DEVA MATHA COLLEGE KURAVILANGAD
Affiliated to Mahatma Gandhi University, Kottayam

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STRATEGIC PLAN FOR 2017 - 2022

Committee members

Sl No	Name	Designation	Position held in the committee	Signature
1	Dr. Philip John	Principal	Chairman	
2	Fr.VellachalilKuriakose	Bursar (Representative of Management)	Vice-Chairman	
3	Sri. P. M. Mathew	Ex-M.L.A and President of Alumni association	Member	
4	Mr. Anish Thomas	IQAC Coordinator	Member	
5	Dr. Tina Sebastian	Representative of Staff Association	Member	
6	Mr. Marvin Sabu	Representative of Students	Member	

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

STRATEGIC PLAN FOR 2017-2022

Preface

The aim of this five year Strategic Plan is to formulate strategies and provide investment priorities for the reconstruction, reform and development of the Deva Matha College's education system. The heart of this strategic plan is to develop a vibrant internal environment which offers a high quality learning atmosphere to the students. The environment must provide the opportunity for students to discover who they are and what they want to become.

Various strategies to be followed by the college for envisaging quality education and well-being of students are mentioned in this report. The action plan also recognizes the importance of participation of various stakeholders and envisages various strategies towards it.

The plan addresses four focus areas:

- Holistic wellbeing of students
- Vibrant and advanced learning environment
- Eco-friendly campus
- Infrastructure development

Plan implementation is the responsibility of the Internal Quality Assurance Cell of the college. The cell must strive to develop a campus culture that emphasizes innovation and broad engagement in this rapidly changing world.

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

DEVA MATHA COLLEGE KURAVILANGAD
STRATEGIC PLAN FOR 2017-2022

1. Green protocol

Green protocol is essentially a set of measures which when implemented results in significant reduction of waste with primary focus on prevention of use of disposables and using reusable alternatives. Following green protocols are proposed to implement in the campus during the period:

➢ **Avoid plastic boards and flex**
Complete ban of plastic boards and flex should be implemented in college campus by the end of 2020. Alternatives for plastic bags should be promoted by the college by means of prohibiting plastic bags and plastic wrappers used by students for bringing lunch. Cloth bags production and usage should be promoted within the period.

➢ **Bio gas plant**
College canteen and hostel should adapt bio gas instead of LPG. Atleast 30 percentage of the energy requirement of these units should be met by biogas plants by the end of 2021.

➢ **Green audit and energy audit**
Green audit and energy audit should be conducted periodically and reports should be carefully examined for taking necessary steps.

➢ **Reduce electricity bill**
The college staff must to adapt to take various energy saving mechanisms to reduce electricity bill. The staff members should ensure that no electronic devices are operating unattended. The students need to be educated with the importance of saving energy. The college should replace traditional bulbs with energy saving bulbs. Solar power units should be installed in the campus and at least one department in the college should be completely operated on solar energy by the end of 2021. Proper and timely maintenance of electric wiring should be done. A staff member should be in-charge of ensuring proper maintenance of wiring.

2. Water Management.

The college needs to ensure that not a single drop of water is wasted on the campus. Proper maintenance of taps and pipes has to be ensured. For better conservation of water, the college must resort to recycling of water. The college needs to construct additional water tanks to meet the water requirements in the summer season. Proper recycling of water should be ensured and water conservation movements should be promoted by the college.

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

3. Construction of Seminar Hall.

A fully air conditioned seminar hall has to be constructed with state of the art facilities. The hall must be used for conducting meetings, seminars and workshops. This facility can be shared with other institutions on prior request.

4. Career Advancement for Staff

The faculty members and non teaching staff should be motivated to bring improvement in their respective areas. They should be made aware of various career advancement schemes on time and encouraged to pursue professional development courses.

5. Student Enrichment Programmes

Apart from normal curriculum delivery, the College should be keen on orchestration of student enrichment programmes. Soft skills and technical skills of students must be enhanced during their courses. Each department must conduct at least one add-on course in their department. The add-on course can be either intra or inter departmental. Fee based certification courses must be promoted and external help can be sought in this regard. The College also has to ensure adequate platforms to showcase their cultural talents.

6. Value Based Education

The college must ensure programmes to inculcate personal, social, moral, spiritual and cultural values among different stakeholders with primary focus on students. Different clubs, associations and departments should take up various value-oriented activities.

7. Patriotism

Patriotism among students should be promoted. Days of national importance must be observed. Students must be motivated to participate in various events conducted in connection with days of state/national/international significance.

8. Feedback Collection

Feedback from various stakeholders should be collected and analyzed periodically. Feedback regarding curriculum, teachers, college etc. should be collected. Feedback on Teachers should be communicated to the respective teachers. Appropriate actions should be taken by the college on time for the improvement of teaching learning and other activities. A Feedback committee instituted for this purpose should monitor the above said activities.

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

9. Student Empowerment Initiatives

Apart from students council, students must take part in various quality initiatives on the campus. Various clubs, forums and events must be managed by selected students. These students must get adequate level of training to discharge their roles duties effectively.

10. Students' Well-being

Holistic well-being of students should be ensured through various initiatives under the aegis of various cells, clubs and forums. Mentoring and Counselling for students should be carried out effectively. Proper guidance and student involvement should be ensured through their participation in seminars, programmes and skill oriented courses.

11. MoU with External Agencies/ Institutions

Maximum number of MoUs must be signed with external agencies in order ensure collaborative activities inside the campus for the benefit of the students.

12. Up gradation of classrooms

The Number of ICT enabled classrooms should be enhanced by the end of 2022.

13. Workshops and Seminars

Conduct more workshops and seminars which will contribute to students' knowledge and development.

14. Inspire Organic Farming

College should promote organic farming through vegetable cultivation inside the campus. College should encourage students to grow vegetables inside the campus. Polyhouse farming should be facilitated.

15. Yoga Centre

College should take up initiatives to propagate the benefits of practicing yoga and meditation within the campus. A spacious hall is to be set apart for the effective conduct of yoga classes. Add-on course on yoga for the students can also be thought of.

16. Extension and Outreach Programmes

The college must be keen on organizing activities which will eliminate the gap between the students and the local community. Skills and knowledge acquired by the students from the college should be shared to resolve social issues.

17. Evaluating curricular and co-curricular activities

There should be a curriculum committee to monitor the curricular aspects of each academic year and ensure that everything progresses properly and systematically. Co-

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

curricular and extra-curricular activities are to be properly guided by various clubs, cells and forums.

18. Promoting Research

The college should inculcate a research friendly atmosphere on the campus. The college should promote research attitude among the teachers and prospective students. College should conduct research webinar series.

19. Ensuring Stakeholder Participation

The College is incomplete without all its stakeholders. All the stakeholders should be benefited from the college. The college should dovetail its activities in accordance with the needs of the stakeholders. Feedback of all stake holders such as Parents, Alumni, Employers, Representatives of the management, prominent citizens of the society and well-wishers of the college should be collected on a regular basis. Necessary changes should be implemented in the curriculum and functioning of the college.

20. College Website

The college should have an efficient website to communicate with the external world. The website should be capable of providing all the adequate information to its stakeholders. It should also have the facility to collect feedback, fees and donations from the respective stakeholders.

21. Self-Auditing

The college should periodically prepare a self-study report to assess its academics, administration and finance.

22. Incubation Centre

The college should promote entrepreneurship attitude among students. Students should be equipped with the skills and knowledge to develop business ventures.

23. Audit for Sustainable Living of DMC'ians

Environmentally sustainable living must maintain stable resource bases, discourage over exploitation of renewable resources and avoid depletion of non-renewable resources so as to maintain biodiversity and atmospheric stability. Pro-active measures to support sustainable living require the following types of audits.

a. Energy and Environment audit

b. Auditing for Water Management

c. Auditing for Waste Management

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

d. Auditing for Biodiversity.

These audits must done regularly and rectifying measures should be taken.

24. Gender audit

Gender audit is a tool to assess and verify the institutionalization of gender equality. IQAC should analyse gender related policies and their implementation using the data provided by the audit.

25. Enrichment of Non-Teaching Staff

Non-teaching staff are an important part of the College. They shouldn't be left out from the enrichment programmes. Value and skill addition programmes should be conducted for their betterment and operational efficiency.

26. Office Renovation

The existing office should be renovated to provide better service to the stakeholders with state of the art facilities. The space constraints should be resolved my keeping the future needs in mind.

27. Automation of Library

All in-house operations of the main library should be automated using integrated library automation packages. Barcoding technology should be used for Cataloguing, OPAC, Circulation, Acquisition, Serial Control etc.

28. Campus Automation System

It is essential to plan, create and execute academic activities and schedule, organize and deliver a comprehensive academic plan through Digital automation of the campus. Our minimum priority is to integrate admission, fee management, attendance, examination and Grading within the next five years through online mode.

29. Campus Beautification

When students are living in pleasant surroundings, quality of life could be improved. Serenity of the campus can be retained by creating and preserving both beautiful and healthy environment. Beautiful plants and trees should be planted along the boundary of the campus along with paving tiles of at least 1 m breadth for the smooth passage of students around the campus.

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

30. Upgrading NAAC position

We need to focus our attention to elevate the NAAC grade of our college to A. For that, the entire inmates of our college should solidly work as a unit to improve academic ambience, infrastructure, and Happiness index and develop innovative methods for disseminating knowledge for our students.

31. Enhance the Number and Quality of Research Centers

The facilities provided by the departments concerned for research purposes should be improved. Provide net connected computers and access to various online research repositories. As far as possible, Department with potential to excel in research should apply for research centre status (Ex. Physics, Zoology etc.) the from University.

32. New Self-Financing Block

Within the next four years, a new self-financing block of the College should be built so that all self-financing courses can be brought under the same roof.

33. New Programmes

The College should apply for new programmes which are in demand. Departments which do not have a PG programme such as Economics can apply for a PG programme.

34. Skill and Value Added Courses

The College should offer skill enhancement, capacity building and value added courses for the students.

35. Infrastructure Development Committee

The College should have a committee for infrastructure development with member representatives from management, teaching and non-teaching staff.

36. Install CCTVs all over the campus

It is very essential to install CCTV around the campus to observe the movement of people around the campus so that no strangers from outside can enter and interact with our students. Free movement of our students around the campus can be monitored.

37. New Computer Lab

College requires a central computer facility of at least 50 seating capacity.

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

38. Renovation of Laboratories

All labs especially those of Chemistry and Physics should be renovated with modern equipments in tune with the current trends.

39. Renovation of Canteen

Canteen should be renovated and made more customer friendly, capable of catering to the needs of the staff and students. The functioning of the canteen must be monitored by a faculty member assigned for that purpose.

40. Transgender friendly campus

Transgender should be accommodated within the campus and facilities like wash rooms should be developed for them.

41. Disabled Friendly Campus

Though the campus is disabled friendly, more ramps and wheelchair facility should be constructed.

42. New Toilet Complex

Location for New toilet cum wash room facilities should be identified. Toilet facilities which can be used by 15 students at a time (both men and women separately) should be provided.

43. Visitors Lounge

Guest room should be modernized catering to the present infrastructural benchmarks. College should find an appropriate space for a renovated visitors lounge to welcome guests to the College.

44. Waiting Room

Waiting room with a seating capacity of ten is very essential. If there are excess visitors for the Principal, they can be comfortably seated.

45. Improve Academic Results

Academic Monitoring committee should be established for the effective monitoring of academic programmes. The committee should periodically evaluate the model exams and University exam results, ensure the conduct of PTA meeting by the departments, and tender reports and suggestions to the Principal.

46. Registration of Alumni Association

Alumni association of the college should be officially registered with its by-laws.

Devu Matha College
Kuravilangad, Kottayam,
Kerala - 686633

47. Motivate to take up Major/ Minor projects

Teachers should be advised to apply for major and minor projects from various funding agencies such as UGC, CSIR, DST, SERB, ICSSR and the like.

48. Encourage Ph.D. Degree

All faculty member, who are not Ph.D. holders have to be motivated to register for Ph.D. programmes and finish the same within the timeframe.

49. Museum

The College should have a cultural or heritage museum showcasing the ancient traditions and significance of the place.

50. Financial Mobilization

Every department should effectively tap its alumni's support for the renovation and modernization of the department in accordance with the needs of the times. Encourage the alumni to contribute generously for the creation and maintenance of a better academic ambience in their department.

51. Students' Progression

Students' progression should be monitored until they are suitably placed. It is very essential maintain the details of career advancement of each individual student in repository of the Department.

52. Blood Donors' Forum

A platform should be created to connect the blood donors of the College including its students and alumni with those who are in need of blood. A mobile app/blog can be created for that purpose.

53. Open Gym

A gymnasium with modern facilities which can be made open to the students, staff and the public alike could be a great help to maintain fitness and quality of life.

54. Open Auditorium

A Multipurpose indoor stadium cum auditorium should be built in the college taking into account the various future requirements of the students

55. Digital Library

A Digital library is very essential for our students as most of the books and journals are nowadays, available in digital form. Digital Library requires a broadband

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

connection which can support at least 50 students at a time. All accessible journals from UGC and other agencies should be made available in the Digital Library.

56. Car Park Area for Teachers

Sufficient parking space for teachers and visitors is the need of the hour.

57. Council Hall

College should find an appropriate space for a renovated council hall with all facilities to conduct council meetings and presentations.

58. IQAC Office

There should be a separate place of work for the IQAC team with proper facilities to conduct their regular meetings and presentations.

59. Maintenance

Whenever potholes are formed on the road to the college they have to be filled with tar and maintain the condition properly. The cracks or scratches of the walls if any, should be cleared, smoothened and painted. Similarly, any breakage of water pipes/taps should be fixed immediately.

60. Landscaping

A beautiful garden with lawn and flowering plants has to be maintained in front of the college. Flanks of the road from the main gate to the college have to be beautified with well-trimmed trees. A full time gardener is to be appointed for maintaining the landscape and the garden.

61. Boundary Demarcation of the Campus

Proper boundary demarcation of the College campus is very essential. Beautifying plants and trees should be planted along the boundary of the campus. Paving tiles of at least 1 m breadth around the passage will facilitate the smooth movement of students.

62. Proper name boards

Classrooms, departments and all other rooms in the College should be provided with proper name boards.

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

63. Leisure Time Facilities

Relaxation facilities should be provided within the campus for students to recreate their free times.

64. Job Fairs

The college must invite providers of employment from various national and multi-national sectors and facilitate the students to attend Job Fairs. Special courses and training also should be imparted to the students to enhance their potential for employability.

65. Overall Functioning

All the departments should come up with annual action plans comprising of curricular, co-curricular and extra-curricular initiatives which are to be effectively implemented and monitored by the IQAC of the college.

66. Maintenance of Progress Card

The IQAC must prepare a progress card by the end of 2022 to measure the progress in the Strategic Plan. A tentative model of progress card is attached with the strategic plan.

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

Strategic Plan Progress Card

Sl. No	Strategic Action	Good Satisfactory Not Satisfactory
1	Green protocol	
	a. Avoid plastic boards and flex	
	b. Bio gas plant	
	c. Green audit and energy audit	
	d. Reduce electricity bill	
2	Water Management	
3	Construction of Seminar Hall	
4	Career Advancement for Staff	
5	Student Enrichment Programmes	
6	Value Based Education	
7	Patriotism	
8	Feedback Collection	
9	Student Empowerment Initiatives	
10	Students' Well-being	
11	MoU with External Agencies/ Institutions	
12	Up gradation of classrooms	
13	Workshops and Seminars	
14	Inspire Organic Farming	
15	Yoga Centre	
16	Extension and Outreach Programmes	
17	Evaluating curricular and co-curricular activities	
18	Promoting Research	
19	Ensuring Stakeholder Participation	
20	College Website	
21	Self-Auditing	
22	Incubation Centre	
23	Audit for Sustainable Living of DMC'ians	
24	Gender audit	

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

26	Office Renovation	
27	Automation of Library	
28	Campus Automation System	
29	Campus Beautification	
30	Upgrading NAAC position	
31	Enhance the Number and Quality of Research Centers	
32	New Self Financing Block	
33	New Programmes	
34	Skill and Value Added Courses	
35	Infrastructure Development Committee	
36	Install CCTVs all over the campus	
37	New Computer Lab	
38	Renovation of Laboratories	
39	Renovation of Canteen	
40	Transgender friendly campus	
41	Disabled Friendly Campus	
42	New Toilet Complex	
43	Visitors Lounge	
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45	Improve Academic Results	
46	Registration of Alumni Association	
47	Motivate to take up Major/ Minor projects	
48	Encourage Ph.D Degree	
49	Museum	
50	Financial Mobilization	
51	Students' Progression	
52	Blood Donors' Forum	
53	Open Gym	
54	Open Auditorium	
55	Digital Library	
56	Car Park Area for Teachers	
57	Council Hall	
58	IQAC Office	
59	Maintenance	
60	Landscaping	

Deva Matha College
Kuravilangad, Kottayam,
Kerala - 686633

61	Boundary Demarcation of the Campus	
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