



LIBERAL COLLEGE
Luwangsangbam



Institutional Development Plan

2024-2034

IQAC, Liberal College

Liberal College Institutional Development Plan

Background

The National Education Policy (NEP) 2020 acknowledges the significance of Institutional Development Plans and proposes that each institution should devise a strategic plan for its institutional development. Through IDP, institutions will develop initiatives, evaluate the advancement, and achieve the objectives outlined within, potentially serving as the basis for further public funding and advancement. Higher education institutions (HEIs) are empowered to embark on a journey of academic and professional excellence through IDP, which aligns with several key national initiatives. These initiatives include the Sustainable Development Goals (SDGs), the National Credit Framework (NCrF), and integration with the Academic Bank of Credits (ABC). By aligning with these core guiding principles, HEIs can achieve their higher-level goals. The primary objectives of the Institutional Development Plan (IDP) are as follows:

- Articulating a clear vision and mission for the institution, aligning them with the National Education Policy 2020, NCrF, SDGs, and the institution's educational, research, and social objectives.
- Conducting comprehensive consultations to assess institutional developmental needs.
- Identifying capacity gaps (human, material, and financial) and organizational deficiencies based on established goals and priorities.
- Developing Annual Activity/Capacity Building Plans to enhance capacity and address identified gaps.
- Establishing a transparent system for holistic, inclusive growth and development of the college by leveraging relevant tools, technologies, and opportunities, particularly digital technologies, to ensure optimal utilization for balanced growth.
- Cultivating a culture of lifelong learning and creating an operational framework to enhance employability and entrepreneurship through the integration of skills into higher education.
- Creating a framework to promote the internationalization of education, international equivalence, and facilitating faculty and student exchange.
- Ensuring meaningful engagement of all stakeholders in the development and implementation of the IDP.
- Quantifying the institution's goals using indicators and setting time-bound targets, along with implementation plans.
- Conducting periodic reviews and implementing appropriate measures for continuous improvement and course corrections.

Genesis and establishment of the Liberal College

The Liberal College, Luwangsangbam, embodies the cherished dreams and aspirations of its local community, tracing its roots back to its establishment in 1979. Its inception was not just a mere event but a significant milestone that echoed the collective voice of the people. Back then, the community envisioned a college on the northern outskirts of Imphal city to cater to future generations' educational needs. This dream materialized through a historic public gathering on June 3, 1979, attended by luminaries, social activists, politicians, and scholars from the region. Notably, four Pradhans (elected representative of local self-government) of the 2-Heingang Assembly Constituency graced the occasion. The name "Liberal College" was unanimously chosen, symbolizing a shared commitment to progress and enlightenment.

Amidst anticipation and excitement, regular classes commenced on August 10, 1979, at the Srivan High School premises (now Srivan Higher Secondary School) in Luwangsangbam. The college's foundation stone was laid by Shri RK Dorendro Singh, the then Hon'ble Chief Minister of Manipur, on October 19, 1980. With its foundation laid and name established, the institution promptly embarked on its educational journey. The college is situated in Luwangsangbam, adjacent to the NH-2 (Imphal Dimapur Highway), within the tranquil valley area on the eastern side of the Langgol range. Embraced by serene surroundings and nestled within a suburban setting, it offers an optimal academic environment for diverse disciplines.

At the initial stage, the college offered both higher secondary classes and undergraduate courses. For higher secondary classes, it was approved by the Council of Higher Secondary Education, Manipur. The college has been recognized as an affiliating college by Manipur University since March 27, 1992. Subsequently, it was granted Sections 2(f) and 12-B of the UGC Act, 1956. Under the undergraduate program, the college offers various courses ranging from the general courses of B.A., B.Sc., and B.Com. Over time, the college has incorporated many skill-based and vocational courses. From its inception, college has been more than just a place of learning; it has served as a beacon of hope, a symbol of opportunity, and a catalyst for social advancement. Over the years, it has nurtured generations of students, instilling in them not only academic knowledge but also values of critical thinking, social responsibility, and civic engagement.

From the initial stage, the college was governed by a registered body committed to its growth and development. Since February 1987, the college has been supported by recurring grants-in-aid from the Government of Manipur. In 2019, it was fully converted into a full-fledged Government College under the Directorate of University & Higher Education.

The college ensures the welfare and inclusivity of its diverse student body. It is equipped with its own infrastructure, including separate academic blocks, a library, computer facilities, multipurpose halls, and sports amenities. With its core aim being the cultivation of a harmonious environment conducive to mutual understanding, Liberal College has stood as a beacon of education for over 45 years, owing much to the dedication of its staff, local educators, the then governing body, government officials, and various stakeholders.

Vision

- To create a leading institute of higher education - excellent in multidisciplinary subjects, providing holistic development and nurturing global citizens equipped with knowledge, critical skills and empowerment in diverse cultural landscapes and ethos, accessible to all.

Mission

- To mold intellectually competent, morally upright, socially committed, and academically inspired individuals capable of fostering a more humane social order within the nation's diverse religious and cultural contexts.
- To provide transformative learning experiences that nurture intellectual curiosity, critical thinking, and values of integrity, inclusivity, and social responsibility.
- To empower our students as leaders and change-makers, positively contributing to local, national, and global contexts through innovative pedagogies, research-driven practices, and community engagement.

Institutional Goals

- To become a globally recognized institute of higher education renowned for multidisciplinary excellence, fostering a culture of inquiry, innovation, and scholarly achievement.
- To implement a strong foundation in core literacy, numeracy, and critical think-

- ing skills, supporting holistic development.
- To foster interdisciplinary collaboration to address complex challenges, create impactful solutions, and promote innovation.
- To integrate technology effectively to enhance learning and teaching experiences.
- To plan for a smart campus, the best balance of cost, comfort, risk, and resilience must be achieved.
- To create a supportive and inclusive learning environment that values diversity and promotes student success, offering comprehensive support services to cater to the holistic needs of students.
- To implement a robust system for faculty development to ensure continuous improvement in teaching methods and research capabilities.
- To foster a vibrant research culture by providing resources, infrastructure, and incentives for faculty and students to engage in cutting-edge research.
- To strengthen partnerships with local communities, government agencies, NGOs, and industry stakeholders to address societal challenges, promote sustainable development, and contribute to regional socio-economic growth.
- To continuously upgrade and expand campus infrastructure to provide state-of-the-art facilities conducive to learning, research, and innovation, while implementing sustainable practices to minimize environmental impact.

SWOC Analysis

Understanding the current state of the institution and its operating environment is instrumental for future planning. The SWOC analysis helps identify internal strengths and weaknesses as well as external opportunities and challenges that may impact the institution's ability to achieve its goals. The findings from the SWOC analysis need to align with strategic priorities of the college and develop targeted strategies to capitalize on strengths, address weaknesses, leverage opportunities, and mitigate challenges in pursuit of the targeted goals. Considering these aspects, we conducted an Institutional SWOC analysis by gathering input from diverse stakeholders to identify both internal and external factors impacting the institution. We provide a detailed overview of the analysis below.

Institutional Strength

- Large Campus with ample space for future expansion, potential for new facilities, and a comfortable learning environment.
- High Enrollment with diverse student community, fostering a vibrant campus atmosphere.
- Student Diversity representing various communities and districts strengthens the cultural exchange and learning experience.
- Multidisciplinary courses with a broad range of academic programs catering to diverse student interests.
- Skill Development Courses provides practical skills training alongside theoretical knowledge and enhances employability.
- Green Campus promoting environmental consciousness and provides a healthy learning environment.
- Full-fledged Government College with benefits from government funding and scholarship opportunities for students.
- A strong faculty with expertise in various disciplines providing students with a high-quality education and mentorship opportunities.
- Situated in Manipur, the college can offer a unique cultural and educational experience, attracting students interested in the region's rich heritage and indigenous knowledge systems.
- High Pass Percentage in the College demonstrates a positive outcome on student achievement.

Institutional Weakness

- Low attendance in a section of students hinder overall student learning out-

comes and engagement.

- Limited Research among faculty restricts knowledge acquisition and faculty development opportunities.
- Poor Paper Publication by the faculty limits the college's recognition and reputation.
- High Dropout Rate in certain subjects suggests a need to identify and address factors.
- Lack of digital literacy in some senior faculty could hinder technology integration efforts.
- Most of the courses are conventional ones that might not address the current job market demands.
- Lack of Professional Courses limit graduate opportunities compared to institutions offering career-oriented programs.
- Limited opportunities for professional development among teachers affect faculty morale and teaching effectiveness.
- Weak Placement Cell exposes the challenges in facilitating successful job placements for the graduate.
- Lack of Industry Academic partnership and interdisciplinary research limit academic programs, innovation, and preparation for the future workforce.
- Poor Data Management underscores a critical operational and strategic issue.
- Low Accreditation in NIRF and NAAC impacts the institution's reputation, student enrollment, and overall quality of education offered.
- Negligible Consultancy points to an underutilization of the institution's expertise in engaging with external entities and also missed opportunities
- Internationalization

Institutional Opportunities

- Technology Integration can enhance teaching methods, improve accessibility, and create engaging learning experiences.
- Expanding skill development programs aligned with industry needs can improve graduate employability.
- Partnerships with other institutions can foster research initiatives, faculty development, and paper publications.
- Providing digital literacy training programs can equip faculty with the necessary skills for technology integration.
- Leveraging technology can enhance learning by offering online courses, creating virtual learning communities, and improving communication and collaboration.
- Developing new courses and programs tailored to current job market demands.
- Leverage the autonomous status to innovate and enhance academic offerings.
- The college can develop curriculum and programs that integrate the cultural heritage and local knowledge systems of Manipur, creating a unique selling proposition.
- Introduce courses and programs that equip students with entrepreneurial skills and job-ready qualifications alongside a liberal arts education.

Institutional Challenges

- The college needs to stay updated on evolving job market demands to ensure its curriculum equips graduates with relevant skills.
- Limited government funding may hinder efforts to improve facilities, resources, and faculty development.
- Other institutions offering similar programs, potentially with a stronger emphasis on research, career focus, or technology integration, may attract students.
- The college needs to continuously adapt its curriculum to meet the evolving demands of the job market.
- Wide gap between quality education of international standards and the existing system of education.
- Top faculty recruitment is beyond the jurisdiction of the college limiting good recruitment opportunities.

In addition to SWOC analysis, the college needs to have insights into internal operations, external environment, and strategic positioning. Moreover, it is necessary to understand and predict patterns of growth, adoption, or change within various aspects of their operations. So, S-curve analysis and Portfolio Analysis of the College are also undertaken.

S-curve Analysis

S-curve analysis was performed to understand growth patterns and adoption dynamics to help in prioritizing strategic initiatives, allocate resources effectively, and develop action plans. After analyzing the findings from SWOC, the following types of S-curve analysis were conducted:

Enrolment Growth S-Curve

Technology Adoption S-Curve

Research Productivity S-Curve

Infrastructure Development S-Curve

Portfolio Analysis

Portfolio analysis was performed to evaluate the performance and effectiveness of various academic programs, departments, or initiatives within the institution. It helps colleges make informed decisions about resource allocation, strategic planning, and program development.

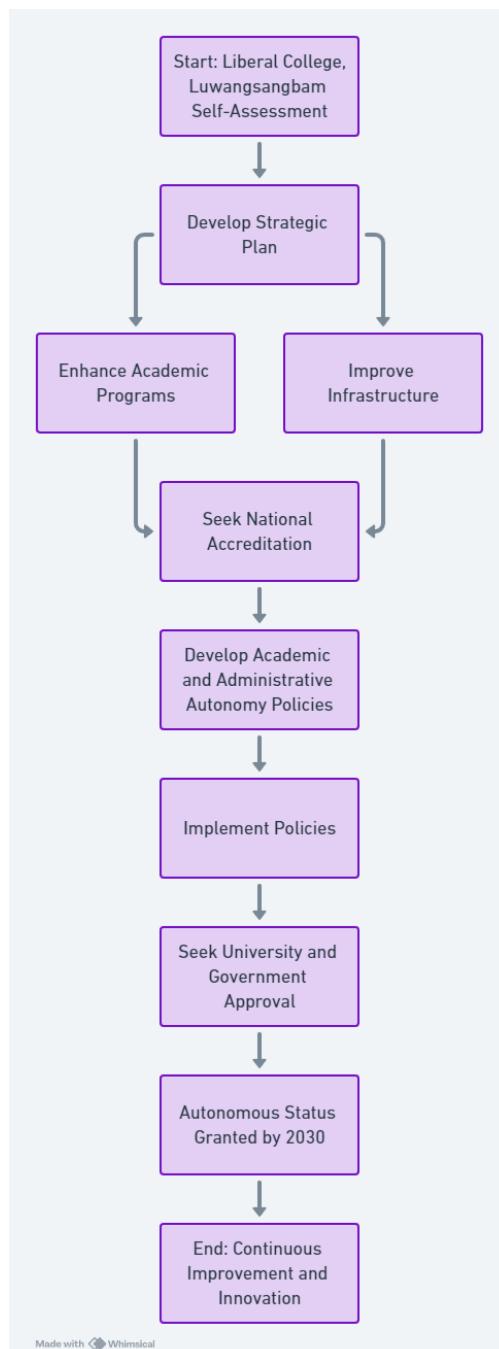
Institutional Strategic Objectives

These objectives are designed to provide a roadmap for the college's growth, development, and impact over a five-year period, addressing key areas such as academic excellence, student success, research, community engagement, diversity, financial sustainability, and institutional reputation. While planning these strategic objectives, measures are taken to include actionable steps that could operationalize the broader goals into manageable tasks. Strategic objectives are set as time-bound and SMART (Specific, Measurable, Achievable, Relevant, Time-bound) that could assist in evaluating progress and performance, so that college could track advancement toward achieving desired goals.

- Enhance curriculum quality and relevance to meet current and future industry needs.
- Increase faculty participation in professional development and pedagogical training.
- Achieve or maintain accreditation standards for all programs.
- Implement comprehensive advising and mentoring programs to support student academic and career goals.
- Develop and expand support services for students with diverse learning needs.
- Increase graduation rates and job placement rates through targeted interventions.
- Grow research funding by X% through grants, partnerships, and other sources.
- Enhance interdisciplinary research opportunities and collaborations within and outside the institution.
- Increase the number of publications in high-impact journals and presentations at national and international conferences.
- Establish new and strengthen existing partnerships with local organizations and businesses to contribute to community development.
- Expand community service and learning opportunities for students.
- Host public seminars, workshops, and events to share knowledge and engage with the community.
- Promote an inclusive campus culture that respects and celebrates diversity.

- Offer programs and events that enhance cultural awareness and cross-cultural understanding.
- Diversify revenue streams through fundraising, grants, and development of new programs.
- Implement cost-saving measures without compromising the quality of education.
- Develop a long-term financial plan to ensure sustainability and growth.
- Improve national and international rankings.
- Enhance the institution's digital presence through an updated website, social media engagement, and online marketing.
- Establish a robust alumni network to support institutional development and student opportunities.

Workflow of attaining Autonomous Status by 2030 is as follows:



Physical Infrastructure

An infrastructure encompasses the essential physical components necessary for the functioning of an institution, including transportation networks, electricity grids, sewage systems, and waste management facilities. Establishing an appealing and operational physical infrastructure is just as crucial as ensuring compliance with statutes, regulations, codes, and all relevant regulatory frameworks. Moreover, it is important to operate within these regulations. Physical infrastructure not only contributes to brand development but also needs to cater to both academic and research activities across various schools and departments within higher education institutes. In public institutions, investments in physical infrastructure are typically made by the government through various independent authorities. However, colleges can create a master plan that can be submitted to higher authorities for consideration. The physical infrastructure of the college should consider various components that support learning, research, student life, and overall well-being. To achieve the desired goal, the college will try -

- To develop a master plan by conducting a comprehensive space utilization analysis to inform the strategic allocation of resources and space, ensuring the efficient use of existing facilities while planning for future expansion in line with institutional growth.
- To create modern, flexible learning spaces that support a variety of teaching methods and learning styles, equipped with the latest educational technology to facilitate interactive and engaging learning experiences.
- To develop state-of-the-art research facilities and innovation labs that provide students and faculty with the resources to conduct cutting-edge research, fostering a culture of innovation and scholarly excellence.
- To ensure that all areas of the campus are fully accessible to individuals with disabilities, including the construction of ramps, elevators, and accessible restrooms, and to implement wayfinding systems for easier navigation.
- To redesign and tile parking and access areas to maximize space utilization, ensure openness, hygiene, and enhance architectural aesthetics.
- To create a vibrant campus life by developing comprehensive recreational, wellness, and residential facilities that meet the diverse needs of the student body, promoting a healthy balance between academic pursuits and personal well-being.
- To build multi-functional spaces that can host community events, cultural exhibitions, and public lectures, strengthening the connection between the institution and the local community, and enhancing cultural awareness and exchange.
- To establish medical facilities by developing medical rooms in the long run.
- To integrate sustainable design principles and green technologies in all new constructions and renovations, aiming to reduce the institution's carbon footprint, manage resources efficiently, and create a healthy, sustainable campus environment.
- To prioritize the safety and security of all campus users by incorporating advanced security systems, emergency response plans, and safe pedestrian and vehicular circulation paths within the campus design.
- To upgrade and expand the digital infrastructure, including high-speed internet access, digital learning platforms, and cloud computing resources, to support digital learning, remote education, and administrative efficiency.
- To establish dedicated spaces for artistic and creative activities, such as galleries, studios, and performance venues, encouraging creative expression among the student body and fostering an appreciation for the arts.

Table 1: The details of the selected action plans for the development of physical infrastructure

Parameter	Aligned with	Timeline	Action Plan
Master Plan	NEP Point 10, NAAC Manual	Short Term	Reviewing the existing Master Plan in light of current construction and future perspectives.
		Short Term	Conceive and design a revised Master with a perspective of a future higher education institute.
		Medium	Assess the sufficiency of infrastructure considering student admissions and the introduction of new academic programs.
Academic Block		Medium Term	Pursuing the government agencies for construction of multistoried Science Block
		Long Term	Planning for a PG Block
		Medium Term	Planning for Social Science Block in the existing area of old block
		Long Term	Planning for general academic blocks in the old office building area.
		Long Term	Creation of a central instrumentation facility
		Short Term	Purchase of high precision instruments in priority basis
		Short Term	Development of Animal House
		Short Term	Development of Zoological Museum
		Short Term	Allocation of separate room for Herbarium
			Development of Phytochemical Lab in Botany Department
		Medium Term	Development of a Fish Storage Tank
		Short Term	Development of a Dry Lab in Chemistry Department
		Short Term	Development of a Textile room in Home Science Department
		Short Term	Development of Laboratory Nursery School
		Short Term	Development of minimum two laboratory – Mechanics Lab and Electricity & Magnetism Lab
		Medium Term	Develop laboratories for skill-based and vocational courses
		Short Term	Renovation of existing classrooms to incorporate flexible furniture and technology integration (in the old block until new blocks are constructed)
		Medium	Creation of a makerspace (hacklab) equipped with 3D printers, laser cutters, and other tools for hands-on learning and innovation
		Medium	Creation of an Innovation Hub for startups and incubation activities
		Long Term	Construction of Galleries (exhibition) and Hall of Fame
		Long Term	Creation of an Institutional Museum

Parameter	Aligned with	Timeline	Action Plan
Library Infrastructure		Long Term	The expansion of the library block to meet modern requirements with government grants – (a) Stacks section, (b) Reading rooms, (c) Circulation Section, (d) Media Centre Section, (e) Special Collection Section (f) technology section, (g) service section, etc.
		Long Term	Segregation of a block in library for digital library
Upgrading library resources and digitization		Medium	Setting up of college digital library
		Long Term	Installation of high performing scanner systems, such as Zeutschel OS 12002, etc.
		Short Term	Upgrade the augment the hardware in the Library with rack server
		Long Term	Installation of appropriate Digital Asset Management System (DAMS), such as Islandora to manage and provide access to digital assets
		Medium	Development of digital reading room
		Medium	Upgrade the existing Library Management System to more powerful system with operationalization of OPAC
		Medium	Implement an ERM system like CORAL, FOLIO etc. to streamline the acquisition, licensing, and management of electronic resources
		Medium Term	Use an institutional repository using platforms such as DSpace, EPrints etc. to exhibit and preserve scholarly works and research outputs
		Long Term	Develop a digital preservation strategy utilizing tools such as Archivematica or Preservica to ensure the long-term integrity and accessibility of digital collections
Physical infrastructure with reference to Amenities	NEP Point 22 and UGC Guideline on IDP	Short Term	Construction of new canteen complex through government sponsored works
		Short Term	Engage in a brainstorming session to prioritize infrastructure development in phases.
		Short Term	Upgradation of Canteen equipped with modern cooking apparatus/equipment to ensure quality, cleanliness, and hygiene
		Medium Term	Convenience Shops (inside or outside campus)
		Medium Term	Development of Food Court
		Short Term	Fire Fighting System in strategic locations
		Medium Term	Construction of Guest House
Administrative Block		Short Term	Cubicle in administrative section as per demands
		Short Term	Upgradation of Seminar Room with necessary equipment and support infrastructure
		Long Term	Expansion of administrative block with large reception area, meeting room, staff lounge, storage, archive room, technical support room, etc.

Parameter	Aligned with	Timeline	Action Plan
Opportunities for participation in sports, culture, activity clubs, community service	NEP Point 13		Development of Auditorium through government schemes
		Short Term	Development of Campus Amphitheater
		Medium Term	Development of Playground inside the campus
		Medium Term	Upgradation of Indoor Stadium to possess multi-purpose arena
		Short Term	Development of NCC training course with sponsorship from external agency
		Long Term	Construction of parking spaces at different locations to meet requirements of all stakeholders
		Long Term	Upgradation of Multipurpose Hall to serve as Exhibition Hall
Green Initiative		Short Term	Development of Botanical Garden housing a documented assortment of living plants intended for scientific research purposes and study
		Medium Term	Upgradation of existing ecological park to meditative garden
		Medium Term	Construction of Biogas plant installation in the campus
		Short Term	Construction of rain shelter shed near administrative block
		Short Term	Installation of sustainability features like solar panels on rooftops and energy-efficient lighting upgrades in existing buildings (in phase wise manner)
		Short Term	Increase the green coverage in the southern part and eastern part of the college campus
Infrastructure to Commute	UGC Guideline on IDP		College Signages repainting work
			Paving the main road and tiling the sidewalks inside the campus.
			Accessibility for PwD in the roads

Governance and Administration

Governance of the college is the systematic approach by which they are directed, controlled, and held accountable. It includes the methods and frameworks utilized for decision-making, risk monitoring, and performance enhancement. The administration of a college encompasses a wide range of roles and responsibilities carried out by individuals and teams to ensure the smooth operation and effective management of the institution. Administration of the college is important for creating an environment that fosters academic excellence, student success, innovation, and institutional growth. For enhancing the governance and administration, the college will try to

- To establish clear lines of authority and communication channels within the institution to facilitate effective decision-making and accountability.
- To implement a comprehensive 360-degree feedback system for all faculty members and ensure monitoring and proactive response to the feedback received.
- To create or update policies and procedures that govern academic affairs, stu-

dent services, human resources, financial management, and campus operations.

- To meet accreditation requirements and adopt continuous improvement in all aspects of its operations.
- To ensure that the college adheres to all relevant government regulations and accreditation standards.
- Transitioning to e-governance enhances transparency and accountability in college administration.
- To start institutional data collection for IQAC directly through website portals.

Table 2: Major Action Plans for Governance and Administrative Reforms

Parameter	Aligned with	Timeline	Action Plan
Institutional Restructuring for autonomy	NEP Point 10	Short Term	Leveraging activities to improving the NIRF Ranking
		Long Term	Trying to improve NAAC grade
		Medium Term	Prepare Internal Quality Enhancement Plan; with systematic gap analysis
Administrative Structure	NEP Point 19 and UGC Guideline on IDP	Short Term	Establish a clear governance structure that includes faculty, staff, students, and external stakeholders.
		Short Term	Establish a distinct examination section equipped with a spacious and secure room.
4-year Degree program –leading to degree with “Research.”	NEP Point 8	Short Term	Prioritizing and groundwork for 4 Year Degree program in selected disciplines
		Short Term	Encouraging the faculty to equip for 4 th Year teaching
		Medium Term	Implement a customized institutional ERP system to facilitate data analytics and streamline sharing among stakeholders
		Short Term	Conducting the Academic and Administrative Audit (AAA) of the institution periodically
		Medium Term	Evaluate administrative practices to incorporate necessary revisions and reforms based on identified needs.
		Medium Term	Establishing good administrative practices to seek recognition for an institution
Governance	NEP Point 19	Short Term	Revitalize committees to oversee curriculum development, assessment strategies, accreditation efforts, and academic standards.
		Short Term	Device procedures for program review and new program development to adapt to changing educational needs and market demands.
Monitoring		Short Term	Covering more campus area under CCTV surveillance
		Short Term	Establish key performance indicators (KPIs) to track progress towards strategic goals and identify areas for improvement.

Parameter	Aligned with	Timeline	Action Plan
Academic Policies		Short Term	Develop comprehensive policies covering academic standards, research ethics, student conduct, diversity and inclusion, and staff professional conduct.
		Medium Term	Review and revise academic policies (admissions, curriculum, grading) to ensure they are up-to-date and promote student success.
Communication			Develop a comprehensive strategy for communicating with alumni, donors, and the broader community.
Risk Management		Short Term	Develop a comprehensive risk management plan that identifies potential risks (financial, operational, reputational) and mitigation strategies.
			Ensure compliance with legal and regulatory requirements, including data protection, health and safety, and labor laws.

Teaching and Learning

Educational institutions have a dual responsibility - promoting a strong learning environment and prioritizing the mental and physical well-being of their students. The College aims to continuously enhance teaching, learning, and assessment methodologies to remain current and optimize their efficiency and significance. To achieve this goal, the college will try

- To implement a systematic process for curriculum development that is responsive to the evolving demands of the job market and higher education trends with the consultation of affiliating university.
- To develop motivated and energized faculty for promoting an inspiring learning environment and ensuring high levels of educational achievement.
- To promote the acquisition of new teaching skills and knowledge among its faculty through academic achievements such as degrees and programs, as well as through professional development courses.
- To develop students' moral, social, and emotional capacities alongside their intellectual growth.
- To encourage basic research, innovative ideas, general-purpose technologies to act as catalysts, driving the creation of information, innovation, education, and a range of valuable social endeavors.
- To encourage teachers to familiarize themselves with new digital tools as a part of initiative to implement blended learning. They would be encouraged to familiarize themselves with and utilize ICT tools such as Learning Management System (LMS), Online Meeting platforms, and others, adopting a comprehensive multimedia and multi-platform approach.
- To provide access to millions of e-resources via NLIST and UGC E-Shodh-Sindhu to students and teachers.
- To work out the extraordinary challenges to facilitate student, particularly absentee students, learning by providing accessible ICT tools like LMS, Online Meeting Platforms, and related technologies. This effort is geared towards fostering effective, adaptable, and meaningful learning experiences.
- To make significant steps towards enhancing the evaluation process by ensuring it is robust, transparent, time-bound, and effective.

Table 3: Teaching and Learning Processes

Parameter	Aligned with	Timeline	Action Plan
Pedagogy	NEP Point 11	Medium	Initiate measuring attainment of CO, PO and PSO
		Medium	Linkages and collaboration with other educational institutes
		Short Term	Encourage the use of diverse teaching methodologies, including active learning, blended learning, and problem-based learning, etc.
		Short Term	Providing training to faculty on innovative teaching practices and the integration of technology in the classroom.
Use of LMS, MOOCS, SWAYAM, etc.	NEP Point 26	2024	Continuation of training to Faculty and Students on LMS
		2024	Encouraging faculty to develop and enroll in the MOOCs
		2024	Initiating awareness on credit transfer from SWAYAM and other online platforms in line of NEP 2020
		2025	Use of online platform to complete transaction for the absentee students
E-content creation, digital repositories and dissemination	NEP Point 27	2024	Continuation of production of e-contents for inhouse dissemination
		2024	Tie up with EMMRC, MU for SWAYAM PRABHA for e-content creation
		2025	Every faculty to upload their e-content in MOOCS or College LMS
Assessment and Evaluation Reform	NEP Point 30 and UGC Guideline	2024	To initiate assignment and quizzes through LMS
		2025	To explore the feasibility of employing AI-based free online software for assessment purposes.
		2026	To create an adaptive learning platform utilizing artificial intelligence (AI).
		Medium Term	Initiation of Term1, Term2 and Term3 Evaluations with strict schedules
		Medium Term	To adopt paperless examination in the future
		Medium Term	Develop and implement a comprehensive assessment strategy that measures student learning outcomes effectively.
		Medium Term	Use assessment data to inform teaching practices and curriculum development, ensuring continuous improvement, e.g. PO-CO attainment.
Blended Learning	UGC Guidelines	2024	To initiate training to teachers regarding pedagogy associated with blended learning
		2025	Digital infrastructure development, e-content creation (NEP Points 27 and 28) and dissemination
		2025	Project-based learning will be integrated into the course (at the college level), with students receiving minor projects in relevant courses/labs.

Parameter	Aligned with	Timeline	Action Plan
Lesson Plan			Developing session wise Lesson Plan
			Ensure that each lesson plan begins with clear, measurable learning outcomes that align with the course's overall goals and the institution's academic standards.
			Promote the use of active learning strategies within lesson plans to encourage student engagement, critical thinking, and application of knowledge in the line of 21 st century skills
			Align lesson content with real-world applications and current events to make learning relevant and meaningful for students.
Assignments	UGC Manual	Short	Submission of assignments on a periodic basis with specified deadlines.
		Short	Preparation of Standard Operating Protocols or Manuals for Practical Lessons
			Ensure assignments are directly aligned with the course's learning outcomes
			Workshop on relationship with assignment and overall course outcomes and the program specific outcomes.
			Include a variety of assignment types to cater to different learning styles and objectives, such as written essays, research projects, presentations, portfolios, and practical experiments.
			Encourage the use of digital tools and platforms for creating multimedia assignments, such as videos, podcasts, and blogs, to foster creativity and digital literacy.
			Address ethical considerations and academic integrity within assignments, including guidelines for citation, plagiarism, and collaboration.
Inclusive Curriculum and Skill Development	NEP Point 9	Short Term	Introducing skill-based certification courses at the college level
		Short Term	Continuing skill-based training under government sponsored schemes
		Medium Term	Tie ups with Local Industries for skill and vocational courses.
		Short Term	Preparation of at least one skill-based courses by every department
Experiential Learning	NAAC	Medium	Placing students in industry or agencies for internship
		Medium Term	Continuation of interaction with experts in various fields with faculty and students
		Medium Term	Integrate learning opportunities, such as internships, co-ops, service learning, and research projects, into the curriculum.
		Medium Term	Build partnerships with industry, government, and community organizations to facilitate these opportunities.

Parameter	Aligned with	Timeline	Action Plan
Library Resources		Short Term	Subscription of online journals and databases
		Short Term	Digitization of copyright free ancient manuscripts and texts of Manipur
		Short Term	Conservation Process of rare books
		Short Term	Provide training for faculty and students on utilizing library resources effectively.
Student Learning Community			Encourage the formation of learning communities and study groups to promote collaborative learning and peer support.
			Support student-led academic societies and clubs that align with academic programs and interests.
Value based education	NEP Point 11		Organize workshop on value based education
			Identify core values relevant to each subject area and develop modules or case studies that highlight these values.
			Create a resource bank of teaching materials focused on ethics and values.
			Establish a code of conduct that clearly articulates the college's commitment to values (Code of Conducts for Teachers, Non-Teaching Staff and Student)

Financial Resource Management

A well-designed financial management system would streamline secure and efficient payment processing for colleges. Additionally, it would create pathways for securing ongoing development works and research funding in future. A critical factor for the success of a college is adopting a modern and professional approach to financial management, while observing the compliance regulations. While conducting proper accounting practices is essential, implementing management accounting and data-driven decision-making can significantly enhance an institute's ability to navigate financial challenges and explore options for structuring finances and mobilizing resources. For effective resource management, the college will try

- To maintain an up-to-date inventory of physical and digital assets.
- To identify resources such as human resource, financial and technology available.
- To create a comprehensive financial plan aimed at securing long-term sustainability through a series of carefully crafted measures
- To devise plan for revenue diversification including alternative revenue streams
- To solicit resources from alumni to augment and develop infrastructure.
- To regularly evaluate the cost-effectiveness of programs and services to identify areas for potential savings without compromising quality.
- To implement measures to streamline administrative processes and reduce operational costs (e.g., energy-saving measures, bulk purchasing).
- To develop metrics to track the return on investment (ROI) of various programs and initiatives to gauge financial effectiveness.
- To develop a risk management plan to identify and mitigate potential financial risks such as economic downturns, enrollment fluctuations, or unforeseen expenses.
- To utilize financial management software and analytics tools to improve budgeting, forecasting, and financial reporting.

Table 4: Financial and Resource Management

Parameter	Aligned with	Timeline	Action Plan
Budget	UGC Guide-line on IDP	Short Term	Develop a long-term financial plan that includes budgeting, investments, fundraising, and resource allocation strategies.
		Short Term	Defining budget line items to determine specific categories of expenses and revenue sources
		Medium Term	Outline the capital budget and recurring budget for one year, providing comprehensive details for each category.
		Short Term	Continue to track spending and trends for every account
		Medium Term	Planning for recurring and non-recurring expenditures within each department, including provisions for consumables.
		Medium Term	Separate budget for Non-Recurring and Recurring expenditures.
		Short Term	Implement Activity-Based Budgeting (ABB) to allocate resources based on program needs.
Major Revenue Model		Short Term	Fees from the students as major source of resource
		Short Term	Pursuing grants from government agencies; establish a committee to monitor and guide the processes
		Medium Term	Mobilize endowments, philanthropic contributions, and other income sources
		Medium Term	Searching Corporate Social Responsibility (CSR) funds for funding research infrastructure in the institution
External grants		Medium	To seek out the projects, research projects and necessary proforma through a committee
		Medium Term	Expanding the accountability for securing grants from all suitable sources.
Internal Revenue Generation		Medium Term	Commercial utilization of available assets in the campus
		Medium	Funding from external agencies
Investment		Medium	Constitution of a committee for deciding investment, reinvestment and transactions of endowments.
		Short Term	Developing an investment policy
Monitoring		Medium Term	Conduct regular financial reviews and meetings to monitor progress towards goals, identify any deviations, and adjust strategies as needed.
		Medium Term	Develop key performance indicators (KPIs) to track progress towards financial goals and the impact of resource management strategies.

Human Resource Management

Maintaining a delicate balance between autonomy and adaptability within a Higher Education Institution (HEI) is a great challenge while complying with regulatory and human resources management. This balance is crucial for nurturing innovation and academic distinction. Central to this endeavor is the careful management of the interrelationships between principles and regulations. The college will try

- To develop ongoing professional development programs for faculty and staff to enhance their skills, knowledge, and competencies, keeping them updated with the latest educational technologies and pedagogies.
- To encourage participation in workshops, seminars, and conferences for continuous learning and growth.
- To establish a fair and systematic performance evaluation system to assess faculty and staff performance, aligned with the college's goals and objectives.
- To implement a recognition program to celebrate achievements, milestones, and exemplary performance

Table 5: Human Resource management action plans

Parameter	Aligned with	Timeline	Action Plan
Workforce Analysis		Short Term	Perform skill gap analysis of the existing faculty
		Short Term	Project future staffing needs based on enrollment projections and program development.
Capacity Building	NEP Point 13 and NAAC Manual	Short Term	Outline strategies for developing faculty and staff, including professional development opportunities and performance evaluation systems.
		Short Term	Continue supporting professional development opportunities for faculty (workshops, conferences, research grants) at college or outside
		Short Term	Continuation of incentives for participation in FDP
		Short Term	To organize Workshop/FDP by every department at least once in a year in emerging areas
		Medium Term	To prepare Manual for teachers and Departments for facilitating academic work
		Short Term	Providing guidance on Career Advancement Scheme (CAS) through a dedicated committee
		Medium Term	Initiate workshop/FDP in multidisciplinary areas at the college level at least once in a year.
		Short Term	Establish a mentorship program for junior faculty to learn from experienced colleagues.
		Short Term	Provide training programs for non-teaching staff to develop new skills and keep them updated on best practices in their roles.
	NAAC manual	Short Term	Continue to incentivize the participation in FDP programme
		Medium Term	Initiation of leadership development program to prepare future leaders of the institution.

Parameter	Aligned with	Timeline	Action Plan
Recognition and Rewards	NEP Point 13	Short Term	Initiation of “Teacher of the Year” award
		Short Term	Initiation of “Staff Excellence” award
		Short Term	Exploring benefits that enhance employee well-being and satisfaction
		Medium Term	Conduct employee satisfaction surveys to identify areas for improvement.
Promotion and Career Advancement	NEP Point 13		Constitution of a committee to guide career advancement within the institution
			Encourage and support staff to take on new challenges and responsibilities, offering coaching and mentoring to help them succeed.

Digital Advancement

Digital advancement has influenced various aspects of life in the present century. It also has various implications in the institutional functioning by enhancing internal processes. ICT and their supporting infrastructure have become inseparable in all spheres of life and learning. ICT has profoundly altered the systems and procedures of nearly all types of institutions, influencing both learning activities and governance. Its presence in the education and research sectors has had a substantial impact in recent years. The benefits of digitalization are diverse, including increased efficiency, improved productivity, reduced operational costs, higher learner experiences, greater agility, improved morale, better communication, increased transparency, competitive advantages, and faster decision-making processes. As the world rapidly embraces digital media and other technological niches, the role of ICT in education becomes increasingly significant, with advancements expected to continue throughout the 21st century. The ICT infrastructure of institutions will play a pivotal role in transforming the quality of teaching and learning processes, aiming to enhance the effectiveness of academic programs in the years ahead. The college need to devise a roadmap incorporating ICT and virtual technologies to progress toward the concept of ‘Digital Institutes.’ The National Education Policy (NEP) 2020 also underscores the importance of investing in the creation of open, interoperable, scalable, and publicly accessible digital infrastructure in the education sector, capable of addressing India’s diverse scale, complexity, and device penetration challenges. To adapt the changing scenario, the college will try –

- To transform to a paperless system involves integrating digital processing into all educational activities and offering stakeholders online access.
- To start providing access to Google Suite for Education and or other Learning Management System (Moodle) to facilitate online teaching and learning for all.
- To deploy in-house or cloud-based data servers equipped with real-time monitoring, security features, and structured Wi-Fi networks.
- To establish a digital content repository that encompasses coursework, multimedia content, learning games, as well as augmented reality (AR) and virtual reality (VR) modules to augment the teaching and learning resources.
- To continue and advance the existing online teaching platform with two-way communication and advanced tools for monitoring student progress in line with the teaching and learning process.
- To follow cybersecurity protocols to ensure protection against external threats and natural disasters.
- To emphasize data privacy by securely and legally processing personal data, respecting individual rights.
- To store credentials in national repositories, linking student and faculty information through unique identifiers in accordance with government regulations, such as ABC ID, APAAR ID, etc.
- To improve the existing digital platforms for admission processes, student fees,

and incorporating other transactions in the digital domain.

- To increase digital presence through updating dynamic websites, online teaching platforms, computerized examination processes, and digital credentialing.
- To implement gradual digital transformation by partnering with established IT firms or educational technology companies.

Table 6: Some action plans for digital advancement

Parameter	Aligned with	Timeline	Action Plan
Advanced educational technology in classrooms	NEP Point 16 and 23	2024	Introducing computer systems for every department
		2024	Continuing addition of more Interactive Boards in the Classroom
		2025	Development of Computer Centre with a target of 100 sets
		2024	Improve the wi-fi connectivity throughout the campus with user-level passwords
		2025	Attendance system through AI-based facial recognition system
		2025	Development of Smart classrooms with lecture capture system, learning platforms, security systems, interactive boards, etc. in phase wise manner
Blended Learning	NEP Point 24	Medium Term	Integrate LMS into daily teaching and learning process
		Short Term	Training faculty and teachers on usage of LMS and creation of in-house e-contents.
Digital Infrastructure	NEP Point 23	Medium Term	Install and configure servers with real-time monitoring and security features.
		Short Term	Enhance the structured Wi-Fi connectivity
Establishing incubation centers and promoting interdisciplinary research spanning humanities and social sciences.	NEP Point 9	2025	Each department is required to prepare a list of industry experts or visiting professors to facilitate the delivery of optional (value-added) courses spanning either 0 or 1 credit (12 hours), <i>which may or may not be included in the curriculum.</i>
		2026	Organize startup-related events such as R&D Expo, Technical Festival, E Summit, Hackathon, Ideation Challenge, etc., providing opportunities for industry professionals to engage in interactive sessions with students
		2025	To apply for grants for Incubation Centers through various schemes provided by the Government of India.
		2025	Engaging MoUs with industry or leading academic institutions for technology share
E-Governance		Medium Term	Development of Student Information System (SIS) to streamline admissions, registration, finance, and records management.
		Long Term	Enterprise Resource Planning (ERP) system to integrate and automate various administrative functions

Parameter	Aligned with	Timeline	Action Plan
Repository		Long Term	Creation of a content management system (CMS) that supports various multimedia formats and interactive content.
		Long Term	Train faculty on creating and incorporating digital content into their courses.
Digital Presence		Short Term	Undertake a comprehensive update of the institution's website to improve usability and content relevance.

Supportive and Facilitative System

A conducive environment and infrastructure designed to assist students, faculty, and staff are essential for achieving their academic and professional goals. The system may include various resources, services, and initiatives aimed at promoting learning, personal development, and success. It involves addressing both intellectual and emotional aspects to cultivate a sense of belonging, pride, and ownership among stakeholders within Higher Education Institutions (HEIs). Equity initiatives in the institute is important for ensuring fairness, inclusivity, and equal opportunities for all students, regardless of their background or circumstances. To enhance this aspect, the college will try to

- Seek approaches for cultivating emotional surplus that includes learner-centered practices, visionary leadership, mutual trust, core values, accountability, and social responsibility.
- Implement inclusive and diversity initiatives that cover supporting underrepresented students by programs.

Table 7: Action Plans for supportive and facilitative system

Parameter	Aligned with	Timeline	Action Plan
High-quality support centers; and professional, academic, and career counseling services.	NEP Point 11	2024	Introduce Academic Counseling, specially counseling for Slow Learners
		2024	Continue with regular mentoring, with suggestions for career path, choices and development
			Provide students with access to tutoring services in key subjects
		2025	Introducing psychological counselling
		2024	Continue with Career Counseling for every semester.
		2025	Introduce mock interviews, lectures by industrial experts
		2026	Organize Students Success Workshop
		2025	Access to wellness programs, health education resources, preventive care services, and referrals to off-campus healthcare providers
		Short Term	Initiate conducting personality development and self enhancement programs
		Short Term	Creation of Competitive exam guidance cell
		Short Term	Continue collaborations with Placement Agencies and Industries
			Offer resources for pre-placement training and facilitate opportunities for campus recruitment drives.
			Establishing a finishing school
Equity Initiatives	NEP Point 14	2024	Provide financial aid, scholarships, and grants to support students from underprivileged backgrounds
		2024	Engage with local communities and stakeholders to address broader social and economic inequities in the state
		2025	Development of disable friendly toilets
		2025	Creating a disability-friendly classroom
		2024	First Semester Seminar (Induction Program) to adjust to college life and environment
		2026	Development of Cultural Centres or Museum reflecting diverse society of the state
		2025	Establishing a 360-degree system of reporting system against bias or discrimination (race, gender, finance, belief, etc.)
		2026	Apply for Boy's Hostel from Government
		2024	Construction of kitchen racks in Ladies' Hostel
			Establish mechanisms for addressing grievances related to discrimination and harassment.
Learn and Earn	UGC Guideline on IDP	Medium	Identifying the area where application of this model is feasible
			Establishment of Self Help Committee

Parameter	Aligned with	Timeline	Action Plan
Financial Support to Students	NEP Point 12	Medium	Initiation of Scholarship from 1 st Semester under special criteria
			Establishment of Fee-Waiver Scheme from external resources including Alumni network
			Enrolment of students in skill-development program and “Earn while Learning” Scheme
		2024	Converting existing cash incentives to scholarships to winners of Mathematics Olympiads and sporting events at both the national and international levels.
Alumni	NAAC Manual	Short	Enhance the alumni network and foster alumni engagement for the benefit of current and future generations of learners.
		Medium	Starting Biennial Get Together Program
		Short	Starting a policy for compulsory life-time registration
		Medium	Allocating a room to serve as office of the Alumni Association
		Medium	Creating a corpus fund for welfare of the students

Outreach and Partnership

Collaborative efforts and activities will be undertaken by college to engage with external stakeholders such as local communities, businesses, government agencies, non-profit organizations, and other educational institutions. These efforts aim to establish mutually beneficial relationships, promote knowledge sharing, address community needs, and enhance the college’s impact and relevance beyond its campus boundaries. These activities align with the dreams of the donors and aspirations of the local community and villagers who contributed immensely for the establishment of the college. The college will initiate

- To organize voluntary activities events and service projects to address local needs such as environmental issues, literacy programs, food technology, etc.
- To partner with external organizations, businesses, or government agencies to conduct collaborative research projects, share expertise, and advance knowledge in various fields.
- To establish partnerships with companies, non-profits, and government agencies to provide students with internship opportunities
- To co-host seminars, workshops, conferences, or public lectures with external partners to promote knowledge exchange, professional development, and community engagement.
- To develop educational outreach programs for secondary schools or community centers, offering workshops, tutoring, or mentoring programs to support student learning and development.
- To collaborate with other institutions to share resources such as library materials, research facilities, or specialized equipment.
- To engage students and faculty in community-based research projects that address local issues or collaborating with community organizations
- To partner with local organizations or bodies to implement environmentally friendly practices on campus, promote eco-friendly initiatives, and support community sustainability efforts.

Table 8: Action Plans for Outreach and Partnership with different stakeholders

Parameter	Aligned with	Timeline	Action Plan
Community engagement and service	NEP Point 7	Short Term	Revitalizing National Service Scheme activity
		Short Term	Establishing a Community Builders Club to impart Basic Education to the underprivileged children of the society
		Medium Term	Mobilizing and donating functional, older computer systems to nearby schools, Panchayats, clubs, along with ongoing training sessions.
		Short Term	Making extension activities to Children Home or Old Age Home a part of annual routine
		Short Term	Providing training to nearby villagers and underprivileged section on job-oriented areas
		Short Term	Adopting Srivan Higher Secondary Schools for sharing educational resources and infrastructure
		Short Term	Revitalize the adaption of the Matai Village
			Making educational outreach program a routine activity under the supervision of Education Department and Home Science Department
Environmental Education and Campaign		Medium Term	To partner with local clubs in the locality for green initiatives

Research, Publication and Intellectual Property

Basic research, concepts, emerging technologies, and communication tools lay the groundwork for a broad spectrum of productive activities. These facilitators streamline information dissemination, advance innovation, support education, and reinforce various socially beneficial activities. Intellectual catalysts serve as the essential components of evolving, interconnected systems. Moreover, intellectual property rights are fundamental in safeguarding and advancing the results of research for commercial purposes. These steps aim to enhance the college's research output, encourage innovation, protect intellectual property, and foster a culture of scholarly excellence. To enhance research, publications and patent, the college will try

- To allocate resources for the establishment or enhancement of research facilities, laboratories, and equipment.
- To develop partnerships with industry, government agencies, and other academic institutions to enhance research collaborations and access to resources.
- To provide funding opportunities for faculty research projects, including seed grants and research fellowships.
- To provide institutional support services for research publications
- To develop clear policies and guidelines on intellectual property rights, including ownership, disclosure, and commercialization.
- To ensure adherence to ethical standards and regulations in research activities, including human subjects protection, animal welfare, and biosafety.
- To foster collaborations with local communities, industry partners, and government agencies to address societal challenges through research and innovation.
- To develop a sustainable funding model to support ongoing research and intellectual property activities.

Table 9: Action Plans for Research, Publication and Patent

Parameter	Aligned with	Timeline	Action Plan
Research Culture	NEP Point 17	Short Term	FDP for Faculty members on Emerging Research Areas
		Short Term	Promoting Collaborative and Interdisciplinary Research among faculty members
		Short Term	Creation of Seed Money for research for junior faculties for Minor Research Project
		Short Term	Research Methodology & IPR Workshops for faculty and students
High Quality Publications		Short Term	Provide incentives to faculty for publications in high impact factor journals
			Provide support for writing and publishing research, including access to professional editing services.
			Launch a mentorship program pairing young researchers with experienced faculty to co-author papers.
			Create an internal grant program that provides financial support for research aiming at high-impact publications.
			Create an institutional repository to archive and disseminate research publications and theses. (in coordination with digital advancement component)
			Organize monthly writing workshops focusing on scientific writing, journal selection, and dealing with peer reviews.
Research Support	NEP Point 17		Strengthening of research committee with diverse expertise
			Provide access to leading research databases and journals.
			Implement high-speed internet and computational resources for data-intensive research.
			Upgrade labs (in coordination with Physical infrastructural component)
			Conduct an audit of existing research facilities to identify gaps and areas for improvement (every department)
			Provide support for research design and statistical analysis
Intellectual Property and Patent		Long Term	Establish an annual innovation competition with incentives for patentable projects.
			Formulate a task force comprising legal experts, faculty, and administrators for establishing an Intellectual Property Policy for the college
		Long Term	Set up a pre-incubator program for projects with commercial potential, offering mentorship and early-stage funding.
			Organize seminars and workshops on IP rights, patent search, and filing processes.

Parameter	Aligned with	Timeline	Action Plan
Visibility and Impact			Develop strategies to highlight the college’s achievements in research, publications, and patents.
			Host conferences, symposiums, and workshops to build networks and showcase innovations
			Create a “Research and Innovation Day” to showcase projects, with awards for outstanding work.