



||Jai Sri Gurudev||

Sri Adichunchanagiri First Grade College
Channarayapatna

Internal Quality Assurance Cell
Action Plan for the Year: 2023-24

1. Curricular Aspects.

a. Curriculum Review and Revision.

- **Action:** Regularly review and update the curriculum to incorporate new developments, industry needs, and feedback from stakeholders.
- **Timeline:** By December 2023.
- **Responsible Parties:** IQAC & Criterion-1 coordinator and Head of the Department.

b. Introduction of New Courses (Add on Courses/Project).

- **Action:** Develop and introduce new courses and programs that align with current academic trends and student interests.
- **Timeline:** By May 2024.
- **Responsible Parties:** Department Heads, IQAC Chair.

c. Integration of Skill Development.

- **Action:** Ensure that the curriculum includes components for skill development and employability.
- **Timeline:** By January 2024.
- **Responsible Parties:** Faculty Members, Placement Cell Coordinator.

2. Teaching, Learning, and Evaluation.

a. Teaching Quality Improvement.

- **Action:** Conduct workshops and training for faculty to enhance teaching methodologies and use of technology in the classroom.
- **Timeline:** Starting from October 2023 to May 2024.
- **Responsible Parties:** Criterion-6 co-ordinator, IQAC.

b. Student Feedback Mechanism.

- **Action:** Implement and review student feedback on teaching quality, course content, and overall satisfaction.
- **Timeline:** Feedback collection in April 2024.
- **Responsible Parties:** Student Feedback Committee (Criterion-1), IQAC Chair.



c. Evaluation and Assessment Review.

- **Action:** Regularly review and update assessment and evaluation methods to ensure fairness and accuracy.
- **Timeline:** Quarterly in the year 2023- 2024.
- **Responsible Parties:** IQAC.

3. Research, Innovations, and Extension.

a. Research Promotion.

- **Action:** Increase support for research activities through grants and research infrastructure.
- **Timeline:** Specific initiatives in the year 2023-24.
- **Responsible Parties:** Research Committee, IQAC Chair.

b. Innovation and Incubation.

- **Action:** Establish or strengthen innovation and incubation centres to support student and faculty-led projects.
- **Timeline:** By March 2024.
- **Responsible Parties:** Head of Department, IQAC.

c. Community Outreach Programs.

- **Action:** Initiate and enhance outreach programs that address community needs and promote social responsibility.
- **Timeline:** Quarterly, starting from November 2023.
- **Responsible Parties:** Criterion-3 coordinator, IQAC.

4. Infrastructure and Learning Resources.

a. Infrastructure Upgrades.

- **Action:** Plan and implement upgrades to physical infrastructure, including classrooms, laboratories, and libraries.
- **Timeline:** Initiation in September 2023 and Completed by June 2024.
- **Responsible Parties:** Principal and Head of Department.

b. Learning Resources Enhancement.

- **Action:** Update and expand library resources, digital databases, and learning materials.
- **Timeline:** By January 2024.
- **Responsible Parties:** Library Committee, IQAC.



c. Technological Integration.

- **Action:** Improve technological resources and integration in teaching and administrative processes.
- **Timeline:** By March 2024.
- **Responsible Parties:** IT Committee, IQAC Chair.

5. Student Support and Progression.

a. Academic and Career Counselling.

- **Action:** Enhance academic advising and career counselling services to better support student success.
- **Timeline:** December 2023.
- **Responsible Parties:** Placement Cell Co-ordinator and IQAC committee.

b. Scholarships and Financial Aid.

- **Action:** Increase awareness and availability of scholarships and financial aid options for students.
- **Timeline:** By November 2023.
- **Responsible Parties:** Student welfare committee and criterion-5 coordinator, IQAC.

c. Student Progress Monitoring.

- **Action:** Implement systems to monitor and support student progress and address academic challenges.
- **Timeline:** By March 2024.
- **Responsible Parties:** Head and criterion - 2 coordinator and IQAC committee.

6. Governance, Leadership, and Management.

a. Strengthening Governance Structures.

- **Action:** Review and strengthen governance structures and decision-making processes to ensure transparency and effectiveness.
- **Timeline:** By December 2023.
- **Responsible Parties:** Governance Committee, IQAC committee.

b. Enhancing Administrative Procedures.

- **Action:** Provide training and development opportunities for institutional leaders and managers.
- **Timeline:** By March 2024.
- **Responsible Parties:** IQAC Committee.

c. Process Optimization.

- **Action:** Review and optimize administrative processes for efficiency and effectiveness.
- **Timeline:** Major review in May 2024.
- **Responsible Parties:** Administrative Committee, IQAC committee.

7. Institutional Values and Best Practices.

a. Promoting Institutional Values.

- **Action:** Reinforce institutional values and ethics through workshops, seminars, and communication.
- **Timeline:** November 2023 to June 2024.
- **Responsible Parties:** Discipline Committee, criterion-7 coordinator and IQAC committee.

b. Implementation of Best Practices.

- **Action:** Identify, document, and implement best practices across various functions and departments.
- **Timeline:** September 2023 to May 2024.
- **Responsible Parties:** Best Practices Committee, IQAC committee.

c. Environmental and Social Responsibility.

- **Action:** Enhance initiatives related to environmental sustainability and social responsibility.
- **Timeline:** From September 2023 to April 2024.
- **Responsible Parties:** Head of the Department and IQAC committee.



IQAC Co-ordinator

Co-ordinator
IQAC

S. A. F. G. College
Channarayapatna-5731



Principal
Principal

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