

RIT, KOTTAYAM, KERALA (GOVERNMENT ENGINEERING COLLEGE)

	GOVERNANCE SELF-REVIEW QUESTIONS	GRADE	SUPPORTING EVIDENCE	DEVELOPMENT PLAN	EXPECTED DELIVERY TIME FRAME
A	PRIMARY ACCOUNTABILITIES				
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?	2	<p>Vision & Mission strategic plan</p> <ul style="list-style-type: none"> • Vision, Mission and strategic plan are evolved by institute faculty through extensive deliberations • Vision & Mission have been displayed on college website. <p><i>Vision</i> To be a centre of technological excellence for the service of society.</p> <p><i>Mission</i> To impart professional education endowed with human values to the younger generation so as to transform them to be competent and committed engineers capable of providing solutions to the global challenges in deploying technology for the service of humanity.</p> <p>The BoG has approved the revised Vision and Mission of the institute Annual budgets</p> <ul style="list-style-type: none"> • Annual budget of the Institution is a part of the Budget of Govt. Of Kerala. • The extract of the Budget are regularly reported to the BoG. The IDP of TEQIP Phase II was approved by BoG held on 20.11.2010 <p>Other strategic Initiatives approvals Industry meet 2014 approved by BoG held on 08.11.2013</p>	<p>The BoG has approved the revised Vision and Mission of the institute.</p> <p>(Review of Vision and Mission is being done on a regular basis based on the PEOs of the programmes, which is linked to the stake holder's survey and department consultative committees.)</p>	Done
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)?	2	<ul style="list-style-type: none"> • Accountant General is conducting annual audit regularly. • The auditors ensure that funds provided by funding bodies are used in accordance with the terms and conditions specified in any funding agreements /contracts /memorandum. Audited statements of accounts are being discussed and approved annually (Funds received other than directly from State Govt.) • The MFMR are regularly reporting to BoG meetings. 	Presented before the first BoG meeting of every financial year	April 14 and every year thereafter
A3	Is the Governing Body monitoring institutional performance and quality 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?	1	<ul style="list-style-type: none"> • Institution has a benchmarking process on the basis of rankings of the incoming students. i.e. Top Ranking students in the Entrance Examination conducted by CEE are preferring this Institution(90% of the students are out of the Top 5000) • Institution was accredited by NBA during 2007 <p>Survey conducted by Careers360 Engineering Ranked the Institution as AAA+</p>	It is proposed to evaluate the student feedback, teaching effectiveness, research outcomes, citations, research funding etc on an annual basis to evolve benchmarks.	31 March 15
A4	Has the Governing Body put in place suitable arrangements for monitoring the head of the institution's performance?	1	<ul style="list-style-type: none"> • Formal arrangement for monitoring does not exist, however her performance is reviewed in an informal way when head of the Institution presents progress report in the BoG. • Her performance is appreciated by SSC and BoG for spending maximum amount allotted during 2012-2013 under TEQIP- Phase II 	It is proposed to evolve a reporting mechanism for assessing the performance of Head of the institution based on quantifiable parameters of the strategic plan.	1 June 15

B OPENNESS AND TRANSPARENCY IN THE OPERATION OF GOVERNING BODIES					
B1	Does the Governing Body publish annual report on institutional performance?	1	Annual report of the Institution is published regularly with the concurrence of BoG.	Key performance indicators will be reviewed every year to incorporate in annual reports	1 June 15
To inc or po B2	Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body?	3	No, register of interest is not maintained	Efforts will be made to maintain a register	31 March 15
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?	1	Governing body is conducted in an open manner. The Chairman insist the presence of all Heads of the Departments and Senior Professors for the meeting and makes patient hearing of all. Minutes of BoG meetings are published on the website	Dissemination of reports and minutes in the institutional website	Done and continuing
C KEY ATTRIBUTES OF GOVERNING BODIES					
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	BoG has been constituted as per the guidelines of statutory and regulating bodies (primarily UGC guidelines for autonomous bodies). The competences and experiences of members are contributing to the Institution.	The composition of the BoG can be reviewed upon requirement by the approving authority, the is Government	Periodic
C2	Are the recruitment processes and procedures for governing body members rigorous and transparent?	1	Nominations are made by the Govt. of Kerala based on the recommendations made by the Director of Technical Education	Internal member of BoG will be nominated by the College Council and approved by the DTE	Periodic
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	Members are actively involved in furtherance of institutional objectives	Academic autonomy is essential for achieving long term objectives and goals	--
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	Yes	It is proposed to prepare a document to specify roles and responsibilities of various members	31 March 15
C5	Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively?	1	Yes Last 4 BoG Meetings are held on: 17January 2013, 27April 2013, 12August 2013, 08November 2013,20.05.2014 and 27.06.2014	Proposal to increase the frequency of BoG	1 June 14
D EFFECTIVENESS AND PERFORMANCE REVIEW OF THE GOVERNING BODY					
D1	Does the Governing Body keep their	2	The BoG Members interacts before taking major decisions.	Proposed to evolve a formal review of goals and targets	Continuous

	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?		There is no formal process to review the performance of BoG	due to involvement of BoG	
D2	Does the Governing Body ensure that new members are properly inducted, and existing members receive opportunities for further development as deemed necessary?	3	No, There is no formal induction process for the governing body	New members should be receive copies of strategic plans, development plan, annual reports and financial documents	During induction of new members
E	REGULATORY COMPLIANCE				
E1	Does the Governing Body ensure regulatory compliance and, subject to this, take all final decisions on matters of fundamental concern to the institution?	2	Discuss and review the action taken report as the Agenda of all BoG meetings	No change in current practice is suggested	continuous
E2	Does the regulatory compliance include demonstrating compliance with the 'not-for-profit' purpose of education institutions?	2	Yes	Institution will retain its purpose of not-for-profit	continuous
E3	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.	2	<ul style="list-style-type: none"> • Every year mandatory disclosure is sent to AICTE and published on website • Fee structure as per State Govt. Norms only • Admissions are as per admission rules of Commissioner for Entrance Examinations, Govt. of Kerala. • Institution has been accredited by NBA in 2007 and now it is in the process of applying for accreditation Mandatory Disclosure – www.rit.ac.in	Institution will continue the policy to obtain accreditation by NBA	continuous