

## University Visvesvaraya College of Engineering (UVCE), Bangalore Governance Self Review

Date: 11.02.2016

A PRIMARY ACCOUNTABILITIES					
	PRACTICE	SCORE	SELF REVIEW COMMENT	DEVELOPMENT PLAN	GUIDELINES AND ACTION PLAN
1	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	<ul style="list-style-type: none"> <li>• Vision, mission &amp; Strategic plan for UVCE, had been evolved by extensive participation of Faculty Members, Supporting Technical staff and Ministerial staff in the form of extensive deliberation. This has been incorporated in the Institutional Developmental Proposal (IDP). The vision &amp; mission of the college had been made available to the stakeholders in the college website.</li> <li>• The schemes of study, curriculum and regulations governing the study have been made available to the students.</li> <li>• The annual progress reports in the format submitted to the University prior to the convocation has been consolidated by the Principal &amp; presented before the Board of Governors/Governing Council as a part of information agenda.</li> <li>• The deliberation on the annual budget in financial aspect of the institution is beyond the Scope of Board of Governors under the existing system. However the annual budget pertaining to various departments of this institution in the university prescribed format is made available to members of BOG</li> <li>• Process has been initiated for discussing &amp; finalizing road map for R&amp;D activities in all the seven (7) departments of the institution.</li> </ul>	It is envisaged to discretize and refine the long term business plan of the institution through active participation of members of BOG.	The developments being done has to be reviewed by the BOG or the committee constituted by BOG.

2	Has the 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 Governing, risk management, clear procedures for managing physical and human resources.)	2	<ul style="list-style-type: none"> <li>As a constituent college of Bangalore University, UVCE does not have financial autonomy.</li> <li>In the university there is a separate section which ensures that the fund provided by funding agencies are in accordance with the terms and the conditions specified. The accounts are audited by the government auditors annually.</li> <li>The budgets of various departments are approved by the statutory bodies of university annually after a detailed discussion.</li> <li>Finance committee meetings of the university are held periodically to review &amp; approve the expenditures. Proceedings of the finance committee are presented to statutory bodies of approval</li> </ul>	<p>UVCE is an educational institution involved in the process of knowledge enrichment and dissipation.</p> <p>As a part of continuous Quality improvement process there is always a scope for further improvements of the system and process through periodic reviews.</p>	Being a constituent college of university, the officials concerned have to ensure that the monitoring of activities is done on quarterly basis. The same has to be reflected in the annual reports.
3	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?	3	<ul style="list-style-type: none"> <li>This college is a constituent college of state run university. The admission to this college through Common Entrance Test (CET) only which is conducted by Govt. of Karnataka. Specifically there are no management seats or donation seats.</li> <li>All the departments of this college had been accreditation by NAAC and the university has been award 5 stars rating few years back.</li> <li>Being one of the oldest college in the South India (Est. 1917), the college has benchmarked itself as one of the excellent institution at both National –International level.</li> </ul>	It is envisaged to take up scientific benchmarking by considering output quality of students, research output, infrastructure and faculty performance.	Visits to college of Engineering, Pune or other Institution of higher learning, R&D labs should ensure overall development of the institution
4	Has the Governing Body put in place suitable arrangements for monitoring the head of the institution's performance?	3	The head of the institution is a senior most professor amongst the engineering faculty with wide academics and administrative experience. Formal arrangement for monitoring does not exist. However his performance is informally reviewed when he presents the progress report in the Board of Governors meeting.	It is envisaged to monitor performance of head of institution by qualified measurable objectives with timelines without causing any embarrassment to anybody.	This has to be discussed in the BOG meeting for ensuring that the activities are effectively implemented.

<b>B OPENNESS AND TRANSPARENCY IN THE OPERATION OF GOVERNING BODIES</b>					
	<b>PRACTICE</b>	<b>SCORE</b>	<b>SELF REVIEW COMMENT</b>	<b>DEVELOPMENT PLAN</b>	<b>GUIDELINES AND ACTION PLAN</b>
<b>1</b>	Does the Governing Body publish annual report on institutional performance?	<b>3</b>	Annual progress reports of various departments is presented & discussed in the meeting of board of governors. Though it is not being published separately by the institution, the same is published in the annual report of the Bangalore University.	It is envisaged to publish report of institution performance(UVCE) exclusively.	The proceedings of the BOG meeting has to be included in the annual report of the institution along with annual reports of all departments of the institution including Chemistry, Mathematics and Physics.
<b>2</b>	Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body?	<b>3</b>	No. the Register of interest is not maintained. However none of the members in the present board of governors have any interest in any of the affairs of the institution in any form.	A proposal to maintain register to interest will be taken up in the next BOG meeting for approval.	The issues related to this criteria are to be finalised in the next BOG meeting.
<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?	<b>3</b>	The Board of Governors meeting is conducted in an open manner. All teaching & non-teaching faculty are allowed to interact with the board of governors. The proceedings of meeting is an open document and is made available to all stake holders and it is published in the website of institution. The institution is covered under "RTI" as constituent college of University. Hence 100% transparency is maintained in all the activities.	As the BOG meetings are conducted with 100% transparency, the existing practice will be sustained.	The reports of Mentor and Performance Auditor have to be closely monitored.  Meeting with Dean, Chairpersons and students be held on regular basis to discuss the issues related to Vision and Mission of the institution.

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<b>KEY ATTRIBUTES OF GOVERNING BODIES</b>					
	<b>PRACTICE</b>	<b>SCORE</b>	<b>SELF REVIEW COMMENT</b>	<b>DEVELOPMENT PLAN</b>	<b>GUIDELINES AND ACTION PLAN</b>
<b>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?	<b>2</b>	The skills, competencies and the experiences of the governing body is much more than the required for carrying out its primary accountabilities effectively and effectively to ensure the confidence of the stakeholders and constituents. The size of the governing body is as per the TEQIP norms published in PIP.	There is a good mix of experience, age, rank and competence among the members of BOG. However, is is proposed to have other faculty member as invitee depending upon agenda in the BOG meeting. One student of UG and PG has been invited for BOG meeting.	UGC suggested norms have to be followed and a few additional members have to be co-opted if necessary .
<b>2</b>	Are the recruitment processes and procedures for governing body members rigorous and transparent?	<b>2</b>	The recruitment process and procedures for BOG members is transparent and is as per TEQIP norms.	Existing practice is good and will be sustained.	UGC suggested norms have to be followed.
<b>3</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?	<b>2</b>	The nomination for the Board of Governors is purely based on merit and competencies in a transparent manner. The members are actively involved in furtherance of institutional objectives. Two members of board of Governors are former vice chancellors of state run universities. One member is a present Director of Technical Education, Govt. of Karnataka, another member is a president of Federation of Karnataka Chamber of Commerce and Industries. The present vice chancellor of the university is the chairman of board of governors. The notification issued by the university constituting the board of governors for the institution has been made suitable to B.O.G and stakeholders of the institution.	Existing practice is good and will be sustained.	The related issue has to be discussed in BOG meetings.

4	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?	3	Though the role and responsibilities of the chairman of board of governors, head of institution and member secretary serving the governing body is not clearly stated, the role and responsibilities have come through the practice. The function of BOG mentioned in PIP has been referred for carrying out the duties of members of BOG	It is proposed to develop governance documents detailing role and responsibilities of members of BOG shortly.	A separate meeting exclusively for the issues concerning role and responsibility of governing body be discussed and finalised.
5	Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively?	1	The full Board of Governors or the Sub-Board of Governors has been meeting regularly depending upon the functional need. The First Board of Governors meeting was held on <b>04.04.2013</b> and sub Board of Governors has met twice on <b>05.06.2013</b> and <b>28.08.2013</b> . The Second and third meeting of BOG was held on <b>24.04.2014</b> and <b>29.01.2015</b> . The 4 <sup>th</sup> BOG meeting was conducted on <b>18.12.2015</b> . In the next BOG meeting is scheduled in the month of March 2016.	It is proposed to hold full BOG meeting more frequently atleast once in three months as per TEQIP norms.	More number of BOG meetings for monitoring "Action Taken" has to be conducted.

D	EFFECTIVENESS AND PERFORMANCE REVIEW OF GOVERNING BODIES				
	PRACTICE	SCORE	SELF REVIEW COMMENT	DEVELOPMENT PLAN	GUIDELINES AND ACTION PLAN
1	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 longterm strategic objectives and its short-term indicators of performance/success?	3	There is no formal process to regularly review the performance of Board of Governors. However while discussing the agenda in the BOG meetings, it is ensured that the performance of the institution as a whole is aligned with the long term strategic objectives of the institution.	It is envisaged to develop a governance document with clear role, responsibility and accountability of BOG members.	<p>“Action taken Reprints” are to be closely monitored by the Principal and faculty members of BOG.</p> <p>The Principal, Dean and faculty BOG members must ensure the implementation of activities envisaged in the programme.</p>
2	Does the Governing Body ensure that new members are properly inducted, and existing members receive opportunities for further development as deemed necessary?	3	There is no formal induction process for the Board of Governors as both most of the existing members and the new members have comprehensive knowledge about the strength and the limitations the institution.	Formal informing practice of institution’s “Vision” and “Mission” will be implemented.	The proceedings and agenda of all previous BOG meetings are to be brought to the notice of new BOG members.

<b>E REGULATORY COMPLIENCE</b>					
	<b>PRACTICE</b>	<b>SCORE</b>	<b>SELF REVIEW COMMENT</b>	<b>DEVELOPMENT PLAN</b>	<b>GUIDELINES AND ACTION PLAN</b>
<b>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?	<b>1</b>	The Board of Governors had taken into cognizance the necessity of treating "AICTE" regulations as a minimum basic requirement and with in its limitations had recommended to higher bodies, through its member secretary the provisioning of infrastructure, teaching-non-teaching human resources and equipments.	Current practices will be sustained.	This issue has to be ensured in the BOG meeting.
<b>2</b>	Does the regulatory compliance include demonstrating compliance with the 'not- for-profit' purpose of education institutions?	<b>1</b>	<b>Yes.</b> Being a constituent college of state run university the college where in all admissions are made by the government and the fee structure is as per government norms, this institution has already demonstrated its compliance with the "Not-For-Profit" purpose of education institution.	Current practices will be sustained	This issue has to be ensured in the BOG meeting.
<b>3</b>	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.	<b>1</b>	As already mentioned earlier the departments of this college are accredited by National Accreditation Body namely "NAAC". The fee structure compliance is as per the norms of Government of Karnataka. There are no donation or management seats. Admissions are as per the admission rules of Karnataka state through common entrance test and subsequent counseling.  The institution is offering U.G courses for many decades even prior to the constitution of regulatory bodies like AICTE/U.G.C at the national level. The courses offered by this institution are approved by "AICTE".	It is proposed to get accreditation by NBA for all the engineering departments as per new format of Washington accrod.	The Principal, Dean and faculty BOG members shall participate and monitor the accreditation process of eligible UG and PG programmes.

