VTM NSS College

Dhanuvachapuram, Neyyattinkara

Thiruvananthapuram, Pin – 695503

Affiliated to the University of Kerala

Accredited by NAAC at B+ Level

www.vtmnsscollege.ac.in

INSTITUTIONAL DEVELOPMENT PLAN

2018-19 to 2022-23

CONTENTS

1. Introduction

VTM NSS College, affiliated to the University of Kerala, is one of the most prestigious institutions of Nair Service Society. Established in the year 1964, the college has an illustrious history of social service, imparting quality education. Located in a lush green environment, the campus covers an area of 19 acres on a hillock at Dhanuvachapuram, a place of historical significance, enroute Kanyakumari on the southernmost part of Kerala. The institution is one among the realized dreams of an eminent, compassionate and committed visionary, Bharatha Kesari Padmabhushan Mannathu Padmanabhan who pursued a noble endeavour to democratise the horizons of education during the turbulent times. The terra firma of the college is based on the legend's ideals of selfless service, philosophy of action, value of unity and above all the need to change.

The college is named after the great freedom fighter, Thalakulathu Velu Thampi Dalawa. The institution, established on his 200th birth anniversary, commemorates his principles of valour, conviction and patriotism. The institution also proudly acknowledges its great native, Swadeshabhimani Ramakrishna Pillai, who was a visionary, renaissance writer and journalist. Ayyankali, the renowned social reformer who strived to emancipate the downtrodden, was also a native. To add to the rich legacy, the great social revolutionary Sree Narayana Guru erected a Shiva temple at Aruvippuram, a neighbouring village, defying the tradition of casteism. Inspired with the ideals of these great visionaries, the Institution has always been committed to the development of young minds from the diversified and backward strata of the society.

2. Vision

The vision of the institution is "to interlace a culture of civility with equity and excellence, by believing in a democratic dissemination of knowledge that transcends all barriers of segregation". The college as a whole aim to set a suitable epistemological milieu for the learners to enhance their competence holistically. With the institution's vision to spread knowledge and to create professionally equipped and responsible citizens

of the society, it recognizes the need to impart quality education and academic distinction to the students. It is a beacon of excellence in the realm of education and enables the learners to attain proficiency in strategic and life skills. It has always pursued the path laid down by Sri Mannathu Padmanabhan to nurture and elevate the hopes and aspirations of a community from decadence and disintegration. The dissemination of knowledge and the pursuit of excellence resonate with the transcendent principles of the founding father. His vision still inspires the dedicated learning community, in furthering exploration, discovery and creativity. The sylvan surroundings in which the college is situated is conducive to a peaceful academic atmosphere. This deepens the perceptions of the institution to hold its rich tradition, yet oriented towards modernity. Presently, the college is passing through a transitional period of hectic development in academic and non-academic activities in order to impart innovative and best practices in education. The college keeps abreast its vision, mission and goals in its relationship, accomplishments and service to the learning community, the society and the nation at large.

Mission

The mission of the College is "to build up an epistemological platform for exploring new realms in science and technology, art and culture, to improve the socioeconomic status of the community and to instil values of life, diligence and skill in students". The institution, as a pedestal of learning endeavours to spread the light of knowledge and life skills among the students, ensures an all-inclusive and sustainable development. It is committed to address the needs of the society in general and the students in particular and fervently desires to protect the distinctive culture and tradition of the local milieu. It envisages in imparting knowledge to the heterogeneous student community with affability, justness and finesse, transcending all barriers of segregation. It strives to provide a scaffold where the learners are equipped with technological advancements also, along with the values of life, diligence and divergent skills. A holistic development is sought by imbibing the values ingrained in the motto:

"Let true knowledge and wisdom be kindled for those on the pedestal of learning with the sublime qualities of cosmic, spiritual and human values"

The learners are inspired to seek and entrench true knowledge and wisdom by inculcating in them, the exalted ideals of the universal, spiritual and human values. A fervent desire to break the fetters of ignorance, subjugation and isolation forms the kernel of learning. The institution, with its glorious past and opulent cultural heritage ennobles and enlivens the surrounding rural population.

3. Institutional Profile

1. Name of the College: VTM NSS College, Dhanuvachapuram

2. District: Thiruvananthapuram

3. Affiliating University: University of Kerala

4. Aided/State Government College: Government Aided

5. Rural/Urban: Rural

6. Details of Campus: Permanent Campus

7. Name of the Principal: Dr K Mohankumar

8. AISHE Code: C – 43647

9. Year Of Establishment: 15 July, 1964

10. Accreditation Details: Accredited by NAAC at B+ Level with CGPA 2.71 – 3rd Cycle (valid till 29.11.2023)

11. Total No. of UG Programmes Offered: 11

12. Total No. of PG Programmes Offered: 4

13. Total No. of Teaching Faculty: 72

14. Total No. of Non-Teaching Faculty: 14 (recruited) + 10 (sanctioned by management)

15. Total No. of Students: 1783

16. Total Campus Area: 19.465 Acres

17. Total No. of Labs: 1 Computer Lab and 4 Science Labs and 1 Language Lab

4. SWOC Analysis by NAAC Peer Team (2018)

Overall Analysis based on *Institutional Strengths, Weaknesses, Opportunities & Challenges* (SWOC)	
Strengths	• Opportunity for a holistic development of its heterogeneous student community, hailing largely from socially and economically backward strata of the society - serves the cause of social justice, ensuring equity and ultimately contributing to the process of nation building. • A dedicated and well qualified team of faculty members spearheads the novel task of disseminating knowledge and life skills among the students. • With a large area of 19 acres of eco-friendly campus ensures ample scope for future development and expansion - The profoundly supportive management and democratically functioning administrative and academic bodies strengthen the institution more. • The timely intervention of IQAC with its qualitative and quantitative initiatives ensures a holistic augmentation of both academic and administrative processes. • The PTA, contributes significantly to the development and harmonious functioning of the college. • The plethora of extension activities undertaken and the best practices adopted by the institution are the manifestation of the congenial atmosphere prevailing in the institution.

	• The attempts of the institution to impart virtues and develop divergent competencies through value added courses facilitate the all-inclusive growth of the wards.
Weaknesses	• The limited number of courses offered in UG and PG programmes resulting in a limited number of choices in adopting subject combinations • The existing Post Graduate Departments are not upgraded into research centres despite faculty members who are also registered as guides • Less number of career oriented and Value-added courses • Less initiatives to mobilise funds for carrying research projects from national agencies such as UGC, DST and ICSSR and from local industry • No hostel facility for boys and girls • Minimal usage of library facilities • Limited exposure to teachers on innovative and modern teaching pedagogy based on ICT, stimulated and experiential learning.
Opportunities	• The college possess a wide range of opportunities for further improving its quality - development of divergent capabilities of students through value-added courses and personality development programs • Adequate physical space for upgrading the academic programmes to post graduate programmes suiting to modern and contemporary requirements • The scope for tapping funds from various agencies complete automation of central library • Intellectual contribution by alumni who occupy esteemed positions in different walks of life

	• Development of playgrounds into a state-of-the-art sporting arena.
Challenges	• The college is encountering a wide range of challenges, prominent among these are - to uplift the economically backwards sections of the student community, especially the girls, who constitute a considerable share of the learning populous • Owing to a lack of awareness, financial difficulties, marital status and being rooted in a rural culture and tradition, the female learners do not complete their graduation, to make a mark at the national level in the realm of research with high impact publications, patents and technology transfer • To increase the participation of students in co-curricular and extra-curricular activities • To cope up with the emerging developments in information technology and the digital divide among the learning community.

5. Recommendations for Quality Enhancement of the Institution by the NAAC Peer Team

Recommendations for Quality Enhancement of the Institution
1. Post graduate programs may be started in the departments which have qualified faculty and necessary infrastructure.
2. More value-added and skill development courses should be introduced as per the local requirements
3. Teachers may be motivated to augment their academic qualifications, publish in quality journals and get research projects sponsored by industry and various other agencies and to also give timely promotions under career advancement scheme.

4. There is need to undertake concerted efforts for developing linkages and MoUs with national and international institutions and industry for enhancing the employable skills of students and research competence of teachers.

5. Teacher development programs particularly on use of ICT, innovative teaching methods, research methodology, counselling and mentoring should be organised.

6. The college should also utilise language lab for developing soft skills and overall personality of the students.

7. Library may be augmented and further fully utilised. It should be fully automated with linkages with other educational institutions.

8. Establishment of innovation centres also suggested to developing students for entrepreneurship.

9. Perspective planning and strategy development of the college, fully computerised office and frequent training programs for supporting staff are strongly recommended.

10. For quality maintenance, sustenance and enhancement IQAC should be more vibrant and effective.

6. Strategic Goals and Plan of Action (2018-23)

Strategic goals were proposed by the conjoint planning of the Management, the Principal, IQAC and Planning Board keeping the recommendations by the NAAC Peer Team recommendations in reference.

Goal 1: Improve curriculum delivery methodologies

Proposed methodology to achieve the Goal:

- Prepare academic calendar and an action plan (for an academic year and conduct the curricular, co-curricular and extra-curricular activities, like-wise)

- Allocation of funds for the improvement of existing classrooms and laboratory facilities.
- Allocation of funds for more ICT tools for effective classroom study.
- Conducting induction programs and bridge courses as and when required by the students
- Conduct regular remedial classes for students who need extra help in academics.
- Teachers to evaluate the academic ability of students at the beginning of the programme using baseline academic data.
- Devise programs in tune with curricular policies and are reviewed and updated periodically matching global standards.
- Program wise content and delivery to be planned with innovative pedagogical strategies.
- Course/module-specific planning takes the form of detailed plan of execution which is periodically adapted and updated by teachers.
- Lesson plans to be formulated based on evolving plan of work.
- Students to be encouraged to take responsibilities in organizing the Extra and Co-curricular activities to improve their organizational skills
- Follow Key Teaching - Learning Methods like:
  - Bridge Course
  - Experiential learning
  - Intelligent Questioning Techniques
  - Peer teaching methods
  - Remedial Classes
  - Tutorial sessions
  - Group Discussions, Debates
  - Use of a Virtual Learning Environment
  - Interactive talks by experts
  - Club activities

- Program outcomes and course outcomes are to be clearly defined for students, so that they know what they have to do in order to meet learning objectives and achieve the assessment outcome.

- Providing regular feedback to the students regarding their progress

- Teachers to share and discuss student feedback and collaborate to ensure effective, relevant and timely learning support for the needy students

- Establish educational resource centre.

- Provide minimum learning materials for students in need

- Increase student support through scholarships, free ships and awards.

- Periodic assessment of curriculum delivery to conducted by the Academic Committee.

- Annual feedback to be collected from students to bring improvements in curriculum delivery strategies.

Goal 2: Curriculum Enrichment through Skill development and value-added programs

Proposed methodology to achieve the goal:

- Capacity building and skills enhancement initiatives taken by the institution include the following
    - Soft skills
    - Language and communication skills
    - Life skills (Yoga, physical fitness, health and hygiene)
    - ICT/computing skills
- Guidance for competitive examinations and career counselling to be offered by the Institution during the year

- Unique skill enhancement program 'Nayipunya' is proposed to be organised by every department to cater to the skill enhancement needs of students.

- MoUs and linkages can be signed with external agencies/consultants for advanced facilitation of these capability enhancement programmes

- The career guidance cell, equal opportunity cell, NSS, other clubs and committees and individual departments to conduct training sessions, guidance and counselling for students aspiring to appear in the competitive examinations
- Forster Add-on courses for skill enhancement.
- Increase research and industry based assignments / projects
- Provide certificates for field works, projects, seminars etc.
- Engage alumni in guiding students towards achievement of their career goals.

Goal 3: Improved feedback mechanism

Proposed methodology to achieve the goal:

- Replace current feedback mechanism with an online mode.

- Separate feedback to be collected for curriculum delivery, infrastructure and teaching methodology.

- Collect annual feedbacks (online) from students, parents, faculty members and alumni.

- IQAC to collect the feedback, analyse and propose changes in strategies if required.

Goal 4: Improve Students' performance and Learning Outcomes

Proposed methodology to achieve the goal:

- As the conventional mode of class room teaching may not be adequate enough to meet the student needs in terms of their learning requirements as well as holistic development, newer approaches should be adapted from time to time to ensure the learner – centric nature of academic activities. Following methods or their modifications may be used.

    a. **Flipped classrooms:** Here the concepts/theory of a topic is to be given to the students prior to the actual class in the form of study materials, notes etc.In the actual class, the teacher will discuss the application of the concepts. Problems/case studies

to be given to student groups and they will discuss amongthemselves to solve them.

b. **Peer teaching:** Topics can be allotted to students keeping their interest in tact. Students can be given time to prepare a small lecture and the topic can be open for discussion among students after lecture delivery.

c. **Experiential learning:** In this approach, the students can learn the concepts through experience. Teaching of scientific concepts can be carried out inside the laboratory by allowing the students to do experiments. Internships, case studiesand field studies can also be carried out by student groups under this category.

d. **Participative learning:** This approach primarily focuses on the transformation of students from mere recipients to active participants during academic sessions. The strategies that can be used to include this approach in teaching – learning process are debates and group discussions on various academic topics. During laboratory sessions, student groups may be assigned to assist the instructor for the pre-laboratory preparations. This approach will encourage their ability to understand the principle behind the laboratory experiments as well as instil enthusiasm towards better laboratory practices.

e. **Problem solving methodologies:** Students gain knowledge from experience that gradually develops to the concept and hence it is apractise to theory approach. The students are expected to observe, understand,analyse, interpret, find solutions, and perform applications that lead to a holistic understanding of the concept. All problem-solving methodologies are based on three steps, gathering information, sequencing them to gain knowledge and decisionmaking. A quasi-flipped class room approach can be very effective to implement

- Increase use of ICT tools by faculty members.
- Provide scholarships to attract talented students.
- Use of various learning assessment tools such as
  - Quiz
  - Home assignments
  - Written tests
  - Viva-voce
  - Students' seminars

- 🞦 Practical assignments
- 🞦 Self and peer assessments

- It is proposed to establish an Educational Resource Centre for content generation, consolidation and management.

- Introduce Massive Online Open Courses (MOOCS)

- Provide learning material to students through online as well as physical mode.

- Conduct remedial classes to all students who are in need.

- Provide expert lectures to students by inviting eminent professors and scientists from reputed institutions.

- Result analysis to made by each department and bring changes in the curriculum delivery mechanism and pedagogy, if needed, under the guidance of Academic Committee.

Goal 5: Faculty development

Proposed methodology to achieve the goal:

- Identifying potential candidates without PhD and encouraging them to join PhD programs.

- Encouraging research (funded as well as non-funded) among faculty members and providing support for publications and conferences.

- Identifying key areas of skill / expertise and getting faculty members trained for the same.

- Encouraging memberships in professional bodies.

- Creating a VIDWAN profile for each faculty member as per the UGC circular

Goal 6: Enhancement of Research and Consultancy

Proposed methodology to achieve the goal:

- Research committee to constitute a research policy for the college.

- Faculty members are encouraged to apply for minor/major research projects under UGC, KSCSTE, DST etc.
- Encourages faculty members and Post Graduate students to publish their research work in UGC notified journals
- Provide support to faculty members for publications and conference participation.
- As a starting step, initiate at least one department to set a consultancy division, which could be an encouraging stone for other departments too.

Goal 7: Enhancement of extension activities

Proposed methodology to achieve goal:

- Conduct extension and outreach programmes in collaboration with industry, community and Non- Government Organisations through NSS, NCC and Women Study Unit.
- Encourages students to participate in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue etc.
- Provide accessibility to library and laboratories to local school schools students.

- **Few proposed extension activities:**
  - ❖ Local Community Services (Awareness Programme through ward ways.)
  - ❖ Conduct awareness campaign on health to neighbourhood society
  - ❖ Awareness programs in association with Kudumbasree.
  - ❖ Activity in collaboration with YRC
  - ❖ Training on Digital Payments methods to the women in Kollayil Panchayath
  - ❖ Social Outreach programme with Red Cross

- **Proposed humanitarian activities:**
  - ❖ Assist to needy student in our own college and on own Locality
  - ❖ Supply food kits to the homeless people in Kollayil Panchayath

❖ Celebrate Onam with the people in adopted colony

❖ Visit and support an Old age Home

❖ Cleaning and maintaining College and its surroundings.

❖ Conduct Special camping Programme during Christmas vacation

Goal 8: Promote collaborations with other organisations

Proposed methodology to achieve the goal:

- Establish academic collaborations/linkages and MoUs with other institutions.

- Invite eminent scientists and professors for collaborated institutions for guiding students in research / project / career advancement.

- Establish collaborations with industry and provide industrial training to students to improve employability of students.

Goal 9: Classroom Infrastructure improvement

Proposed methodology to achieve the goal:

- Insist management to improve budget allocation for infrastructure development.

- On an annual basis requirements in terms of infrastructure are to be assessed and reported to the management.

- Committees to be formed to manage and optimize the use of common amenitiesand facilities.

- Head of the departments to report any required aid to the respective committee for updating.

- Bodies like Academic committee, Library Committee, ICT Committee should ensure optimal use of facilities like books, classrooms, IT Tools etc.

- The Planning Board, Purchase Committee, PTA and the College Council to provide in-depth analysis of fund resourcing and execution for infrastructure enhancement.

- Proposals are to be prepared by these committees without any delay and should be submitted for the approval of the college council.

- IQAC in association with other governing bodies to monitor and ensure

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the optimal use of physical facilities available.

- Repair benches and desks, replace worn out black boards and whiteboards, repair the ICT tools.

Goal 10: Laboratory Infrastructure improvement

Proposed methodology to achieve the goal:

- Requirements of lab improvement to be analysed by the head and faculty members of the department and submit requirements to the Principal

- Replacement of damages tiles, sinks, taps, burners etc in labs

- Fitting new tiles where ever required.

- Additional computers in laboratories

- Improvement of language lab with new equipment

- On an annual basis requirements in terms of infrastructure are to be assessed and reported to the management.

Goal 11: Library Infrastructure improvement

Proposed methodology to achieve the goal:

- Constructing a new library building to cater to the need of increases reading resources and students.

- Library to be computerized/digitised with an upgraded version of existing software or install new library software as part of its digitising initiatives

- Provision for Web OPAC facility to access library resources from everywhere be made

- Set up a Digital library/ Institutional repository at the central library.

- Ensure optimum use of both hardcopy and digital resources available in our library.

- N-LIST usage policy to be formulated for the entire academic community in the college.

- Internet, reprographic, and printing facilities to be provided in the library.

- Initiatives to be taken by the library to provide training programs/ certificate/diploma/Add-on courses to students.

- Library to extend extension services to the public too.

Goal 12: Improving students support mechanism

Proposed methodology to achieve the goal:

- Student Support facilitating mechanisms - like guidance cell, placement cell, Grievance Redressal cell and welfare measures to support students

- Renovation of sick room for students.

- Help desk to be provided at the time of admissions as well as career orientation.

- More scholarships to be provided to the talented and needy students.

- Maintain fair means of academic assessment, as previous years, and open support of DLMC, CLMC and Grievance Redressal Cell

Goal 13: Improving employability of students

Proposed methodology to achieve the goal:

- Capacity building and skills enhancement initiatives taken by the institution include the following
    - Soft skills
    - Language and communication skills
    - Life skills (Yoga, physical fitness, health and hygiene)
    - ICT/computing skills

- Guidance for competitive examinations and career counselling offered by the Institution

duringthe year

- Unique skill enhancement program 'Nayipunya' is proposed to be organised by every department to cater to the skill enhancement needs of students.

- MoUs and linkages can be signed with external agencies/consultants for advanced facilitation of these capability enhancement programmes

- The career guidance cell, equal opportunity cell, NSS, other clubs and committees and individual departments to conduct training sessions, guidance and counselling for students aspiring to appear in the competitive examinations

- Forster Add-on courses for skill enhancement.

- Increase research and industry based assignments / projects

- Provide certificates for field works, projects, seminars etc.

- Engage alumni in guiding students towards achievement of their career goals.

Goal 14: Improve alumni engagements

Proposed methodology to achieve goal:

- Establish an online portal for alumni engagement

- Identify distinguished alumni and arrange programs/interactive sessions for students to interact with them.

- Establish facility for consultation and guidance for career orientation of graduating students.

- Career Guidance Cell to organize On Campus placements and facilitate OffCampus placement participation of the learners

Goal 14: Improving office work environment

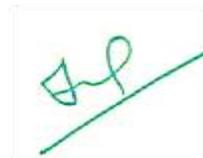## Proposed methodology to achieve the goal:

- Improve infrastructure facilities like

- Providing improved cabins for office staff.

- Provide more computers, printers, scanners.

- Provision of additional storage space for storing office files.

- Completion of pending office documentation works

- Completion of pending financial documentation works for financial assistance of guest lecturers.

- Strive for office automation.

- Provide timely administrative training to office staff in line with the policy changes put forward by the government.

Conclusion

The proposed Institutional Development Plan (2018-19 to 2022-23) for the next five years aims to achieve an organic growth by focusing on social inclusivity, diversity, state-of the art pedagogical and technological facilities, thereby leading both the academic and local community towards the future. The goals mentioned will prove to be a stepping stone towards building a strong epistemic and sustainable foundation for the betterment of the community as a whole. The role of the institution will become all the more pertinent in ensuring the upliftment of the academic community and establishing a terra firma of progress and futuristic evolution.

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Principal
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