



ST. IGNATIUS COLLEGE OF EDUCATION
(AUTONOMOUS)
Accredited by NAAC at Grade A+ with CGPA 3.42 (Third Cycle)
Palayamkottai – 627 002

INSTITUTIONAL DEVELOPMENT PLAN

Preface:

St. Ignatius College of Education implements a robust strategic planning process that is instrumental in achieving its Vision and Mission. The Strategic Planning and Deployment Document (SPDD) is developed based on a thorough analysis of current challenges and future opportunities, outlining the direction the institution will take to reach its established goals and objectives. The initial section of this document focuses on the mission, vision, and institutional objectives, including both long-term and short-term goals. These goals are shaped and defined by the input of various stakeholders, including the Management, Principal, Dean, faculty, administrative staff, external experts, student teachers, alumni, and parents, through a SWOC analysis.

By thoroughly assessing the internal and external environment, the institution establishes goals across all potential growth areas through continuous reflection and collaboration with faculty members. Strategies and action plans are then crafted to achieve these strategic institutional goals. In formulating the strategic plan and deployment document, great care is taken to involve all stakeholders, ensuring their contributions are integral to the college's success. This approach serves as the driving force for St. Ignatius College of Education (SICE) in its pursuit of becoming an institution of excellence in both virtue and academics, committed to producing competent professionals for society.

VISION

Shaping future women educators with a clear and forward-looking understanding of the current and future landscape of needs and requirements to advance social justice and social transformation.

MISSION

As ICM educators, we dedicate ourselves to fostering the holistic development of our students and staff, with a strong emphasis on nurturing deep faith, instilling moral and spiritual values, and empowering them to seek equality in all aspects of life.

AIM

The aim of the College is to develop in the teacher trainees.

- a broad vision of interests, love of knowledge, desire for learning and skills for teaching
- To have a sound philosophy of life, aware of the nobility of their profession to mould the

future citizens of our country

- An inculcation of knowledge, formation of character, the development of personality and readiness for social change.

OBJECTIVES

In alignment with the ICM mission, St. Ignatius College of Education, rooted in a noble tradition, is committed to educating and empowering future women educators. The college endeavors to develop teachers who possess personal integrity, social responsibility, emotional resilience, and strong moral and ethical principles.

- To nurture in future women educators a broad understanding of humanity, an unquenchable thirst for knowledge, and a deep appreciation for nature.
- To ignite a genuine passion for lifelong learning and to eradicate the darkness of social evils in their communities.
- To equip future educators with the skills and dispositions necessary to address the diverse needs of their students effectively.
- To foster a positive outlook toward self, society, and the nation among prospective teachers.
- To instill a value system that emphasizes essential personal and communal virtues through active participation in community service.
- To advance the mission of social justice and progress through collaborative learning experiences embedded in the curriculum.
- To cultivate foresight and forward-thinking attitudes, ensuring that future women educators uphold truth, justice, loyalty, uprightness, constructive skills, and humanistic values, ultimately preparing them to become global citizens.

INSTITUTIONAL STRENGTHS

- In alignment with the Government's reservation policies, a transparent, merit-based admission process is maintained within a conducive, safe, and secure environment for students.
- The curriculum has been restructured to ensure global relevance and meet the academic demands of the courses offered.
- Student induction programs and departmental clubs are organized to support skill integration and development.
- A dedicated and skilled faculty focuses on the integration of innovative teaching methods and strategies to enhance learning, research and extension services.
- Remedial and tutorial support is provided for students who face educational disadvantages.
- The effective integration, deployment, and maintenance of ICT are ensured in both academic and administrative functions.

- The tutor-ward system is in place to ease the transition of students into their professional programs.
- E-content materials are made accessible through the institution's website.
- The Sr. Avila Hi-tech Studio with relevant gadgets and Language Laboratory significantly enhance the quality of teaching and learning experiences.
- Research initiatives are published in the 'Inigo Edu Research Journal.'
- International and national conferences, seminars, and webinars are organized effectively.
- There is consistent and ongoing engagement with the community through the execution of national priority programs.
- Classrooms and laboratories are well-furnished and equipped with advanced technology.
- An active career guidance cell prepares student teachers by offering orientation and conducting online mock tests for competitive exams.
- Alumnae actively contribute to institutional development and planning as resource persons, mentors, and employers.
- A decentralized and participative management system is in place.
- The management is progressive, proactive, and highly supportive of women's empowerment.
- Faculty empowerment strategies are meticulously designed and implemented.
- The institution operates on a participatory management system, guided by the Ignatian principle of striving for excellence.
 - The institution actively implements a policy of reducing, reusing, and recycling for effective waste management and green initiatives.
 - The Energy Conservation policy, centered on "reducing demand, enhancing efficiency, and preventing wastage," is thoughtfully enforced.
 - The campus is maintained as a clean, green, and biodiverse environment.
 - The faculty is dedicated, qualified, and committed to the welfare of the students.
 - The curriculum focuses on knowledge dissemination, capacity building, and the development of broad competencies.
 - The Internal Quality Assurance Cell (IQAC) plays a crucial role in planning, implementing, and evaluating academic activities.
 - The institution stays in tune with rapidly changing global trends and employability skills.
 - The campus is clean, green, and hygienic, with adequate infrastructure.
 - The institution has strong public relations and an effective placement cell, boasting significant campus placement records.
 - Students consistently show higher performance at the end of their studies compared to their entry levels.
 - Hostel facilities are available for students within the campus.
 - TET, SET and NET coaching classes are organized efficiently.
 - The institution funds research projects to encourage scholarly activities.
 - NET-qualified faculty members are recruited to enhance the academic standards.
 - MoUs with various organisations enhance pertinent follow up activities.

INSTITUTIONAL CHALLENGES

- Restructuring innovative pedagogical and assessment strategies to engage the tech-savvy learner community.
- Expanding internship and observation opportunities to include CBSE and ICSE schools, as currently, student teachers are primarily placed in state board schools.
- Securing sufficient resources for development programs is challenging.
- Obtaining grants and funding for research projects presents significant obstacles.
- Research design is continuously updated to address local, social, and need-based issues.
- Coping up with the rapidly evolving global landscape remains a challenge.
- Less enrolment in M.Ed. Programme

STRATEGIC GOALS

Following in-depth discussions and meticulous planning, aligned with the institution's mission, vision, objectives, stakeholder expectations, and a comprehensive SWOC analysis, the dedicated team at St. Ignatius College of Education has set forth the following strategic goals:

INSTITUTIONAL STRATEGIC GOALS:

- Aligning the curriculum with recent updates to meet school-level curriculum requirements.
- Adopting innovative teaching and learning processes.
- Fostering leadership and participative management practices.
- Maintaining a robust and continuous Internal Quality Assurance System.
- Prioritizing student development and encouraging active participation.
- Ensuring the welfare and professional development of staff.
- Optimizing the mobilization and utilization of funds.
- Emphasizing collaboration and establishing linkages with other institutions and organizations.
- Offering upskilling courses to promote entrepreneurship.
- Encouraging and supporting research and development activities.
- Increasing alumni interaction, participation, and involvement in outreach activities.
- Actively engaging in community services and initiatives.
- Expanding and enhancing physical infrastructure.
- Securing memberships with professional bodies to foster growth and development.

CORE VALUES

INTEGRITY:

Integrity involves being truthful and steadfast in upholding strong ethical principles and values. We foster a collaborative decision-making process and build trust through professionalism and fair treatment. Embrace the institution's values by showing dedication to one's work and conducting all activities ethically. Uphold fairness, honesty, and objectivity when interacting with students, faculty, staff, and all stakeholders across the community. Celebrating Independence Day with enthusiasm brings the Ignatian staff together and reinforces the institution's integrity.

DIGNITY:

Daily interactions with students, colleagues, parents, and other stakeholders are conducted with honor and dignity. Respect forms the cornerstone of effective collaboration. We acknowledge and appreciate the expertise of both teaching and non-teaching staff, recognizing their valuable contributions to the institution. We are committed to supporting our employees and students in every possible way. Through sharings and celebrations of Teacher's Day and Women's Day, we express our gratitude to the college's teachers and women staff. We deeply value and respect their efforts as they contribute to the betterment of society.

PLURALISM:

We foster an inclusive work environment where individuals are appreciated for their unique culture, experiences, skills, knowledge, and abilities. We offer culturally responsive services to all stakeholders, embracing diversity and promoting respect for all cultures. Events such as Pongal, Deepavali, Christmas, Onam and Meeladi Nabi are celebrated to honor and experience India's rich diversity. The College Fine Arts platform encourages students to express the diversity within our community. Individuals from various regions are given the opportunity to serve our institution and contribute in diverse ways.

EXCELLENCE:

We motivate our staff and students to reach their full potential. Commitment and practice are key to surpassing average standards, embodying the principle "Practice makes a person perfect." To achieve this, we conduct subject-related seminars. Recognizing that students are central to our institution, teachers use various techniques, including ICT, to enhance classroom standards. We are dedicated to pursuing the highest standards. Two internal tests per semester assess student performance and prepare them for exams. We continuously review and improve our programs, services, systems, and policies. We offer educational programs that foster knowledge and skills essential for information literacy, career growth, personal development, leadership and community service. College Day celebrates not only the excellence of the students but also the overall performance and development, by awarding the students who have distinguished themselves.

QUALITY:

The institution upholds high standards in teaching and learning, student support, and overall development of students and staff, which can be described as excellence. We continuously adapt and evolve to meet societal needs, demonstrating excellence in staffing, facilities, programs, and services. We foster creativity, innovation, and responsible behavior, ensuring that our curriculum and support services are responsive and timely. We strengthen our programs by regularly updating the curriculum, enhancing instructional delivery, and improving operational efficiency. We actively seek student feedback to refine our programs and showcase the quality of our graduates through alumni meetings, celebrating their contributions to society.

STRATEGIC PLANNING

After extensive discussions and planning aligned with its Mission and Vision, the institutional bodies of St. Ignatius College of Education have established a Quality Policy and Core Values. The expectations of stakeholders and the results of a SWOC analysis have been integrated into the Institutional Strategic Plan. This Strategic Plan is organized into the following categories:

1. INTERNAL QUALITY ASSURANCE SYSTEM

- Developing and regularly updating the Quality Policy
- Creating and operating a Quality Monitoring Committee
- Providing education and training for all employees
- Conducting regular reviews and offering guidance for quality enhancement
- Setting up and managing an audit team and process
- Performing audits to identify and address areas for improvement
- Encouraging the adoption of best practices
- Compiling and submitting an annual report

2. TEACHING LEARNING PROCESS

Academic Planning and Preparation

- Designing and scheduling the Academic Calendar
- Creating detailed teaching plans
- Developing Lesson Plans aligned with Course Outcomes (CO) and Program Outcomes (PO)
- Utilizing advanced teaching aids and adopting improved ICT methods
- Creating e-learning resources
- Fostering a research-oriented culture and providing necessary facilities
- Offering mentoring and personal support to students
- Maintaining a transparent and fair feedback system
- Conducting training based on needs assessment
- Establishing evaluation criteria and benchmarks

- **Assessment and Performance Development**

- Implementing continuous assessment to evaluate outcomes
- Enhancing performance through a credit-based system
- Adopting and implementing best practices

3. LEADERSHIP AND PARTICIPATIVE MANAGEMENT

- Distributing academic, administrative, and student-related responsibilities across different levels
- Defining specific duties, responsibilities, and accountability for each role
- Assigning portfolio responsibilities
- Creating functional committees to manage various aspects of the institution

4. GOOD GOVERNANCE

- Clearly articulating the Vision and Mission at all key positions
- Assessing the institution's performance and setting benchmarks
- Setting strategic goals for the institution
- Developing and implementing a strategic development plan
- Overseeing and executing Quality Management Systems
- Adhering to the organizational structure
- Ensuring the effective operation of statutory committees
- Implementing e-governance systems
- Promoting leadership development through decentralization
- Establishing an internal audit committee
- Formulating, approving, and enforcing a code of conduct and policies
- Creating a fair and transparent performance appraisal system.

5. STUDENT'S DEVELOPMENT AND ENGAGEMENT

- Allocating budget for student development programs and activities
- Conducting training sessions and organizing placement activities
- Including student representatives in various committees and cells
- Encouraging participation in competitions
- Hosting and organizing competitive events
- Offering rewards and recognition for achievements
- Supporting involvement in extracurricular activities
- Facilitating participation in social and welfare initiatives
- Providing career guidance and counseling

6. STAFF DEVELOPMENT & WELFARE

- Developing and implementing recruitment policies
- Evaluating staff performance systematically
- Providing training for quality enhancement
- Ensuring optimal work conditions and infrastructure
- Establishing and enforcing codes of conduct, service rules, and leave policies
- Implementing staff welfare policies and career advancement schemes
- Offering rewards, recognition, and incentives
- Supporting staff participation in seminars, conferences, and workshops
- Encouraging and sponsoring further qualifications
- Supporting research, consultancy, and innovation
- Facilitating internships, visits, training, and guest lectures
- Identifying community needs and advising on additional curriculum courses
- Providing opportunities for community-based and sponsored projects

7. ENTREPRENEURSHIP AND SKILL DEVELOPMENT PROGRAMME (ESDP)

- Forming partnerships with organizations to support entrepreneurship development
- Offering training and guidance for entrepreneurial ventures
- Hosting experts for seminars, lectures, and workshops on entrepreneurship
- Ensuring the effective operation of the Sr. Raphaela Incubation Center
- Promoting, sponsoring, and facilitating entrepreneurship initiatives

8. RESEARCH AND INNOVATION

- Expanding research facilities
- Securing funding through project proposals
- Applying for grants from government and non-governmental sources
- Forming collaborations with government and private institutions, universities, and research organizations
- Pursuing patent applications for innovative work

9. COMMUNITY SERVICES AND OUTREACH ACTIVITIES

- Allocating budget from institutional, faculty, student, and external donor resources
- Identifying areas for community and social development
- Addressing societal challenges through development initiatives
- Providing vocational and job-oriented training based on local needs
- Offering educational support to rural communities

- Organizing awareness and educational outreach camps

STRATEGY IMPLEMENTATION AND MONITORING

Once the Strategic Development Plan is approved, the focus shifts to putting it into action. The progress of the implementation will be regularly assessed using clearly defined success indicators outlined in the implementation document. The Principal, in collaboration with the Academic Council and other team members, is responsible for overseeing the execution and monitoring of the strategic plan.

IMPLEMENTATION AT INSTITUTIONAL LEVEL

Governance & Administration	<i>Members of Management & Members of Governing Body, Administration Office</i>
Students Admission	<i>Admission Committee</i>
Statutory Compliance	<i>Statutory bodies</i>
Infrastructure (Physical)	<i>Governing Body, ICM Management</i>
Infrastructure (Academics)	<i>Principal, Dean</i>
Teaching- Learning	<i>Principal, Dean, Teaching staff</i>
Research& Development	<i>Sr. Landrada Research Centre</i>
Students Development	<i>Principal, Dean of Student Welfare, Teaching staff</i>
Departmental Activities	<i>Subject clubs</i>
Career Guidance and Placement	<i>Principal, Dean, Teaching staff, Placement cell</i>
Quality Assurance	<i>IQAC , Planning and Evaluation Committee</i>

MONITORING OF STRATEGIC PLAN

The implementation of the Strategic Plan is overseen by the Principal, the Academic Council, and various planning and evaluation committees through regular reviews. Section heads are responsible for preparing detailed progress reports, which are presented at review meetings. The Internal Quality Assurance Cell (IQAC) independently handles the benchmarking of quality standards and monitors the effectiveness of the plan. The IQAC reports its findings to the ICM Management. Based on a thorough analysis of these outcomes and the IQAC report, recommendations are made for corrective actions, additional processes, and resource allocation.

CONCLUSION

The institution ensures transparency with all stakeholders. To foster a culture of quality, various institutional bodies—including the Planning and Evaluation Committee, Finance Committee, Examination Committee, Academic Audit Committee, Research Cell, IQAC, Governing Body, Academic Council, Board of Studies, and other on-campus committees—collaborate to meet strategic objectives. Efforts are focused on enhancing institutional strengths and addressing weaknesses. The achievement of strategic goals is reviewed periodically, progress is monitored with the involvement of institutional bodies, and discussions are held during staff council meetings. Progress reports are submitted to the Governing Body twice annually.


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