



## **Proposed restructuring plan of action for Junior college**

Considering the recent chain of events, experience of previous academic year, change of key personals in the Junior college, we propose to you to incorporate and implement the points stated below –

1. The Vice Principal and the Superintendent of the Junior college henceforth shall function independently. They shall be accountable and responsible for all the administrative affairs of the Junior college.
2. To improve and regulate student attendance, the Vice Principal and the Superintendent of the college should be in direct contact with the parents of all the students. This should be done to regulate student attendance in the junior college. Parents whose wards regularly bunk college lectures should be informed about their continuous absence.
3. Vice Principal and the Superintendent may float a special team that shall bear the responsibility to execute point 2.
4. Daily briefing and feedback back of/from all faculty members should become the norm of the college. This practice should help in encouraging exchange of ideas with respect to innovative teaching techniques and creative teaching knowledge sharing.
5. It is proposed that Post Graduate students from the college should be given teaching opportunities at the Junior college. This can be a quarterly exercise churning out fresh set of potential teaching staff every three months. It is also proposed that retired teachers and experts on subjects from across industries should be absorbed by the Junior college as adjunct faculty. They can be consumed to teach the college syllabus and/or other relevant course material. Please invite names of such people from all sources and try to absorb as many possible in the program.
6. There is need to constantly be on the lookout for student talent that looks for skill presentation opportunities and/or skill development facilities. We should encourage such talent actively and promote the sports and creative culture in the college.
7. A weekly performance monitoring system that has been designed with the objective of rewarding and correcting the teaching and administrative output of the faculty at Junior college, should be discussed and implemented for smooth functions of the Junior College. This system will report the issues and improvements and faculty and the administration can be made accountable for everything.

### **Annexure – Weekly performance report**

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Chairperson  
Expert Committee