

Institutional Development Plan 2022-2027



Submitted to
Knowledge Consortium of Gujarat (KCG)
Under
Department of Education,
Government of Gujarat, Gandhinagar

Submitted by
TOLANI COMMERCE COLLEGE
Nr. Post Office, Post Box no. 27, Adipur – 370205 Kachchh Gujarat

INSTITUTIONAL DEVELOPMENT PLAN (IDP)

General Introduction of the College:

Gandhidham Collegiate Board, the oldest and most prestigious educational trust in the area that oversees seven institutions of higher learning with more than 9000 regular students on campus, manages Tolani Commerce College, Adipur. These institutions include Arts, Commerce, Science, Polytechnic, Pharmacy, Law, and Management. Since its founding fifty years ago, Tolani Commerce College has been recognized as one of the finest and most distinctive institutions providing excellent education in the area of commerce. The college, which was founded in 1973 by the great visionary and philanthropist Late Kaka Pribhdas Tolani, facilitates higher level of education by offering B.Com degree at first stage. The college's mission is to provide the best possible quality education to all the aspirant youth without any sort of discrimination. The institution's management created this college to prepare young people for academic success in commerce, trade, and industry with the goal of providing quality education in the Kachchh region, which is prone to earthquakes and drought. It has consistently worked to guarantee the improvement of the quality by concentrating on all pertinent benchmarking aspects. The curriculum now includes many value-based activities, and the buildings' infrastructure has been improved. In 1988, it added a PG section and began offering M.Com programmes on its campus in response to societal needs. The college currently educates more than 375 PG students in two disciplines at the PG level: accounting and auditing and accounting and finance. Additionally, it has launched UGC-sponsored certificate and diploma programmes in foreign trade and import export management with a focus on the Kachchh region's three main port hubs. It was a member of KSKV Kachchh University in Bhuj. In 1976, it was approved by UGC under Sections 2(f) and 12(b). With a 2.80 CGPA in its second cycle of accreditation in 2013 and a 2.29 CGPA in its third cycle of accreditation, the school received an NAAC B Grade. Since the institution's founding, the alumni association, which has a sizable number of members from all over the globe, has made a significant contribution to its growth. It has consistently had the highest pupil enrollment in the entire state of Gujarat.

Vision:

We envision the total transformation of this Drought prone area Kachchh through promotion of Trade, Industry and Business by way of imparting education in the field of Commerce.

Mission:

We dedicate ourselves to the mission of training young; adults for academic excellence, development of skills and character formation based on co-education system related to commerce learning; with a view to upgrade their lifestyles.

SECTION – 1 Preamble

A	Name of the college	Tolani Commerce College – Adipur
B	Name of Affiliating University	KSKV Kachchh University – Bhuj
C	Year of the Establishment of the college	1973
D	Name of the district of location of the college	Kachchh
E	Is the Institution approved by regulatory body? If yes, Furnish approval no.	Yes, UGC 2(f) & 12(b) University: Gujarat University: Academic/21/73549 – 54 date 15-08-1981 Kachchh University: KU/TCC Affil/2697 Date 09-08-2007
F	Type of Institution	Government Grant in aid
G	Status of Institution	Permanent Affiliated College

H	Category	Single Faculty College – Commerce		
I	Location	Semi Urban		
J	Accreditation Details (NAAC)			
	Cycle	Date on which Accreditation was received	Grade	Valid Till
	Cycle – 1	04-02-2008	B (2.27)	03-02-2013
	Cycle – 2	25-10-2013	B (2.80)	24-10-2018
	Cycle – 3	02-11-2018	B (2.29)	01-11-2023

K. Details of Higher Education Institutes (Including Govt., Govt. Aided and Private in the district/region)

District/Region	No. of colleges/Universities				Enrolment
	Total No.	Govt.	Govt. Aided	Private	
Kutch	45	05	06	34	21000 students (approx.)

L. District higher Education Profile

College Population Index (CPI)	Institutional Density (ID)	Gross Enrolment Ratio (GER)	Gender Parity Index (GPI)

SECTION – 2: Objectives

A detail of specific outcomes and outputs to be achieved in areas of excellence

- Enhancement of the employability skills of the learners for ensuring placement/job opportunity
- Strengthening teacher-student ratio through self sustained mode
- Providing better opportunities for generating health and hygiene awareness
- Ensuring ecofriendly, gender free, secured class room teaching with ICT enabled class rooms.
- Developing research aptitude/attitude among teachers and students
- Providing easy access to the resources to upgrade soft skills

SECTION – 3: Land Details:

- Existing Land Availability (in acres): 1.9
- Proof of land availability for proposed college (for existing and additionally required land): **Documents attached (Annexure - 1)**
- Land ownership certificate from competent authority for proposed additional land requirement, if any: **Documents Attached (Annexure - 2)**
- Declaration that land is offered by the State Govt. free of cost and not included as a part of RUSA estimate: **Documents attached (Annexure - 3)**
- Details of existing building:**

S NO	Description of Building	Location	Total Area Sq.m	Purpose	Remarks
1	Old Building A	Ground Floor	913.44	02 Class Rooms, Administration, Accounts, Staff Room, Library, DELL Computer Lab, Toilets for Boys, IGNOU, BAOU, COC.	Renovation of Class rooms, Administration, Staffroom, Library ,Toilets, Common room, Computer Lab
		First Floor	895.25	06 Class Rooms, Computer Lab, Common Room for Girls, Common Room for Boys, Toilets for Girls, Centre for Professional Studies	(Flooring, Electrical wirings, ICT for class rooms, Doors, Windows etc.)
		Second floor	291.85	04 Class Rooms, NCC Office NSS Office, Examination Room	
		Total	2100.54		
		Ground Floor	476.29	Conference Hall Toilets for Boys, Toilets for Girls,	Upgradation of Conference Hall and Class rooms for ICT

2	New Building B			Toilets for Differently Aabled.	and others.
		First Floor	413.79	02 Class Rooms, Staff Room Toilets for Girls, Toilets for Boys	
		Second floor	413.73	02 Class Rooms, Toilets for Girls, Toilets for Boys	
		Total	1303		

F. New Buildings proposed:

S.No	Description of Building(s)	Location	Proposed Area (Sq.m.)	Total Area (Sq.m.)	Purpose	Justification
1	Proposed adjoining building (Class Rooms)	Ground Floor	220.62	220.62	1 Class room, Administration and staff room, Toilets for girls and Boys	Inadequate infrastructure and facilities for large number of students.
		First Floor	232.39	232.39	1 Class room and Common room for girls	
		Second Floor	232.39	232.39	1 Class room and Common room for boys	
		Total	685.40	685.40		

G. Equipment

Sr. No.	Name of the equipment	Quantity	Cost per Unit	Total Cost	Justification
1	Gym Equipment (Sports)	1 Set	10 Lakhs	10 Lakhs	To keep and maintain health of the students studying in the institution and to make them aware of the health
2	Computers	30	33333	10 Lakhs	To create computer literacy among the students and start new basic courses in computer including Tally ERP 9.

Section 4: Existing / Proposed Governance Structure of College

- A. Organizational Structure for Operations and Management(**Annexure – 4**)
B. Role and Responsibilities of key Position / bodies(**Annexure – 5**)

Section 5: Academic and administrative Details

A. Academic Divisions and Programmes

(I) Details of Existing Programs/Courses' at UG/PG/PG+ level

Sr.	Departments	Course	Duration	Current	Whether	Students enrolled
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					Enrolment	course approved	SC	ST	OBC
1	Commerce	UG	B.Com,	3 Years	UG	Yes	352	17	1003
2		PG	M.Com	2 Years	PG	Yes	21	03	50
3		PG+			PG+				
4									
5									
6									

B. Proposed New Courses

Sr.No	Departments	Course to be Offered		Duration	Year wise enrolment Targets for First 5 years	Whether course Approved by UGC	Target Enrolment		
							SC	ST	Girls
7	Commerce	Certificate	Tally	6 months	30x5=150	No	05	02	10
8									
9									
10									
11									
12									

B. Admission policy for the proposed course

Sl. No.	Course	Eligibility Criteria	Model of Selection
1	UG (Certificate)	12 th pass	Merit
2	PG		
3	PG+		

C. Details of Teaching and Non-Teaching Staff:

(I) Teaching staff as on date

Department		Existing Courses				Proposed New Posts Regular	Total Sanctioned Posts (3+7)
		Sanctioned post	Filled post Regular	Adhoc Posts	Guest Lecturers		
1	2	3	4	5	6	7	8
	Assistant Professor	20	11	10	0	1	22
	Associate Professor						
	Professor	1	1	0	0	0	0

1.Additional posts to be created to achieve ideal Students Teaching Ratio and man the proposed Academic Departments: 11

2.Recruitment Straggly and Commitment to employ teachers on Regular basis:

As per Gujarat Government and UGC rules.

(ii) Non-Teaching Staff: As on Date

Category	Existing Status			Proposed New Posts Required	Total Sanctioned Posts (2+5)
	Sanctioned Posts	Filled posts (Regular)	Adhoc Posts		
Administrative	9	7	0	1	10
Technical	1	0	1	1	2
Other class 4	8	1	7	2	10
Total	18	08	08	04	22

1. Additional posts to be created to achieve ideal Teaching to Non-Teaching staff Ratio

of 1:1:1: 14

02. Recruitment Strategy:

As per Gujarat Government and UGC rules.

D. Proposed Outcomes

1. In terms of Better employability (Output in terms of inter disciplinary and cross disciplinary learning)

- By pursuing B.Com course, a degree holder will be able to perform the roles of cashier, accountant, and clerk, assistant, Tally clerk, Data Entry Operator, Sales Representative, junior manager and so on.
- This course in commerce discipline ensures skill development which facilitates various professional requirements of the day.
- Finally it ensures academic excellence =, skill enhancement and character formation which upgrade their standard of living.

2. Quality gains (Output) in terms of Governance, Faculty (ratio), Academic reforms, Autonomy)

- Engaging guest lectures for various old and newly introduced subjects will strengthen the teacher-student ratio

3. Better research yields (Output in terms of, publications, PhDs, M Phil's, investment

- Availability of Ph.D. supervisors in the campus enhances research activities
- Publishing "TCC'S SAMIKSHA", an international multi-disciplinary journal in the campus enhances paper publication activities.

4. Output in terms of Access, Excellence and Equity

- Propose renovation and upgradation of class rooms and ICT enabled equipment improve the quality of teaching.
- Separate well equipped common rooms and CCTV camera surveillance ensure safety and security in the campus.
- New class rooms will ensure the space for new courses in the form of physical facilities.
- Sports equipment will ensure good physical health of the students.
- New computers will open the new horizon for the students to learn online

Section 6: Physical and Financial Details of Proposed College

A. Physical estimates for civil works for new construction

Sr. No	Item	Minimum Area Requirement (SM)			College Proposed Area (SM)		TOTAL
		Tier 1	Tier 2	Hilly	2018-19	2019-20	
1	Administrative Faculty room	800	800	525			
2	Laboratories	410	500	300			
3	Classroom	810	870	730	338.83	225.88	564.72
4	Library	350	400	300			
5	Computer center/campus	175	175	100			
6	Toilet Blocks separate for Boys & Girls	175	175	100	31.93	21.03	53.23
7	Miscellaneous (including common room)	95	95	50	19.76	13.18	32.94
8	Hostel for 100 students separate for boys & Girls on 60-40 ratio	1000	1000	800			
				TOTAL	390.52	260.36	650.88

B. Financial estimates for construction works for new construction

Sr.No.	Item	Maximum Financial Requirements (In Rs. Lakhs)			College proposal (Rs. in Lakhs)		TOTAL
		Tier 1 (@ Rs. 33371 per 5M)	Tier 2 (@ Rs. 31622 per 5M)	Hilly (@ Rs. 44650 per 5M)	2018-19	2019-20	
1	Administrative Buildings, Faculty rooms	266.96	252.97	234.41			
2	Laboratories	136.82	158.11	133.95			
3	Classroom	270.3	275.11	325.94	45	29	74.0
4	Library	116.79	126.48	133.95			
5	Computer Centre/E-campus	58.39	55.33	44.65			
6	Toilet Blocks Separate for Boys & Girls	58.39	55.33	44.65	5.5	3.5	9.0
7	Miscellaneous	31.7	30.04	22.32	4	3	7.0
8	Hostel	260.96 (@ Rs. 26096 per SM)	247.22 (@Rs. 24722 per SM)	260.64 (@Rs. 32581 per SM)			
				TOTAL	54.5	35.5	90

Note: -Excess amount of Construction will be borne by the Institution.

C. Physical estimates for Renovation

Sr. No	Item	Minimum Area Requirement (SM)			College Proposed Area (SM)		TOTAL
		Tier 1	Tier 2	Hilly	2018-19	2019-20	
1	Administrative Faculty room	800	800	525	27.94	18.62	46.56
2	Laboratories	410	500	300			
3	Classroom	810	870	730	753.7	502.53	1256.23
4	Library	350	400	300	113.526	75.684	189.21
5	Computer center/campus	175	175	100	27.72	18.48	46.2
6	Toilet Blocks separate for Boys & Girls	175	175	100	19.93	13.29	33.22
7	Miscellaneous (including common room)	95	95	50	743.15	495.44	1238.59
8	Hostel for 100 students separate for boys & Girls on 60-40 ratio	1000	1000	800			
				TOTAL	1685.966	1124.044	2810.044

D. Financial estimates for Renovation

Sr.No.	Item	Maximum Financial Requirements (In Rs. Lakhs)			College proposal (Rs. in Lakhs)		TOTAL
		Tier 1 (@ Rs. 33371 per 5M)	Tier 2 (@ Rs. 31622 per 5M)	Hilly (@ Rs. 44650 per 5M)	2018-19	2019-20	
1	Administrative Buildings, Faculty rooms	266.96	252.97	234.41	6.012	4.007	10.0
2	Laboratories	136.82	158.11	133.95			
3	Classroom	270.3	275.11	325.94	12.036	8.024	20.0
4	Library	116.79	126.48	133.95	8.415	5.611	14.0
5	Computer Centre/E-campus	58.39	55.33	44.65	9.005	6.003	15.0
6	Toilet Blocks Separate for Boys & Girls	58.39	55.33	44.65	4.806	3.204	8.0
7	Miscellaneous	31.7	30.04	22.32	13.826	9.217	23.0
8	Hostel	260.96 (@ Rs. 26096 per SM)	247.22 (@Rs. 24722 per SM)	260.64 (@Rs. 32581 per SM)			
				TOTAL	54.100	36.066	90.166

1. Please enclose all relevant documents to support the DPR, architectural blueprints and elevation drawings etc. For the proposed college.

2. Maximum Central Grant will be limited to Rs 3.6 Crores or 90% of proposed amount (Whichever is less) for Special Category States and Rs 2.6 Crores or 65% of proposed amount (whichever is less) for others.

3. State must commit to bear the excess expenditure over and above the Central Share and provide this commitment in the form of a declaration.

Section 7: Plan

A. Timeline for developing Physical Infrastructure

Phase	Physical Target		Financial Target	
	Start Date	End Date	Start Date	End Date
(1) Creation of new facilities (% of total project cost)	AUG 2018	- FEB - 2019	100%	0
(ii) Renovation/ Up gradation (% of total Project Cost)	AUG 2018	- FEB - 2019	100%	0
(iii) Equipment (% of total project cost)	AUG 2018	- FEB - 2019	100%	0

B Timeline for Academic and Administrative Matters

Item			Start Date	End Date
Introduction of new courses & Programmes (create rows Below for each)	UG TALLY		Oct - 2019	June- 2019
	PG			
	PG+			
Creation of new	Departments		0	0
	Centres			
Requirement (to achieve target ratios)	Teaching Staff		100%	0
	Non-Teaching Staff			
Enrolment (to achieve targets)	UG		100%	0
	PG			
	PG+			

Please indicate phases/milestones between start & end dates for items as deemed appropriate.

Section 8: Overall Action Plan for Implementation with Timelines

A. Activity Chart.

Start Year	Activity	Year of Completion
October- 2018	Construction of new class rooms	June - 2019
October- 2018	Renovation/Upgradation	June - 2019
October- 2018	Equipment	June - 2019

The Activity Chart should be prepared linking it to all the activities proposed under relevant chapters.

Section 9: Commitments:

The College must commit to the following when proposing the new College.

- B. Adequate hostels and toilets for girls
- C. Prescribed no. of hostel seats for socially and educationally backward classes

- D. Buildings to be disabled friendly and also ensure special facilities/equipment for the disabled.
- E. Adequate perstudent provisions for classrooms, library and laboratory facilities.
- F. Inclusion of ICT in teaching – learning processes and provision of internet access to all students.
- G. Implementation of all academic, examination and governance reforms.
- H. Aim to achieve the Student Teacher Ratio of 15:1
- I. Aim to achieve the Teaching to Non – Teaching ratio of 1:1.1
- J. Bear the recurring cost of the College.

Note:

- 1) Please enclose all relevant documents to support the DPR, architectural blueprints and elevation drawings etc. for the proposed college.
- 2) Maximum Central Grant will be limited to Rs 3.6 crores or 90% of proposed amount (whichever is lesser) for Special Category States and Rs 2.6 crores or 65% of proposed amount (whichever is lesser) for Others.
- 3) State must commit to bear the excess expenditure over and above the central share and provide this commitment in the form of a declaration.