

INSTITUTIONAL DEVELOPMENT PLAN
UNDER
NEW EDUCATION POLICY-2020

SUBMITTED TO
DIRECTOR OF HIGHER EDUCATION, ASSAM



SUBMITTED BY
WEST SILCHAR COLLEGE
BARJATRAPUR, CACHAR, ASSAM
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Institutional Profile:

i. Profile of the College:

West Silchar College first started its journey in 1985 under Gauhati University. The genesis of the College was the outcome of great thinking of education loving people of greater West Silchar area to fulfil the need of higher education of the common masses of this vast downtrodden area across upto Indo-Bangladesh Border inhabited mainly by SC, ST, OBC and backward minority community people. With the inception of Assam University in the year 1994, West Silchar College automatically came under the domain of Assam University when it was just to get affiliation of G.U. Now West Silchar College is affiliated to Assam University, Silchar.

The pioneers of the College were the education loving people of greater West Silchar area, who with the co-operation of the common people under the active guidance of the leaders of the locality sowed the seed of this rural College.

The College has an ideal location by the side of a 'Dighi' popularly known as 'Rani Dighi' and sprawled over 18 bighas of land, donated by Laskar & Barlaskar families, in rural surroundings at Barjatrapur on the West Bank of the river Barak crossing the "Altaf Setu" on "Rani Induprobha Road" in the district of Cachar. The distance between the College and the Silchar city is about 15 Kms. Away from the humdrum of the busy city life of Silchar and set amidst rural but peaceful surroundings, the College engages itself in academic pursuits.

West Silchar College is an Arts College. At present the College offers Three Year Degree Course under Assam University, Silchar. Efforts are being made to start Major Course in subjects like English, Pol. Science, History and Economics.

The College has a well equipped library having more than 17900 Books, Journals, Periodicals etc. to cater the need of the students and Teachers of the college. Sincere efforts are on to develop the College Library with more inputs & modern facilities.

After a long journey of 27 years in venture stage, West Silchar College was Provincialised by the Govt. of Assam on 20-01-2014 with effect from 01-01-2013. With the Provincialisation of the College, the long cherished dreams, hopes and aspirations of the Staff, Students and People of the locality have come to a reality

West Silchar College is now temporarily affiliated to Assam University. The matter of permanent affiliation of the College is under consideration of the University. West Silchar College is registered under Societies Registration Act, 1860. It is also registered under Section 2(F) of the UGC Act, 1956. Efforts are on to bring the College under Section 12(B) of the UGC.

The College is managed by a body of respectable personalities under the name and style "Governing Body" constituted by the Govt. under the provisions of Assam Non-Government Colleges Management Rules. The term of the GB is generally 5 years. The G.B. is committed to make all round development of the College.

In spite of all such growth and development, West Silchar College is still on growing stage. It does not rest on complacency rather striving hard to attain the highest

goal. Of course, such a goal can be attained only by the whole hearted co-operation, guidance and support from all corners. We do promise to go miles before we sleep.

ii. Vision and Mission of the College:

Vision- To attract a vast student population of downtrodden rural West Silchar Area for higher education and to promote its success.

To attract and to develop a highly qualified faculty and staff to fulfill our mission.

To ensure facilities to support our current needs and growth.

To strive to innovate new and more effective to educate and serve students of rural area.

To inculcate value and benefits of higher education to the rural student community.

To strive to work hard holding high standards and expectations for students, teachers and community.

Mission-West Silchar College is fully committed to the highest ideals of College education by bringing innovations in learning methods adopting diversified curriculum. It aims at the development of each student and focuses on comprehensive and balanced education.

West Silchar College also strives to inculcate ethical, moral and patriotic values among the rural students and to encourage them to become ideal citizens capable of holding their careers and lives effectively. It also strives to foster social responsibility among the students by curricular and extra-curricular competence contextualizing both learning and teaching aspects in the extension of local tenets to a global milieu.

1. Institutional Basic Information:

1.1. Institutional Identity:

Name of the Institution	West Silchar College
Year of establishment	1985
Address of the Institution	Barjatrapur,Cachar, Assam,Pin-788110
Name of the Affiliating University	Assam University,Silchar
Status of Affiliation	Temporary
Nature of the Institution	Arts Degree College
Type of the Institution	Provincialised under Govt.of Assam
Approval of the Institution	Registered under Section 2(f) of UGC Act1956 Registered under Societies Registration Act.1860
NAAC Accreditation of the Institution	Not yet accredited
Autonomous Status	Non Autonomous

Name of the Head of the Institution and Task Force Coordinators:

Name	Position	Email Address	Mobile No.
Dr. Sayed Ahmed Barbhuiya,	Chairman	Bar.sayed@gmail.com	8638981072
Mr. Baharul Islam Barbhuiya	Coordinator, IQAC	Baharul123@gmail.com	9401253488
Dr.Sadeque Ahmed Laskar	Coordinator Academic Activities	Sadequelaskar0105@gmail.com	7002938508
Mrs. Chondrima Sen	Coordinator Civil Works	chondrimasen@yahoo.com	7002100922
Mrs. Rini Begam Laskar,	Coordinator Procurement	rinilaskar@gmail.com	9435072233
Mr. Ashraf Ali Laskar	Coordinator Financial Aspects	laskarashrafali@gmail.com	8638976255
Dr. Muzibur Rahman Barbhuiya	Coordinator Plan Implementation	Muzib.aus@rediffmail.com	7002760529

1.2. Academic Information of the Institution: B.A.(UG) Programme offered by the College in the Academic Year 2021-2022(Data as on 31/03/2022):-

Sl. No.	Title of Programme	Level	Duration	Year of Starting	Sanctioned Intake Capacity	Total
B.A. (1 st Year)	B.A.	UG	3	1985	400	356
B.A. (2 nd Year)						237
B.A. (3 rd Year)						108
Total						701

1.3. Faculty Position of the Institution (As on 31/03/2022):

Rank/Faculty	Number of sanctioned faculty	Highest Qualification		Number of Regular Faculty in Position	Total Vacant Post in Position	Total Number of Non Provincialised Faculty
		Doctoral	Masters			
Prof.	--	--	--	--	--	--
Asso. Prof.	--	--	--	--	--	--
Asst. Prof.	19	6	14	19	--	5
Total	19	6	14	19		5

1.4. Baseline Data of the Institution for the Year 2021-2022 (As on 31/03/22):

Sl.No.	Parameters	Value
1.	Total strength of students of the College for the Year 2021-22	701
2.	Total women students of the College for the Year 2021-22	410
3.	Total SC students of the College for the Year 2021-22	45
4.	Total OBC students of the College for the Year 2021-22	99
5.	Total ST students of the College for the Year 2021-22	02
6.	Number of fully functional Computers in the College for the Year 2021-22	09
7.	Total number of Books in the Library of the College for the Year 2021-22	17900
8.	Teacher-Student ratio for the Year 2021-22	37:01
9.	Number of students secured A Grade in the last Final Exam.	36
10.	No. of research publication in the referred journal in the year 2021-2022	04
11.	No. of sponsored research project completed in the year 2021-	0
12	Total annual recurring income of the institution in the year 2021-20022022 (Students fee and fee waiver reimbursement)	39.9L
13	Total Annual expenditure of the institution in the year 2021-2002	35L

2. Institutional Development Plan:

2.1. Summary of Institutional Plan (IDP):

Formulation of Institutional Development Plan(IDP) is one of the first steps towards implementation of the New Education Policy-2020.Institutional Development Plan lays down the roadmap of various provisions of NEP in a time bound manner outlining the needs, constraints, targets and timelines for an institution. Further, IDP is a documentary framework through which an institution can develop its own indicators, fix achievable targets, prioritize actions, assess financial needs and overcome its constraints towards implementation of NEP.

The vision of West Silchar College is to enlighten, empower and enable the learners and ensure that the students are properly facilitated for quality improvement. The institution is keen to see that the students studying in the institution have sufficient facilities to learn, read and play. So the first priority is to build sufficient infrastructure like well equipped class rooms, auditorium , spacious library, separate hostels for boys and girls, College canteen, differently abled friendly campus, proper sanitation and drinking water facility.

In our College, innovative teaching methodologies are adopted in every stage to empower students. A set of committees and cells are functioning to empower students. The alumni of the institution have been instrumental in rendering support and in launching various programmes in the campus. The different committees and cells are community oriented and provide opportunities to serve the society at large.

One of the important initiatives of the institution is to set up e library for both students and teachers. The library also wishes to increase the number of books and journals. The institution paves to create subject wise forums in each of its department and every department is asked to conduct outreach programmes like seminars, workshops and conferences at all the levels and use the resources of both the students and its faculty to serve the society at large.

The institution also wishes to impart computer skills to faculty, administrative staff and students and make them techno-savvy so that they can learn more and they can be reachable. The goal is to see that the entire teaching faculty can make efforts to publish articles in peer viewed journals. To improve the pedagogical and subject specific knowledge of the faculty, certain training programmes will be arranged. Training on soft skills will also be arranged to upgrade the management skills of the administrative staff and faculty.

2.2. Institutional Goals:

Short Term:

- a. Inclusion of the College under PAC/NAAC Accreditation.
- b. Creation of motivation teams for ensuring participation of more and more students from socio-economically disadvantaged groups of West Silchar Locality.
- c. Efforts to give learning opportunities to all irrespective of Socio-economic backgrounds.
- d. To provide more financial assistance and scholarships to the poor and deserving students.
- e. Making admission process more inclusive.
- f. Organizing counseling programmes for students coming from marginalized sections of the society.
- f. Strict enforcement of all no discrimination and anti harassment rules.

Long Term:

1. Extension of class rooms in existing building.
2. Arrangement of furniture for class rooms, library and office.
3. Construction of Auditorium.
4. Arrangement for digital class rooms.
5. Arrangement of library automation and purchase of text and reference books.
6. Boundary wall for campus security.
7. Construction of indoor stadium for sports facilities.
8. Development of playground for sports activities.
9. Arrangement for office automation.
10. Construction of girls and boys hostels.
11. Extension work in existing water supply system.

2.3. SWOT Analysis Carried Out:

Methodology for SWOT Analysis:

All the stake holders of the institution along with student representatives, some parents and G.B. Members over a period of time have discussed various issues pertaining to the College. The core Committee headed by IQAC and other stakeholders have arrived at the following SWOT Analysis. The present methodology has included and analyzed the following components:

- a. Information and data-Academic and administrative.
- b. Student opinions in the form of feedback.
- c. Parents –Teachers’ meeting feedback.
- d. Brainstorming of faculty.
- e. Non teaching staff feedback.
- f. All other stakeholders’ opinions.

Strengths of the Institution:-

West Silchar College is situated at Barjatrapur, a purely rural location about 15 Kilometers from Silchar town. It is easily accessible to surrounding rural areas. About 25% of population of College locality constitute SC, ST,OBC, MOBC and the rest 75% belong to backward and downtrodden minority community people. It provides an ideal location to fulfill the College’s mission of empowering students from rural areas and surroundings.

The strengths of the Institution include:

1. Healthy enrolment of students.
2. Motivated Principal and staff.
3. Sufficient own land for infrastructural development.
4. A Library with reasonable subject wise books.
5. Sports facilities for students to participate in University, inter-district and open tournament.
6. Faculty in all subjects.
7. Motivated staff to promote social responsibility among students.
8. A supportive system encouraging participation of the faculty in seminars, research activities and publications.
9. Student counseling and student grievance cell to address the needs of students.
10. Student friendly teaching –learning environment.

Weaknesses of the Institution:

- a. No permanent affiliation.
- b. No 12 (b) Recognition.
- c. No NAAC Accreditation.
- d. Lack of sufficient and up to date infrastructure.
- e. Lack of Auditorium.
- f. Lack of sufficient computers.
- g. No provision for department wise staff rooms.
- h. Lack of Hostel Accommodation for boys and girls.
- i. Lack of Office Automation.
- j. Lack of proper boundary wall.
- k. Lack of ICT enabled class rooms.
- l. Lack of exposure of students to real world situations during graduation.
- m. Adverse effects of globalization, media and technology on the younger generation.

Opportunities of the Institution:

1. Increasing number of female students.
2. Sufficient scope for providing quality higher education to socio-economically backward and disadvantaged rural students.
3. Increasing enrolment from marginalized sections including SC,ST,OBC and minority groups.
4. Tie up(MoU) opportunities with various government institutions, organizations and NGO's.
5. Possibility to undertake innovative and research activities in rural areas and harness local talents.
6. Sufficient vacant space for creating new infrastructure.

Threats/Challenges of the Institution:

- a. increased dependence on semi skilled staff.
- b. Creation of modern infrastructure.
- c. Lack of demand for Arts Course.
- d. unwillingness among the parents to participate in College developmental activities.
- e. Lack of education among the guardians and poor attendance of guardians in the guardians meet.
- f. Ever-growing competitiveness in various examinations and demanding eligibility criteria for recruitment in various services.

2.4. Strategic Plan for Institutional Development based on SOWT Analysis:-

a. To introduce new courses to make education accessible to women students from rural areas and less privileged sections of the society.

b. To enhance the quality of course currently offered by the College by making them more relevant, skill focused and responsive to the demands of the employment industry.

c. To improve the current inadequate infrastructure.

d. To make teaching learning process more effective by introducing smart classes, ICT integrated teaching and trained faculty in innovative teaching methodology.

e. To improve social responsibility and awareness in the students by pushing for more collaborations between agencies working with social concern.

2.4. Results of SWOT Analysis: Key Activities Proposed in the Institutional Development Plan Linked with the Results of SWOT Analysis:-

Sl. NO.	Key Activities	Whether Linked to SWOT Analysis	Requirements	Budgetary Allocation In Lakhs
1	Introducing Science and Commerce Streams- and strengthening existing B. A. Course	Yes	Infrastructural facilities- Class rooms, library, Boundary Wall, Girls Hostel, Boys Hostel	325
2	Improving employability	Yes	Infrastructure-Smart classes, Computer training and faculty development.	
3	Improving infrastructure	Yes	Library automation, staff rooms, toilets, indoor stadium, auditorium, water tanks	
4.	Enhancing quality of teaching and learning Programme	Yes	Smart classes, computers, Projectors and ICT integration	
5	Improving social responsibility, civic awareness among students and student support activities	Yes	Regular interactions and programmes with social organizations, managing and setting up collaborative proposals with NGOs conducting special camps and students support activities	15
6.	Faculty development and enrichment	Yes	Faculty development programmes	15
7	E-governance	Yes	Office and library automation, up gradation of website and software support	5
8	Research support	Yes	Conducting research activities	9
9	Enhancing sports activities and purchasing of sports materials	Yes	Creating students sports facilities	9

2.6. Specific Objectives and Expected Results Linked to SWOP Analysis:

Sl.No.	Specific Objectives	Expected Outcome
1	Opening New Courses	Greater access and equity in education , employment and opportunities for growth
2	Enhance the relevance and quality of existing course by introducing add on courses –accounting and web designing	Greater employability and provision for students for to go on higher studies and research
3	Strengthen the placement cell and improve net working conducting classes for competitive exams. and collaboration with other industries	More number of students to be employed
4	Address infrastructure requirements- Library building and digitalization of library, 4 technology enabled class rooms, toilets, staff rooms, auditorium, indoor stadium, projectors, computers	Quality education through better infrastructure
5	Introduce ICT based instruction, smart class rooms, books, magazines, journals, e - journals, reading room	Quality education through effective teaching methodology
6	Organise and attend seminars, conferences, encourage research projects and publications	Better equipped faculty
7	Office automation, management of admissions and examinations ,website up gradation	Egovernance promoting accuracy and efficiency

Specific Objectives and Expected Results of the Proposal:

- a. To get permanent Affiliation from the University.
- b. To obtain 12(b) status under UGC act
- c. To bring the institution under NAAC Accreditation.
- d. To strengthen the institution by enhancing the existing capacity.
- e. To develop dynamic demand driven, quality conscious environment in the College campus to increase employability.
- f. To establish centralized computer facility in the College.
- g. To develop smart class rooms.
- h. To improve the result.
- i. To strengthen the library, e-resource and reading room facility.
- j. To include ICT in teaching and learning process to create modern teaching environment.
- k. To provide the internet access to all students.
- l. To strengthen automation of admission and examination process.
- m. To reach to the goal of Autonomous Status of the College.

**2.7. Action Plan for Implementation of Proposals of Institutional Development
Plan of the Institution:**

Sl.No.	Domain	Project Budget Allocation	Time Reqd. in Years	Budget Allocation in Lakhs			Total Budget in Lakhs
				Financial Years			
				2023-24 to 2027-28	2028-29 to 2032-33	2033-34 to 2037-38	
1.	A. Construction Component						
	1.Construction of 2 Smart Class rooms	80	1-10	50	30	0	80
	2.Construction of Auditorium	30	6-10	0	30	0	30
	3.Construction of Separate Library and Library Automation	30	1-5	30	0	0	30
	4.Construction of Girls Hostel	50	6-10	0	50	0	50
	5. Construction of Boys Hostel	50	11-15	0	0	50	50
	6. Modernization of existing class rooms	10	11-15	0	0	10	10
	7.Construction of Indoor Stadium	40	6-15	0	30	10	40
	8.Construction of Boundary Wall	20	1-5	20	0	0	20
	9.Accurement of Furniture	8	1-5	8	0	0	8
	10.Office Automation and up gradation of Website	5	1-5	5	0	0	5
	11.Improvement of Water Supply facilities	5	1-5	5	0	0	5
2.	B. Research and Development Support						
	1.Provision of resources for research support	15	1-15	3	3	3	9
3	C. Faculty Development Support						
	1. Faculty and Staff Development (including faculty qualification up gradation, pedagogical training and organizing /participation of faculty in seminars, workshops and conferences)for improvement of competence based.	15	1-15	5	5	5	15
4.	D. Academic Support						
	1. Students support activities	15	1-15	5	5	5	15
5	E. Others						
	1.Enhancing sports activities	8	1-15	3	3	2	8
	2.Equity initiatives	3	1-15	1	1	1	3

2.8. Relevance and Coherence of Institutional Development with NEP:

1. Need for quality achievement, providing infrastructural support and modernizing administration as the primary concerns.
2. The objective of the proposal should cater to the requirements of the NEP so that the inputs of the institution can benefit the greater rural area and region.
3. It should confirm to the Government objective of higher education to improve GER and align with the State and National Development Plan.
4. Achieving social justice and social equity through education.
5. Empowering students to become responsible citizens.
6. Empowering women and marginalized through higher education

2.9. Participation of Faculty in IDP Preparation:

Action plans are made for the proper coordination with faculties of various departments. A proper integrated and coordination mechanism with different committees will be made. The steps involved in arriving at the proposal are as under:

- a. A brainstorming session organized by IQAC to conduct the SWOT analysis.
- b. Students feedback constitutes a crucial component in the SWOT analysis.
- c. Having identified the key areas, objectives for the IDP are arrived at in discussion with faculty.
- d. Administrative staff support sought at specific junctures during the preparation of the plan.

2.10. Institutional Project Implementation Arrangements:

Based on the analysis and discussion with the core committees and other members, institutional level bodies were formed and the project responsibilities were assigned to each body. The detailed functions of each body are as below:

1. Take policy decisions.
2. Supervise and guide various committees.
3. Ensure proper utilization of project fund and timely submission of UCs.
4. Monitor progress with transparency.
5. Achievement of targets and monitoring audits.

Board of Governors:

- a. Dr. Sayed Ahmed Barbhuiya, Chairman
- b. Mr. Baharul Islam Barbhuiya-IQAC Coordinator.
- c. Mrs. Chondrima Sen-Member
- d. Dr. Sadeque Ahmed Laskar-Member
- e. Dr. Muzibur Rahman Barbhuiya-Member
- f. Mr.Safique Ahmed Barbhuiya-Member
- g. Mr.Joydeb Nath, Academician
- h. Mr.Ashraf Ali Laskar,Member
- j. Eliyas Ahmed Choudhury-Students wing.

2.11. Sustenance of the Project Activities:

Certainly the NEP will be a boon for the growth our College during the next 15 years. Certainly it is evident from the proposal that College will flourish and enlighten the faculty and also uplift the students both in terms of their knowledge and also their skill and hence better employment. Further, we assure for the better plans prospect of the College. We also try to bring Autonomous Status to the College.

2.12. Evaluation of Institutional Development Plan:-

1. Clarity of institutional basic information including baseline data.
2. Clarity in the identification of general development objectives, their expected results and its coherence with SWOT analysis.
3. Key activities have been identified clearly and adequately for each specific objective.
4. Appropriateness for the procedure adopted for the conduct of SWOT.
5. Coherence of proposal with NEP and State's Development Plan.
6. Clarity in the identification of SWOT.
7. Reasonability of proposed budget.



S. S. 28/1/22
Principal i/c cum Secretary
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