

**GOVERNMENT COLLEGE FOR  
WOMEN (A), GUNTUR**

# **INSTITUTIONAL PERSPECTIVE PLAN**



**INTERNAL QUALITY ASSURANCE CELL**

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## **1.Preface**

Every institution should have a vision and a mission which are its *raison d'etre*. The vision and mission of the institution gets expressed in the form of a perspective plan stating its short term and long-term goals. The perspective plan evolves with changing times and needs.

The perspective plan of GCW(A), Guntur has been developed based on the analysis of current demands and future needs of the stakeholders. It gives the direction towards which the college should move to achieve its set goals and objectives. The perspective plan contains a brief introduction to the college, the statement of the vision and mission, the core values, the SWOC Analysis etc. After analyzing the internal and external factors involving the stakeholders the institutional goals have been set for the different domains of growth. The efficacy of implementation processes and monitoring get reflected in the measurable attainment of strategic goals. So, the perspective plan becomes the guiding force for GCW(A), Guntur to achieve its goal to become an institution of academic excellence and providing quality education.

## **2.About the College**

Government College for Women (A), Guntur was established in 1942, in 10.85 acres of land in the prime locality of the city. It is equipped with laboratories and ICT enabled classrooms. It has bagged 'B++' grade with a CGPA of 2.92 in the latest NAAC accreditation process (RAF). It has completed 76 years of committed service enabling the rural women students in terms of education and employability. Now, it is an Autonomous college. The college offers 32 UG programs in CBCS pattern and 4 at PG Programs up till 2022-23 academic year. It has achieved the 'College with potential for Excellence (CPE) status from 1st April 2016 to 31st March 2021 and received grants worth Rs.2 crores under RUSA for the development of infrastructure.

The College has 23 departments including in the latest subject areas like Biochemistry, Microbiology and Biotechnology with more than 2000 students on rolls. The Institution provides hostel accommodation for the poor students and takes special care of the physically challenged students.

This institution is a Nodal Resource Centre. As such, it offers training to teachers of the neighboring colleges in student–centered methods and the latest aspects of domain knowledge.

The college has a separate Job Placement Cell, Jawahar Knowledge Centre(JKC), which trains the students in Communication Skills and Soft Skills and helps students get placed in jobs through linkages and campus interviews. The institution has MOUs with employing agencies for regular campus drives.

### **3. Introduction to Perspective Planning Document:**

For any institution or organization, strategic planning is essential to accomplish its Vision and Mission. It is incumbent upon the institution to focus on accomplishing the institutional goals. Strategic planning is a dynamic and continuous process.

Strategic Planning and Deployment Document (SPDD) of an institution presents the analysis of current situation and future course. It gives the direction towards which the situation should move to achieve its goals and objectives. The document begins with enunciating the vision and mission along with core values. Then, follows the SWOC analysis. After analysing the internal and external situation, institutional long term and short-term goals reflecting the needs and aspirations of the stake holders are set up in all possible growth domains. Feedback from the Heads of Departments and faculty members is collected. The strategies with action plans are determined to achieve institutional strategic goals. While formulating the strategic plan and deployment document, all the stakeholders are involved to contribute their part which is vital for the success of every organization. The implementation and monitoring processes are stated clearly. The measurable outcomes and targets are identified.

This document is the guiding force for college to achieve its goal to become an institution of academic excellence and a cradle of responsible, positive minded graduates.

## **4.VISION& MISSION**

To empower women students of first-generation families from marginalized sections with 21st century skills to grow as global citizens with values for a holistic personality.

### **Mission Statements**

- 1.Imparting knowledge, skills and values through need based and flexible curriculum through student - centered teaching methods
2. Facilitating research temper, critical and creative thinking skills among teachers and learners through digital resources
- 3.Providing an objective and participatory atmosphere and facilities for developing self-confidence, self-esteem, employability, entrepreneur skills and overall development
- 4) Integrating a serving spirit, integrity, accountability, dedication and commitment among the teaching and non-teaching staff and the students through transparent and participative administration.
- 5) Creating an eco-friendly ambience through green practices and offering value-based education through community help and extension activities.

## 5.Core Values

### Our core values are:

- values and Ethics
- Accountability
- Inter Disciplinary Collaboration
- Women Empowerment
- Community and Diversity
- Excellence

### Values and Ethics

Along with technological development, we need values and ethics for a progressive and harmonious survival. As the institution shapes the students into future citizens of a responsible society the institution lays a special emphasis on qualities like truth, love, commitment, discipline and honesty.

### Accountability

As 'accountability' plays a vital role in shaping the personality of the individual, all the teachers, the students and the non-teaching staff are motivated to develop this quality.

### Inter Disciplinary Collaboration

The Institution, with 23 departments in various branches of learning tries to offer the best quality education through an inter - disciplinary approach. The disciplines collaborate for shaping learning in a meaningful way.

### Women Empowerment

As this is primarily an institution for women students, the institution tries to empower the first-generation women students as competent global citizens with sophisticated employability skills and life skills.

### Community Development

The progress of a nation depends on the development and prosperity of a community, which in turn depends on its Educational Institutions. As ours is a Lead College in the district we commit ourselves for the development of the community through diverse programs and activities which focus on literacy, cleanliness, health, ecological awareness and community related problems. Our students as NSS volunteers take up many activities to serve the community and thus partake the responsibility for societal development.

### Excellence

Excellence should be the hallmark of every academic institution. The excellence of an institution is judged by its performance in different areas. Curricular, co-curricular, extra-curricular and extension activities decide the performing status of an institution. With need-based and flexible curriculum, Student-Centered Methods in Teaching and Learning, research temper and good ambience for learning with e-resources and digital platforms, transparent and decentralized governance and an eco-friendly campus, the institution with its 81 years of history is striving for excellence with a focus on the development of holistic personality of the students.

## 6.SWOC Analysis

### Institutional Strengths

1. Greater Academic flexibility provided by autonomy for the uplifting of academic standards.
2. Diversity of programmes and courses along with a 10-month internship caters to students of many backgrounds exposing the students to a wide range of knowledge and skill bases.
3. Periodic updating with respect to the continuation, addition of programs and courses keeping in view of the demand and utility.
4. Adoption of blended mode ensures increased student engagement and efficient use of time for an extended period.
5. Good scaffolding for student learning with guest lectures, workshops, seminars, bridge courses, remedial courses, certificate courses, job-drives, ward counseling, awards/rewards for academic performance, internships etc.
6. Structured Continuous Internal Assessment (CIE) assures student engagement with learning as well as formation of learning while standardized question paper format in the Semester End Examinations (SEE) ensures UGC recommended, equitable, nonbiased, and objective assessment of students' performance across all programmes.
7. Award of additional credits for achievement in co-curricular and extracurricular activities like certificate courses, MOOCs, NSS, NCC and Sports and the provision of ABC (Academic Bank of Credits).
8. A computerized library equipped with Soul software and vast library resources with the latest editions of books, INFLIBNET for accessing millions of online books and journals.
9. Adequate sports facilities and faculty lend huge encouragement for participation in the sports events resulting in success at state, inter university and national levels.
10. Assured student welfare through scholarships, freeships, exam and limited hostel fees waiver for orphan students, grievance redressal cell, women empowerment cell and Internal complaints committee.
11. ICT integrated student-centric initiatives in almost all the aspects such as admissions, instruction, assessment, publishing of results, attainment of the learning outcomes, administration and finance resulting in the efficient and effective functioning of the whole institution.
12. Institutional recognition with NAAC accreditation, NIRF ranking and certification by ISO.



13. Securing considerable CSR funds because it is a reputed institution in the city.
14. Empowering more women students are with higher education and thus contributing to societal inclusiveness by being a Women's college,
15. Proximal and strategic geographical location of the institution for easy access from bus and railway stations and affordable fee structure.
16. Decentralized administration with the involvement of statutory committees for shared responsibility.
17. Regular recruitment of faculty helps the maintenance of the quality in various aspects of the teaching, governance, and management of the institution.
18. More than 90% of the faculty are NET/SET qualified while 50% of the faculty are doctorates who can carry out research and guide research ensuring excellent qualitative teaching.
19. Conducive administration for continuous faculty development for effective teaching and professional advancement through online and offline mode.

### **Institutional Weaknesses**

1. Dependence on the policies of government for academic and administrative reforms and implementation.
2. Limited freedom for the administration to utilize available funds to maintain and improve infrastructure of college campus.
3. Limited association with premier academic and R&D organizations.
4. Few research publications from the faculty due to lack of research facilities, and research funding.
5. Budgetary allocations are not increasing with the rising cost of needed resources for various courses where technologies and practices are changing at a fast pace.
6. Only 50% classrooms and laboratories are ICT enabled such as LCD Projector/Digital classroom/Virtual Classroom
7. Lack of advanced laboratory facility with high output equipment and sufficient power back up system.
8. Absence of training for the administrative staff in ICT and non-availability of technically skilled staff in the laboratories.

9. Underutilization of land resources for the required additional classrooms and labs due to paucity of funds.
10. Increasing burden of non-academic activity and administrative work affects quality academic schedule.
11. Poor enrollment of students in certain programs due to misconceptions in the public about these restructured and applied programmes.

### **Institutional Opportunities**

1. MOUs with the objective of leveraging consultation, research, extension etc. are to be planned and executed.
2. The research experience of Ph.D faculty can be tapped for the conduct of research and the same can be published.
3. Establishment of Central Research Facility may be taken up with the available funds.
4. Available land can be utilized to build additional classrooms, more laboratories, additional hostel facilities, and research establishments.
5. The competencies of the faculty can be utilized to offer MOOCs courses, in giving coaching for competitive exams like NET and SET. Consultancy can be offered in this respect and such coaching will meet the needs of the students in the city.
6. Optimal utilization of Z space technology and Studio for the creation of LMS.
7. Leveraging social media for showcasing the activities and competencies of the institution. This can generate income and help in the creation of publicity.
8. More number of PG Programs that meet the students' diverse demands can be offered.
9. The institution with diverse departments can take advantage of specialized knowledge, shared resources, and interdisciplinary nature of investigation, if collaboration is taken up with reputed academic institutions and industry.
10. Engaging the huge alumni in improving the facilities in the college as well as in utilizing their intellectual resources for student capacity building.
11. Autonomy gives the opportunity to design and offer courses and programmes with a potential for entrepreneurship and employment.

12. Locational advantage aids in development and in seeking a greater number of admissions as it enjoys the reputation of being a very old and well-established institution with commitment to women's education.

13. Utilization of educational tools from open sources presents an opportunity to enhance the quality of teaching, learning, and evaluation.

### **Institutional Challenges**

1. Research funding is not available due to the absence of such an outlay from the government.
2. The affiliating university does not provide research guideship to qualified teachers.
3. Non-sanctioning of regular faculty for PG programmes.
4. Technically ill-equipped non-teaching staff hamper the optimal utilization of laboratory resources leading to the wastage of time for the instructors.
5. Inordinate delay in admissions due to government's policy of centralized on-line process.
6. Lack of complete autonomy in the aspects of academics, administration, and finance.
7. Improving the employability of the students in the current scenario of the rapidly changing technology and industrial requirements.
8. Insufficient computer labs for better promotion of ICT.
9. Retention of qualified faculty due to the general transfer policy of the government.
10. Inadequate Budget Allocation for campus and infrastructural advancement.
11. The high dropout ratio presents a significant challenge that could not be negated due to socio-economic backwardness of students and their families.

## 7. Strategic Goals (Short and Long Term) for 2018-23

### Strategic Goals

#### Academic

##### Short Term

- Strengthening of Curricular Aspects
- Strengthening of Bridge courses
- Focusing on Slow learners
- Review of Curricular, Co-curricular, and Extra-curricular activities
- Effective Planning for Board of Studies for Qualitative Curriculum
- Focus on Attainment of Learning Outcomes through Activities and Evaluation
- Strengthening of formative and Internal Evaluation
- Using feedback from students on curriculum in revising the curriculum
- Introduction of internal assessment in Life Skill and Skill Development Courses
- Framing policy on prevention of Malpractice in examinations and constitution of a committee to monitor its execution
- Implementation of minimum attendance requirement rules and of payment of condonation
- 3rd party validation of the question paper in the context of grievance.
- Introduction of moderation with grafting in evaluation
- Introduction of structured uniformity in formative and summative assessment across all the core courses and programmes.

##### Long Term

- Periodical Introduction of new programs both in UG & PG
- Introducing and UG (Honors) programs
- Introducing skill and market-oriented programs
- Offering new certificate courses annually
- Periodical revision in curriculum by adding content focusing on employability, skill development, entrepreneurship in syllabus
- Introduction of Community Service Projects internships as non-course credit awarding components
- It is planned to introduce Outcome based Education system –implemented from 2021-24 batch
- To develop innovative ecosystems with a greater number of startups.

#### Administrative

##### Short Term

- Conduct of Internal Audits
- Conduct Parent-Teacher meetings
- Reconstitution of the IQAC (Internal Quality Assurance Cell)
- Revision of feedback questionnaires, **administration, collection and analysis process and strengthen the whole process.**
- Preparation of Departmental Yearbooks

##### Long Term

- Submission of AQAR (Annual Quality Assurance Report) within stipulated time
- Strengthening the functioning of Academic Council
- Periodical reconstitution of Statutory Boards
- Collaboration with Commissioner of Collegiate Education for teaching-learning monitoring app

- Streamlining Report formats of the activities conducted
- Streamlining Best Practices
- Alumni Committee registration
- Pre Bos Meetings to identify gaps for strengthening curriculum
- Criterion wise review meetings to make gap analysis for accreditation.
- Conduct department wise review meetings and fix department wise as well as teacher wise targets to meet quality benchmarks
- Revise the Vision and Mission and Programme Outcomes of the college.

- MoUs with standard National and International agencies
- Post accreditation quality initiatives
- Increase capacity building programs for faculty, administrative staff.
- Conduct FDPs to the faculty of the college and member colleges to strengthen their skill sets.

### Student Support

#### Short Term

- Orientation to students on online learning and e-learning resources in the context of Covid Pandemic
- Conducting induction/orientation program for first-year students

#### Long Term

- Establishment of Health and Counseling Centre
- Periodical Increase in the admission intake depending upon the demand.
- Exploring avenues for new external scholarships
- Academic Bank of Credits.

### Infrastructure

#### Short Term

- Introduction of additional features into the automation process regarding the Exam Cell's functioning.
- Construction of Shed-1 at Fee Pay Counters for students and Shed-2 at Commerce Block for running commerce classes.

#### Long Term

- Improvement of ICT facilities in Teaching
- Constructing additional classrooms through CSR funding agencies
- Construction of a new hostel block
- Construction of new water storage tank
- Acquisition of two bore wells for water supply
- New electrical wiring for the old block
- Health centre to serve sick students
- Play area for indoor outdoor games
- Internet Center with Printers
- Waiting hall for parents and visitors.
- Modernised kitchen has to be brought into usage
- To augment ICT facilities like computers, smart boards, Studio for effective academic environment.
- Renovation and repair work for existing buildings

### Resource Mobilization

#### Short Term

#### Long Term

- . Permission from CCE for the execution of CSR project of construction of hostel block with 12 rooms donated by Crane Foundation
- Pursuing and ensuring the availability of newly completed additional hostel block to the students.

- Securing CSR funding agencies for construction of additional classrooms, and hostel block as there is a serious need for both.
- Securing NGO & CSR scholarships.
- Apply for Govt and non govt funding agencies like Star DBT, CSIR, RUSA, UGC

**Others**

**Short Term**

- Updation of Website
- MOU with ITC Bhadrachalam for waste management.
- Campus security enhancement

**Long Term**

- Department wise green initiatives to be augmented.
- Community extension activities by entering MOUs with partner organisations.

### **8.Perspective plan Implementation and Monitoring**

Implementation of the Perspective plan is evaluated from time to time. After preparation of Strategic plan, the next step is its implementation. During implementation the progress of the strategy shall be reviewed from time to time. Hence the measurable success indicators are clearly spelt out in the implementation document. Principal along with the other members of IQAC periodically review the strategic plan and its deployment.

Responsibility & Accountability for various activities at institute level:

Several committees are constituted to discharge the responsibilities in the way of putting the strategic plan to work.

The statutory and non-statutory committees, HoDs and the faculty have critical roles in the implementation of the perspective plan.

#### **Implementation of the perspective plan:**

<b>Aspect of planning</b>	<b>Committees(s) and members</b>
Governance and Administration	Chairman, Members of GB, Principal, Statutory committees, and Administrative Office
Students Admissions	Principal, HODs, Admissions team
Infrastructure -physical and digital	Principal, Infrastructure committee, & HoDs
Curriculum transaction/ Teaching-Learning	Principal, HODs and Faculty
Research and Development	Principal and HODs, faculty
Students Development	Student Council in-charge, HODs, NCC Unit, NSS coordinators, women empowerment cell, Literary and Cultural committee
Departmental Activities	HODs and Faculty
Training and Placement	Principal, JKC Coordinator, HODs and faculty
Quality Assurance	Principal, Academic cell, IQAC team
Financial Transactions	Finance Committee

Examinations	Examinations committee, HODs, Staff
Internships	Internships committee
Introducing New Programs	Principal, GB, AC, IQAC

**The roles of Various College level committees in the implementation of perspective plan:**

The functions and responsibilities of each committee are mentioned in the year-wise lists of committees against each committee. The following table gives a few examples.

Area	Body/Committee responsible	Tasks assigned	Remarks
1.Academic administration and supervision/curricular transaction	A number of statutory and non-statutory committees are constituted	Assist the principal in administering the curricular, co-curricular and extracurricular activities.	The committees work for the holistic development of the student
2.Infrastructure	Infrastructure committee	1.Maintain physical and digital infrastructure 2. Identify and Approach prospective donors to seek donations for constructing new classrooms, a new hostel block, procuring furniture like benches, tables and chairs	Physical infrastructure facilities include clean, quiet, and safe classrooms, laboratories, and digital infrastructure, to enhance effective and efficient teaching and learning.
3.Introducing new programs	IQAC, AC, GB	Assessing the needs and requirements of the stakeholders and the feasibility and availability of resources for introducing a new program of study.	New programs shall be introduced through a prescribed process.



4.Student support and mentoring	Mentor-Mentee committee	1.Ward Counseling 2. Financial Support to poor students 3. PG Coaching	Every faculty is allotted a certain number of students as wards. –Prevent dropouts due to various financial and social reasons.
5.Grievance redressal	Principal and the Grievance redressal committee	Addressing Student grievances of all kinds	A complaint box is provided for the students to drop their written complaints pertaining to physical facilities, discipline, ragging, eve-teasing, workplace harassment and academic aspects of the institution.
6.Employee Welfare	Principal	Providing various welfare measures for the faculty	Implementation of several Government welfare schemes like Medical reimbursement, Employees Health Scheme etc.
7.Professional Development of the faculty	Principal, IQAC, HODs	Permitting the faculty to attend faculty development programs that enhance their professional skills	Faculty attend many seminars, conferences, refresher courses, orientation courses and other training programs
8.Information and Communication Technology (ICT)	Principal infrastructure committees, HODs	Procuring new ICT devices, maintain the existing ICT facilities like dedicated internet, Computers, Printers, LCD projectors, digital classrooms, etc for effective and efficient teaching –learning process.	Providing uninterrupted internet service, repairing computers that develop technical problems or glitches.
9.Examinations	Controller Of Examinations	Examination fees collection, issuing hall-tickets, conducting examinations, evaluation and announcing results	Successfully adopted technology to make the assessment process quick and transparent in the past five years.

		and all other examination related tasks.	
10.Co-curricular and Extra-curricular activities	NCC, NSS, Women Empowerment cell, Sports, Cultural and Literary committees	Organizing various co-curricular and Extra-curricular activities aimed at the social, emotional, moral and physical well-being of the students by inculcating values among them.	Fulfilling the vision of fostering a holistic personality of the young adults to become global citizens.
11.Research Activities	Research Committee	Encouraging faculty to take up research projects and finding resources for funding research, creating a research ecosystem, promoting research culture among students	A few research papers have been published in various journals.
12.Hostel Accommodation	Hostel Committee	Providing comfortable and safe environment for the inmates of the hostel. 1.Admission of students into hostel  2. Discipline and Monitoring of students movement in and around the hostel 3. Monitoring facilities 4.Redressal of hostel related problems 5. Monitoring the movement of the students on the Campus 6. Controlling mobile usage	
13.Alumni affairs	Alumni Committee	Alumni enrollment, engagement and participation in college development	Engage the alumni and involve them in the college development activities

## 9. Attainment of Strategic Goals (Short and Long Term) for 2018-23

### Attainment of Strategic Goals

#### Academic

##### Short Term

- Review of Curricular, Co-curricular, and Extra-curricular activities (2019-20) – **reviewed in 2019-20**
- Effective Planning for Board of Studies for Qualitative Curriculum (2018-19) **implemented in 2018-19**
- Focus on Attainment of Learning Outcomes through Activities and Evaluation Strengthening of formative and Internal Evaluation **implemented in 2018-19**
- Using feedback from students on curriculum in revising the curriculum - **strengthened in 2018-19**
- Introduction of internal assessment in Life Skill and Skill Development Courses – **introduced in 2021-22**
- Framing policy on prevention of Malpractice in examinations and a committee to monitor its execution. **Introduced and implemented from 2021-22**
- Implementation of minimum attendance requirement rules and of payment of condonation **Introduced and implemented from 2021-22**
- 3rd party validation of the question paper in the context of grievance. **Introduced and implemented from 2021-22**
- Introduction of moderation with grafting in evaluation **Introduced and implemented from 2021-22**
- introduction of structured uniformity in formative and summative assessment across all the core courses and programmes. **Introduced and implemented from 2021-22**

##### Long Term

- Periodical Introduction of new programs both in UG & PG ; Introducing and UG (Honors) programs ; Introducing skill and market-oriented programs
- **13 new UG and PG programmes are introduced during these 5 years including skill and market oriented porogrammes and honors programmes**
- Offering new certificate courses annually
- **50 plus new certificate courses have been offered during the period**
- Periodical revision in curriculum by adding content focusing on employability, skill development, entrepreneurship in syllabus
- **Periodical inclusion is done**
- Introduction of Community Service Projects internships as non-course credit awarding components
- **Implemented CSP, short term internship and long-term internships from 2020-2023 batch onwards**
- It is planned to introduce Outcome based Education system
- **Implemented from 2021-24 batch**

#### Administrative

##### Short Term

##### Long Term

- Conduct of Internal Audits (2019-20) – **conducted in 2019-20**
- Conduct Parent-Teacher meetings (2019-20) **conducted from 2019-20**
- Reconstitution of the IQAC (Internal Quality Assurance Cell) (multiple years) – **done from 21-22**
- Revision of feedback questionnaires, **administration, collection and analysis process and strengthen the whole process. –revised and strengthened**
- Preparation of Departmental Yearbooks- **done in 18-19; 19-20**
- Alumni Committee registration **was done in 18-19**
- plan criterion wise review meetings to make gap analysis for accreditation. **Done from 21-22**
- conduct department wise review meetings and fix department wise as well as teacher wise targets to meet quality benchmarks. **Done from 21-22**
- It is planned to revise the Vision and Mission and Programme Outcomes of the college as per NEP 2020. **Done in 21-22**

- Submission of AQAR (Annual Quality Assurance Report) within stipulated time – **all 5 aqars were submitted in time**
- Strengthening the functioning of Academic Council – **Yes done**
- Periodical reconstitution of Statutory Boards- **carried out**
- Collaboration with Commissioner of Collegiate Education for teaching-learning monitoring app- **Brought out in 2022**
- Conduct FDPs to the faculty of the college and member colleges to strengthen their skill sets- **were conducted in 2022, 2023, 2024**

## Student Support

### Short Term

- Orientation to students on online learning and e-learning resources in the context of Covid Pandemic- **Conducted**
- Conducting induction/orientation program for first-year students (multiple years) – **conducted in each year**

### Long Term

- Increase the admission intake depending upon demand. **Intake is increased periodically in select programmes**
- Exploring avenues for new external scholarships **Student Scholarships from Bommidala foundation, Samarthanam trust, Alana foundation, Sitaram Jindal Foundation have been introduced: 420 students were benefitted.**
- **Academic Bank of Credits was started in 22-23**

## Infrastructure

### Short Term

- Introduction of additional features into the automation process with regard to the Exam Cell's functioning.- **was implemented in 21-22**
- It is planned to construct Shed-1 at Fee Pay Counters for students and Shed-2 at New

### Long Term

- Constructing additional classrooms through CSR funding agencies **The proposal was submitted to Mettapalli Agro products Limited Guntur in 2021-22 – completed in 2023-24**

Commerce Block for running commerce classes.  
 – **is completed in 2019-20 and brought to use**

- Construction of a new hostel block with 12 rooms donated by Crane Foundation: **Construction completed and is given student use in 2023 –**
- Waiting hall for parents and visitors. – **is completed and brought to use**
- Augment ICT facilities like computers, smart boards, Studio for effective academic environment. **(115 computers and studio are procured in 2024**
- Renovation and repair work for existing buildings – **partially done in 2023**

### Resource Mobilization

#### Short Term

- . Permission from CCE for the execution of CSR project of construction of hostel block with 12 rooms donated by Crane Foundation - **permission was sanctioned by the government in 2021-22**
- Pursuing and ensuring the availability of newly completed additional hostel block to the students. **Got it in 2023**

#### Long Term

- Securing CSR funding agencies for construction of additional classrooms, and hostel block as there is a serious need for both. **Got 4 classrooms and a hostel block of 12 rooms these 2 facilities which are a total worth 2 Crore.10 lakhs**
- Securing NGO & CSR scholarships. **Rs/-45,35,039 were secured in these 5 years**

### Others

#### Short Term

Updation of Website: **regularly updated**  
 MOU with ITC Bhadrachalam for waste management. **Was done in 2022-23**  
 Campus security enhancement: **number of CC Cameras are enhanced in**

#### Long Term

Community extension activities by entering MOUs with partner organisations.- **nearly 80 have been taken up in these 5 years**

## 10. Other Procedural and Quality enhancement Goals & Attainment

Strategic Goals	Attainment of Goals
Establishing a scientific, fair, authentic and unbiased evaluation process	<ul style="list-style-type: none"> <li>● Examination related grievance redressal structure.</li> <li>● Manning the examination cell with committed and motivated staff assigning duties, responsibilities and accountability</li> </ul>
Encouraging participative learning	<ul style="list-style-type: none"> <li>● Group discussions, debates, role-plays in language learning</li> <li>● Project works, field trips, peer teaching</li> <li>● Practicals, workshops, seminars and exhibitions</li> </ul>
Transparent and efficient Financial Management	<ul style="list-style-type: none"> <li>● Regular meetings and resolutions before meeting any expenses from the available funds</li> </ul>
Cranking up Institute – Industry interaction	<ul style="list-style-type: none"> <li>● Approaching industry heads, entering MOUs and               <ul style="list-style-type: none"> <li>● Support for internships, visits, trainings, guest lectures</li> <li>● Identifications of industry needs and advice on curriculum</li> <li>● Providing opportunities for Industry based/sponsored projects</li> <li>● Providing career guidance</li> <li>● Strengthen training and placements.</li> </ul> </li> </ul>
Ensuring students' welfare	<ul style="list-style-type: none"> <li>● Formation of student council</li> <li>● Student's representation</li> <li>● Participation in competitions</li> <li>● Organizing competitions</li> <li>● Rewards and recognitions of achievers</li> <li>● Grievance redressal</li> <li>● Providing facilities like drinking water, toilets, waiting rooms and canteen</li> </ul>
Ensuring staff welfare	<p>Staff Training</p> <ul style="list-style-type: none"> <li>● Best work ambience physical facilities and infrastructure</li> <li>● Code of conduct and service rules</li> <li>● Staff welfare policy formation and implementation</li> </ul>

	<ul style="list-style-type: none"> <li>● Career advancement scheme</li> <li>● Rewards, recognitions and incentives</li> <li>● Deputation for seminars, conferences</li> <li>● Sponsorship/ Motivation for qualification improvement</li> </ul>
Optimal utilization of internal and external resources	<p>Utilization of Library, gymnasium and play ground</p> <ul style="list-style-type: none"> <li>● Wi-fi and ICT tools</li> <li>● Laboratories</li> <li>● Philanthropists and alumni for fund raising</li> </ul>
Encouraging Alumni involvement and interaction	<p>Formation of Alumni association and registration</p> <ul style="list-style-type: none"> <li>● Data base creation, Regular interactions with alumni and networking</li> <li>● Recognition of successful alumni</li> <li>● Utilizing the services of alumni for Guest lecturers/internships/placements</li> <li>● Exploring Contributions</li> <li>● Brand ambassadors</li> </ul> <p>Sponsorships/scholarship</p>
Scaling up Community Services and Extension Activities	<ul style="list-style-type: none"> <li>● Budget from institution resources/Faculty/students/other donors.</li> <li>● Identify nearby villages for adoption</li> <li>● Projects based on rural challenges</li> <li>● Provide vocational training /job oriented training as per local needs at the institute</li> <li>● Educational support to village students</li> <li>● Conducting awareness camps</li> </ul>
Developing physical and digital infrastructure	<p>Smart Class rooms, Tutorials, Seminar halls</p> <ul style="list-style-type: none"> <li>● Modernization of Laboratory and equipment</li> <li>● Automation and infrastructure upgradation of Library</li> <li>● Strengthening Virtual classrooms and computer Systems upgradation</li> <li>● Facilities for e-learning</li> <li>● Safety and Security management – installation of CCTV cameras</li> <li>● Safe drinking Water facility (RO Plant)</li> <li>● Plantation</li> <li>● Rain water harvesting</li> <li>● Renewable Energy harvesting- installation of solar panels</li> <li>● Hygiene, solid waste management (zero plastic usage, dry &amp; wet refuse)</li> <li>● Recycling waste water</li> </ul>

Adopting best practices	<ul style="list-style-type: none"> <li>● Identifying best practices that improve quality of teaching-learning activities.</li> <li>● Involve all the departments in adopting best practices.</li> </ul> <p>Assessing the outcomes of implementing the best practices</p>
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## **11. Quality Assurance Policies:**

The college has formulated and adopted a set of policies to ensure transparency, accountability and efficiency in administration and quality in instruction. These policies are the guiding principles for the college in its decision making process and handling the issues that arise in the day to day administration. The college follows these policies in framing the curriculum, in the evaluation and assessment process, in looking after the welfare of the faculty, in providing support to the students etc.

These policies incorporate the strategic plan of the institution. They reflect its vision, mission, core values and goals.

They are:

### **1. Academic Quality Assurance policy.:**

Academic quality assurance policy is to design and deliver a need-based, enriched curriculum evolving continuously in tune with the changing needs of the society, which is delivered by using technology-driven methodologies for the holistic development of students by safeguarding the academic standards through regular monitoring and evaluation process.

### **2. Assessment and Evaluation Policy:**

Aims to review the institutional teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals of students and including performance appraisal of the teachers for promoting improvement in the quality of the institution. Execution Procedure Assessment & evaluation process of Students.

### **3. Consultancy Policy:**

Aims at making its expertise available through service to industry, government, professions, arts and other educational and research organizations.

### **4. Employee Welfare Policy:**

To ensure physical, social, and psychological wellbeing of employees and ensure a conducive working environment for better productivity.

### **5. Green Audit Policy:**



Green audit aims to monitor the impact of college practices on the environment and measures taken to secure healthy, eco-friendly and sustainable environment.

#### **6.Grievance Redressal Policy:**

Grievance redressal policy is the procedure laid down by Government College for Women (A), Guntur to provide a proper solution either to a complaint or a grievance expressed by the students pertaining to Infrastructure, Discipline, Ragging, Eve-teasing, Early Marriage, Workplace harassment and grievances arising out of the academic aspects of the institution. The main objective of this policy is to ensure an atmosphere i.e., conducive for learning and the all-round development of the women students.

#### **7.Infrastructure Developmental Policy:**

Infrastructure development policy is to ensure quality and excellence in global standards by providing the up-to date infrastructure facilities such as clean, quiet, safe buildings, classrooms, lab equipment, and virtual classrooms for effective and efficient teaching –learning process.

#### **8.Professional Upgradation Policy:**

Education is all about learning and updating ourselves. People who are related to this field need to knowledgeable, competent and proactive. The Objective of this policy is to design the various methods that provide the required professional training to both the Teaching and Non-Teaching staff in order to make them confident to take up a task at work.

#### **9.Quality Assurance Policy:**

The aim of this policy is to design the frame work so as to deliver quality in teaching, learning and evaluation, a continuous improvement in the college environment including resources, to eliminate deficiencies if any and to scale high quality standards

#### **10. Research Policy:**

Higher Educational Institutions need to be the centers of Research and Innovation. The Research Policy of the college was discussed and accepted in the Academic Council 2016- 17 meeting. The research policy of the college aims to create a research culture among its teachers, staff and students and for enriching and enhancing the professional competence for developing and promoting scientific temper and research aptitudes, for realizing the 'vision' and 'mission' of the institution and for contributing to national development. It also aims at ensuring that the research activities of the college conform to all applicable rules and regulations as well as to the established standards and norms relating to safe and ethical conduct of research.

#### **11. Student Mentoring Policy :**

Government College for Women will ensure that all the students receive care and guidance in matters pertaining to personal development, academics and career. The Student mentoring Policy has been drafted with the objective of helping students in overcoming learning difficulties, physical and emotional disturbances which is very essential to achieve their cherished goals.

#### **12. Student Support Policy :**

In acknowledgement of the problems faced by the students from a poorer background Government College for Women provides support in the form of Scholarships, Mess Bill Waiving, Exam Fee Waiving and other material support so that they can complete their graduation without any difficulty. This Policy also includes those students who represent the college in Sports and Cultural Competitions held at various levels.

#### **13. Transparency Policy:**

Government College for women (A), Guntur is a public funded educational institution. Transparency Policy aims at designing the ways that ensure greater accountability and improve institutional performance in academics and administration

#### **14. Virtual Teaching-Learning Policy :**

Virtual learning policy aims to share and extend quality teaching by using novel pedagogy practices through virtual space to encourage collaborative learning among students by inculcating critical and logical thinking over their core subjects.

#### **15. ICT Policy:**

Information and Communication Technology policy is to ensure quality and excellence in global standards by providing the up-to date ICT facilities like dedicated internet, sufficient number of Computers, Printers, LCD projectors, Virtual classrooms, etc for effective and efficient teaching – learning process.

#### **16. Policy On Malpractice (Prevention) in the Semester End Examinations:**

Aims at preventing, curtailing and curbing malpractice in external examinations through stringent rules and regulations and vigilance during the examinations to ensure the integrity and authenticity of the assessment and to be fair to all candidates.

#### **17.Scholarship Policy:**

Government College for Women(A), Guntur has a very effective scholarship policy in place. The college ensures that all eligible students, especially those that are deprived and are from economically weaker sections, secure some kind of financial assistance in the form of Government scholarships, non- Government philanthropic scholarships, merit scholarships, merit Prizes and endowment cash awards. Students are supported with financial assistance in two ways. Scholarships ensure that students are supported from the entry level to through the duration of

the whole programme which ensures that students continue their education. Endowment and merit cash awards awarded at the exit level are based on their academic performance towards excellence.

### **18.E-Governance Policy**

*E-governance or 'Electronic governance'* refers to the use of information and communication technologies (ICTs) (such as Wide Area Networks, the Internet, and mobile computing) at various levels of the institutional governance for the purpose of enhancing governance.

The e-governance policy of Government College for Women (A) Guntur, aims to harness the potential of digital technologies to facilitate transparent, efficient, accountable, and accessible administrative processes. This policy establishes guidelines for the effective utilization of electronic means for governance and communication within the college community.

#### **Objectives:**

- To enhance transparency and accountability in administrative operations.
- To streamline processes related to admissions, academics, finance, and student services.
- To improve communication channels between administration, faculty, staff, and students.
- To ensure data security, privacy, and confidentiality.
- To promote digital literacy and proficiency among stakeholders.
- To satisfactorily fulfill the stakeholders' needs and expectations by simplifying their interaction with various online services.

### **19.Resource Mobilization and Optimal Utilization policy:**

Government College for Women (A), Guntur is a Government College. The Government is the main source of funds. However, it has other sources for mobilization of funds for the maintenance and development of the college. The Institution practices a transparent and accountable financial management. The Resource Mobilization policy focuses on mobilizing and utilizing funds in an efficient and transparent manner to achieve the objectives of the institution.

### **20.Placement Policy**

The placement policy is designed to establish guidelines and procedures to ensure fair and effective placement opportunities for students.

#### **(The policy documents are available in the college website)**

The perspective plan is a pathway towards achievement of goals of the institution. However, mere formulating the strategic plan doesn't ensure success. It presents a framework which reflects the hopes, aspirations and collective wisdom of stakeholders. It requires the collective effort and teamwork of the stakeholders spearheaded by the principal and the staff. The perspective plan is not a portrait hanging on the wall. Instead, it is like a living organism that evolves through time ever incorporating the changing needs and aspirations of the community.



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