



# **Institutional Perspective Plan**



## **Shahid Matangini Hazra Government General Degree College For Women**

**Government of West Bengal**

**Affiliated to Vidyasagar University**

Chakshrikrishnapur, Kulberia, P.O: Kulberia, Dist: Purba Medinipur, PIN: 721649

## Institutional Perspective Plan

This college being a government college functions under the purview of the Department of Higher Education, Government of West Bengal.

The institution has its perspective plan towards smooth running and implementation of its academic, administrative and financial activities.

- Infrastructure development.
- Upgradation of library.
- Initiatives for improvement in teaching-learning process and all-round development of students.
- Capacity building initiatives.
- Initiatives for online admission.
- Green and Gender Initiatives.
- Initiatives during Pandemic.

Based on the perspective plan various activities successfully implemented:

**Physical Infrastructure:** Adequate no. of classrooms and laboratories, a well-equipped Central Library are available.

**Teaching Methods-** Participative and interactive teaching methods are followed. Regular evaluations, seminars, webinars etc., are organised. Students prepare wall magazines.

**Applied Learning-**field excursions, application-based learning, laboratory for hands-on training, facilitate applied learning.

**Curriculum development:** NEP 2020 was introduced by Vidyasagar University. Module-based lesson plans, continuous assessment have been implemented for systematic teaching and timely completion of syllabus through academic calendar.

**ICT infrastructure and library upgradation:** Smart classroom, overhead projector, computer laboratory, WI-FI facility, automated library facilitating access to e-books & e-journals, and study materials etc.

**Mentoring:** Slow and advanced learners are identified, remedial classes arranged, Mentor-Mentee sessions conducted.

**Capacity building initiatives:** Hands-on Computer training, value-added course on Foundation of library Science in a Digital Age, Innovation Centre on art and craft as a part of the Skill-based learning.

**Admission process** is transparent and fully online.

**Green and Gender initiatives:** Green campus initiatives and Gender sensitization programmes are regularly organised.

**Initiatives during the Covid-19 Pandemic:** implemented ILMS facilitating teaching learning in online platform when physical classroom was suspended due to Covid-19 pandemic.

**Co-curricular activities** - Students' participation in intra-college platforms facilitated. Activities like quizzes, poster competitions, PowerPoint presentations, contributions to college magazines are encouraged for all-round development.

**Functioning of institutional bodies:**

Overall administration, appointments, service-rules, procedures and policies are framed by the Higher Education Department, Government of West Bengal and displayed in the organogram. Structured committee system has been formed consisting of teaching, non-teaching staff and students' representatives.

The Committees are:

- IQAC, Academic Audit Sub-Committee, CCFUP Sub-committee (NEP), Internal Examination Sub-committee. University Examination Sub-committee, Seminar Publication and Academic Calendar Sub-committee. Routine sub-committee.
- Service-Book Detention and Leave Sub-committee, Income Tax Sub-committee, Website Sub-committee for Data Management, WB Health Scheme Sub-committee, RTI cell.
- Library Sub-Committee, Minority Cell, Disciplinary Sub Committee and Internal Complaint Sub-committee, Grievance Redressal Sub-committee.
- Admission Committee, Anti-Ragging Sub-committee, Carrer Counselling and Placement Sub-committee.
- Scholarship Sub-committee, Equal Opportunity Cell.
- Cultural Sub-committee, Sports Sub-committee, NSS Sub-Committees.

**Effective & Efficient Functioning of the Institutional Bodies:**

- The Principal, as the Head of the institution, leads academic and administrative activities in consultation with IQAC, Teacher's Council and Administrative Committees to monitor institutional academic and administrative functioning.
- Regular review meetings are conducted by TC and IQAC.
- Departmental Heads monitor Departmental Activities.
- Recruitment and Appointment of Permanent Teachers and Non-Teaching Staff are conducted by the West Bengal Public Service Commission and Higher Education Department, Govt. of West Bengal.
- West Bengal Service Rules are applicable to all employees of the college.