



**Idhaya College for Women, Kumbakonam**  
Accredited with A+ Grade by NAAC 1<sup>st</sup> Cycle

**NAAC AQAR 2023-2024**

**6.1 Institutional Vision and Leadership**

**6.1.2 Decentralization and Participative Management**

# **Decentralization and Participative Management**



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Recognized by 2(f) & 12(B) of UGC Act 1956

### Decentralization

The institution ensures a smooth and transparent functioning via decentralizing different roles of various stakeholders such as Teaching Staff, Non-teaching Staff and Students. The Principal is appointed as the Head of the Institution and ensures that staff council meetings are held regularly. It consists of Staff Secretary, core members and several meetings were held to initiate programmes, such as Academics/Administration/Cultural & Sports development, Social Involvement etc., The non-teaching staff works transparently as a team which comprises of officiating Administrative Officer, Cashier, Head Clerk, Clerk, etc.,

The functions and responsibilities of various Statutory, Academic and Administrative bodies are depicted below:

Name of Statutory/ Academic/Administrative Bodies	Functions and Responsibilities
<b>Governing Body</b>	<ul style="list-style-type: none"><li>• Taking decisions regarding the intake and addition of new programme and instructing the Principal to take formal steps with the affiliating body to put it in action.</li><li>• Approve the budget for the respective financial year.</li><li>• Amend and approve policies from times to time.</li><li>• Approve the appointment of faculty members.</li><li>• Construction and maintenance of the infrastructure and amenities for the institution.</li></ul>
<b>Academic Council</b>	<ul style="list-style-type: none"><li>• Make regulations regarding the admission of the students to different programmes of the college.</li><li>• Make regulations for sports, extra-curricular activities and proper maintenance and functioning of the playground and hostel.</li><li>• Recommending the Governing Body proposal for the institution of new programmes of study.</li><li>• Perform such other functions as may be assigned by the Governing Body.</li></ul>
<b>Internal Quality Assurance Cell (IQAC)</b>	<ul style="list-style-type: none"><li>• Monitor and audit the improvement of quality education.</li><li>• Prepare a detailed Annual Quality Assurance Report (AQAR) at the end of the Academic Year and submit the same to Governing Council and NAAC.</li></ul>
<b>Planning Committee</b>	<ul style="list-style-type: none"><li>• Initiate the proposals to be submitted to Educational agencies UGC, NAAC, NIRF, etc.,</li><li>• Overview all the activities of the institution and take necessary steps for further development.</li></ul>
<b>Examination Committee</b>	<ul style="list-style-type: none"><li>• Assist smooth functioning of Continuous Internal Assessments and University Examination.</li></ul>

<b>Department Advisory Committee</b>	<ul style="list-style-type: none"> <li>• Identify the contents beyond syllabus to meet POs &amp; COs</li> <li>• Finalize all curricular, co-curricular and extra-curricular activities of the department.</li> </ul>
<b>Scholarship Committee</b>	<ul style="list-style-type: none"> <li>• Promote the special interest of students in the reserved category to improve their welfare.</li> <li>• Helping the Economically Deprived Students via Management Scholarship.</li> </ul>
<b>Internal Compliance Cell</b>	<ul style="list-style-type: none"> <li>• Create a platform where students can express their problems, regarding academic and non-academic matters.</li> <li>• Develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious and congenial work and educational atmosphere in the institution.</li> </ul>
<b>Anti-ragging Committee</b>	<ul style="list-style-type: none"> <li>• Keep a continuous vigilance over ragging in order to prevent its occurrence and recurrence.</li> <li>• Create an atmosphere of discipline by warning message that no act of ragging shall be tolerated.</li> </ul>
<b>Various Clubs</b>	<ul style="list-style-type: none"> <li>• Motivating the Students for Holistic Development and Social Activities, Patriotism, Eco-friendliness, etc.,</li> </ul>

  
 - Principal,  
 Idhaya College for Women,  
 Kumbakonam - 612 001.