INSTITUTIONAL PERSPECTIVE PLAN AND DEPLOYMENT DOCUMENT (IPPDD):

Summary:

The Institutional Perspective Plan and Deployment Document (IPPDD) is grounded on the examination of the contemporary challenges as well as the potential growth prospects and envisions the route for achievement of the institution's set goals and objectives.

The preface of the document apprises the vision and mission of the institution as well as its core values and along with the core values, institutional long term, mid-term & short-term goals. These are carved out and administered by the stakeholders viz. The Board of Management, the Principal, IQAC Coordinators, Heads of Department, Convenors of various Committees, teaching and non-teaching faculty, maintenance and support staff, students, alumni and the parents after examining the SWOC. Effort has been taken to clearly identify the implementation processes and monitoring by identifying measurable targets in line with the desired outcomes.

This perspective plan and deployment document will serve as the reference point to achieve the set goals and objectives to become an institution of par excellence in the academia world. We aspire to churn out young women professionals who would, in the true Cottonian spirit of Nec Dextrorsum Nec Sinistrorsum – swerve neither to the left nor to the right but march On straight On – strive for the betterment of the society.

VISION:

To educate individuals to think and act as ethical leaders which will help in the creation of a new social order based on human dignity, equality and opportunity with social, political and economic justice.

MISSION:

To be a prominent Christian Educational Institution in the country which values educational achievement, personal freedom and integrity, dignity and respect of the individual, tolerance and service to fellow human beings.

MOTTO:

Nec Dextrorsum, Nec Sinistrorsum – a Latin word which is an extract from the Bible and a commandment given by God to Joshua, the new leader of the Israelites. Joshua was instructed not to lose his focus, to be determined and confident, turning neither to the left, nor to the right but always moving On Straight On.

QUALITY POLICY

"To provide quality education through continuous refinement in our teaching learning process, human resources and infrastructure so as to provide professionals who are competent and committed to the core values of the institution."

Core values:
1. Integrity

Integrity is the exercise of being truthful and showing a reliable and uncompromising devotion to strong ethical principles and values. We practice a shared decision-making process and promote trust through professional courtesy and fair treatment.

2. Respect

Value and Dignity to all - right from the stakeholders to all students, staff, colleagues, parents is to be religiously followed to ensure that each individual gets due respect.

3. Diversity

Unity in Diversity is to be encouraged in by valuing every culture, upbringing, ideals and customs by fostering and appreciating an inclusive environment of myriad skill sets, knowledge and capabilities of each individual

4. Excellence

Diligence and Excellence are two sides of the same coin. We strive for excellence through the diligent work of our staff and students and all other stakeholders. Aligning with our motto of NEC DEXTRORSUM NEC SINISTRORSUM - in Latin meaning neither to the left nor to the right, On Straight On, we strive to remain focussed on achieving excellence in all our endeavours.

5. Quality

For the overall development of the students and staff, the Institution needs to maintain high standards in teaching & learning, student centric support, encouragement which can be interpreted as quality. Progress is needed in order to equip ourselves to the dynamic society we live in.

2. SWOC Analysis:

Strengths –

- Reputed Brand Name – Bishop Cotton: The college name has a 150-year-old legacy with a well-known brand name and reputation, which has to be capitalized. The brand is well known in Bangalore and in the state.
- Community Christian college: It is a non-profit institution known for its pioneering efforts in women empowerment and education. It was founded with the sole aim to provide the best higher education for women by the Church of South India under Karnataka Central Diocese.
- Positive social perception with diversity of students: The positive social perception is an added advantage for the growth of the institution. The diverse nature of students helps in meeting the myriad needs of the society.
- Strong heritage in inculcating values in students: The college is known for imbibing values and leadership qualities in students.
- Active Clubs and committees: The various Clubs and committees aid in the learning process by conducting workshops, seminars, Expert talks etc
- Ranked No. 1 by Education World: The College has bagged the first place in Non-Autonomous category among the colleges in Karnataka.
- Recognition by UGC under 2f and 12B: The College is recognised by UGC under 2f and 12B category to receive grants.
- ICT Enabled Campus : The institution encourages ICT tools to be used in the Curriculum delivery
- Rich Mentoring and Counselling system: Teachers play a vital role in Mentoring the students in need and the students are also counselled by an in-house counsellor.
- Excellent alumni engagement: The institution has a strong Alumni who plays a vital role in mentoring and guiding students for their future life success. Alumni have made outstanding achievements by receiving awards and recognition in their respective fields.
- Faculty members are encouraged towards Higher Education: Allowance is extended to faculty on completion of NET/SLET, M.Phil. and PhD.

Weakness –
Research Culture to be strengthened: The faculty members to gear up with research to be in par with latest developments in their respective fields
- Affiliation limits scope of update of curriculum: As an affiliated institution, there is Limited scope for updating the course curriculum and it's evident from the stake holders feedback. Affiliation also limits in starting new degree programs in par with the industry and latest Technology.
- Less Research papers published: The research paper publication in UGC Care List and globally recognized journals must be strengthened.

- Non-availability of in-house Online courses: The college is still dependent on MOOC platforms such as SWAYAM and others and is yet to develop in-house Massive Open Online courses by our faculty enabling flexible learning.

Opportunities –
- Autonomous Status: Achieving the Autonomous status for flexibility in curriculum delivery and evaluation process.
- Improve Training and placement department: Improve the Training and placement department better so that with significant increase in coaching programs for Competitive Exams, the institution can create a greater number of placements for the students
- Innovations and Start-ups: Encouraging students for Start-ups through Incubation Centre
- Strengthening Alumni Associations: Involving Alumni in larger extent in order to increase their involvement in mentoring for placements and start up activities
- Equip in-house Faculty members: To train in-house faculty to develop contents of Massive Open Online Courses.
- Research culture: Improve the research culture and Encourage for publications in high-impact journals
- Industry-Academia connect: Improve Industry-academia connect to extend Internship opportunities for both faculty and students with the industries
- New Academic programmes: Look forward to start MBA and MCA Programs

Challenges –
- Non-Autonomous status: Non-Autonomous status limits in bringing up changes as needed, as the university calendar is not flexible regularized after COVID. Even semester exams are scheduled in October, where the final year students finds it difficult to plan their higher studies. So we are competing with Autonomous institutions across India
- Moving in par with Global standards: Upgrading & updating programs in tune with global trends.
- Industry-Academia connect: Greater Industry and Academia connect necessary to ensure curriculum and skills in line with requirements.
- Limited space: The institution faces limited campus space for meeting future requirements to offer new courses
- Upskilling and Training faculty members: Faculty members to upskill to meet challenging higher education requirements.

Perspective Goals:

The stakeholders of BCWCC after several discussions and planning in tune with the Mission and Vision have brought Quality Policy and Core Values. Stakeholders expectations and SWOC analysis has been converted into Institutional Perspective Goals and are grouped in the following manner:

1. Internal Quality Assurance System

- Reconstitution of IQAC as per NAAC regulations
- Framing of Quality Policy
- Formation of Quality Monitoring Committee & functioning
- Educating & Training of all employees (FDP, Orientation, Conferences & Workshops)
- Periodic check & guidance for quality improvement
- Establishment of audit team and process (Internal audit done during internal practical exams)Es
- Promoting best practices reach out to teach and learn, community AWARENESS AND ECOSYSTEM,DONATION DRIVE, HEALTH AND HYGIENE
- Annual report preparation & AQAR submission on a yearly basis

2. Teaching learning process
- Academic planning and preparation of Academic Calendar
- Development of teaching plan
- Preparation of Lesson Plan based on CO & PO mapping
- Use of advance teaching aids and adopt enhanced ICT techniques
- Development of e- learning resources
- Promote research culture & facilities
- Provide mentoring and personal support
- Follow a transparent and fair feedback system
- Conduct training based on need analysis
- Evaluation parameters and benchmarking
- Continuous assessment to measure outcomes
- Performance development through credit system
- Implementation of best practices

3. Leadership and participative management
- Decentralize the academic, administration and student related authorities & responsibilities
- Prescribe duties, responsibilities and accountability
- Establishment of functional committees

4. Good governance

- Vision, Mission and their articulation in every key position
- Evaluation of Institute's performance and benchmarking
- Institutional strategic goals setting
- Institutional Strategic development plan
- Monitoring and Implementing the Quality Management Systems
- Following organization structure
- Smooth Working of statutory committees
- Establishing E governance
- Leadership development through decentralization
- Establishing internal audit committee
- Code of conduct and policy formulation, approval and implementation
- Establishing fair and transparent performance appraisal system

5. Student's development and participation

- Budget allocation for student development programmes and activities
- Students Trainings & Placement Activities
- Student's representation in various committee and cell
- Participation in competitions
- Organizing competitions
- Credit transfer of
- Rewards & recognitions of achievers
- Participation in extracurricular activities
- Participating in social and welfare activities
- Providing career guidance

6. Staff development & welfare

- Recruitment Policy formulation & implementation
- Staff performance evaluation system
- Staff Training for quality improvement
- Best possible work facilities & infrastructure facilities
- Code of conduct, service rules & leave rules
- Staff welfare policy implementation, Career advancement schemes
- Rewards, recognitions and incentives
- Deputation for seminars, conferences and workshops etc.
- Sponsorship/ Motivation for qualification improvement
- Support for research, consultancy, and innovations.

7. Financial management

- Framing & implementation of Purchase and Financial policies
- Department wise Budget planning and allocation
- Forecasting income & expenditure -Budgeting of the Institute
- Effective functioning of purchase committee
- Budget formulation & approval through Finance Committee
- MoUs with industries
- Support for internships, visits, trainings, guest lectures
- Identifications of industry needs and advice on Curriculum for extra courses apart from curriculum.
- Providing opportunities for Industry based/sponsored projects

8. Entrepreneurship

- Establishment of Entrepreneurship Development Cell
- Effective functioning of entrepreneurship development Cell
- MoUs with organizations for entrepreneurship development Providing training & guidance for entrepreneurship development
- Bringing more experts of the field for seminars, lectures, workshops for entrepreneurship development
- Establishing incubation centres
- Promoting, sponsoring and facilitating entrepreneurship development

9. Research and innovation:
- Dedicated R&D facilitation centre
- Establish and develop Laboratories with more research facility
- Fund generation through Project proposals
- Apply for Government/Non-Government industry, sponsored funds
- Collaborations with Government & Private Institutes, Universities and Research Organizations
- Applying for patent

10. Community Services and Outreach Activities
- Budget from institution resources/Faculty/students/other donors
- Identify community and social development work
- Identify challenges of society for development work
- Provide vocational training /job-oriented training as per local needs at the institute
- Educational support to village people
- Conducting awareness camps

11. Physical infrastructure

- Infrastructure building development & modification
- Smart Class rooms, Tutorials, Seminar halls
- Modernization of Laboratory & equipment
- More ICT enabled classrooms
- Library infrastructure upgradation
- System upgradation
- Functional facilities for e-learning
- Safety & Security management
- Water facility and Medical facility
- Developing sports (indoor/outdoor) facilities
- Plantations
- Renewable Energy usage
- Hygiene, zero plastic & green campus

Standard Operating Procedure (SOP):
Standard Operating Procedure (SOP) prescribes the institutional flow chart for execution of activities in a step-by-step process, involving all the levels of managerial hierarchy.

1. Analysis

Head of the institution analyses the present situation in respect of the needs of the institution, through an academic council with Heads of Department and Deans.
The academic council checks the availability and adequacy of classrooms, laboratory, books in the library, staff requirement and any other additional components like hostel, sports ground, co-curricular and extracurricular activities which enhances the quality of work life and develops life skill of students.

2. Survey

Statistical facts and figures regarding student admission, staff requirement, books available in library, examination procedure etc. are collected and suitable estimations and requirements are made into a list of development / improvement programmes.

3. Improvement

List the development / improvement programmes with details about each program from each department. It should clearly indicate the time limit for its implementation. Programmes can be short term and long-term depending on circumstances.

4. Implementation

The council makes the decision regarding implementation of development / improvement programmes in each department based on details provided along with the statistical facts and figures.

5. Evaluation

Success of the plan is determined by its evaluation. The degree to which the target set is being achieved at different stages of the plan, must be assessed from time to time. At the completion of the project, the end product of output must be assessed qualitatively and quantitatively.

Perspective Plan Implementation and Monitoring:

After approval of the Perspective Plan the next step is its implementation. During implementation the progress of the strategic plan shall be measured from time to time. Hence the measurable success indicators are clearly spelt out in the implementation document. The Principal along with the Academic Coordinator and other team members will be the custodian for the strategic perspective plan and its deployment. The benchmarking of quality standards and its monitoring, evaluation of attainment will be carried out by the IQAC independently. The IQAC will report the findings to the Academic Council and Governing Body.

Implementation at Institutional Level

Governance & Administration	Chairman & Members of the Board of Management, Governing Council, Working Committee, Administration Office
Admissions	Principal, Heads of Department , Admission Committee
Statutory Compliance	Principal, Heads of Department , Coordinators of various Committees
Infrastructure	Board of management, Principal, Heads of Department
Teaching- Learning	Principal, Heads of Department , Faculty
Research & Development	Principal, Deans and Heads of Department

PERSPECTIVE PLAN (Five Years 2018-2023)

Parameters	Target Key Performance Indicator	Level 1 1-2years 2018-20	Level 2 2-3years 2020-21	Level 3 3-5 years 2021-23
Pass percentage	100%	70%	90%	96%
ICT Adoption by faculties	100%	60%	75%	90%
ICT adoption by students	100%	60%	80%	100%
Alumni Registration and Management	80%	40%	50%	60%
Student support and progression	100%	70%	85%	90%
ICT enabled classrooms	100%	60%	80%	90%
MIS	100%	75%	90%	100%
Admission automation	100%	80%	90	100%
Exam automation	100%	60%	80%	100%
Cashless campus	100%	80%	100%	100%
Placement support	100%	80%	90%	100%
Student mentoring support	100%	100%	100%	100%
Library automation	100%	100%	100%	100%
Certificate courses	60	20	40	60
Ph.D. Percentage	100%	50%	60%	70%
Research Percentage	80%	40%	60%	80%
Publication percentage	80%	40%	60%	80%

SWOC ANALYSIS

Strengths –
- Reputed & well-known management with a brand name – Bishop Cotton.
- Positive social perception with diversity of students
- State-of-the-art Infrastructure for curricular and co-curricular activities
- Recognition by UGC under 2f and 12B
- Holistic Education
- The Curriculum is integrated with ICT to enhance employability

- Innovative teaching and learning process are effectively followed to ensures holistic education development of student

Weakness –
- Low faculty research profile, and patents
- Limited scope for updating the course curriculum
- Consultancy activities are limited.
- Research publications are limited with respect to Scopus & SCI journals.

Opportunities –
- Recognition as research centre under BCU
- Scope for high level inter-disciplinary research.
- Tie-ups & academic exchanges with reputed institutes
- With significant increase in coaching programs for Competitive Exams, the institution aims to create a greater number of placements for the students.
- To strengthen alumni associations for their involvement in developmental, academic, research and mentorship activities of the students.
- Opportunity has been created for development of E-content by faculty

Challenges -
- Upgrading & updating programs in tune with global trends
- Competing with Autonomous institutions across India
- Greater Industry and Academia connect necessary to ensure curriculum and skills in line with requirements.
- To achieve a good position in the NIRF ranking
- To search for innovative career opportunities for students

Deployment of Perspective Plans

Planning	Deployment
1. Internal Quality Assurance System	- Quality Policy framed to encourage publication of papers - Participation of staff in conferences, workshops, seminars. - Internal academic audit conducted every semester - Audit for remedial measures - Promoting best practices like community service, health and hygiene programmes - Annual report preparation & submission of AQAR
2. Teaching learning process	- Academic planning and preparation of the Academic calendar is done. - Development of teaching plan is done

	• Use of more teaching aids and ICT tools have been adopted • Use of e-learning resources • Mentoring and personal support provided to students. • A transparent and fair feedback system has been implemented • Faculty have participated in various university engagements. This encourages faculties to ensure effective delivery and ensure holistic student learning. • Two Unit tests train the students to prepare effectively for their university examination.
3. Leadership and participative management	• A hierarchy has been designed to promote decentralisation • Staff and students are represented in various committees and cells • Functional committees have been established • Roles and responsibilities are established as per the Organization Structure
4. Good governance	• Vision, Mission is articulated in every key position • Evaluation of Institute's performance and benchmarking is done as per the strategic development plan • Smooth working of Statutory Committees is ensured • E governance through introduction of new ERP (Linways) and other software like Tally, Libsoft, Website • Establishing internal audit committee • Code of conduct and policy formulation, approval and implementation are well developed • Fair and transparent performance appraisal system has been established
5. Student's development and participation	• Budget allocation is done for student development programmes and activities every year • Students Training & Placement Activities done by the placement officer • Student Council formed to develop leadership • Students' representation in various committees and cells • Students encouraged to participate in competitions and extracurricular activities • Organizing competitions like Intercollegiate Cultural Fest, Management Fest, Intercollegiate Ecell Competitions

	• Rewards & recognitions of achievers • Participating in social and welfare activities like outreach programs • MoUs for certificate courses • Industry exposure through internships, Industrial visits, guest lectures • Establishing Institution Innovation Council
6. Staff development & welfare facilities	• Service Rules formulated and implemented • Best possible work facilities & infrastructure facilities • Training provided as per the needs like orientation for SSR preparation, ERP Technical training, Workshops, Symposium • Incentive of an increment for PhD holders. • Encourage participation in seminars, conferences and workshops etc. • Non Statutory welfare facilities like staff trips, Christmas bonus, Teachers Day gifts are provided along with various statutory benefits
7. Financial management	• Department wise Budget Planning & allocation at the beginning of every academic year • Budget formulation & approval through the board of management • Periodic Financial Audit done
8. Entrepreneurship	• Effective functioning of entrepreneurship Cell. • MoUs with organizations for entrepreneurship development. • Providing training & guidance for entrepreneurship development by bringing more experts of the field for seminar, lecture, workshop for entrepreneurship development • Promoting and facilitating entrepreneurship development through intercollegiate competitions. • Promoting entrepreneurship culture by facilitating students to start their own businesses on campus and organise tuck shops to encourage them.
9. Research and innovation:	• Collaboration with institutions for certificate courses • PG Nutrition - New food products experimented in the Nutrition Lab and relevant products analysed in Bio-Chemistry Lab using instruments like pH meter.

10. Community Services and Outreach Activities	• Number of training/awareness camps provided like Breast Cancer Awareness Camp, Drug Abuse Awareness Programme, Fire Safety Measures etc. • Budget from institution resources/Faculty/students/other donors • Community and Social Development work done by Rotaract Club and E Cell, NSS and SCM Cells • Donation drive done during Pandemic, floods etc
11. Physical infrastructure	• Building the third floor with more classrooms, staff rooms and toilets. • Elevator and Ramps are also built for easy accessibility especially for differently abled students. • CCTV cameras serviced and reinstalled in the campus. • Library infrastructure and e resources upgradation • New RO water purifiers installed • New badminton court • Plantations • Rain Water Harvesting • Recycling of water • Hygiene, zero plastic & green campus

Conclusion:

The IPPDD is an effort for paving a roadmap towards accomplishment of goals BCWCC dreams to achieve. Just formulating the strategic plan doesn't ensure success, but it provides a guiding framework which is a collective effort delivered by the process of participative brainstorming of stakeholders. The proper implementation of strategies through teamwork with good spirit leads to success and sustainability over a longer time through a dynamic process. It needs continuous evolution to incorporate the lessons learnt during the implementation and emphasizes the role of IQAC in ensuring the quality of implementation of Institutional Perspective Plan and Deployment Document.