


# SAMRAT ASHOK TI, VIDISHA, MADHYA PRADESH (GOVERNMENT-AIDED)

	GOVERNANCE SELF-REVIEW QUESTIONS	GRADE	SUPPORTING EVIDENCE	DEVELOPMENT PLAN	EXPECTED DELIVERY TIMEFRAME
<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?	2	<p>Motto, Vision, Mission, Goals and Objectives</p> <ul style="list-style-type: none"> <li>• Motto, Vision, Mission, Goals and Objectives are evolved by institute faculty through extensive deliberations</li> <li>• Motto, Vision, Mission, Goals and Objectives have been displayed on college notice boards</li> <li>• These are discussed in the Governing Council as part of information agenda (college annual progress report) presented by the Director.</li> </ul> <p>Annual budgets</p> <ul style="list-style-type: none"> <li>• Annual budgets are regularly presented to the BOG and are deliberated and approved</li> <li>• BOG Meeting held on 04-02-2013 To Consider and approve estimated budget for the year 2013-14</li> <li>• BOG Meeting held on 06-01-2014 To Consider and approve estimated budget for the year 2014-15</li> </ul> <p>Procurement</p> <ul style="list-style-type: none"> <li>• Adequate internal procurement policies and procedures are in place</li> <li>• Policies and procedures are consistently applied, and there is compliance with relevant legislation</li> <li>• Procurement is carried out in an open and transparent manner without any entry barriers and all eligible suppliers, manufacturers and consultants are allowed to participate.</li> </ul> <p>Other strategic Initiatives approvals</p> <ul style="list-style-type: none"> <li>• BOG Meeting held on 04-02-2013 and 06-01-2013 Information Agenda Regarding approval of minutes of BOG and its Sub-committees.</li> </ul>	The active participation of B.O.G in reviewing and approval of institutional vision, mission and strategic plan is being taken up. The B.O.G has decided to come up with Good Governance document. The B.O.G will discuss and approve long-term business plans of the institution.	
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"> <li>• Governing Body Sub-committees have met and reported to the main Governing Body – assessed and discussed.</li> <li>• 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.</li> <li>• Budgets are approved by the BOG annually after detailed discussion</li> <li>• Finance Committee meetings are held twice a year or when as required to review and approve the expenditures. Proceedings of Finance committee are presented to the BOG for approval.</li> <li>• TEQIP- GB meeting dates 18-06-2013 &amp; 11-03-2013 minutes are uploaded on Institute website. <ul style="list-style-type: none"> <li>○ BOG Meeting held on 30-08-2013 To consider the resolutions of Finance Committee of the college held on 03/06/2013</li> <li>○ BOG Meeting held on 04-02-2013 To approve the budget for the year 2013-14</li> <li>○ BOG Meeting held on 06-01-2014</li> </ul> </li> </ul>	S.A.T.I. is a process oriented organization; however as part of Continuous Quality Improvement process there is always scope for further improvement of systems and processes through periodic reviews.	





			<p>To approve the budget for the year 2014-15</p> <p>Effective review by governing body, finance and audit committee.</p> <p>Control systems which include policies, objectives and plans, management of key risks and opportunities, monitoring of financial and operational performance, including monitoring of investment policy for institutional endowment funds, segregation of duties, authorization and approval procedures, and information systems exist.</p> <p>An effective internal audit system exists.</p> <ul style="list-style-type: none"> <li>o BOG Meeting held on 06-10-2012 &amp; 30-08-2013</li> </ul> <p>To consider the appointments of faculty made since last GC and approve the same</p>		
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?	2	<ul style="list-style-type: none"> <li>• Institution has a benchmarking process on the basis of rankings of the incoming students. I.e. meritorious students preferring engineering colleges in the region. At the end of admission year, this data is shared with the BOG for deliberations.</li> <li>• Institution has completed two cycles of accreditation with NBA.</li> <li>• However benchmarking with national/international institutions has not been carried out so far due to lack of availability of reliable data. Scientific way of benchmarking is to be taken up.</li> </ul>	<p>Benchmarking process, which is limited to input quality of students based on entrance exam rankings, could be extended to include output quality, research output, and infrastructure and faculty quality index.</p> <p>Benchmarking With national/ international institutions has not been carried out so far due to lack of availability of reliable data. Scientific way of benchmarking is in progress.</p>	
A4	Has the Governing Body put in place suitable arrangements for monitoring the head of the institution's performance?	2	<ul style="list-style-type: none"> <li>• Formal arrangement for monitoring does not exist, however his performance is reviewed in an informal way when he presents progress report in the BOG.</li> <li>o BOG Meeting held on 04-11-2012 &amp; 06-01-2014</li> <li>To discuss the college Annual Report for the year 2010-11 presented by the Principal, including progress made in implementation of Academic Autonomy and the students results after the last BOG meeting</li> <li>o BOG Meeting held on 05-03-2012</li> <li>To discuss the college Annual Report 2011-12 to be presented by the Director.</li> </ul> <p>Yearly progress report 2011-12 presented by Director in annual function of Institute in the presence of all stakeholders i.e. Students, Faculty members and Staffs, Management Members and Guests in month of April 2012.</p> <ul style="list-style-type: none"> <li>o BOG Meeting held on 11-03-2013</li> <li>To discuss the college annual Report 2012-13 to be presented by the Director.</li> </ul> <p>Yearly progress report 2012-13 presented by Director in annual function of Institute in the presence of all stakeholders i.e. Students, Faculty members and Staffs, Management Members and Guests in month of April 2013.</p>	<p>There is scope for making formal arrangements for monitoring the head of institution's performance. Based on the Strategic plan of the institution, quantified measurable objectives with timelines may be defined and his performance may be reviewed and monitored against these measurable objectives by the B.O.G.</p>	
<b>B OPENNESS AND TRANSPARENCY IN THE OPERATION OF GOVERNING BODIES</b>					
B1	Does the Governing Body publish annual report on institutional performance?	2	<p>Annual report is presented and discussed in the BOG; however it is displayed on Institutional Web Site and convey to all students, faculties and guests in annual function of institute.</p>	<p>From the Academic Year 2011-12, S.A.T.I to publish an Annual Report on Institutional Performance covering strategic performance, academic performance, financial performance ,faculty and staff training etc.</p> 