

**INSTITUTIONAL DEVELOPMENT PLAN (IDP 2022-2032)**  
**FOR HIGHER EDUCATIONAL INSTITUTIONS IN GOA**  
*As part of the implementation of National Education Policy-2020*

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## 1. Institutional Basic Information

### 1.1. Institutional Profile:

Name of the Institution	Don Bosco College, Panjim					
Head of the Institution	Fr. Joaquim Lobo					
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NAAC Accreditation Status	1 <sup>st</sup> Cycle: NA		Grade:		2 <sup>nd</sup> Cycle	
	3 <sup>rd</sup> Cycle		Grade:		4 <sup>th</sup> Cycle	
NIRF Ranking	2020-21: NA		2019-20:		2018-19:	
UCG Recognition	2(f)		Yes <input checked="" type="checkbox"/>		No	
			12 B		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
NBA accreditation	Yes		No <input checked="" type="checkbox"/>			
Financial Status	Government /Aided:				Self-Finance: <input checked="" type="checkbox"/>	
Under National Education Policy (NEP 2020), would your institute prefer to be:	i. Constituent college of the State University ii. Autonomous degree granting College. iii. Part of Higher-educational institution (HEIs) cluster. <input checked="" type="checkbox"/>					

**Please note that, there is no space limit. Thus, if required, you may expand any of the following sections**

## **1.2. Institutional SWOC Analysis**

### ***Strengths:***

1. Young and energetic team of dedicated faculty members who have the potential to do well and are willing to learn
2. State of the art infrastructure, fully operational labs, exceptionally well furnished and equipped studio, a massive library, indoor and outdoor sports facilities including well maintained all weather grounds to play, and well equipped classrooms with projectors, internet and Wi-Fi facility.
3. World famous Don Bosco's system of Education

### ***Weaknesses:***

1. Self-financed courses which results in teachers leaving for better prospects elsewhere
2. Limited research and updating by the staff

### ***Opportunities:***

1. Scope for getting diverse students with the NEP
2. Courses running are in tune with the industry needs which means students get absorbed into the industry as soon as they complete their course.

### ***Challenges:***

1. Regular updating of the courses according to the needs of the industry to be relevant
2. Provide latest skills at the same time form students into good and honest citizens
3. Overcome competition from other colleges
4. Provide best education to the poorest

## 2. Institutional Development Plan (for at-least next 10 years)

### 2.1. Vision

We strive to promote the Holistic Education of the Young, especially of the Marginalized in the Don Bosco Way making them agents of Transformation for a Better tomorrow.

### 2.2. Mission

Provide youngsters with an integral formation of Academics, Professional and Human Commitment.

### 2.3. Goals and Objectives

- a. To impart quality education to the students with the help of the state of the art infrastructure, a well-stocked library, qualified and motivated teachers to impart knowledge, skill and good values to the students.
- b. To encourage the students to participate in extra-curricular activities such as sports, cultural events, debates, elocutions, dramatics, singing, among others.
- c. To instill in the students values and morals by sensitizing them towards cleanliness, aged people and elders in general.
- d. To foster research and development among the students
- e. To sign MoUs with other colleges and associations so that learning can take place and placements too can materialize.
- f. To focus on placements and the bright future for the students.

### 2.4. Executive Summary

Objective	Implementation of objective	Time frame
Imparting quality education	Update of Infrastructure	Regular
	Update and Purchase of latest versions of Library books	Every 6 months
	Selection of motivated and qualified teachers. Regular updating and completing of NET/SET/PhD.	Yearly
Encouraging sports/ extra-curricular activities	The Sports committee selects the students, coaches and prepares them to take part in the university level competitions.	Throughout the year
	The cultural committee looks into the selection of students for various inter collegiate events.	Throughout the year
	Mentors of each class look into the selections of inter class competitions.	Throughout the year
Sensitizing students to integrated spirituality of respecting the nature and for one another, especially the poor and the elderly	Organize Clean up drives	Quarterly
	Visit to Aged home/Orphanage	Once a year
	Help the poor	Once a year
Fostering research mentality among teachers and students	Staff update/ Online course	Regularly
	Publish research papers	Yearly
	Organize talks/ seminars/ workshops for staff and students	Regularly
Signing of MOUs	More MOUs will be signed and made functional for varied experience and opportunities.	Regularly
Focus on placements	Placement in charge for the departments and the college to be appointed	Yearly
	Companies/industries... will be invited for placement interviews	Yearly
	Students will be updated regularly in placement opportunities available	Regularly

## 2.5. Developing Motivated and Energized Faculty

- *Provide Strategic plan/initiatives*

*Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

### **Short term (2 years) –**

Including of staff in the evaluation and decision making process.

Exposure to new developments, skills in the teaching sector through teacher participation in seminars, workshops.

Providing support system towards implementation of their plans.

Support research and publishing of scientific papers, organizing and participation in national/international level seminars.

Imbursement of the registration fee.

Encouraging participation in the staff exchange programmes.

Evaluating the progress of the faculty.

Gauging the impact of staff teaching on the students behaviour, knowledge, skill, career...

Gauging the impact of the staff in the extension programs

### **Mid Term (5 years) –**

Track and evaluate the staff career plan and progress

Track and evaluate the department and college goals

Discuss and decide the further course of action

### **Long Term (10 years) –**

Recognizing and rewarding the staff

## 2.6. Teaching, Learning and Education Technology

Provide an action plan for:

- *Implementation of Outcome Based Education (OBE)*

**Short Term (2 years) –**

Regular training and updating of the staff to execute OBE.

Topic-wise tests will be given to the students to evaluate their basic skills and progress.

Quarterly evaluation of the life skills, interpersonal and personal skills of the students will be achieved through a given teamwork and personal activity.

Half-yearly evaluation of professional and intellectual skills acquired by the students will be done by organizing events or programs or working on projects.

**Mid Term (5 years) –**

Survey the performance of the outgoing/ passed out students.

Evaluate the data received.

Make changes in the given activities/ projects/ programs if necessary.

**Long Term (10 years) –**

Survey and evaluate the progress and the positions of the passed out students

Organize sharing sessions

- *Enhancement of Students progress*

**Short Term (2 years) –**

We will have periodical tests and evaluation.

We will make study relevant, creative and enjoyable.

We will have remedial classes for the weaker students.

We will have extra activities for the clever students.

We will provide opportunities for student exchange programs.

We will meet the students with their parents once a year .

**Mid Term (5 years) –**

Evaluate the outgoing students' progress.

Rectify the flaws if any in the short term enhancement progress pointers.

**Long Term (10 years)-**

Survey and evaluate the enhancement progress of the students.

- *Multidisciplinary teaching*

**Short Term (2 years) –**

The teaching will be done with activities such as case studies, role plays, interviews, journals, etc.

Students will also be exposed to extra -curricular activities

**Mid Term (5 years) –**

Evaluation of the effects of the multidisciplinary teaching on the students.

Changes if any to be done

**Long Term (10 years) –**

Survey and evaluation of the existing students and the past out students regarding the effect of the multidisciplinary teaching.

Changes if any to be done

- *MOOCs and ODL*

**Short Term (2 years) –**

Encourage the students and staff to complete MOOC and ODL courses.  
Recognize students and staff who have completed these courses

**Mid Term (5 years) –**

Survey the courses done by students and staff  
Maintain a record of students and staff who have completed these courses.

**Long Term (10 years) –**

Survey the courses done by students and staff  
Evaluate the effect of the courses completed on the performance of students and staff .

**2.7. Research Development and Innovation**



Provide an action plan for:

- *Attracting research funds (State, National, International, Industry etc.)*
- *Improving quantity and quality of research publications*
- *Training faculty/ students for research*
- *Preparing faculties for 4<sup>th</sup> year research programme*
- *Developing environment conducive for research.*

Provide a Timeline for each of the above via Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.

- *Attracting research funds (State, National, International, Industry etc.)*

**Short term (2 years goals)**

We will visit different companies and industries with a plan for research in the field of their concern and request for funds.

We will write and visit respective departments of the state for funds in their field

We will write and submit to the national departments for funds.

We will write and submit to the international departments, agencies, universities for funds.

**Mid term (5 years goals)**

Evaluate the process of gathering funds

Evaluate the success of research activities and programs conducted.

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**Long term (10 year goals)**

Evaluate and take steps to acquire more funds for research programs.

- *Improving quantity and quality of research publications*

**Short term (2 years goals )**

Encourage the staff and students to contribute to UGC Care research journals.

We will conduct FDP's and Refresher programs to update the staff

We will encourage the staff to participate in seminars and workshops regarding research publications.

Recognize the staff and students for their contribution towards research publications

**Mid term (5 years goals)**

Survey and review the data

Encourage further research on the topic of interest.

**Long term (10 years goals)**

Recognize and reward students and staff who have completed the set goals.

- *Training faculty/ students for research*

**Short term (2 year goals)**

We will organize training programs for students and staff to conduct research

We will provide opportunities for internship in the research field

**Mid term (5 year goals)**

We will get experts to update on the various methods that we can research

**Long term (10 year goal)**

We will evaluate and take necessary steps to improve the research skills.

*Preparing faculties for 4<sup>th</sup> year research programme*

**Short term (2 year goals)**

We will update the faculty on the conduct of the research programs.

We will identify the research topics.

**Mid term (5 year goals)**

We will evaluate the challenges involved in teaching the research programs.

We will evaluate the skills of the faculty in teaching research programs.

**Long term (10 year goals)**

We will survey and evaluate the students performance

We will evaluate the performance of the staff and take steps to rectify the flaws if any.

- *Developing environment conducive for research.*

**Short term (2 year goals)**

We will have a research club

We will have monthly meetings

We will list the topic of research in the near future

We will provide research material

**Mid term (5 year goals)**

We will evaluate the environment developed

We will take steps to provide a better environment if needed

**Long term (10 year goals)**

We will survey and evaluate the facilities for doing research.

**2.8. Industry-Academic Partnership**

Provide an action plan for:

- Including industry experts in the Board of Studies (BoS)/ academics
- Industry Internship for Faculties/ Students

Provide a Timeline for each of the above via Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.

- Including industry experts in the Board of Studies (BoS)/ academics

**Short term ( 2 years)**

Not applicable

**Mid term ( 5 years)**

Not applicable

**Long term ( 10 years)**

Not applicable

- Industry Internship for Faculties/ Students

**Short term ( 2 years)**

We will collect the list of companies/industries accepting students for internships for students and faculties  
We will provide opportunities for internships

**Mid term ( 5 years) –**

We will evaluate the internships done by students and faculties as regards the feedback from the industries

**Long term ( 10 years)-**

We will invite the industries to speak to the students/faculties on the new opportunities on internships

**2.9. Institution’s Placement Plan for Students**

- *Provide an action plan for students placement*

*Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

**Short term ( 2years)**

We will bring in firms that are looking for industrial trainees  
We will develop a database of the companies desiring to provide training.  
We will seek firms who can provide placements to students

**Mid term ( 5 years)**

We will evaluate the placements of the students by getting feedback from the industries

**Long term ( 10 years)**

We will invite the industries to speak to the students on the new opportunities in being placed

**2.10. Achieving the Target for Accreditation**

- *Provide an action plan of participating and/or improving in NAAC & NIRF*

*Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

**Short term ( 2 years)**

The college will go through the requirement of NAAC and NIRF.  
The staff will be divided into various groups to look into the requirement.  
All the committees will be put in order.  
Meetings will be held to disseminate the information.  
Required data will be gathered.  
We will have regular meetings to check the progress.  
The evaluated findings will be used for the further improvement.  
We will apply for the first cycle and proceed with the next cycle in the following years.  
Monthly evaluation will be done.

**Mid term ( 5 years )**

We will evaluate the progress and take remedial action.

**Long term ( 10 years )**

We will provide best quality education and placements.  
We will keep up to the best ranking

**2.11. Incubation and Start-up**

- Provide an action plan to have incubation centre and Start-up

*Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

**Short Term (2 years)**

We will have an incubation center at the campus.  
We will train our students to innovate and become entrepreneurs.  
We will mobilize resources for the same.  
We will accompany students through the whole process.  
We will have a staff In charge for incubation center and start up.  
We will get external experts to encourage our students to innovate.

**Mid Term (5 years)**

We will evaluate progress in this field.  
We will take steps to remedy the situation if needed.

**Long Term (10 years)**

We will Survey, collect the data and evaluate the processes and mechanism of start-ups.  
We will take required steps to rectify the process and mechanism if required.

**2.12. Alumni Engagement/ Activities plan**

- *Develop alumni engagement strategic plan and provide an action plan*

*Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

**Short Term ( 2 years)**

- We will prepare a database of students of all the batches.
- We will invite students to pay & register as an alumni.
- We will connect with past pupils to recruit present students in the companies they are associated with.
- We will create batch-wise Whastapp Groups.
- We will create an Alumni Facebook Group and constantly update information and updates on college.
- We will create social media pages in the name of Alumni Don Bosco College, Panjim.
- We will constantly post creative videos on alumni achievements & success.
- We will invite past pupils to deliver lectures and training sessions in their expert domain.
- We will upload atleast 1 testimonial on the official group of the college per month of students who have achieved great success.
- We will acquire data from various sources about vacancies available and post it to the Alumni.
- The Alumni committee will meet regularly and plan for the coming years.
- We will have annual gathering of the Alumni

**Mid Term (5 Years)**

- We should have a database of about 1000 alumni by the end of five years.
- We will provide membership discounts on usage of college facilities.
- We will seek sponsorship of infrastructure facilities.
- We will seek sponsors for Scholarship Programmes for under privileged students.
- We will evaluate our progress and take steps to rectify it if required.

**Long Team (10 Years)**

- We will Evaluate activities and plans of alumni.
- We will try to reach out to an many Alumni as possible.

**2.13. Basic Infrastructure Development plan**

- *Provide an action plan of improving the physical infrastructure*

*Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

**Short Term (2 years)**

- We will regularly repair and maintain the infrastructure.
- We will replace the old furniture where necessary.
- We will update the technology.
- We will improve the Library facilities.
- We will update the Labs.
- We will upgrade Gymnasium.

**Mid Term (5 Years)**

We will study and improve the infrastructure wherever necessary.

**Long Team ( 10 Years)**

We will update the required infrastructure according to the latest developments.

**2.14. Skill Development of Non-teaching Staff**

- *Provide an action plan for enhancing skills of non-teaching staff*

*Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

**Short term: 2 year plan**

- We will update the required skills of the non-teaching staff.
- We will have workshops to learn various software's.
- We will improve the Communication Skills of the staff.
- We will have a workshop for janitorial staff on waste management.
- We will have workshops on secretarial skills.

**Mid term: 5 year plan**

We will follow up on the activities drawn up in the short term plan

**Long term: 10 year plan**

- We will evaluate the performance of the staff and suggest further improvement in the skills required.
- We will train the staff.

**2.15. Any Other Initiatives for the Student's and Institutional Growth**

- *Provide a Timeline in-terms of Short term (2 years), Mid Term (5 years) and Long term (10 years) goals.*

**Short Term (2Years)**

We will have career development workshops and career guidance talks one per year in each department.

We will have leadership programmes.

We will conduct various skill development programmes for students such as workshops in fields like photography, baking, painting...

We will encourage the students to write and publish articles in the shared wall magazine.

We will have a cooperative store for students in campus.

We will collaborate with entrance examination coaching classes like T.I.M.E., Excellent, etc.

**Mid Term (5 Years)**

We will introduce In-house Business Incubation centres to help the students pitch their start-ups as well as to learn about capital requirement and acquire funds.

We will introduce diploma programmes in departments like Mass Communication, Computer Applications, Business Administration and Physical Education.

We will have national and international collaboration with academic institution and industry.

**Long Term (10 Years)**

We will evaluate and study the progress of the students and institutional growth.

We will have integrated courses.

We will work towards autonomous college.



