

**ANNUAL ACTION PLAN FOR 01-01-2025 TO 31-12-2025 BASED ON
INSTITUTION DEVELOPMENT PLAN**

The IQAC of the institution has decided to develop awareness about NEP 2020 with integrative approach for holistic development of the students. To attend any call of State/Central Government, must be attended in a regular manner and should be regarded as priority point for every annual action plan. We all are aware that our Prime Minister has given a call for "Aatm Nirbhar Bharat", "Vocal for Local", "Vasudhaiv Kutumbukam" and finally to regain the status "Viswaguru". Our Prime Minister has also given a call to make third economic power of the world wherein everybody is to contribute as all these calls are connected with "One Earth, One Family, One Future". With above determination IQAC has approved Annual Action Plan for the year 01-01-2025 TO 31-12-2025 in its meeting held on 28-02-2025:-

INFRASTRUCTURAL FACILITIES

- 1) To ensure that at least five rooms are made "smart class" equipped with latest technology within two years.
- 2) There should be paperless office by developing academic and administrative software with a separate inquiry cell where students and any stakeholder may get information relating to his any grievance including admission process within two years.
- 3) Accessibility for PWD must be ensured in a comfortable manner. Management may think to provide lift on need basis within three year.
- 4) Institution should ensure Green Audit, Hieigine Audit and Energy Audit regularly after every three years by a reputed audit agency recognized by NAAC.
- 5) It should be ensured that consumption of electricity is kept at lower level.
- 6) Sewwage system, rain harvesting, drinking water, discharge of harmful gases, clean air should be properly regulated.
- 7) Students should have access to lecture complexes, classrooms, tutorial rooms, discussion rooms of different sizes with comfortable seating arrangements and teaching-learning facilities (within five years).
- 8) Parking and canteen should be strengthened and be made comfortable for the



- students, within two years.
- 9) Remaining Part of the building should be brought under Solar System within two years.
 - 10) Important boards like Vision and Mission, Anti-Ragging, Anti-Women Harassment and Student-Charter etc be placed in the Campus.
 - 11) A separate room for blended teaching facilities, yoga room and Ancient Bharat Collection should be provided along with need based facilities within two year for online teaching, You-Tube, AI, and platform Like Swayam, Deeksha and NPTEL within two years.
 - 12) Institution must encourage for outdoor games and sport facilities. Play ground for boys and girls into the Divyangjan must be provided within two years.
 - 13) Safety and security of individual and their belonging must be ensured by installing CCTV at various places. An arm guard in day and night should be appointed.
 - 14) Institution should feel it as a moral duty to see that facilities for good mental health and well-being like clinics and counselors are available.

1.DIGITAL NEED

- 1) Website with full information, arrangement for online messaging for all stakeholders, progress report of every student to the interested stakeholders, and wi-Fi campus should be improved within one year.
- 2) Proper arrangement should be made for mobile learning and on-line study material in addition to classroom teaching and learning. Institution also should arrange during five years period for PDF-Books to be stored in smartphone to encourage teaching-learning through technology within one year.
- 3) Digital publication of news letter, magazine, journals and books should be encouraged within two years.
- 4) Institution must provide necessary infrastructural facilities for online teaching, YouTube, AI and Educational platform Swayam, Diksha and NPTEL video recording etc with in a period of two years.
- 5) Multimedia-studio for creation of digital contents with optimum sound control & recording facilities should be provided within five years.



2.ACADEMIC FACILITIES

- 1) Students should be made aware that now students' centred and outcome-based education is inevitable. They should be given proper orientation about learning outcome (CLO and PLO) at least for two times in every semester.
- 2) Institution must arrange Induction Program regularly for all new entrance.
- 3) Curriculum must be integrated with different subjects like STEM, IKS, vocational courses, entrepreneurship. A national call for "Atm Nirbhar Bharat" and "Vocal for local".
- 4) Knowledge about Cyber Security must be developed in every student as early as pass well.
- 5) Three language formula(Hindi, English and Sanskrit) should be strengthened.
- 6) Effective faculty with Ph.D. and all necessary qualification as required by UGC and experience should be engaged.
- 7) In every session, Action Plan, Unit Plan and schedule for Assessment and Evaluation should be prepared and every student should be informed well in advance about such schedule if possible during Induction Period.
- 8) Curriculum Implementation Committee should be more effective as there is still much scope for improvement in its functioning, monitoring and evaluation system.
- 9) Value-added education like soft skill, character building, ethical education, social and national sensitivity, awareness about ancient Bharat, ancient educational system, culture, scientific temper, tradition, art etc should be taken up seriously by faculty to promote the concept of "One Earth One Family One Future". In every student, competency and self- confidence will have to be developed.
- 10) Student-teacher ratio should be as per rules of UGC.
- 11) Institution should develop knowledge about Constitutional pre-amble, fundamental rights, fundamental duties and words like scientific temper.
- 12) Students and teachers are normally confused about the use of word scientific temper which must be clarified. Activities like inter-face-session quiz and debates give opportunities to think, to analyze, to interpret and to make own



decision rather than believe blindly on old views or traditional sayings.

- 13) Bridge courses should be started where-ever is required as a compulsory for teaching-learning development.
- 14) Where ever is required, necessary support should be given to the students may be financial, academic or otherwise.
- 15) At a fixed interval, seminar, workshop, gosthies should be organized through recognized agencies, industries, and reputed organizations. Persuasion should be made with such agencies to get financial assistance and sponsorship.
- 16) Self-Appraisal form should be made mandatory for all staff members after every two years and its assessment and evaluation should be got done by outside experts impartially.
- 17) Institution should get the membership of important organizations for not only academic field, but also of agriculture and other relevant field.
- 18) Feedback from students, teachers, alumni, and community should be obtained and impartial analysis and action taken report should be got approved in meeting of IQAC and governing bodies.
- 19) Human values should be developed through morality, ethics, group work creativity, scientific aptitude, and soft skill which include character, respect, and responsibility, excitement for social services, confidence and competency.
- 20) Vision and Mission should be made known to all staff members, students, teachers and community. Vision and Mission should be measurable and should not be impossible to achieve. Vision mission should not be just for record building but should attach with emotional and professional commitment to achieve.

LIBRARY

- 1) Though library is having Soul system at present, but it should be replaced by latest version as soon as possible.
- 2) Number of computer should be increased looking to the strength of students, alumni and other stakeholders.
- 3) Library should be Divyangjan friendly.
- 4) Reading room and stock areas for books and Journal's (with in a period of five



years) should be developed as per requirement.

- 5) Journals and magazine relating to rural benefits should be easily available for the study of students and villagers.
- 6) IKS related study material should be collected from reputed sources.
- 7) Departmental libraries with reference books and online digital information resources should be ensured.
- 8) Institution should provide some books of Sanskrit learning and other regional languages.
- 9) It is suggested to provide a software facility for the benefit of farmers as any farmer may get any information relating to agriculture and allied service easily.
- 10) Library Advisory Committee must be responsible and accountable for any damage.
- 11) Rules for the use of library services should be revised to make more student-friendly as that would encourage for life-long learning.
- 12) Institution should provide dictionary for all three languages and necessary material assistance to learn 2-3 state languages.

LABORATORY

- 1) Institution has Language lab and 'Anveshika' (A Lab related to Physics Department for experiments at "Low Cost No Cost"). This Lab has been established by Padmashri Professor H. C. Verma of IIT Kanpur. Anveshika lab requires to be provided some more new equipments. However, students of nearby schools should be encouraged to come and to learn conducting of various experiments from waste materials. This will encourage element of research at the beginning level.
- 2) Institution though is having a lab for psycho, zoology, botany, physics and chemistry but should be improved with latest technology and should be made research prone. Proper records of material purchased and consumed along with attendance record is very much essential. Computer labs are having sufficient computers but student ratio is necessary to maintain as per standard norms.

3. DISTANCE EDUCATION



- 1) Being study center of IGNOU, there is need to provide separate room, with counseling facilities.
- 2) IGNOU should have a separate library with reading room facilities within two years.
- 3) Looking to the standard of teaching-learning of IGNOU, quality technological arrangement must be ensured within two years.
- 4) Institution has also introduced the relationship with reputed educational organization for distance education.

4. COMMUNITY ENGAGEMENT

- 1) Institution should see that stakeholder is actually willing to contribute for the institutional development emotionally and professionally both.
- 2) Institution must depute students in nearby schools, colleges and villages authorities to find out ground realities of life in rural areas.
- 3) Institution must feel that every educational institution is a part of society and the benefit of society.

3. STUDENT SUPPORT

Institution must form various committees and cells as per directives of statutory bodies. Some of the important committees are:- anti-raging committee, anti-women harassment cell, student's grievance redressal committee, committee of SC/ST, OBC (below creamy layer) to look after the interest of students. Knowledge about Students Charter and Library Advisory Committee should be given.

For students of first year, Induction Program should be organized where in knowledge, skill and needs are to be assessed so that hidden talents can be brought out. Appropriate measures may be taken to meet the needs and deficiencies may be removed so that all students may be brought under one umbrella.

- 1) Remedial teaching, guidance and counseling for placement and employability should be organized regularly. Skill Development courses and entrepreneurship should be conducted to prepare the students as job providers and not as job seekers.



- 2) Institution must ensure that New Education Policy 2020 insists for outcome based education through integrated approach for holistic development of student.
- 3) Institution also should work for well-being, medical facilities mainly Ayushman to promote medical services. Campus should be made beneficial through medicine plants.
- 4) At every cost, gender parity issue must be promoted as it is a call of UNO.
- 5) Institution must enforce strictly no-discrimination and anti-harassment rules for women.
- 6) Alumni Association should be formed and registered. Regular meetings of association should be organized and the association should be treated as ambassador.

6. GOVERNANCE

ATR must be transparent, informative and be approved in the next meeting of IQAC. AQAR is mandatory to submit to the office of NAAC regularly and honestly.

- 1) Vision and Mission should be prepared looking to the SWOC analysis of last year and also targeting NEP 2020.
- 2) Orientation to students and teachers including to new teachers should be given about vision and mission. Evaluation of vision and mission should be done at the end of every year.
- 3) Preparation and implementation of IDP should be done properly and Annual Action Plan should be based on it.
- 4) There should be no commercialization. Financial resources should be made strong and sufficient in legitimate manner. Provision of 80-G of IT Act should be used for the purpose.
- 5) Financial and administrative powers and duties should be specific and clear.
- 6) Management must contribute to SDGs as promulgated by UNO.
- 7) Reputation of institution in the eyes of all stakeholders must be kept on increasing trend.
- 8) Staff Grievance Redressal cell should be formed as per decisions/guidelines of



UGC and other authorities. Management should visit every department to ensure that teaching learning and functions of sub. committees are going on properly.

- 9) Formation, registration and regular meetings of Alumni Association should be ensured. Alumni should be encouraged to contribute as ambassador not only for marketing purpose but also for participation in teaching- learning and in other institutional activities.
- 10) Training facilities should be provided for teaching and non-teaching staff both in-place /outside and online/offline.
- 11) Management should try to get status of Autonomy through highest grading by NAAC.
- 12) Institution should participate and encourage the students to participate in any guideline of government in the election movement.
- 13) More and more, MOU should be signed with organizations for the skill development, research element, training and internship.
- 14) Looking to the present situation, institution should develop the spirit for mainly JOB PROVIDERS AND NOT JOB SEEKERS.

7. ANCIENT BHARAT EDUCATIONAL SYSTEM CULTURE AND OTHER RELEVANT MATTER

Institution must develop the knowledge of students about Ancient Bharat not only in words but in true spirit. Knowledge about ancient educational system, culture, tradition, sensitization for society and nation etc. should be promoted. Efforts should be made to restore the status of Vishaw Guru and highest respect for our nation at global level.

Institution must provide awareness amongst students about educational system in the university of Patiliputra and Nalanda. As far as possible, collection of old memories about nearby local area and spiritual science should be kept in the institution.

Students must visit to the locality of under privileged section of the society to study the ground reality of their life and real world including tradition, culture, and medicinal culture.

DATE:-

PRINCIPAL

