

RAMAKRISHNA MISSION BRAHMANANDA COLLEGE OF EDUCATION

Website: www.rkmbcrahara.org, E-mail : rkmbcrahara@gmail.com

P.O. : Rahara, Kolkata : 700118, West Bengal, India

Strategic Plan document 2020-21

Vision:

- To develop passion for common good of mankind.
- To build a more inclusive and humane society by providing value-based education.
- To provide opportunity for holistic development of each Soul.

Mission:

- To give access to excellence in academic activities.
- To create opportunity for self-learning, creativity and innovation.
- To provide means to equip students to work in a digitised world and to access to data and information.
- To provide opportunity to students for enhancing their employability.
- To develop scientific temper as well as respect for the tradition.
- To inculcate a sense of equity & equality.
- To develop sensitivity to women, third gender & persons with special needs, linguistic & religious minority and the economically deprived.
- To foster cooperation and collaboration with other institutes.
- To provide experience of outreach and extension work in rural areas so that students develop sensitivity for the poor masses.
- To evolve a sense of integrity, honesty, humility, hard work and tolerance.

SWOC Analysis:

Strengths:

1. A constituent Govt.-Aided College under WBUTTEPA, recognized by NCTE, NAAC Accredited and UGC Approved Teacher Education Institute.
2. Residential B.Ed. College (male only).
3. Offers Two-Years B.Ed. programme.
4. Well qualified faculty.
5. Imparts quality education.
6. Organises innovative practices – Internship, Community outreach programmes.
7. Adequate infra-structure facility.
8. Provides academic support to nearby schools and their teachers.
9. Collaborates with other local educational institutes.
10. Has a registered alumni association.

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Weaknesses:

1. A stand-alone college.
2. Lack of autonomy.
3. Shortage of staff.
4. Not a composite college (i.e. no dual courses).

Opportunities:

1. Administered by a monastic member of Ramakrishna Math & Mission.
2. Has opportunity to support neighbouring schools to implement innovative teaching-learning practices.
3. Has scope for opening short courses on ICT, Action Research, Academic Counselling.
4. Has scope for Integrated B.Ed. programme.

Challenges:

1. Revamping teacher education system.
2. Introduction of competency-based teacher education.
3. Introduction of multidisciplinary approach to teacher education.
4. Making provision for maintenance of physical infrastructure of the college.

Strategic plan:

The strategic plan for the year 2019-2020 has been prepared taking into consideration of various quality dimensions for the development of the college. The IQAC of the college has taken initiatives to prepare the plan. The inputs from all stakeholders, management policy, vision and mission of the college and expectation of the society served as the guiding principles of the strategic plan. Feedback from the stakeholders, recommendations of the IQAC and the local educationists are taken into consideration. The draft of the strategic plan has been discussed and reviewed by IQAC and finally approved by the college authority.

Criterion 1: Curricular Aspect

Curriculum Planning & Implementation:

The Institute is affiliated to Baba Saheb Ambedkar Education University. The curriculum of B.Ed. programme offered in the institute is designed by the affiliating university to cater to both national and local needs of the students in alignment with emerging global trends in school and teacher education. There is flexibility and diversity in the curriculum for the benefit of the students. The feedback from the students, alumni, employer, academic experts and other stakeholders is used in the programme development and planning. The institute functions with well-defined

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vision, mission and a value system clearly stated in its website and documents. Action plans are worked out to achieve the objectives of B. Ed. Programme accordingly. The development of B.Ed. curriculum is based on NCTE guidelines, UGC as well as the NCF-2005 & NCFTE-2009. Depending on need assessment of students and in consultation with external expert groups the curriculum is framed.

The curriculum and practices of B.Ed. programme are enriched from time to time as per new policies such as NEP-2020 as well as expectations of stakeholders. The curricula for various academic programmes are periodically reviewed by expert bodies in the light of recommendations of the concerned national bodies such as NCTE and UGC. As per their advice, the curriculum addresses gender issues, environmental issues, inclusiveness, etc.

Curriculum is developed on the basis of Programme Learning Outcome (PLO) and Course Learning Outcome (CLO). The institute ensures the component of inclusive education through a compulsory component in B.Ed. programme. Skill and capacity development is integrated in curricular structure as value added courses such as Soft Skill, Yoga & Meditation, Art- integrated learning, Sports integrated learning, and Communication skills.

Criterion 2: Teaching –Learning & Evaluation

Academic Planning for the B.Ed. programme takes place after a series of discussions among the experts appointed by the affiliating university. Accordingly, Academic Calendar for B. Ed. is prepared by the university. And depending on it, a separate Academic calendar of the college is prepared with minor changes.

Continuous and Comprehensive Evaluation is intended to assess the learning level of students during a semester. As per the academic requirements of students remedial classes are also being conducted and peer learning is encouraged. Our college, with a commitment to the mandate of NCF (2005), translated major goal of constructivist school classrooms by evolving and transforming its Internship in teaching program into a constructivist teaching learning for the Internees. Applying the innovative teaching learning methods such as Cooperative and Collaborative learning, Constructivist Pedagogy, Experiential Learning, Activity Based Learning, ICT Integrated Learning etc. are followed.

It is encouraged to use various learning resources and e-resources and ICT based teaching aids such as Power Point Presentations, video lectures, SWAYAM etc. Initiatives are taken to make teaching-learning process inclusive. Efforts are there to use various teaching learning resources for students with disabilities.

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The institute ensures development of multi-skills such as language and communication skills, ICT skills, teaching-learning skills, social skills, laboratory skills and leadership skills.

Being a residential Institute, mentoring to students is provided both in the Institute as well as in the hostels. Faculty members act as mentors in the B.Ed. programme. So far as field engagement activities are concerned, supervisors and school authorities are assigned with the responsibility of mentoring the students. Various activities to acquire competencies as per the PLO and CLO will be carried out by the mentors. Regular meeting of the Principal with the faculty members ensures proper functioning of the college activities.

Continuous assessment- both formative and summative are used to measure attainment of learning outcomes. The Institution shall administer student satisfaction surveys in order to elicit student opinion and perspectives regarding institutional environment, programme, and services. Feedbacks from current students and ex-students are used to further improve the quality of the teacher education programme.

Criterion 3: Research, Innovations & Extension

Research & Innovation:

The college, of course within its limited capacity, tries to facilitate faculty members to participate in National and International seminars/conferences, undertake research projects by providing financial assistance and support. Faculty members are also encouraged to undertake UGC sponsored research projects.

Thus the college tries to promote research interest by inculcating the spirit of research among learners and faculty by providing micro level support system.

The college tries to promote research activity through:

- organizing workshop/seminars /training programmes, conference, etc.
- providing academic infrastructure such as instruments, laboratories, ICT facilities, library and other requirements for carrying out research activity.
- appreciating and recognizing the faculty members on successful completion of research programmes and research publications.
- appreciating and recognizing the students who performs well at University, State and National level research competitions/research activities.
- deputing the faculty for research seminars/ workshops and training.

Extension:

The college caters to the educational needs of the local community through its extension, and developmental activities.

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The Institute aims to help the local community through the following outreach programmes:

1. Career counselling for local students will be organized with the help of Placement and Counselling cell every year.
2. Developing medicinal plant centre within the college premises and educating students and members of the community on the use of medicinal plants.
3. Helping the community through blood donation camp, distribution of clothes to the needy persons, etc.
4. Work Education activities related to computer, fabric painting, and organic farming, etc. will be promoted.
5. The college will strengthen its Vidyarthi Parishad and Brahmananda Study Circle for developing sensitivities towards community issues, gender disparities, social inequality etc. and inculcating values and commitment to the society.
6. The College will organize awareness programme on health & hygiene and personal sanitation, water harvesting techniques, energy saving techniques, Cleanliness campaign, environmental conservation and tree plantation.
7. Collaborative activities will be strengthened with Government/Non government organization for extension activities like research, faculty exchange, student exchange with different B.Ed. colleges, research institutions, linkages with institution/Industries, and Job training.

Criterion 4: Infrastructure & Learning Resources:

Ramakrishna Mission Brahmananda College of Education aspires to develop both physical and knowledge infrastructures. The college plans to allocate substantial amount towards development of classrooms, library, lab, hostel, etc. specific to the need of the institute if Government fund is available.

1. Expansion of facilities for future development of students, teachers and Non-teaching staff is planned through:

A. Facilities for Teaching-Learning Process:

- (i) *Renovation of computer lab and language lab*
- (ii) *Transformation of one classroom into smart classroom*
- (iii) *Creation of additional classrooms*

B. Upgradation of library

- (i) *The library services will be upgraded with reference books, journals and e-journals.*
- (ii) *The teaching and non-teaching staff will be oriented with the effective use of digital resources of the library.*
- (iii) *Book bank facility will be provided to students and ex-students.*

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2. Separate financial provision is planned for maintenance of campus infrastructure.
3. Hall for Yoga will be constructed for students and teachers.
4. Emphasis will be given on green initiatives and the use of e-vehicles in the campus.

Criterion 5: Student support & Progression

- To enable students to acquire meaningful experiences of learning at the campus and
- to facilitate their holistic development and progression, the Institute has extensively planned requisite facilities for student support which includes monitoring of student performance, alumni profiles, and the progression of students to higher education and getting employment.

Various strategies include:

1. Information about various govt. scholarships shall be displayed on Institute website/ Notice Board.
2. The Institute shall organize the following capability enhancement and development schemes for the staff and students:
 - (a) *Students guidance for competitive examinations*
 - (b) *Career Counselling*
 - (c) *Soft Skill Development*
 - (d) *Remedial Coaching*
 - (e) *Language Lab*
 - (f) *Yoga & Meditation*
 - (g) *Personal counselling*
3. Empowering the Grievance Redressal Cell for staff and students.
4. Enhancement of Sports activities by:
 - (a) *Providing requisite kits, shoes, nutritious diet to the players.*
 - (b) *Encouraging the players to participate in Sports competitions.*
 - (c) *Providing financial assistance (T.A) to the players, who participate in sport competitions at National level.*
 - (d) *Felicitation of the sport persons achieving awards, medals, rank on Annual Sports day.*
5. For encouraging other performing arts following amenities will also be provided:
 - a. *Clubs will be in place in art, music, and drama encouraging students to organize various activities round the year.*
 - b. *Students will be motivated to participate in inter- institute and inter-university competitions.*
 - c. *Arranging industrial visits, faculty development programmes, and lectures for students and faculty for professional development.*

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d. Organizing expression series for students to give them opportunities to think, and reflect on various social issues.

Criterion 6: Governance, Leadership & Management

Leadership and management:

1.The Principal of the Institute guides, approves, and sanctions all activities of the Institute. However, for smooth operation of work, the Institute has adopted a decentralized structure. The two main domains of activity are the academic programmes and the administrative activities, which are looked after mainly by the Principal.

2.The Principal supervises and guides the academic activities in consultation with the teaching staff. In addition to that, he supervises the financial and administrative activities of the college with the help of internal and external auditors.

3.In order to promote participative management of the academic, administration and student related responsibilities, various committees have been formed in the college. Besides, committees such as, grievance redressal committee, anti-ragging committee, etc. are formed for the smooth functioning of the institute.

Staff development & welfare:

1.The college follows the recruitment policy, salary structure, code of conduct, service, and leave rules as recommended by the norms of the Govt. of West Bengal and UGC provisions. The institute aims to provide the best possible work & infrastructure facilities.

2.The recruitment policy for part-time/contractual faculty is as per the UGC/ State Govt. guidelines, on a consolidated pay scale.

3.Various welfare measures are available for the office staff and faculty of the Institute including duty leave, study leave, leave travel concession, loans for housing and vehicle, healthcare facility, reservation for the wards of the employees in the Ashram School (Ramakrishna Mission Boys' Home High School), paternity leave (childcare leave), etc. Priority is given on implementation of these measures so that everybody would avail these facilities.

4.Career advancement schemes along with recognition and incentives are formulated for better career prospects. In addition, college supports faculty for research, consultancy, and innovations. Faculty members are encouraged to attend and present papers in seminars, conferences and workshops, etc.

5.In order to improve the effectiveness and efficiency of the staff in the institutional processes, the management supports them for personal and professional growth, and deputes them for appropriate programmes.

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6.The Institute shall organize professional development of staff through training programmes, capacity building workshops which include:

- (i) Ethical practices*
- (ii) Stress management*
- (iii) | Educational Technology*
- (iv) Use of ICT in teaching learning*
- (v) Language proficiency*
- (vi) Computer hardware basic training*
- (vii) Office software training*

7.The performance assessment of the faculty members is carried out in the form of self-appraisals at the Institute level. The assessment enables the officials concerned to refocus on the quantity and quality of their contributions, which results in improvement in teaching, research and service.

8.Periodic guidance for quality improvement will be given by the IOAC cell of the college.

Governance & Financial management:

1.Financial management is planned through annual Budget planning and allocation by forecasting income & expenditure to ensure effective functioning of purchase committee, allocation of emergency funds, etc. Budget formulation & approval is sought through Finance Committee headed by the Principal and periodic audits are carried out to maintain transparency.

2.Establishment of audit teams is made by Ramakrishna Math & Ramakrishna Mission (our Headquarter) and Ramakrishna Mission Boys' Home (our Parent Institute).

3.Internal Quality Assurance Cell (IOAC) will take up the following responsibilities:

- (i) IOAC meeting involving external members to get their suggestions for quality improvement.*
- (ii) IOAC shall take initiatives in the institutionalization of best practices.*
- (iii) IOAC shall take initiatives for promoting quality culture.*
- (iv) IOAC shall organize seminars/workshops on quality processes.*

Criterion 7: Institutional values & Best practices

The college takes care of its students and staff population in order to fulfil its efforts to achieve its vision and mission. The institute has planned the following initiatives for strengthening institutional values and practices:

1. The Institute shall provide the following facilities to the students and staff for their safety and security. Currently, Security checkpoints are there at campus entries and

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exits. It has been planned to have CCTV all around the campus for better security. The Anti-Ragging Act is currently enforced in the campus.

2.Awareness campaigns on gender sensitivity shall be organized through street plays, rallies, and camps with the help of Alumni members. Orientation on the following themes will be made:

- i. Women's rights*
- ii. Human rights*
- iii. Child rights*
- iv. Gender justice*
- v. Gender equality*
- vi. Gender sensitization*

3.To ensure energy efficiency, all the existing non-LED tubes and bulbs shall be replaced with LED lights.

4.The rain water harvesting system shall be installed in the Institute.

5.The Institute shall implement green practices like:

- (i) Least tolerance to plastic in the campus*
- (ii) Paperless office work (as much as possible)*
- (iii) Sapling Plantation*
- (iv) E-vehicle in the campus*
- (v) Renewable Energy usage (installation of solar panel)*

6. The Institute shall provide following facilities to differently-abled students:

- (i) Physical facilities (wheel chair)*
- (ii) Ramp/ elevator*
- (iv) Special skill development for differently-abled students.*
- (v) Use of Braille books.*
- (vi) Tactile stick & tactile pathways*
- (vii) Sensory garden*

7.The Institute shall organize activities to foster consciousness about national identities, fundamental duties & rights of Indian citizens & other constitutional obligations.

8.The Institute celebrates birth/death anniversaries of the great Indian Personalities and important days.

9.Identification of challenges of society and encourage community development work.

10.Provide vocational training /job oriented training as per local needs at the institute

11.The institute plans to strengthen the placement cell by various activities like exposure to different types of schools through field engagement.

12.There is limited scope for undertaking minor research projects under UGC and efforts are made to foster collaborations with Government & Private Institutes.

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13.The institute has a vibrant Alumni association which carries out activities like registration, database creation, networking sessions, fund generation, etc.

Monitoring of Strategic plan:

The implementation of strategic plans will be monitored by the Principal of the college. Teachers will prepare detailed progress report and present it in review meetings. The benchmarking of quality standards and its monitoring and evaluation of attainment will be done by the IOAC independently. The IOAC will report the findings to the Principal of the college and Principal then will decide on further deployment of resources in consultation with the Governing Body of the college.

Conclusion: The development of a strategic plan of an institute is an effort to pave the way towards the accomplishment of its vision and mission. It provides a guiding framework for the college prepared by the collective efforts of a dedicated team. The proper implementation of the strategies propelled by the good intention of the authority will lead to success and sustainability of the college. It needs continuous evaluation to incorporate new items learnt during the implementation phase and IOAC will play its role in maintaining and assuring the quality of education.

Swami Kedaratmananda

(Swami Kedaratmananda)

Principal
Ramakrishna Mission
Brahmananda College of Education
P.O.-Rahara, Kolkata-700118

