

Government Motilal Vigyan Mahavidyalaya, Bhopal

Axis 1: Mission & Goals

Action Plan Template

College current status	Actions to improve quality and governance	Expected Outcomes	Indicators	Monitoring mechanisms	Time-Line	Resources
<p>Axis 1: Mission & Goals</p> <p>Alumini and students were not incorporated for the Mission and Goal of the institution in past</p>	<p>1. Meetings with stakeholders: Organizing meetings with stake holders such as Alumni, Students, Industry and Business representatives, Unions, Ex Principals & Jan Bhagidari Samiti</p>	<p>The opinions/suggestions of the stake holders will be incorporated in the formation of Mission & Vision for the benefit of the Institution.</p>	<p>Feedback from Stake-holders</p>	<p>Committees will be formed at the Institutional level which will monitor these activities. The Principal will review the progress of these committees periodically.</p>	<p>Feb 2020 - Formulation of Mission and Goals at Institutional level Mar 2020 – Meetings with stake holders such as Alumni, Students, Industry and Business representatives, Unions, Ex Principals & Jan Bhagidari Samiti Apr 2020 – Incorporation of the views shared and feedback collected from stake holders</p>	<ul style="list-style-type: none"> • Tea & Snacks (for meetings and lectures organized for and by stake holders. • Expenses will be bourn by Janbhagidari Samiti of the Institute. • Funding expected from World Bank.
	<p>2.Incorporation : Ensuring the incorporation of various aspects of vision and mission in different Axis</p>	<p>All the components of the Axis will have the focal point of vision and mission</p>	<p>The aim of all activities will have a definite path.</p>		<p>May 2020 – Discussion with committee members of Axis 2 & Axis 3 regarding in corporation of mission and goals Jun 2020 - Discussion with committee members of Axis 4 & Axis 5 regarding in corporation of mission and goals July 2020 – Formulation of mission & goals keeping in view the suggestions given by stake holders & various committees of the Institute</p>	

<p>Axis 1:</p>	<p>3. Monitoring: Monitoring of the activities centered around vision and mission</p>	<p>The activities of various Axis will function round the vision and mission</p>	<p>The vision and mission will be reflected in the activities</p>		<p>Aug 2020 – Monitoring of the activities centered around mission & goals Sep 2020 – Monitoring and rectifying any shortcomings of the activities centered around mission & goals Oct 2020 - Monitoring and rectifying any shortcomings of the activities centered around mission & goals Nov 2020 - Report making</p>	
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Axis 2: Management

Action Plan Template

College current status	Actions to improve quality and governance	Expected Outcomes	Indicators	Monitoring mechanisms	Time-Line	Resources
<p>Axis 2: Management</p> <p>Alumini and students were not incorporated Automation was not as desired</p>	<p>Automation of Office</p> <p>1. Installation of software for Scholarship Management.</p>	<p>Every student will be informed about the schedule and Process of Scholarship. Updated information of the students will be available</p>	<p>Performance will be assessed through feedback from students.</p>	<p>Scholarship committee will monitor implementation of all processes regarding software.</p>	<p>Feb 2020 - Survey of software</p> <p>Mar 2020 - Quotation calling and purchasing of software. Making of proposal and approval from janbhagidari samiti</p> <p>April – May 2020 - Installation of Software and training of Operator</p> <p>Jun – Sep 2020 Students will be informed through software and data updating</p> <p>Oct 2020 - Feedback from students about the performance of software</p> <p>Nov 2020 - Feedback analysis and report preparation</p>	<p>Technical committee Janbhagidari Samiti and purchase Committee</p> <p>Technical committee Scholarship committee and concerned operator</p> <p>Core committee</p> <p>Core committee</p>
	<p>2.Improvement of IFMS.</p>	<p>Employees will get various details about financial activities</p>	<p>Feedback from staff</p>	<p>Principal and Convener of IQAC</p>	<p>Feb 2020 – Meeting with treasury officer regarding various issues.</p> <p>March 2020 - Follow up from treasury office.</p> <p>April – Sept. 2020 - Updating of IFMS .</p> <p>Oct. 2020 – Feedback from employees.</p> <p>Nov 2020 - Feedback analysis and report preparation</p>	<p>Principal and account section account section account section Core committee Core committee</p>

	3. Updating of e-service book.	Updated Status of all the employees will be available	Feedback from staff	Principal and Convener of IQAC	Feb to Sept. 2020 Continuous updating of e-service book. Oct 2020 Feedback from employees Nov 2020 - Feedback analysis and report preparation	Office Staff Core committee Core committee
	4. Charter of student services.	Transparency in working of the institution.	Feedback from stakeholders.	Principal and Convener of IQAC	Feb – Mar 2020 – Drafting of student charter Apr 2020 – Meeting with Janbhagidari Samiti for approval May - Sept 2020 – Preparation and display Oct 2020 Feedback from stakeholder Nov 2020 - Feedback analysis and report preparation	Principal, IQAC and Core committee Head Clerk Core committee Core committee
	5. Automation of Library	It will be more systematic and accessible.	Feedback from Staff and students.	Library Committee	Feb – March 2020 – updating SOUL 2.0 (Inflibnet) Apr. 2020 Installation of security system RFID (Radio Frequency Identification Device) May - June 2020 – Recruitment of trained Library professionals July – Sept 2020 Issue – Return system, User Registration, Fees and Dues etc. Oct 2020 - Feedback from stakeholder Nov 2020 - Feedback analysis and report preparation	1.Janbhagidari Samiti, 2.Funding expected from World Bank

Government Motilal Vigyan Mahavidyalaya, Bhopal

Axis 3: Autonomy

Action Plan Template

College current status	Actions to improve quality and governance	Expected Outcomes	Indicators	Monitoring mechanisms	Time-Line	Resources
Axis 3 : Autonomy Alumini and students were not incorporated, Industries were not contacted for students benefit	1. Organize industry based certificate courses.	1. Will help the students in improving their resume which will give them better placements.	1. Active participation and performance of students interested in these courses.	1. The existing committee will take care.	<p>1. February 2020 Make plans for execution of certification courses such as (i) E-waste Management. (ii) Training Programs like electronics maintenance organized by Center for Research and Industrial Staff Performance (CRISP) (iii) Short term courses on various foreign languages like English, French and German Language. For this purpose we shall visit the related industries/Institutes talk to the concerned persons and invite them to deliver lectures to motivate our students for the above courses.</p> <p>In March-April-May 2020 Organize the above courses. The affiliation of these institutes will be checked.</p>	<p>Resources available at the Institutional level will be utilized.</p> <p>Seek financial aid from Janbhagidari Mad.</p> <p>Nominal fees from students shall be taken</p>

	<p>2. MoU's with other institutions</p> <p>3 Conduct certificate courses related to different computer languages in the institutions.</p>	<p>2. Quality improvement in Academics.</p> <p>3. Development of skills.</p>	<p>2. Better placement of students</p>	<p>2. All departmental heads and principle will monitor.</p> <p>3. Computer Science department will organize such courses.</p>	<p>2. Conduct MoU's with MAP COST/MANIT /IIM Indore/ IIT Indore and other reputed Govt. Colleges in the month of June and July 2020.</p> <p>3. In August, September, October, November 2020 Certificate courses of one month each on different computer languages like C/C++/HTML shall be held in the college. These courses will be organized with the help of expertise of these languages.</p>	<p>Nominal fees from students shall be taken</p>
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Government Motilal Vigyan Mahavidyalaya, Bhopal

Axis 4: Accountability

Action Plan Template

College current status	Actions to improve quality and governance	Expected Outcomes	Indicators	Monitoring mechanisms	Time-Line	Resources
<p>Axis 4: Accountability</p> <p>1. College website</p> <p>Alumini and students were not incorporated website was not updated as desired</p>	<p>1. Complete bio-data of the students should be available in the institute.</p> <p>2. Website should be updated regularly.</p>	<p>- Students can get mark sheets, T.C., Caution Money, Character certificate, No dues etc. very easily.</p>	<p>Manpower, paper and time will be saved.</p>	<p>Computer section to be monitored by semester cell committee.</p>	<p>Feb - Mar - Appointment of Computer Operator, Quotation for Purchasing Computer and Software.</p> <p>April - May – Website Designing</p> <p>June - July – Data Entry</p> <p>Aug - Sep – Data Entry</p> <p>Oct - Nov – Data Entry</p>	<ul style="list-style-type: none"> • Computer Operator- 15,000/- Per Month (Salary) • Software – 40,000/- • Computer – 1,00,000/- <p>Total = 2,90,000/-</p>
<p>2. Tracking</p>	<p>1. In UG level Guardian tutors should provide the information's regarding students to the placement cell for further tracking.</p>	<p>- To improve the percentage of Employment of the college students.</p>	<p>Employment percentage of the students will be reflected in the college website.</p>	<p>Monthly report submission by guardian tutors and placement cell.</p>	<p>Feb – Mar – Quotation Call for Software .</p> <p>April – Website Designing.</p> <p>May to Nov - Data Entry and Tracking.</p>	<ul style="list-style-type: none"> • Software 40,000/-

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3. Unethical behavior of faculty.	1. Students should be aware to use complaint boxes which already exist in college. Student complaint committee already exists in college.	Logical action will be taken to solve their complaints.	Relation between faculty and students will be more cordial.	Students complaint committee will monitor the complaint received by the students Monthly.	Feb To Nov - Student's Complaint Committee will review and resolve the Complaints every Month.	Resources available at the Institutional level will be utilized.
4. Corporate Social responsibility and sustainability report.	1. MOU, Linkages with corporate sectors, alumni and fund received through CSR.	Students will be skilled to get suitable jobs.	Employments of students will be increased.	Vivekanand cell will monitor regularly.	Feb To Nov - Meetings with Corporate Sectors for MOU's. Meetings with Alumni's for Funds every Month.	<ul style="list-style-type: none"> 1000 X 10 = Rs. 10,000/- For Tea and snacks
5. Financial documents available and reviewed by the stakeholders.	1.To review financial documents a committee comprising of stakeholders eg. Student, media, public audiences, donors etc should be formed.	The stakeholder will be aware of the financial status of the college shortcomings and future requirements	There will be transparency between stakeholders.	Financial committee of the college will monitor their functioning monthly/Quarterly.	Feb To Nov - Meetings with stakeholders eg. Student, media, public audiences, donors etc every month.	<ul style="list-style-type: none"> 1000 X 10 = Rs. 10,000/- For Tea and snacks
						Grant Total = 3,50,000/-

Govt. Motilal Vigyan Mahavidyalaya, Bhopal (M.P.)

Axis 5:

Action Plan Template-Participation

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<p>Axis 5:</p> <p>Participation of Stake holders Alumni and students were not incorporated College resources were not utilized in over all development of institution</p>	<p>1. Departmental Society formation</p> <p>2. Academic (Toppers)/NCC/NSS/Sports /Red Ribbon/ Red cross/ Eco club/ EBS/ cultural/ literature committees.</p> <p>3. Research scholars and Alumni in research improvement committee.</p> <p>4. Participation in IQAC/ Janbhagidari/AF committees.</p> <p>5. Academic Programs-Lecture series / Oral/ PPT Presentation by students . Guest lecturers by Alumni /Resource person, interaction with students.</p> <p>6. Participation of Alumni in Certificate course/ Internship and Placement of students.</p> <p>7. Campus -Placement.</p> <p>8. Development of Alumni activity calendar- .Periodic meeting for curriculum support/ Donation for infrastructural development/ Cultural Presentation/MoU with Industrialist.</p> <p>9. Training for Class III/ IV employees.</p>	<p>1. Participation of students and Alumni in decision making for I Academics Programs</p> <p>II Budget Allocation</p> <p>III Research</p> <p>2. Improve leadership quality, social responsibility in students</p> <p>3. Self Employment through Certificate Courses, Skill Development</p> <p>4. Employment through campus placement</p> <p>5. Alumni contribution in future making of students. They will act as resource pool.</p>	<p>1. College Website</p> <p>2. Notice Board</p> <p>3. Social Media</p> <p>4. Feed Back Reports.</p>	<p>1. Monthly report from respective committees</p> <p>2. Monitoring by Head of Departments</p> <p>Principals/in charge of all respective committees</p>	<p>Feb 2020-Oct 2020</p> <p>Academic Activities in every month planned by respective departments</p>	<p>1. Resources available at institutional level.</p> <p>2. Alumni-Industrialist etc.</p> <p>3. For Training Campus Placement- Swami Vivekananda Career Guidance Cell.</p> <p>Funding by Janbhagidari will be reimbursed by World Bank.</p>