



**N.C. COLLEGE OF ENGINEERING, ISRANA – PANIPAT**

Sub-component – 1.1

Category – Private Unaided Institution

**INSTITUTIONAL GOVERNANCE REVIEW TEMPLATE AND DEVELOPMENT PLAN**

<b>A. PRIMARY ACCOUNTING ABILITIES</b>				
<b>SELF REVIEW QUESTIONS</b>	<b>ASSESSMENT</b>	<b>Examples of evidence (such as Governing Body Minute &amp; Institutional documentation indicate</b>	<b>DEVELOPMENT PLAN</b>	<b>EXPECTED DELIVERY TIME FRAME</b>
	Enter assessment scale and provide a bullet point list of the strongest, clearest examples of evidence in support of your assessment against each question.			

<p>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>	<p>2</p>	<ul style="list-style-type: none"> <li>•The Governing Body - GB (i.e., the Board of Governors ) in its 13th meeting held on 21st June 2008 considered and approved the strategy related to the clear development path through long - term business plans.</li> <li>• The GB considered all the financial matters through the Finance Committee (Statutory Body) of the college constituted as per the UGC Scheme for Autonomous Colleges to ensure financial sustainability including Risk management.</li> <li>• The Vision ,Mission and Long-term Goal are publicised widely on the institute website and the Admissions Brochure printed every year for the information of the students prior to admissions.</li> </ul>	<p>The suggestions in the GB are discussed at the Departmental and institute Level for further improvement.</p>	<p>As and when required, the implementation is reviewed.</p>
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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 assessment and management, clear procedure for managing physical and human resources.)

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To ensure the establishment and monitoring of proper effective and efficient system of control and sustainability, all financial matters including the proposed budget etc. are first considered by the finance committee constituted as per the UGC Scheme for Autonomous Colleges, The recommendations are considered in the BOG and after detailed discussions, appropriate decisions are taken by the GB.

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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?

1

The GB monitors the Institutional Performance and quality assurance arrangement by taking steps for Accreditation, renewal of accreditation, Autonomous status by State Govt. / UGC. The details are as follows:

- NBA Accreditation of CSE, ECE and ME in 2006
- NBA Accreditation of IT in 2007
- First Self-Financed Institution in the State to be granted Autonomous Status in 2008 by State Govt. of Haryana and affiliating University.
- 2009 NBA Accreditation of BT
- Renewal of NBA Accreditation of CSE & ME for 3 yrs and ECE for 5 yrs. w.e.f. 15th March 2012 vide letter no. File no. 21-12/20140/NBA dt. 9th April, 2012.
- Conferred the autonomous status under the UGC autonomous colleges scheme for a period of six year w.e.f. the academic year 2012-13 -2014 to 2018-2019 vide letter no. F. 22-1/2012-13 (AC) dt. 22 May 2012-13 .

<p>Has the Governing Body put in place suitable arrangements for monitoring the head of the institution's performance?</p>	<p>2</p>	<ul style="list-style-type: none"> <li>• The GB monitors the performance of the Head of the institution i.e., Principal/ Director as a Member Secretary of the GB.</li> <li>• The Principal/ Director, as the case may be, is Member Secretary of the GB as per the UGC Scheme of Colleges.</li> <li>• All activities of the institutional performance are presented by the Member Secretary to the GB for discussions and policy formulations</li> </ul>		
<p><b>B. OPENNESS &amp; TRANSPARENCY IN THE OPERATING OF GOVERNING BODIES</b></p>		<p>For additional information refer to the <b>TEQIP Good Practice Guide for Governing Bodies</b></p>		
<p><b>SELF REVIEW QUESTIONS</b></p>	<p><b>ASSESSMENT</b> Enter assessment scale and provide a bullet point list of the strongest, clearest examples of evidence in support of your assessment against each question.</p>	<p><b>Examples of evidence</b> (such as Governing Body Minute &amp; Institutional documentation indicate</p>	<p>DEVELOPMENT PLAN</p>	<p>EXPECTED DELIVERY TIME FRAME</p>

<p>Does the Governing Body publish an annual report on institutional performance?</p>	<p>2</p>	<p>The achievements of the college are incorporated in the Annual Report of the affiliating University, Kurukshetra University, Kurukshetra and therefore no separate annual report on institutional performance is published.</p>	<p>Proposal regarding the publication of the Annual Report on the institutional performance will be discussed in next GB meeting. Agenda of the GB meeting and Minutes to be published on the college Website.</p>	<p>Agenda of the 23rd GB meeting and Minutes of GB available on college Website abd details of subsequent meetings will also be published.</p>
<p>Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body?</p>	<p>1</p>	<p>The GB has been constituted as per the provisions of the UGC and affiliating University, Kurukshetra University, Kurukshetra in which nominees of the State Govt., Affiliating University affiliating University, Kurukshetra University, Kurukshetra and UGC are included. Apart from them, an Educationsit and an Industrialist are also included in the constitution of the GB. Two teacher nominees are also included to take care of the general interests of the Faculty, Staff and Students. The vacancies are displayed on website and published in at least two national newspaper for wide publication inside and outside the institute.</p>		

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 and management?	1	The GB is conducted in an open manner relating to the welfare of the general public as a aprt of the Socio-corporate responsibilty and employees welfare. The agenda and minutes of the meetings are available on the institute website.		
<b>C. KEY ATTRIBUTES OF GOVERNING BODIES</b>				
<b>SELF - REVIEW QUESTION</b>	<b>ASSESSMENT</b> Enter assessment scale and provide bullet point list of the stronger, clearest example of evidence in support of your assessment against each question.	Example of evidence(such as Governing Body Minutes & institutional documentation) indicate:	<b>DEVELOPMENT PLAN</b>	<b>EXPECTED DELIVERY TIME FRAME</b>
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	Constituted as per the norms of UGC and Affiliating University Kurukshetra University Kurukshetra.	To ensure perpetual nature of the GB as Members nominated by the Kurukshtra University and State Govt. Are for Two years duration and UGC is for six Years.	As and when the term of the nominated members ends.

<p>Are the recruitment processes and procedures for governing body members rigorous and transparent? 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?</p>	1	<p>Independent members of the GB i.e, nominees AICTE/ UGC (Nomination of the member by UGC awaited)/ State Govt. (Nomination of the member by State Govt. is awaited). The term of the member nonninated by the UGC is for six years and for oither nominees is Two years. As no member of the GB is from a political party, hence, the institution is free from direct political interference to ensure academic freedom and focus on long-term educational objectives.</p>		
<p>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?</p>	1	<p>The constitution of the GB has been defined in Annexure III as per the UGC Scheme for Autonomous Colleges and the constitution terms and functions are well-defined. The college has followed the same strictly in letter and spirit. The head of the institution is the Member Secretary and actively involved in the proceedings of the GB by submitting the Agenda, discussions on every item on Agenda and drafting Minutes of Meeting.</p>		
<p>Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively?</p>	1	<p>The GB meets regularly and the members attend them with active participation in discussions.</p>		
<b>D. EFFECTIVENESS AND PERFORMANCE REVIEW OF GOVERNING BODIES</b>				
<p><b>SELF- REVIEW</b></p>	<p><b>ASSESSMENT</b> Enter assesment scale and provide a bullet points list of the stronger, clearest examples of evidence in support of your assessment against each question.</p>	<p><b>SUPPORTING EVIDENCE</b></p>	<p><b>DEVELOPMENT PLAN</b></p>	<p><b>EXPECTED DELIVERY TIME FRAME</b></p>



<p>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?</p>	<p>2</p>	<p>The BOG meetings are held regularly and suggestions made are incorporated in the institution's development plan. The GB keeps effectiveness under regular review and the action taken on the minutes of last meeting is always reported and discussed in next meeting of GB. The faculty assessment is a regular feature by inviting external experts and faculty self-appraisal is done. Thus, regular review in its performance is taken by the GB for evaluating long - term strategic objective and short - term goals to monitor performance success by discussions in the meetings of the GB as and when need be.</p>	<p>Changes in the documented accountabilities to be made as per the changing scenario for effective implementation of the Vision and Mission of the Institute.</p>	<p>Changes effected on yearly basis. Rotation of the GB members term as per the regulations laid down by UGC for Autonomous Colleges.</p>
<p>Does the Governing Body ensure that new members are properly inducted, and existing members receive opportunities for further development as deemed necessary?</p>	<p>2</p>	<p>Yes, the new member is properly inducted as per the scheme of UGC and affiliating University- Kurukshetra University Kurukshetra. In the recent 23rd GB meeting held on 20th December 2013, Dr. Girish Chopra Dean Academics Kurukshetra University Kurukshetra has been nominated to the GB university and was introduced to all members of GB. nominations from UGC and State Govt. are awaited.</p>		
<p><b>E. REGULATORY COMPLIANCE</b></p>		<p><b>SUPPORTING EVIDENCE</b></p>		
<p><b>SELF- REVIEW QUESTION</b></p>	<p><b>ASSESSMENT</b> Enter assessment scale and provide a bullet points list of the stronger, clearest examples of evidence in support of your assessment against each question.</p>	<p><b>SUPPORTING EVIDENCE</b></p>	<p><b>DEVELOPMENT PLAN</b></p>	<p><b>EXPECTED DELIVERY TIME FRAME</b></p>

<p>Does the Governing Body ensure regulatory compliance and, subject to this, take all final decisions on matters of fundamental concern to the institutions.</p>	<p>1</p>	<p>GB, Academic Council and Departmental Board of Studies , Finance Committees are the statutory committies as per UGC scheme for autonomous colleges and the BOG keep their effectiveness under regular review by planning and discussing the item related to such body in its platform. The BOG has reviwed the constitution as per UGC norms in its last meeting held on20th December 2013. All the matters relating to the UGC scheme for autonomous colleges, Rules and guidelines of the affaliting university and in the institution, policy laid down by the StateGovt. are stricky adhered to, discussed and noted by the BOG.</p>	<p>All regulatory compliance are adhered and there will be continued attempt to benchmark the institute under National Level and Global Level Accreditation Scheme.</p>
<p>Does the regulatory compliance include demonstrating compliance with the 'not- for profit' purpose of education institutions?</p>	<p>1</p>	<p>Yes, the regulatory compliance include fee fixation by competent authority, i.e, thriugh the Stae Fee committee / UGC Scheme of autonomous college and institute strictly adheres to the policy of online Admissions by the State Govt. through the Haryana State Counselling Society (HSCS). Compliance of the norms indicates the 'not- for profit' purpose of education institutions.</p>	
<p>Has there been accreditation and /or external quality assurance by a national or professional body? If so, give details: name, status of current accreditation etc.</p>	<p>1</p>	<ul style="list-style-type: none"> <li>• Renewal of NBA Accreditation of CSE &amp; ME for 3 yrs and ECE for 5 yrs. w.e.f. 15th March 2012 vide letter no. File no. 21-12/20140/NBA dt. 9th April, 2012.</li> <li>• Conferred the autonomous status under the UGC autonomous colleges scheme for a period of six year w.e.f. the academic year 2012-13 -2014 to 2018-2019 vide letter no. F. 22-1/2012-13 (AC) dt. 22 May 2012-13 .</li> </ul>	