,- learning assessment and to streamline administrative processes. • To develop e-content. • To set-up ultra-smart Library. • To set-up laboratories with latest equipments.
8	Brand Identity	<ul style="list-style-type: none"> • To increase the number of students engaged with research, scholarship and creative activities within and beyond the class-room. • To assist students in becoming more independent, self-confident and effective learners who disseminate knowledge innovate and solve problems creatively.
9	Ensure Administrative Efficiency	<ul style="list-style-type: none"> • To ensure administrative and account office automation. • To develop transparent eco-system of campus.
10	Alumni Engagement	<ul style="list-style-type: none"> • To develop alumni network by re-engaging the family. • To avail funding for restructuring various academic Aspects.
11	Community Participation & Social	<ul style="list-style-type: none"> • To offer competency based programs to prepare students for employment in current and future job

	Outreach	<p>markets.</p> <ul style="list-style-type: none"> • To develop partnership with local and state agencies to harness various funds for college development. • To establish a Community Outreach centre to improve the health, vitality and economic sustainability for the institution. • To foster literacy and adult education programs. • Strengthening and creating innovation, incubation and start-up programmes.
12	Funding & Economic Development	<ul style="list-style-type: none"> • To identify alternative funding streams, improve internal financial management tools and enhance instructional delivery models to increase revenue and reduce costs. • To manage our financial resources to ensure the long-term sustainability of the college.
13	Provide Exposure to Vocational Education	<ul style="list-style-type: none"> • More skill based and vocational courses to be introduced. • By 2035 fifty percent of students to get compulsory exposure to need based vocational courses.


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