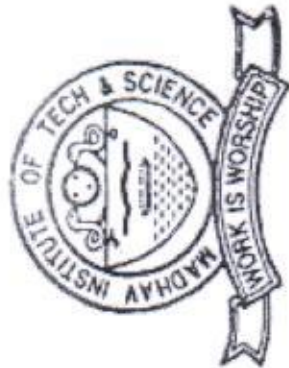


GOVERNANCE DEVELOPMENT PLAN

OF

Madhav Institute of Technology and Science, Gwalior, MP



PARTICIPATING

In

Sub-Component 1.1 strengthening Institutions to improve Learning

Outcomes and employability of Graduates

Under

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME  
(TEQIP) PHASE- II

**GOVERNANCE DEVELOPMENT PLAN**

S. No.	SELF-REVIEW QUESTIONS	GRADE	SUPPORTING EVIDENCE	DEVELOPMENT PLAN	EXPECTED DELIVERY TIMEFRAME
A	<b>PRIMARY ACCOUNTABILITIES</b> A1 Has the Governing Body approved the institutional strategic vision, mission and plan - identifying a clear development path for the institution through its long-term business plans and annual budgets?		<p>Governing Body has approved the following institutional strategic vision and mission:</p> <p><b>Vision</b> "To create world class quality engineers and technocrats capable of providing leadership in all spheres of life and society"</p> <p><b>Mission</b></p> <ul style="list-style-type: none"> <li>➤ To provide quality education in technical and allied disciplines.</li> <li>➤ To organize and arrange innovative courses in Engineering and Technology.</li> <li>➤ To arrange vocational courses in the upcoming fields and innovative subjects to meet global</li> </ul>	<ul style="list-style-type: none"> <li>• Publication of good governance documents on institute website</li> <li>• Publication of long term institutional business plans on institute website</li> </ul>	December 2014

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	<p>advancements.</p> <p>BOG has discussed institutional development plan in following IR/HR/Finance/Governing body meetings in last three years:</p> <ul style="list-style-type: none"> <li>• Infrastructure Committee meetings 12/10/2010,03/01/2012,14/07/2012, 22/08/2013,28/11/2013</li> <li>• HR Committee meetings 12/10/2010,07/02/2012,06/10/2012, 27/07/2013</li> <li>• Finance Committee meetings 12/10/2010,03/01/2012</li> <li>• Executive Committee meetings 30/06/2010,20/08/2011,19/11/2012</li> <li>• Governing body meetings 23 Nov 2010, 20 Jan 2011, 16Feb 2011, 25 Aug 2011, 26 Sept 2011, 13 Feb 2012, 10 Jan 2013, 30 Aug 2013, 03 Jan 2014.</li> </ul>	
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A2	<p>Has the Governing Body ensured the establishment and monitoring of proper, effective and efficient systems of control and accountability to ensure financial sustainability (including financial and operational controls, risk management, clear procedures for managing physical and human resources)?</p>	1	<ul style="list-style-type: none"> <li>• Financial committee meets regularly to monitor and review the income and expenditure,</li> <li>• Financial committee meetings were held in 12 Oct 2010, 03 Jan 2012, 20/08/2013 and for current financial year financial committee meeting was held on 03/01/2014,</li> <li>• The BOG approved the annual budget prepared by sub committees.</li> </ul>	<ul style="list-style-type: none"> <li>• Institute will continue the procedure of monitoring the financial sustainability via Finance Committee</li> </ul>	-
A3	<p>Is the Governing Body monitoring institutional performance and quality assurance arrangements? Are these benchmarked against other institutions (including accreditation, and alignment with national and international quality assurance systems) to show that they are broadly keeping pace with the institutions they would regard as their peers or competitors to ensure and enhance institutional reputation?</p>	2	<ul style="list-style-type: none"> <li>• Institute was accredited in the year 2003 for UG (07) and PG (04) programmes.</li> <li>• Presently, Institute has been accredited in the year 2013 for UG (05) programmes</li> <li>• Institute has also applied for accreditation of PG (02) &amp; UG (03) courses.</li> </ul>	<ul style="list-style-type: none"> <li>• Institute will also apply for the accreditation of remaining courses</li> <li>• Development and review of key performance indicators</li> </ul>	<p>July 2015</p> <p>December 2014</p>
A4	<p>Has the Governing Body put in place suitable arrangements for monitoring the head of the institution's performance?</p>	1	<ul style="list-style-type: none"> <li>• There are different committees constituted by the BOGs, Director reports to these committees time to time; after the evaluation, society of the Institute</li> </ul>	<ul style="list-style-type: none"> <li>• Institute is already monitoring the performance of head of the institution and process of monitoring will be continued</li> </ul>	-

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			extends the tenure of Director.	
<b>B OPENNESS &amp; TRANSPARENCY IN THE OPERATION OF GOVERNING BODIES</b>				
B1	Does the Governing Body publish an annual report on institutional performance?	2	<ul style="list-style-type: none"> <li>Report is prepared on institutional performance and reviewed in BOG meetings.</li> </ul>	<ul style="list-style-type: none"> <li>Institutional performance report will be published and uploaded on institute website</li> </ul> <p style="text-align: right;">March 2015</p>
B2	Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body?	2	<ul style="list-style-type: none"> <li>During the Interviews it is maintained.</li> </ul>	<ul style="list-style-type: none"> <li>Governing Body will publish a register of interests on institute website</li> </ul> <p style="text-align: right;">March 2015</p>
B3	Is the Governing Body conducted in an open a manner, and does it provide as much information as possible to students, faculty, the general public and potential employers on all aspects of institutional activity related to academic performance, finance management?	1	<ul style="list-style-type: none"> <li>Minutes of the meeting are circulated among employees and all interested.</li> <li>Every year mandatory disclosures are uploaded on Institute website.</li> </ul>	<ul style="list-style-type: none"> <li>College annual report will be made available on institute website</li> </ul> <p style="text-align: right;">March 2015</p>
<b>C KEY attribute OF GOVERNING BODIES</b>				
C1	Are the size, skills, competences and experiences of the Governing Body, such that it is able to carry out its primary accountabilities effectively and efficiently and ensure the confidence of its stakeholders and constituents?	1	Governing body of the institute is constituted as per UGC norms consists of members of academicians and industry personnel of high repute.	<ul style="list-style-type: none"> <li>The periodic changes will be made according to UGC norms</li> </ul> <p style="text-align: right;">-</p>

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C2	Are the recruitment processes and procedures for governing body members rigorous and transparent?	1	<ul style="list-style-type: none"> <li>Nominations for new members are decided by the GC based upon the merit and competencies in an open manner.</li> </ul>	<ul style="list-style-type: none"> <li>Induction of new members will be done in open manner via a nomination committee</li> </ul>	December 2015
C3	Does the Governing Body have actively involved independent members and is the institution free from direct political interference to ensure academic freedom and focus on long-term educational objectives	1	<ul style="list-style-type: none"> <li>Governing body has no political interference and works independently as per the govt. norms.</li> </ul>	<ul style="list-style-type: none"> <li>Governing Body is encouraging independent members to focus on long-term educational objectives</li> </ul>	December 2014
C4	Are the role and responsibilities of the Chair of the Governing Body, the Head of the Institution and the Member Secretary serving the governing body clearly stated?	1	The role and responsibilities of the Chairman, Director and Member Secretary of the institute are well defined.	<ul style="list-style-type: none"> <li>The role and responsibilities are clearly defined</li> </ul>	-
C5	Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively?	1	Governing body meeting held during last three years on following dates: 23 Nov 2010, 20 Jan 2011, 16Feb 2011, 25 Aug 2011, 26 Sept 2011, 13 Feb 2012, 10 Jan 2013, 30 Aug 2013, 03 Jan 2014 03 Feb 2014.	<ul style="list-style-type: none"> <li>Institute will continue the regular meeting of Governing Body</li> <li>Institute will also continue the process of maintain the attendance of members.</li> </ul>	-

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<b>EFFECTIVENESS &amp; PERFORMANCE REVIEW OF GOVERNING BODIES</b>			
D			December 2014
D1	Does the Governing Body keep their effectiveness under regular review and in reviewing its performance, reflect on the performance of the institution as a whole in meeting its long term strategic objectives and its short term indicators of performance/success?	1	<p>BOG meetings are held throughout the year to review the performance of the institute and on the basis of the performance, the strategies are planned to meet out the long term and short term objectives.</p> <ul style="list-style-type: none"> <li>The process of reviewing and monitoring the institute performance according to long term strategic objectives will be maintained.</li> </ul>
D2	Does the Governing Body ensure that new members are properly inducted, and existing members receive opportunities for further development as deem necessary	2	<p>Governing body is being inducted with new members and providing opportunity for further development.</p> <ul style="list-style-type: none"> <li>new members will properly inducted in governing body</li> <li>existing members are receiving opportunities for further development</li> </ul>
E			December-2016
<b>REGULATORY COMPLIANCE</b>			
E1	Does the Governing Body ensure regulatory compliance* and, subject to this, take all final decisions on matter of fundamental concern to the institution.	1	<p>BOG takes all the decisions concerning to Human Resources, Finance, infrastructure and other necessary requirements of the Institute according to AICTE /UGC/ State Govt./Central Govt. Norms.</p> <ul style="list-style-type: none"> <li>Institute will maintain all the regulatory compliance</li> </ul>
E2	Does the regulatory compliance include demonstrating compliance with the 'not-for-profit' purpose of education institutions	1	<p>Institute is maintaining the 'not-for-profit' purpose of education institutions</p> <ul style="list-style-type: none"> <li>Institute will continue the 'not-for-profit' purpose of education</li> </ul>

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E3	Have there been accreditation and/or external quality assurance by a national or professional body? If so, give details: name, status of current accreditation etc.	1	<p>Institute was accredited in the year 2003 for UG (07) and PG (04) programmes.</p> <p>Presently, Institute has been accredited in the year 2013 for UG (05) programmes</p> <p><b>AICTE Approval Letters:</b></p> <ul style="list-style-type: none"> <li>F.No. Central/1-1473670228/2013/EOA dated 19.03.2013 for the extension of approval for the academic year 2013-14</li> </ul> <p><b>NBA Approval Letters:</b></p> <ul style="list-style-type: none"> <li>F No. 27-65/2010-NBA dated 04.10.2013 for the accreditation status of programmes</li> </ul> <p><b>UGC Conferment of Autonomous Status Letter:</b></p> <ul style="list-style-type: none"> <li>F No. 1-1/2012(CPP-I/C) dated 09.10.2013 for the recognition of Institute under section 2(f) and 12(B) of the UGC act 1956.</li> <li><b>Grant of Autonomy Letter:</b> d ,Q&amp;5@*kS{k%@jkxkaizkSf o@2002@2115 Hkksiky fnukad 26.09.2002</li> </ul>	<ul style="list-style-type: none"> <li>Institute has already applied for accreditation of PG (02) &amp; UG (03) courses.</li> </ul>	October 2014
				<ul style="list-style-type: none"> <li>Institute is also in the process of applying for accreditation from NBA of remaining eligible PG programs</li> </ul>	July 2015
				<ul style="list-style-type: none"> <li>Institute will continue the practice to accord the accreditation status</li> </ul>	

  
DIRECTOR