

## VNR VJIET: Governance Development Plan TEQIP-II

	Self Review Questions	Supporting Evidence	Developmental Plan	Expected Delivery Time Frame
<b>A</b>	<b>PRIMARY ACCOUNTABILITIES</b>			
<b>A.1</b>	Has the Governing Body approved the institutional strategic vision, mission and plan –identifying a clear development path through its long – term business plans and annual budgets?	<ul style="list-style-type: none"> <li>• Yes</li> <li>• The institute and the Management have conducted extensive discussions with all the stake holders viz. the Faculty, Staff and Students for formulating Vision and Mission of the Institute</li> <li>• The Governing Council has involved all the senior Faculty members in the design of the Strategic Plans to develop this institute into an Institute of Academic Excellence for Higher Studies and Research</li> <li>• The GC approves the Annual Budget proposals submitted by different departments and releases the required funds to the Institute.</li> <li>• The Institute has achieved. NBA , NAAC – Accreditations and UGC – Autonomy</li> <li>• Also established Research and Consultancy Cell and the I-I-I- Cell they have Undertaken Research Projects and entered into several MoU's with Industries and other Funding agencies.</li> <li>• JNTU H has recognized 3 Departments. ECE, CSE, and EEE as Research Centers for offering Ph. D Programs besides UG &amp; PG courses.</li> <li>• The Governing Council has been guiding all the Departments, the RCC and the III Cell to formulate their Short Term and Long Term Strategic Plans along with necessary budget estimates.</li> </ul>	<ul style="list-style-type: none"> <li>• The present Vision, Mission and Strategic plans have been formulated and approved by the Governing Council of the Institute.</li> <li>• Revision of the same will be undertaken in the light of the emerging Technological Developments and changing Industrial &amp; Societal needs every 2-3 years /or / as and when any such necessity arises.</li> <li>• All the Short Term goals like the NBA, NAAC Accreditations, UGC Autonomous status were already achieved. Shall be renewed per the directives of the respective bodies periodically.</li> <li>• Long Term Goal like the Deemed University status is being pursued.</li> </ul>	<p>Approved and in Practice Since July 2012</p> <p>Renewed regularly as and when due</p> <p>Reviewed in July 2015</p>

<p><b>A.2</b></p>	<p>Has the Governing body ensured the establishment and monitoring of proper, effective and efficient systems of control and accountability to ensure financial sustainability</p>	<ul style="list-style-type: none"> <li>• Yes</li> <li>• Several Statutory Bodies Governing Council, Finance Committee, Planning &amp; Development Committee, Academic Council were constituted as per the guidelines of the AICTE, NBA, NAAC and UGC.</li> <li>• Several Non- Statutory Committees are also constituted for the day to day Management of the institute.</li> <li>• Standard operative Manuals for Academic, Administrative and Financial and Management are prepared and approved by Governing Council. Copies are available with every HoD.</li> <li>• HR (Faculty and Staff) requirements are assessed as per the NBA , NAAC guidelines and efforts are being made to maintain the same.</li> <li>• Absolute Transparency in recruitment and promotion Mechanisms such as Advertisement in the News Papers, Posting the College Website and Internal Circulars are adopted for giving wide publicity to attract the meritorious persons for Achieving the Academic Sustainability.</li> <li>• Established Procedures are adopted for the procurement of Equipment / Goods/ Services etc. through Tenders, Quotations.</li> <li>• Scrutiny by the Purchase Committee and Governing Council are mandatory for the Procurement.</li> <li>• Annual Budgeting and Financial Audit are also mandatory mechanisms to ensure Accountability. Financial Sustainability of different Departments / Sections.</li> <li>• Financial sustainability is also achieved through Short Term and Long Term Planning and Budgeting and management.</li> <li>• The GC monitors the performance of the Institution in all aspects to achieve effective and efficient financial stability.</li> </ul>	<ul style="list-style-type: none"> <li>• All the statutory bodies like GC, PDC, FC, etc. shall be the guiding bodies for implementing all the required practices of the Good Governance in the Institute at all levels.</li> <li>• All these procedures shall be reviewed every 2 – 3 years or as and when necessary in specific cases.</li> <li>• Standard Operating processes are strictly adhered to in the management of Finances, Procurement, Services etc.</li> <li>• Maintenance of Standards as well as Sustenance are the Prime concerns in the implementation of Good Governance.</li> <li>• The Planning and Development Committee oversees the developmental activities and the Finance committee oversees the Budget Provision, utilization and sustainability on long term basis.</li> </ul>	<p>Already in Practicesince July 2012</p> <p>- Do -</p> <p>- Do-</p> <p>- Do -</p> <p>Reviewed during July 2015</p>
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<b>A.4</b>	Has the Governing Body put in place suitable arrangements for monitoring the head of the institutions performance?	<ul style="list-style-type: none"> <li>• Standard Monitoring Procedures like the reporting Daily, Monthly on the activities of the Individual Faculty, the Heads of the Departments and the Principal (Head of Institute) are in practice.</li> <li>• Monitoring through IQA Cell</li> <li>• Monitoring through student feed Back</li> <li>• All these reports are reviewed in the Quarterly Governing Council Meetings and the performance of the Head of the Institution is evaluated.</li> </ul>	<ul style="list-style-type: none"> <li>• Cumulative Time Management (CTM) is an effective measure of the productive Time utilization by all the concerned.</li> <li>• Performance Indices are evaluated</li> <li>• Feedback Indices are evaluated</li> <li>• Refine all the Innovative Practices and introduce new practices for monitoring and evaluation of all the concerned more effectively for the development of the institution.</li> </ul>	<p>Already in Practice since July 2012</p> <p>Reviewed during July 2015.</p>
<b>B OPNNES AND TRANSPARENCY IN THE OPERATION OF GOVERNING BODIES</b>				
<b>B.1</b>	Does the Governing Body publish an annual report on institutional performance?	<ul style="list-style-type: none"> <li>• The comprehensive Annual Reports on HR, Academic and Research Achievements, students Projects, Training and Placement Establishment of New Labs / Strengthening of the existing and the budgetary allotment and utilization.</li> <li>• Industrial collaborations, Research Projects, FDP's &amp; SDP's Infrastructure Development are being prepared by the Head of Institution (The Principal) and Presented to the Governing Council for approval.</li> <li>• The copies of these reports are made available to all the HoD's and also at PAAC, a central Data Center of the Institute.</li> </ul>	<ul style="list-style-type: none"> <li>• Annual Reports prepared on the overall performance of the Institute based on the Strategic Parameters are reviewed by the GC and approved.</li> <li>• The same information to be displayed in the Institutes Website.</li> </ul>	<p>Already in Practice since July 2012</p> <p>Reviewed during July 2015</p> <p><b>Implemented wef. July 2015</b></p>
<b>B.2</b>	Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body?	<ul style="list-style-type: none"> <li>• Presently there is no such practice of maintaining the register of interests of GC members.</li> </ul>	<ul style="list-style-type: none"> <li>• Propose to maintain the Register of Interests of the members of the GC.</li> <li>• Display the same in the Institute's Website.</li> </ul>	<p>Propose to introduce</p>

<b>B.3</b>	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?	<ul style="list-style-type: none"> <li>• The meetings of the Governing Council are conducted in a transparent manner and the minutes are communicated to all the concerned Officials like the Principal, HoD'. Also communicated to, Faculty, Staff, Students, Potential Employers(Industries), wherever necessary.</li> <li>• All matters concerning the Academic and Finance Management or thoroughly discussed by the GC and their recommendations/comments are communicated to the concerned.</li> <li>• All matters concerned with Research Projects, Collaborations, MoU's etc are also communicated to the respective Departments.</li> </ul>	<ul style="list-style-type: none"> <li>• Minutes of the GC are published and circulated to all the HoD's.</li> <li>• A copy of the same are maintained in common place PAAC, which is accessible every faculty.</li> <li>• Will Display the same in the Institutes Website.</li> </ul>	<p>Already in Practice since July 2012</p> <p>Yes</p>
<b>C KEY ATTRIBUTES OF GOVERNING BODIES</b>				
<b>C.1</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?	<ul style="list-style-type: none"> <li>• Yes</li> <li>• Governing Council of VNR VJiet is constituted strictly in accordance with the guidelines prescribed by AICTE and UGC. At present the strength of the GC is 22members against maximum of 21 as per AICTE norms.</li> <li>• In addition to this, 5more Special Invitees also take active part in the proceedings of GC.</li> <li>• Constituted with a blend of expertise in Academics,Research and Industrial experience.</li> <li>• Ensures the Accountability, Development and can function upto the exportations' of all the Stake Holders.</li> </ul>	<ul style="list-style-type: none"> <li>• The Governing Council reviews the performance of the Institute and guides it to function effectively to Achieve Excellence in Academics, Research, Industry collaborations.</li> <li>• The GC also constitutes Several Sub-Committees to attend to any specific task as and when necessary.</li> <li>• Reviews the recommendations of all such committees.</li> </ul>	<p>Already in Practice since July 2012</p> <p>Reviewed during July 2015.</p>

<b>C.2</b>	Are the recruitment processes and procedures for governing body members rigorous and transparent?	<ul style="list-style-type: none"> <li>• The Governing Council is constituted in rigorous and transparent manner with Members representing the Management, Academic and Industry Experts, Nominees from the Affiliating University,</li> <li>• AICTE, UGC, Director of Technical Education (State Government).</li> </ul>	<ul style="list-style-type: none"> <li>• The composition of the GC is implemented in accordance with the ordinances of the AICTE, UGC</li> <li>• Includes the Nominees from the JNTUH; Commissioner of Tech. Education; UGC, AICTE and Industry</li> </ul>	Yes Already in Practice since July 2012
<b>C3</b>	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?	<ul style="list-style-type: none"> <li>• The GC Members have no Political Interests.</li> <li>• All the activities of the institute are free from political interference.</li> </ul>	<ul style="list-style-type: none"> <li>• Since the GC is totally free from Political Interference the guidance of GC will be of immense value for “all round development of the Institute”.</li> <li>• Will be able to achieve its long term Academic and Research Objectives.</li> </ul>	Yes Reconstituted in Sept 2015
<b>C.4</b>	Are the role and responsibilities of the Chair of the Governing Body, the Head of Institution and the Member Secretary serving the governing body clearly stated?	<ul style="list-style-type: none"> <li>• The powers and responsibilities of the Chairman the Secretary, the other members of the Governing Council and all other functionaries like the Head of the Institution, HoD's, the Nominated Members, Special Invitees etc. are clearly defined in the “By-Laws of the GC and the Institute”.</li> <li>• They are also in synchronism with those specified by AICETE, UGC, State Govet, etc.,</li> </ul>	<ul style="list-style-type: none"> <li>• Ensures Total Academic and Administrative Autonomies for achieving Short Term and Long Term objectives of the Institute.</li> <li>• Well defined By – Laws are in place.</li> </ul>	Yes Reviewed in Sept 2015

<b>C.5</b>	Does the Governing body meet regularly? Is there clear evidence that members of the governing body attended regularly and participate actively?	<ul style="list-style-type: none"> <li>• The Governing Council meets once in every Three Months. This is a Mandatory Requirement</li> <li>• All the members actively participate in decision making and guiding the institute in the path of development towards achieving the Short and Long Term goals.</li> </ul>	<ul style="list-style-type: none"> <li>• The Register of Attendance of the Members</li> <li>• The Minutes of the meetings are maintained.</li> <li>• All Action Taken Reports(ATR) on the minutes of the previous GC meeting are reviewed for effective implementation.</li> </ul>	Yes, Conducted Quarterly GC Meetings. Signatures of all the members attending are collected in the Minutes Book.
<b>D EFFECTIVENESS AND PERFORMANCE REVIEW OF THE GOVERNING BODY</b>				
<b>D.1</b>	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?	<ul style="list-style-type: none"> <li>• The Governing Council also recommends the introduction of several innovative practices like <ul style="list-style-type: none"> <li>a. Laboratory Protocols, Shadow Engineering, Career Vision Approach, Cumulative Time Management reports .</li> <li>b. Periodically reviews and their impact on the performance of all the Stake Holders through certain key performance Indicators such as improvements in Academics (Pass Percentage, Placements, Aptitude for Research and Higher studies).</li> <li>c. Research Publications by Faculty</li> <li>d. Faculty participation in National/International Seminars and Conferences</li> <li>e. Faculty with Ph. D.</li> <li>f. Faculty pursuing Ph. D.</li> <li>g. Quantum of externally Funded Projects etc..</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• The GC periodically evaluates the effectiveness of all the Mandatory and other Innovative practices.</li> <li>• Improvements in The Key Performance Indicators to Achieve the Long Term and Strategic objectives.</li> <li>• Also encourages to improve upon the existing goals and Identify New Innovative Methods.</li> </ul>	Yes  The Decisions taken in the GC Meetings are circulated to all the concerned authorities, Their implementation is monitored regularly.

<b>D.2</b>	Does the Governing body ensure that new members are properly inducted, and existing members receive opportunities for further development as deemed necessary?	<ul style="list-style-type: none"> <li>Eminent Academicians and Expert Industrialists are inducted into the Governing Council adopting guidelines of the AICTE &amp; UGC and other bodies.</li> <li>The decisions and guidance of the Governing Council are strictly implemented for further development of the institute in Academic, Research and Industrial Collaborations etc.</li> <li>Even the Highlevel Administrators, Members of the GC and Higher Officials are deputed for Capacity Enhancement Programmes at IIM's, ISB's, MHRD etc.,</li> </ul>	<ul style="list-style-type: none"> <li>New members with expertise in different fields of Technology, Industry and R &amp; D are inducted into GC.</li> <li>Such training programmes shall help them to acquire skills modern methods of management, which results in excellent improvement in the Management of the Institute.</li> </ul>	<p>Yes</p> <p>The Principal, The HoD's are also deputed to IIM's to get them acquainted with Modern Management Techniques.</p>
<b>E</b>	<b>REGULATORY COMPLIANCE</b>			
<b>E.1</b>	Does the Governing Body ensure regulatory compliance and, subject to this take all final decisions on matters of fundamental concern to the institution.	<ul style="list-style-type: none"> <li>The Governing Council ensures the Regulatory Compliance of all the decisions by the concerned Authorities like the Principal, HoD's and other Officers of the Institute in all matters of fundamental concern.</li> </ul>	<ul style="list-style-type: none"> <li>Compliance of the decisions of the GC are evaluated through the Action Taken Reports (ATR) by Institute and all other concerned Authorities.</li> </ul>	<p>Yes</p>
<b>E.2</b>	Does the regulatory compliance include demonstrating compliance with the 'not-for-profit' purpose of education institution.	<ul style="list-style-type: none"> <li>Yes.</li> <li>The Institution is established and managed by "Vignana Jyothi Society", A "Not -For - Profit" registered Trust,</li> </ul>	<ul style="list-style-type: none"> <li>The GC ensures that the <b>Not-for-Profit</b> characteristic feature is preserved in all its functions</li> </ul>	<p>Yes</p> <p>Strictly adhere to maintain the Not - For - Profit Character of the Institute to the Letter and Spirit</p>
<b>E.3</b>	Has there been	<ul style="list-style-type: none"> <li>Institute is Accredited by NAAC 'A' Grade</li> </ul>	<ul style="list-style-type: none"> <li>The Institution regularly obtains/ renews</li> </ul>	<ul style="list-style-type: none"> <li>Accreditations</li> </ul>



	<p>accreditation and/or external quality assurance by a national or professional body? If so, give details: name, status of current accreditation etc.</p>	<p>with CGPA 3.21</p> <ul style="list-style-type: none"> <li>• Eight Under Graduate Courses are accredited by NBA.</li> <li>• Five Post Graduate Courses have applied for accreditation by NBA.</li> <li>• The Institute has also been accredited by National/Global level Industries like: TCS,Cap Gemini.</li> </ul>	<p>Accreditation to all the eligible UG and PG courses.</p> <ul style="list-style-type: none"> <li>• Also applied for renewal for all the courses as when they are due.</li> </ul>	<p>like NBA, NAAC are obtained for all the eligible courses.</p> <ul style="list-style-type: none"> <li>• Renewed them as and when due for any course.</li> </ul>
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