

**NATIONAL INSTITUTE OF TECHNOLOGY CALICUT**

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME-II

**GOVERNANCE SELF REVIEW AND DEVELOPMENT PLANS**

8/31/2015

NIT CALICUT, KOZHIKODE, 673601

# National Institute of Technology Calicut

## Governance Self Review and Development Plan

	<i>Governance Self Review</i>	<i>Grade</i>	<i>Supporting Evidence</i>	<i>Development Plan</i>	<i>Time Limit</i>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>	<b>(5)</b>	<b>(6)</b>
<b>A</b>	<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	YES	<p>BoG has approved the Vision and Mission way back in 2002-2003 when the transformation to NIT has happened. It is evidenced by the wide publicity that is given to the Vision and Mission statements through various media like website, annual report, billboards etc. Also, traditionally the annual budget and development are approved as required by the statutory regulations. For example:                      BG16.05: Discussion and Approval of Institute Budget</p> <p>BG20.03 Presentation of Annual Accounts for 2011-'12 for approval</p> <p>BG21.09: Proposal for launching an Inclusive Innovation Centre at NITC</p> <p>BG23.03 Consideration of the annual accounts for 2012-'13</p> <p>BG22.03 Consideration of the budget proposals for the year</p>	<p>Board of Governors (BoG) monitors and controls the financial in flow and out-flow of the Institute annually and at periodic intervals through its Finance Committee (FC). New development plans are discussed and approved by the BoG frequently. Infrastructure development activities are monitored and approved through Building Works Committee (BWC), FC, and BoG.</p> <p>Generally, in the beginning of every meeting, BoG looks at actions taken by the Institute based on the decisions in the previous meeting, and progress will be regularly monitored.</p> <p>In view of the changing priorities and the increasing demand for high quality education and research and because of the introduction of multiple disciplines of higher education like Science and Management along with Engineering &amp; Technology, the development plans shall be put for discussion among the various stakeholders and review will be undertaken subsequently.</p>	One year

			<p>2013-'14</p> <p>BG26.03 Consideration of Annual Budget for the financial year2014-'15</p> <p>BG 22.15(xii) Review of progress of ongoing civil works in the campus</p> <p>BG 20.25(10) Status report on ongoing construction work at NITC</p> <p>BG 23.13(v) Review of progress of ongoing civil works in the campus</p> <p>BG 24.17 Special items included as per the advise by Chairperson, BoG</p> <p>Decision (i) Review of Academic Progression of the Institute</p> <p>(ii) Review of progress of TEQIP-Phase II at the Institute</p> <p>(iii) Review of activities of School of Management Studies (SOMS) of the Institute</p> <p>(iv) Review of progress of ongoing civil works in the campus</p>	
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A2	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)	YES	<p>Items with the financial commitment above the delegated limit of Director is approved and closely monitored by the Finance Committee (FC) which is placed before BoG for final approval. Institute budgets and audited statement of accounts are first scrutinized by the FC and based on its recommendations, BoG takes suitable decisions. Also the human resources requirements of the Institute are handled by BoG with utmost care. Issues related to appointment and service are addressed and solved periodically subject to the provisions of FR&amp;SR. Annual accounts are subject to CAG Audit as well.</p> <p>BG 17.12 Filling up of Backlog vacancies of SC/ST/OBC/and PWD</p> <p>BG 17.05 Proposal to set up Grievance Committees for Faculty, non-faculty and students.</p> <p>Budget discussions quoted above</p>	A review of the processes within the statutory framework will be undertaken.	One year
A3	Is the Governing Body monitoring institutional performance and quality	Partial	Academic quality issues are broadly addressed by BoG. A few Specific steps such as feed-back from	There is lack of regular academic audit. Also, well defined plan will be evolved for half yearly and annual	One year

	assurance arrangements? Are these benchmarked against other institutions 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?		students, class-committees etc. are already in place at the Institute. Institute is asked to supply data to various ranking agencies, and Institute is usually rated as one of the top 5 NITs out of 30 NITs in the country. BoG directed Institute to evolve a ranking mechanisms for Institutions in India as per BG 27.17.  BG27.17 Leadership and administrative training for NIT faculty	reviews and mechanism will be put in place for the conduct the reviews and audit on a regular and concerted manner. Very recently MHRD has prepared a methodology for ranking higher education institutions. Our institute will follow the methodology for proper benchmarking.	
A4	Has the Governing Body put in place suitable arrangements for monitoring the Head of the Institution's performance?	No	There is an informal review in every meeting of the BoG. There is no systematic tool for the review.	Mechanism will be evolved to have suitable arrangements for monitoring the performance of Head of the Institution and also the various Heads of the departments.	One year
<b>B</b>	<b>OPENNESS AND TRANSPARENCY IN THE OPERATION OF GOVERNING BODY</b>				
B1	Does the Governing Body publish annual report on institutional performance	YES	As per the statutory requirements, Institute has to prepare the annual report and the annual accounts and submit to the Ministry.	A committee will be examining the contents of the Annual Report and the standardization will be employed to highlight the strengths of the Institute in areas of academics, research, innovation and human resources.	One year
B2	Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body	Partial	Since the BoG is constituted as per the provisions of the NIT Act 2007 it stands the scrutiny of the Government. Full contact details of the members of the BoG are posted on the Institute website.	Steps will be undertaken based on the directions of the Ministry.	One year

B3	Is the Governing Body conducted in an open 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?	Yes	BoG is open to suggestions. Minutes are published on the website. Subordinate committees and Senate serve the BoG to be broad-based in the decision making process and also to take informed decisions.	The process will be reviewed to catch up with the changing priorities and demands for high quality education.	One year
C	<b>KEY ATTRIBUTES OF GOVERNING BODY</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?	YES	BoG is constituted as per the Clause 11 of the NIT Act 2007. The BoG of the Institute has renowned academicians, administrators, Govt. officials, Nominees of Institute Senate and Nominees of State Government.	The factors that affect the performance of BoG and the Institute governance shall be studied and suggestions will be forwarded to Ministry.	One year
C2	Are the recruitment processes and procedures for governing body members rigorous and transparent?	YES	BoG is constituted as per the Clause 11 of the NIT Act 2007/2012 Nominations are made by responsible bodies such as Ministry of HRD, Govt. of India, Govt of Kerala, and Institute Senate.	Opinion will be collected from various stakeholders and the suggestions will be forwarded to Ministry.	One year
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 ?	Yes	See Clause 11 of NIT Act-2007/2012 The Board of every <i>Institute mentioned in the First Schedule</i> shall consist of the following members, namely:- (a) the Chairperson to be nominated by the Visitor; (b) the Director, ex officio; (c) two persons not below the rank of	Structure of the governing body is specified by the NIT Act-Clause 11. There is a clear norm for selecting members. Opinion will be collected from various stakeholders and the suggestions will be forwarded to Ministry.	One year

			<p>the Joint Secretary to the Government of India to be nominated by the Central Government from amongst persons dealing with technical education and finance;</p> <p>(d) two persons to be nominated by the Government of the State in which the Institute is situated, from amongst persons, who, in the opinion of that Government, are technologists or industrialists of repute;</p> <p>(e) two persons, at least one of whom shall be a woman, having special knowledge or practical experience in respect of education, engineering or science to be nominated by the <b>Council</b>;</p> <p>(f) one professor and one assistant professor or a lecturer of the Institute to be nominated by the Senate.</p> <p>(g) the Director of the Indian Institute of Technology in whose zone the Institute is located, or his nominee, not below the rank of a Professor.</p>		
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?	YES	The roles and responsibilities of the Chair and Head of the Institution are clearly specified in the Act & Statutes( NIT Act 2007/2012 & First Statutes of NIT 2009-Statute 14,17 and 21) Registrar is the secretary to BoG and Member Secretary to FC, BWC and Senate. For Registrar also, the roles and responsibilities are given the Act & Statutes.	Structure of the governing body is specified by the NIT Act-Clause 11. There is a clear norm for selecting members. Opinion will be collected from various stakeholders and the suggestions will be forwarded to Ministry.	One year
C5	Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and	YES	Generally BoG meets 3-4 times in an year. Details of attendance of members are mentioned in the minutes of each meeting.	Efforts shall be made to hold the meetings on defined intervals and call upon all members to regularly attend.	One year

	participate actively?		Members actively participate in the discussions. <a href="http://www.nitc.ac.in/index.php?url=content/submenu/1478/8">http://www.nitc.ac.in/index.php?url=content/submenu/1478/8</a>		
<b>D</b>	<b>EFFECTIVENESS AND PERFORMANCE REVIEW OF THE GOVERNING BODY</b>				
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?	YES	<p>In every meeting, the Agenda has two mandatory items “Action Taken” and “Action Pending” which are reviewed before taking up regular Agenda Items. Also, BoG takes timely decision on the effective governance of the Institute as and when needed. See:</p> <p>BG 17.10 Constitution of Technical Advisory Committee</p> <p>BG 17.16 Constitution of the Board of Academic Studies (BOAC)</p> <p>BG 17.24 Delegation of Financial Power – enhancement of limits</p> <p>BG19.08 <i>Any other item permitted by the Chair:</i> Decision- The Board reviewed the faculty: student ratio in various Departments (Annexure IV of the minutes of this meeting)</p> <p>BG20.12 Delegation of financial powers to Deans and HoDs and enhancement of Imprest</p> <p>BG21.17 : Enhancing the limit for signing cheques consequent to enhancement of financial powers</p>	Opinion will be collected from various stakeholders and the suggestions will be forwarded to Ministry.	One year

			<p>BG21.18 (x) Appointment of Associate Deans</p> <p>BG25.04 Permission to establish a Centre for Assistive Technologies (CAT) to impart training for physically challenged people at NIT Calicut</p> <p>BG 25.05 (iv) Placement details of various programs of the Institute.</p> <p>BG 25.06 Special items included as per the advice by the Chairperson, BoG Decision (i) Review of progress of TEQIP- Phase II at the Institute (ii) Review of activities of Centre for Transportation Research</p>		
D2	Does the Governing Body ensure that new members are properly inducted, and Existing members receive opportunities for further development as deemed necessary	Partial	When new members are nominated, they are provided with the copies of the Act, Statutes, Annual Reports, etc. and are briefed by the Registrar. So, the induction is only an informal mechanism.	A mechanism will be evolved with the concurrence of Ministry for the proper induction of the new BoG members and they will be presented with the Institutes development plans.	
<b>E</b>	<b>REGULATORY COMPLIANCE</b>				
E1	Does the Governing Body ensure regulatory compliance and, subject to this, take all final decisions on matters of fundamental concern to the institution?	Yes	As per the NIT Act, the BoG has the presence of Government officials and educated personalities. So, the regulatory compliance is automatically satisfied. Besides this, new environmental and sustainability norms are also followed in the development plans	Opinion will be collected from various stakeholders and the suggestions will be forwarded to Ministry.	One year

E2	Does the regulatory compliance include demonstrating compliance with the 'not for profit' purpose of education institutions?	Yes	As per the NIT Act, the BoG has the presence of Government officials and educated personalities. So, the regulatory compliance including "not for profit" is automatically satisfied.	Opinion will be collected from various stakeholders and the suggestions will be forwarded to Ministry.	One year
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	No	BoG has not gone for assessment and accreditation of its own functions. But, Institute endeavours to get accreditation of all the engineering degree programmes (UG & PG) by National Board of Accreditation(NBA) in 2015.	Opinion about the assessment and accreditation of BoG's own functions will be collected from various stakeholders and the suggestions will be forwarded to Ministry.	One year

Submitted by NIT Calicut

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 31/08/15  
 TE&IP Coordinator

*Handwritten signature in green ink*  
 31-08-2015  
 Director