

# INSTITUTIONAL DEVELOPMENT PLAN (IDP)

## Five Year

### (2026-27 To 2029-30)



Submitted By

**SHREE SAURABH ARTS, COMMERCE & B.C.A. COLLEGE**

At.Visanvel(Gadu) Gadu-Chorwad Highway Road Near 66 KV GEB Sub Station

Ta.Maliya(Hatina) Dist.Junagadh Pin.362255 Gujarat

Email :- [saurabh61001@gmail.com](mailto:saurabh61001@gmail.com) Website :- <https://saurabhcollege.in/>

Submitted To

**Bhakta Kavi Narsinh Mehta University-Junagadh &  
Department of Higher Education  
Government of Gujarat – Gandhinagar**

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## ➤ College Basic information

SN	Description	Inputs
1	Name of the College	Shree Saurabh Arts Commerce & BCA College
2	The regulatory body approving the University	Bhakta Kavi Narsinh Mehta University-Junagadh
3	Approval No.	BA :- SYJ-2006-1483 Kh-1 Date.15-06-2006 BCOM :- SYJ-2012-2117 Kh-1 Date.12-05-2014 BCA :- SYJ-2012-2053 Kh-1 Date.16-05-2013
4	Type of College	Self Finance
5	Status of College	Management by Trust
6	Name of Principle	Dr.B.G.Solanki
7	Contact Details of Principle	Phone:02870285501 M: 9879567644 Email ID: <a href="mailto:bgsolanki2013@gmail.com">bgsolanki2013@gmail.com</a>
8	Name of Trust Precedent	Mr. L.H.Dodiya
9	Contact Details of Registrar	Phone:- M:9099330303 Email ID: <a href="mailto:lhdodiya1111@gmail.com">lhdodiya1111@gmail.com</a>
10	Name of IDP Project Cell Coordinator	Dr.M.L.Keshoda
11	Contact Details of IDP Project Cell Coordinator	Email ID: <a href="mailto:keshodamansing@gmail.com">keshodamansing@gmail.com</a> Mob: 9909023643

➤ **College Basic information**  
**(Teaching Staff, Non-Teaching Staff & Student)**

S N	Name Of Department	Male	Female	Total
01	Department Of Gujarati	1	2	3
02	Department Of Hindi	1	2	3
03	Department Of Sanskrit	3	0	3
04	Department Of English	2	0	2
05	Department Of Sociology	1	1	2
06	Department Of History	3	0	3
07	Department Of Economics	1	0	1
08	Department Of Geography	1	0	1
09	Department Of Commerce	3	1	4
10	Department Of Computer Science	3	1	4
11	Non Teaching Staff	5	2	7

S N	Number Of Student	Male	Female	Total
01	BA	866	405	1271
02	BCOM	381	135	516
03	BCA	354	111	465

➤ **IDP Project Development Committee**

<b>SN</b>	<b>Name Of Member</b>	<b>Designation</b>	<b>Designation in the IDP</b>
01	Dr.B.G.Solanki	Principle	Principle
02	Mr.P.J.Dodiya	Trustee	Member
03	Dr.J.D.Trivedi	Trust / M D	Member
04	Dr.T.R.Sharma	Advisor	Member
05	Dr.Mayur Kapadiya	Advisor	Member
06	Dr.P.H.Kher	Assi.Professor	Member
07	Ms.Urvashi K. Yadav	Trust Member	Member
08	Pro.M.S.Parmar	Assi.Professor	Member
09	Pro.B.H.Makdiya	Assi.Professor	Member
10	Pro.N.D.Rathod	Assi.Professor	Member
11	Dr.M.L.Keshoda	Assi.Professor	IDP Coordinator

## ➤ Infrastructure

### ❖ No. of Class Room in the College:-

SEATING CAPACITY	250 CAPACIT	180 CAPACITY	80 CAPACITY	20 CAPACITY
NO OF CLASS ROOM	02	04	06	04

### ❖ Library:

Sr. No.	PARAMETERS	NUMBER OF BOOKS
1	Total number of text books and reference books available in library for student's (approx.)	Books 1200 Ref Books 2300

### ❖ Reading Room:-

READING ROOM	SITTING CAPACITY
01	A space has been provided in the library itself for separate reading. In which there is arrangement for 60 seats.

### ❖ First-Aid Box and Functional fire Extinguisher Facilities:-

First Aid box available	Functional fire extinguisher
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## ➤ **Executive Summary :**

Sagar Education and Charitable Trust, Simar was established in the year 2001. Subsequently, in 2006, a new college was started based on eight years of experience in the Arts faculty. Over time, as part of academic expansion, the institution introduced Commerce (B.Com) and Science stream with BCA programmes. Thus, to ensure the holistic development of the Arts, Commerce, and BCA departments, the institution has developed a comprehensive Institutional Development Plan (IDP), which is fully aligned with the guidelines of the University Grants Commission (UGC) and the National Education Policy (NEP) 2020.

To achieve the defined institutional goals, collective efforts and cooperation from all departments of the college are essential. The integrated administrative system of the institution will guide the college towards the achievement of its developmental objectives. Various committees comprising teaching staff, non-teaching staff, and student representatives will be formed, and meetings will be conducted at regular intervals. Feedback and suggestions received during these meetings will be utilized to implement actions in accordance with the IDP plan to achieve the set targets.

For the overall development of the college, a comprehensive and realistic SWOC (Strengths, Weaknesses, Opportunities, and Challenges) Analysis will be carried out. Based on this analysis, appropriate planning will be undertaken to ensure that the institution remains progressive and prepared to face future challenges. Systematic action plans will be formulated to address challenges effectively, and the planned activities will be implemented accordingly.

Keeping in view the academic and career-oriented needs of students, various faculty development programmes, modernization of library facilities, and employment-oriented and skill-based programmes will be introduced. After the implementation of these initiatives, periodic reviews will be conducted to ensure quality enhancement and effectiveness.

In the coming years, to ensure the smooth functioning of the college, the institution will prepare itself in line with contemporary requirements by strengthening infrastructural and physical facilities, appointing adequate and qualified faculty members, and providing modern classrooms and educational resources. Within this framework of requirements and conditions, the primary objective of the IDP is to lead the college towards academic excellence.

The Institutional Development Plan (IDP) demands timely and strategic interventions. Its success depends on the fulfillment of defined objectives and the outcomes achieved. To maximize results, priority-based actions, continuous evaluation, and a strong focus on quality enhancement processes are essential.

### **Key Focus Areas :**

1. Academic Policy Implementation Effective and phased implementation of the National Education Policy (NEP) 2020. Alignment of curriculum, teaching–learning methods, and assessment systems with NEP 2020 guidelines.
2. Quality Assurance and Monitoring (IQAC) Continuous monitoring and guidance by the Internal Quality Assurance Cell (IQAC). Regular review, mentoring, and follow-up mechanisms to ensure quality enhancement in academic and administrative processes.
3. Academic Support and Information Services Establishment and development of a Modern Information Centre / Digital Library. Provision of e-resources and ICT facilities for students and faculty members.
4. Student Welfare and Residential Facilities Development and strengthening of hostel facilities for students. Ensuring safety, hygiene, discipline, and a supportive living environment.

5. Infrastructure and Physical Facilities Planned development of modern infrastructural and physical facilities. Up gradation of classrooms, laboratories, and other academic support facilities.

6. Employability and Industry Linkages Organization and implementation of employment-oriented programmes. Establishing collaborations and MoUs with industries, companies, and organizations. Focus on internships, placements, and skill development initiatives.

7. Environmental Sustainability Initiatives Effective implementation of environmental conservation and sustainability programmes. Promotion of green campus initiatives such as tree plantation, energy conservation, waste management, and cleanliness drives.

8. Technology-Enabled Teaching and Learning Implementation of modern technology-based teaching–learning systems in classrooms. Adoption of smart classrooms, ICT tools, digital learning platforms, and e-content.

9. Faculty and Staff Development Organization and implementation of need-based training programmes for faculty and staff. Continuous professional development through FDPs, workshops, seminars, and training in pedagogy, research, and technology.

➤ **Vision :**

Sagar Education and Charitable Trust, Seemar, Taluka Veraval, District Gir Somnath, established Shri Saurabh Arts College in the year 2006 at Galu, Taluka Maliya Hatina, District Junagadh. Subsequently, in the year 2012, professional and career-oriented programmes such as Bachelor of Commerce (B.Com) and Bachelor of Computer Applications (BCA) were introduced.

The residents of this region mainly belong to economically weaker sections and are engaged in agriculture and daily wage labor. Due to the conservative nature of society, children from economically and socially backward classes faced significant difficulties in accessing higher education. In order to promote education at the doorstep, facilitate easy access to higher education, and in accordance with Government policies under NEP-2020, this college was established with the objective of providing employment-oriented education that enables students to acquire skills for self-employment and gainful employment.

The college is located in a semi-urban area, neither completely urban nor rural. As a result, the majority of students come from nearby villages and belong predominantly to agricultural and labor-class backgrounds.

The vision of the institution is to fulfill societal needs through value-based education and to contribute to nation building by nurturing responsible, disciplined, and value-oriented citizens and educators, thereby realizing the true essence of humanity.

## ➤ **Mission**

Our institution was established in the year 2006 with the objective of providing quality education to the youth of the surrounding villages and talukas of Junagadh and Gir Somnath districts. The institution is committed to ensuring equal access to higher education, particularly for students belonging to backward classes from rural and underdeveloped areas.

Along with classroom teaching, the institution regularly organizes seminars, group discussions, and collaborative learning activities. Continuous efforts are made to inculcate value-based thinking among the youth. Through various skill development programs, emphasis is placed on the overall development of students and on creating awareness about social issues prevailing in society. The institution is making every possible effort to achieve these objectives.

Our Mission is as follows:

To develop a positive teaching–learning environment by integrating the principles of shared responsibility, transparency, and adaptive governance.

To provide quality education that fosters global outlook, guided by the values of pride, dedication, and integrity.

To offer quality education to economically weaker and educationally deprived students.

To make students employable and self-reliant through vocational and skill-based education.

## ➤ SWOC Analysis

### S – Strengths

- ❖ The institution possesses sufficient land for future growth, development, and expansion.
- ❖ The campus provides a Calm, clean, and eco-friendly environment conducive to learning.
- ❖ The institution has dedicated and committed teaching as well as non-teaching staff.
- ❖ A diverse student population representing various communities and academic backgrounds.
- ❖ Strong support and cooperation from the local community.
- ❖ Achievements and recognitions in sports and cultural activities.
- ❖ Active participation and cooperation in various academic, cultural, and social programs.
- ❖ The IQAC facilitates the promotion of quality education and provides guidance and support in policy formulation and implementation.
- ❖ A healthy, cordial, and selfless relationship exists between teachers and students.
- ❖ Effective implementation of the curriculum prescribed by the Government and the affiliated University, conducted within the stipulated time frame.
- ❖ Emphasis on discipline, ethical values, and value-based education.
- ❖ No reported cases of ragging or sexual harassment among students.

## **W – Weaknesses**

- ❖ The institution has an inadequate number of teaching and non-teaching staff as per the required norms.
- ❖ The institution faces financial constraints.
- ❖ Limited digital infrastructure necessitates the development of online lectures, laboratories, and other academic facilities.
- ❖ Very limited use of modern technology in teaching and learning processes.
- ❖ Insufficient availability of required and reference books in the library.
- ❖ Lack of regular class attendance among students and insufficient awareness about the importance of education in the local area.
- ❖ The computer laboratory requires upgradation and modernization.

## **O – Opportunities**

- ❖ Providing quality education to students from economically and socially weaker sections and rural areas is a key role of the institution.
- ❖ The institution has sufficient land and physical infrastructure to introduce UG, PG, digital education, and various short-term and skill-oriented courses.
- ❖ There are ample opportunities to create employment avenues by offering career guidance, skill development programs, and by nurturing entrepreneurial and constructive thinking among students.
- ❖ The institution can play a significant role in social reform and in bringing about socio-economic transformation through guidance and community engagement.
- ❖ A peaceful, clean, and academically conducive environment supports effective teaching, learning, and research activities.
- ❖ Through various awareness programs, workshops, seminars, and training sessions, students can be exposed to different research methodologies and encouraged to participate in research-oriented activities.

## C – Challenges

- ❖ **Socio-Economic Background of Students** Most of the students enrolled in the institution belong to economically and socially disadvantaged sections of society. As they come from rural backgrounds, they face difficulties in effectively using modern technology.
- ❖ **Lack of Infrastructure and Transportation Facilities** Due to the non-availability of adequate infrastructural facilities and insufficient transportation facilities for commuting to and from the institution, a significant amount of time is wasted by students and staff.
- ❖ **Financial Constraints** Because of financial limitations, the institution is unable to implement modern academic programs, innovative initiatives, and skill-oriented training activities.
- ❖ **Absence of Nearby Industries** The institution is surrounded by agricultural land, and there are no major industries or industrial units in the nearby area. As a result, the institution is unable to organize campus interviews and industry-based placement activities.
- ❖ **Shortage of Teaching and Non-Teaching Staff** Due to the lack of alternative financial resources, the institution is unable to fill vacant teaching and non-teaching positions, leading to a shortage of staff.

## ➤ Execution Plan Goal

- **Activity 1:** Timely conduct of classes to complete syllabus.
- **Improvement Plan:** Digital Classrooms are proposed under the project. Guest Faculty/Contractual Faculty will be engaged under the project.
  
- **Activity 2:** Monitor weak / backward students and provide additional academic support.
- **Improvement Plan:** Faculty will be motivated to engage with weak students. This will be factored in the timetable.
  
- **Activity 3:** Ensuring access to library books and Computer Lab
- **Improvement Plan:** Computer labs and computers are proposed under the project. Lab and Library will be kept open during college hours and students motivated to use them.
  
- **Activity 4:** To provide placement opportunities for promoting employment.
- **Improvement Plan:** To establish Skills lab to provide entrepreneurship and employability skills training. Opening of placement cell in the college.
- - Liaoning with local Industries.
- -Providing training to the students through different types of Agencies like Banking guide, DIC, MSME and rural self-employment Training.
  
- **Activity 5:** Improving communication with key stake holders such as parents, alumni, industries and local Leaders.
- **Improvement Plan:** Periodic meeting of parents, students and teachers.

- -Periodic meetings by inviting carrier guide for guiding the students for different carrier opportunities.
  
- **Activity 6:** Improving faculty competency items of ascendancy proficiency, communication skills and administrative capacity.
- **Improvement Plan:** Complete visit to library by faculty members at least for one hour a day
- -Holding faculty improvement programmes on monthly basic.
- -Brain storming sessions, Language training and interpersonal communication skills training to be organized in proposed skills lab.
  
- **Activity 7:** Monitoring the students and faculty for effective Learning out comes.
- **Improvement Plan:** Introduction of daily performance report.
  
- **Activity 8:** Plan for increasing revenue sources
- **Improvement Plan:** Collection of student fees for extra courses, Donation from public, etc.

## ➤ **Future Plans :**

- To enrich the central library with the latest books & journals of all subjects.
- To train the staff with digital skills.
- To train the staff with basic English Language Skills.
- To train the teachers about proper documentations of their sanctioned research projects.
- To encourage students and staff about use of ICT.
- Strategies Plan for institutional development based on SWOT analysis
- Building up on our strengths, introduce new courses to make education
- accessible to more students from rural/nearby areas and less privileged sections of the society.
- To enhance the quality of courses currently offered but making them more relevant, skill focused and responsive to the demands of the employment industry and to introduce Add on courses to Improve employability of the students.
- Establish new infrastructure & improve the existing infrastructure.
- To make teaching learning process more effective by adding more smart classrooms, MOOC Studio, Skills Lab, Blended learning - MOOCS & Digital recording Studio, ICT integrated teaching for faculty in innovative teaching methodology.
- Improve social responsibility and awareness in the students by pushing for more collaborative interaction between agencies working with a social concern.
- Plan for increasing revenue sources, maintenance of assets, pro environmental on mental initiatives, social / community engagement etc.,
- Improving communication with key stakeholders such as parents, alumni, local leaders, industries, etc.,

- Improving the faculty competency in terms of academic proficiency, communication skills, administrative capacity etc.

➤ **Strategic Action Plan for below timeline:-**

**Developing Motivated and Energized Faculty Timeline Plan of Action**

**(Activities) Short Term - 2 Years**

- Orientation program for newly recruited teachers.
- Improving teaching-learning facilities.
- Deputing teachers for various faculty development/training programs.
- Organizing FDPs and training programs for teachers in the institution.
- Purchase of software for facilitating research
- Manual for teachers and Departments for facilitating academic work
- Motivating faculty for taking up consultancy assignments.

**Developing Motivated and Energized Faculty Timeline Plan of Action**

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## **Career Advancement Scheme (CAS) Guidance Mid Term – 5 Years**

- Freedom to design curriculum and pedagogical innovations
- Improving teaching-learning facilities.
- Teaching, Learning and Education Technology Timeline Plan of Action (Activities)

### **Short Term - 2 Years**

- Setting up recording studio for E-Content development.
- 10% e-content creation.
- 40% Smart classrooms.
- 10% Internship under teaching-learning
- Measuring attainment of CO, PO and PSO.
- Implementation of ERP in teaching, learning and evaluation.

### **Mid Term – 5 Years**

- Linkages and collaboration of educational institutes.
- 20% e-content creation.
- 60% Smart classroom.
- 20% Internship under teaching-learning
- Review of CO, PO and PSO and attainment.

### **Attracting Research Funds.**

- 20 Research paper publications in UGC CARE list, Scopus/Web of Science.
- FDP for faculty members on Emerging Research Areas (1 FDP/Teacher/Year)
- Linkages and collaborations with reputed Higher Educational Institutions for interdisciplinary research
- Promoting Student/ Faculty exchange at State / National Level.
- Creating a central instrumentation facility.

## ➤ Budget plan (Rs. In Lakh )

Sr. No.	List of Activities	Specify	Estimate Cost (Rs. In Lakh )
1.	Construction of New Library	1000-1500 sq. ft. including reading room	9,50,000/-
2.	Renovation of existing infrastructure	Color work, Plastering, etc.	5,00,000/-
3.	Modernization of classrooms	Digital / Smart Class rooms	5,00,000/-
4.	Up gradation of computer laboratories	Computer Lab with furniture and acoustic	5,50,000/-
5.	MOOCS & Digital recording Studio	For Blended Learning	4,50,000/-
6.	Books	Books , Journal	4,50,000/-
7.	Development of communication skill training		5,00,000/-
8.	Drinking water	Replacing UV plant with water purifier plant	1,50,000/-
9.	CCTV Cameras	TO cover whole campus and classes	2,00,000/-
10.	Sports equipment	Development of sports grounds, sports kits, etc.	4,50,000/-
11.	Canteen	Including kitchen- Cooking Areas /stores-Gen, Cold, Vegetables/Preparation Areas/Catering /Washing etc.)	3,50,000/-
<b>Total</b>			<b>50,50,000/-</b>

## ➤ **Conclusion :**

To conclude, the IDP is a vision plan of the institution which has been prepared by a team of IQAC of the Institution of our college. There were many review meetings before the final IDP took shape. If the college receives the budgeted funds from the concerned Central and State Government Bodies, we assure that the funds will be optimally utilized for the long term development of the institution so that our institution in the next decade becomes a Centre of excellence in Higher Education in Gujarat and as well as India.