

## **Institutional Development Plan (IDP):**

### **1. About Our College:**

Since its inception of R R Mehta College of Science (1965) and C L Parikh College of Commerce (1979) the College has been guided by the vision and mission of the Banaskantha District Kelavani Mandal (BKDKM), which emphasize inclusive education, social responsibility, and academic development. The institution has continuously responded to the educational needs of the region while aligning itself with evolving national higher education policies.

The College's first NAAC accreditation in 2004 with a B+ grade marked the beginning of a structured quality enhancement process. Sustained academic and administrative efforts resulted in the College being awarded an 'A' grade by NAAC in 2014, which further strengthened internal quality assurance practices and institutional planning. As part of its developmental initiatives, the College was also selected under RUSA 2.0 for the Infrastructure and Development Grant.

To promote access and flexibility in higher education, particularly for learners from remote and rural areas, the College has been running distance education study centres of BAOU (since 2001) and IGNOU (since 2008), offering programmes in Gujarati and English. In addition, the institution has introduced Communication Skills and Personality Development programmes and established a State Government-sponsored English Language Laboratory to enhance students' communication and employability skills.

In response to regional academic requirements, the College has expanded its academic offerings by introducing self-financed undergraduate programmes in Geology, Zoology, Microbiology, Biology, and Mathematics, along with postgraduate programmes in Chemistry, Physics, Botany, and Advanced Financial Accounting.

In keeping with the emphasis of the National Education Policy (NEP) 2020 on strengthening research and faculty development, the Banaskantha District Kelavani Mandal (BKDKM) has introduced a Research Incentive Scheme, under which faculty members are being awarded incentives for their research and scholarly contributions. This initiative contributes to the gradual development of a research-oriented academic culture within the institution.

### **2. Institutional vision:**

To develop as a student-centred undergraduate institution in Science and Commerce that prioritises quality teaching, meaningful learning experiences, and academic support for learners from diverse socio-economic backgrounds. The College seeks to promote academic flexibility, interdisciplinary understanding, and outcome-oriented education in accordance with the principles of the National Education Policy (NEP) 2020. Through continuous improvement in academic practices, faculty development, and institutional planning, the

institution aspires to respond effectively to evolving higher education frameworks while remaining rooted in regional educational needs and social responsibility.

### **3. Mission of the Institution:**

1. To implement outcome-oriented and multidisciplinary elements within the university-prescribed curriculum, in line with NEP 2020.
2. To enhance teaching–learning processes through tutorials, practical work, internal assessments, and student mentoring.
3. To encourage academic flexibility, skill-based components, and value-added courses within the existing regulatory framework.
4. To strengthen internal academic planning, documentation, and review mechanisms as part of institutional preparedness.
5. To make responsible use of ICT tools for teaching, evaluation, and academic administration.
6. To support student progression, employability, and higher education readiness through guidance and academic support.
7. To promote ethical practices, academic discipline, and social responsibility among students.
8. To align institutional development initiatives with UGC guidelines and the Institutional Development Plan (IDP).

### **7. Academic Excellence:**

#### **Academic Excellence**

Academic excellence lies at the heart of the vision and mission of RR Mehta College of Science and CL Parikh College of Commerce, Palanpur. The college is committed to providing learner-centric, inclusive, and outcome-based education in accordance with NEP 2020.

#### **Curriculum and Teaching–Learning Practices**

The college ensures academic excellence by:

- Offering updated, relevant, and multidisciplinary curricula
- Integrating theoretical knowledge with practical and experiential learning
- Adopting innovative teaching methodologies, including blended and ICT-enabled learning
- Implementing outcome-based education and continuous curriculum review mechanisms

#### **Faculty Excellence and Academic Leadership**

Qualified, experienced, and dedicated faculty members form the foundation of academic excellence. The college supports faculty through:

- Continuous professional development and training programmes
- Research encouragement and academic autonomy
- Exposure to modern teaching tools and pedagogical innovations

Faculty members actively mentor students and contribute to curriculum enrichment and academic growth.

#### **Student-Centric Academic Environment**

Academic excellence is further strengthened through:

- Continuous and comprehensive evaluation systems
- Academic mentoring and learner support mechanisms
- Holistic development through sports, cultural, extension, and co-curricular activities
- Inclusive practices ensuring equity, accessibility, and student well-being

#### Quality Assurance and Continuous Improvement

The college follows structured quality assurance practices, regular feedback mechanisms, and periodic academic reviews to ensure continuous improvement in teaching-learning processes and academic outcomes.

Through these sustained efforts, RR Mehta College of Science and CL Parikh College of Commerce, Palanpur aims to nurture competent, ethical, innovative, and socially responsible graduates, contributing meaningfully to society and the nation.

#### 10. ICT-enabled Classrooms:

The faculties have adopted innovative teaching methods using ICT. For effective teaching, most faculties prepare presentations on their respective subjects. The faculties use laptops, PCs and LCD projectors mounted in the classrooms and laboratories to make learning more effective and engaging for the students. The college also boasts a highly configured internet facility for both faculty and students.

Room number or Name of classrooms/Seminar Hall with LCD / wifi/LAN facilities with room numbers	Type of ICT facility
Room No. 08, Botany Lab, Zoology Lab, Chemistry (2), Physics Lab(3), Micro Biology Lab (2) and Self-Finance Room 04 Commerce Faculty, MATLAB and Seminar Hall	LCD Projector (13)
Entire College	WIFI-(NAMO)
Admin Office, Library, Chemistry Department, Botany Department and Zoology Department	NPS-Private Broad Band with 40 MBPS Speed and Bandwidth
Science & Commerce Staff Rooms, Chemistry, Physics, Botany, Zoology Departments, Physics Lab, MATLAB and College Library, Room No 01,02,03 and 04 Seminar Hall	Local Area Network (LAN)

#### 11. Online student services

The college has its website, <https://rrmesclpcc.ac.in/>. Various instructions, admission programme, Examination schedule are placed on the institutional website, so students can get information easily.

Faculty members have implemented interactive teaching methods that focus on the student, such as creating video lectures, uploading them to youtube, and informing students through Whatsapp and Telegram groups across various semesters. Most faculties suggest to students some BAOU certificate/diploma courses and MOOC platforms, namely NPTEL and SWAYAM courses, for their development.

The library is equipped with internet access. We provide admission through GCAS portal(online) for UG and PG students.

### **13. Auditorium:**

The institute has the Girdharlal Open Air Theatre, which is designed for cultural activities and performances. The Girdharlal Open Air Theatre offers an outdoor space for up to 2,000 people to enjoy shows in a pleasant setting. The institute has a L. C. Parikh Audio-Visual Hall for seminars and conferences.

### **14. Campus Beautification and Classroom Security:**

#### **Campus Beautification:**

A Green Campus is a location where eco-friendly practices and education are combined to promote sustainable and eco-friendly campus practices. The green campus concept enables an institution to take the initiative in redefining its environmental culture and developing new paradigms by developing sustainable solutions to environmental, social.

The campus is comprised of a rose garden, a miniature dense forest, a landscape garden and an open green cricket pitch, all of which contribute to a stimulating academic atmosphere. The college encourages employees and students to use public transport, bicycles, etc. to reduce emissions. All electricity consumption in a newly constructed building maximises the use of renewable energy. Single-use plastics are prohibited in all classrooms, libraries, playgrounds, gymnasiums, and on the institution's grounds.

#### **Classroom Security:**

Classroom security is ensured through a well-planned monitoring system that creates a safe and disciplined learning environment. Each classroom is equipped with CC cameras, and every point of the classroom is continuously monitored through these cameras to prevent any untoward incidents and to maintain proper conduct. The theatre-type classroom design allows clear visibility of all students, further strengthening effective supervision.

### **15. Administration, Examination, and Admission Process:**

#### **Administration:**

Administration in our college functions in a well-organized and transparent manner, ensuring smooth academic and non-academic operations. The college administration works under the

direct supervision of the Principal, who plays a key role in planning, guiding, and monitoring all institutional activities. The Principal's office and the clerk's office are attached to each other, allowing for efficient coordination, quick communication, and the best possible inspection at every stage. At the final level, all administrative processes are monitored by BKDKM, which ensures accountability and quality standards. In addition to this structured system, professors also actively support the administration by assisting in academic planning, student welfare, and institutional development.

**Examination:**

Examination in our college is conducted with fairness, discipline, and strict adherence to academic standards. The college regularly organizes internal tests and quizzes to assess students' continuous progress and strengthen their understanding of the subject. Proper attendance is maintained for both internal and external examinations to ensure transparency and accountability. An internal examination committee supervises the entire process, from planning to execution, while strictly obeying all rules and regulations laid down by the university. To further ensure integrity, the examination process is also monitored through CC cameras, creating a secure and malpractice-free examination environment.

**Admission Process:**

The admission procedure at our college strictly adheres to the guidelines prescribed by Hemchandracharya North Gujarat University (HNGU), Patan, and is conducted through the Gujarat Common Admission Services (GCAS) portal, the centralized online platform of the Government of Gujarat for higher education admissions.

Admissions to B.Sc. Semester-1 (all subjects), B.Com, M.Sc., and M.Com programs are purely merit-based, determined solely on the marks obtained in the relevant theory subjects as per HNGU rules. We fully comply with the reservation criteria mandated by HNGU and the Government of Gujarat, including provisions for EWS, Female, OBC, SC, ST, PwD, and other eligible categories. Additionally, spot quota admissions are offered in accordance with university guidelines. The college does not have any management quota, ensuring a completely transparent and merit-driven process.

The entire admission process—from registration and document verification to merit list preparation, seat allotment, fee payment, and issuance of ID cards—is conducted online through the GCAS portal, making it efficient, paperless, and accessible. To support students and parents, we provide dedicated technical and grievance redressal assistance throughout the process. For entire procedure, a separate help centre operates in two shifts to address any queries or issues. In line with university policy, we follow a clear fee refund mechanism for cancelled admissions, and we do not retain any original documents of students, allowing them the freedom to cancel admission at any time without hassle.

This student-centric, fully digital, and equitable approach ensures fairness, transparency, and convenience for all applicants.

**16. parking Area Development:**

The parking development of the college is planned in a systematic and well-organized manner to provide the best parking facilities for everyone on campus. The campus offers spacious and shaded parking areas to protect vehicles from sunlight and weather conditions. Separate arrangements are made for four-wheelers and two-wheelers to ensure smooth movement and safety. There are three dedicated parking zones in total, clearly marked for convenience. Students and college staff are provided with separate parking areas, which helps maintain discipline and avoid congestion. In addition, a special shuttle parking facility for the management is developed, allowing easy access and efficient transportation within the campus. Overall, the parking development ensures comfort, security, and proper management of vehicles.

## **20. Objectives of Capacity Building:**

### **Objectives of Capacity Building**

1. To strengthen teaching and learning practices by enhancing faculty readiness for student-centred and outcome-oriented education as encouraged by NEP 2020.
2. To improve academic planning, internal assessment, and review mechanisms for effective curriculum delivery in Science and Commerce programmes.
3. To build faculty capacity through participation in orientation programmes, workshops, FDPs, and research-related activities.
4. To enhance administrative efficiency by developing staff competence in academic documentation, student services, and digital processes.
5. To optimise the use of existing laboratories, library resources, and ICT facilities for better academic outcomes.
6. To strengthen student support systems, including mentoring, remedial teaching, career guidance, and skill development, particularly for first-generation learners.
7. To promote a culture of quality assurance, documentation, and accountability through institutional committees such as IQAC and IDP Committee.
8. To gradually prepare the institution for higher academic responsibilities and academic flexibility, in line with regulatory norms and institutional capacity.

## **21. Structure of Capacity Building:**

The College follows a decentralised and participatory approach to capacity building, where responsibilities are shared through various committees. This approach helps in planning, implementing, and reviewing academic and administrative activities in a systematic manner. It aims to strengthen teaching–learning processes, improve administrative functioning, and enhance overall institutional preparedness in line with the principles of the National Education Policy (NEP) 2020:

### **1. Governing and Policy-Level Support**

- Banaskantha District Kelavani Mandal (BKDKM) provides policy direction, financial support, and developmental initiatives such as the Research Incentive Scheme.
- The Principal functions as the chief academic and administrative coordinator, ensuring alignment of institutional initiatives with regulatory and policy frameworks.

## **2. Academic Capacity Building Structure**

- Academic Committees (IQAC, IDP Committee, Academic Planning Committee) plan and monitor:
  - Curriculum delivery
  - Teaching–learning schedules
  - Internal assessment mechanisms
  - NEP-oriented academic practices
- Departments of Science and Commerce:
  - Implement laboratory work, tutorials, seminars, and field-based activities
  - Identify discipline-specific needs and improvement areas

## **3. Faculty Development Structure**

- Faculty members participate in:
  - FDPs, workshops, seminars, and orientation programmes
  - Research and publication activities supported by institutional and management initiatives
- Faculty are assigned academic and administrative responsibilities, fostering leadership, accountability, and institutional ownership.

## **4. Administrative Capacity Building Structure**

- Office staff support academic processes through:
  - Student records management
  - Examination-related documentation
  - Digital and ICT-enabled administrative tasks
- Regular coordination between academic and administrative units ensures smooth institutional functioning.

## **5. Infrastructure and Learning Resources Structure**

- Capacity building through:
  - Optimal utilisation of existing laboratories, classrooms, library, and ICT resources
  - Gradual enhancement of digital learning tools
  - Maintenance and upgradation planning through institutional committees

## **6. Student Support and Capacity Building Structure**

- Mentoring and academic support systems for first-generation and rural learners
- Career guidance, skill-development programmes, and language support
- Student participation in academic, cultural, and extension activities

## **7. Monitoring and Review Mechanism**

- IQAC and IDP Committee periodically review:
  - Progress of capacity-building initiatives
  - Documentation and reporting

- Feedback from students and faculty
- Findings are used for continuous improvement and future planning.

## **22. Functions of capacity Building:**

### **1. Strengthening Teaching–Learning Processes**

To support faculty in improving classroom teaching, practical sessions, tutorials, and assessment practices so that students achieve better learning outcomes.

### **2. Faculty Development and Academic Readiness**

To facilitate faculty participation in orientation programmes, workshops, FDPs, and research activities, thereby enhancing academic competence and professional growth.

### **3. Academic Planning and Review**

To enable systematic planning of academic activities, monitoring of curriculum delivery, and periodic review through internal committees.

### **4. Administrative Support and Efficiency**

To improve administrative functioning by enhancing staff capacity in academic documentation, student services, examination-related work, and digital processes.

### **5. Optimal Use of Infrastructure and Resources**

To ensure effective utilisation of laboratories, library facilities, classrooms, and ICT resources for academic and student-support activities.

### **6. Student Support and Skill Development**

To strengthen mentoring systems, remedial teaching, language support, career guidance, and skill-development initiatives, especially for first-generation learners.

### **7. Quality Assurance and Documentation**

To support the functioning of IQAC and other committees in maintaining records, collecting feedback, and ensuring continuous quality improvement.

### **8. Institutional Preparedness and Sustainability**

To prepare the institution to handle enhanced academic responsibilities through gradual strengthening of systems, practices, and internal governance.