

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

In accordance with the Quality Policy of the institution, the governance of the institution is *reflective of effective leadership* in tune with the vision, mission and core values of the institution .

VISION

“Our vision is to foster potential for academic excellence, establish skill enrichment and inculcate human values and professional ethics in the students to make them humanist leaders with a sense of public responsibility for their contributions to ensure better future for all, besides developing this institution into a deemed-to-be university in future.”

MISSION

Our mission is to offer diverse U.G. programs to the students, in addition to the **core values** being

- a) Respect for the rights, differences, and dignity of fellow men
- b) Honesty and integrity in thought and action
- c) Conscientious pursuit of excellence in one’s effort
- d) Accountability for actions and conduct in work-life balance

GOVERNANCE

Effective management of the institution depends on implementing best practices in Accountability and Transparency, Compliance with Rules and Laws, Providing Service with a Smile, Promoting Togetherness and an Equitable Approach, Ensuring Efficiency with Proficiency, and Emphasizing Decentralization and Participatory Administration. The organizational structure is determined by the Board of Governors, chaired by the Honorable Minister for Tribal Welfare, Government of Telangana. The Secretary, appointed by the Government of Telangana, oversees and manages the affairs of the TTW institutions. At the institutional level, the principals adhere to the norms set by the Secretary, TTWREIS (Gurukulam), Government of Telangana.

Admissions and Exams: Admissions online through Degree Online Services, Telangana, are handled by college DOST Coordinator and Examinations and Results by the Coordinator of Exam Branch of the

College.

The **College Central Library** facilities offered to students and faculty members allowed them to access the resources of the central library with updated knowledge.

The **Department of Physical education** looks after the Annual Academic Calendar of Sports and Games besides making students take part in Inter-collegiate, university, state and international competitions. Students are actively participating in various activities through **NCC and NSS Units** .

CGC: Telangana Academy for Skill and Knowledge college wing offers employability skills to students in the college .CGC finds avenues for placements.

In support of Quality Policy and Feedback Analysis, our college performs the Perspective/Strategic Plan and deploys the documents concerned.

Decentralization:

In our college, decentralization involves distributing authority throughout the hierarchy to ensure active involvement of all employees in providing high-quality services. The Principal, Administrative Office, and full-time teachers hold ultimate authority and are responsible for adhering to expectations and rules set by higher-ups. Academic functions are decentralized through the Principal, Vice Principal, and IQAC Coordinator, overseeing admissions, academics, exams, and results. Overall, delegation of powers reflects the college's organizational structure.

Level 1: Principal and Administrative Office:

Level 2: College Vice Principal and Placement Officer

Level 3: Academic Staff Council

Level 4 : Different committees

Level 5 :Class representatives

Net Outcome: The decentralization and participative administration and supervision results in quality policy sustenance and brighter placement prospects, which results in the production of responsible citizens to serve the nation.

File Description	Document
Upload Additional information	View Document
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6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Perspective Plan: A specimen of the cross-section of the College Perspective Plan possesses:

The assimilating characteristics of imparting holistic education for appropriate placement opportunities, making use of the Linkages and the MoUs on-the-go in respect of their objectives and operative performance, supplementing global standards of the teaching-learning methodologies, inculcating social responsibility and empowering men are ensured to conserve link with the college vision, mission and core values with due emphasis on student-centric approach to enable them to attain stress-free perceptions and cemented foundations of higher education in their pursuit of knowledge keeping in track with the U.G. programs they choose.

The perspective and strategic plan of the college is definitely inclusive of: quality promotion of Academic Excellence involving curriculum through Traditional Methodologies using ICT. and Extra-Curricular Activities in respect of building competencies, introducing New Courses, sprouting leadership qualities, inculcating multicultural and ethical values, life-like communication skills, improvising self-learning and self-earning techniques, an impetus for entrepreneurial skills and Accountability, critical thinking patterns and creative genius inspirations, however novel and abnormal the ideas may generate for the time being, to engage in Information Transfer The Perspective Plan of the college is not devoid of: public engagement, Women Empowerment, Helping Attitude, Outreach programs to Community Welfare, Student Diversity, dreaming of bigger things to get self-motivated and become energized psychologically first and physically next, and realizations of goals at the end sooner or later, but for sure!

Infrastructural Development: to meet student expectation and maintain the quality policy, Enhancing space for a greater number of student enrolment through Admissions, offering work culture upto the expectations of the higher-ups in the Hierarchy of the Government, the local community and society, and to the satisfaction of the students.

One last entity in the Perspective Plan is that the institution desires to become a Deemed-to-Be University to allow itself to prepare responsible citizens of this country and be their own Judges!

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Effective welfare measures are catalysts and promoters to enhance the work ethics and work culture of any employee, as is the case with the staff of our institution, which is ready to extend its offer of privileges to respect their integrity and to be an aid to their job satisfaction, which results in the betterment of standards in the discharge of duties concerned on their part.

Our institution bears in mind and executes the very thought of providing effective welfare measures duly sanctioned by the Government of Telangana through Tribal welfare Department. Most of the teaching and non-teaching staff are government employees and are thus labelled regular, duly privileged with

- Our institute offers various types of leaves to attend Faculty Development Program (FDP), Refresher Course, and Orientation Programs Short Term Courses and Workshops Seminars and Conferences Provision on a duty basis once in a year;
- Female employees are eligible for maternity leave.
- Staff is provided with Casual Leave, Compensation Casual Leave and Medical Leave.
- Staff can participate in the provident fund scheme as per government provisions.

- Casual Leave Provision,
- Medical reimbursement facility,
- Grant of Earned Leave,
- Maternity and Paternity Leave,
- Half-Pay Leave,
- Payment of additional amounts for Examination Duties at the Institution and at the University level
- Housing/Vehicle/GPF/TSGLIF Loan Facility,
- Awards for superior professional performance,
- A good number of these provisions and privileges are also applicable to Non-Teaching Staff members accordingly.

PERFORMANCE APPRAISAL SYSTEM

The institute has a performance appraisal system in place for both teaching and non-teaching staff, with the following key features:

TEACHING STAFF

- The performance of teachers is evaluated through the Performance-Based Appraisal System (PBAS) and the ASAR system.
- Placement and promotion decisions are based on the API and ASAR scores of teachers .
- The results of the evaluations are then referred to an expert committee (the screening and selection committee) of the university, for final approval.
- The institute regularly assesses the performance of both teaching and non-teaching staff and awards the Best Employer, Best Teacher, Best Principal, and Best PD awards on the occasions of Independence Day, Republic Day, and Teachers Day.

NON-TEACHING STAFF

- The performance of administrative staff is evaluated through the Annual Performance Appraisal (APA) using Confidential Reports (CR).
- Non-teaching staff's performance is evaluated based on various criteria, such as the staff's present nature and habits, departmental competence, hard work, office peace, and cooperation with other staff.
- The evaluation is based on the ranking from the annual confidential report of the administrative staff.

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6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 1.94

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	0	0	0

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshops and towards membership fee for professional bodies	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 26.21

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
11	01	15	0	0

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The Secretary, TTWREIS (Gurukulam), Government of Telangana (under whose control Tribal Degree Colleges like ours render their services for collegiate education to the students as a government-funded institution), and the office of the Secretary, TTWREIS, Hyderabad, allots Chartered Accountants to perform external financial audits in the Tribal Welfare Degree Colleges to cross-check, verify and realize the sanction of budgets and the quantity of expenditures incurred and authenticate the expenses by way of scrutinizing the Cash Memos or Bills of Purchase only in the interest of enhancing the quality of education and the performance of the colleges.

As such, at our college, the office of the TTWREIS (Gurukulam), Government of Telangana conducts the internal financial audit usually once a year with the help of the office personnel working in the Head Office while incorporating one senior official from the administrative of the Gurukulam, TS, Hyderabad.

In the stance of the external financial audit, the office of the Secretary, TTWREIS Hyderabad, gives the schedule for the thorough audit of all finance related records and sits for a few days, allowing the time enough to examine, verify, confirm, and authenticate the financial affairs of the college, delving deep into the actualities.

Any financial misappropriation is viewed very seriously, and accountability is entailed upon the Head of

the Institution and the personnel associated with the amounts sanctioned for utilization to carry out the activities of the college accordingly.

The External Financial Audit Conducted Dates pertaining to the last five years are as follows:

2022-23	2021-22	2020-21	2019-2020	2018-19
05-11-2022	19-08-2022	01-02-2021	02- 03-2020	29-04-2019

For instance, a specimen of the external audit is placed on record here for the sake of example.

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6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

IQAC is an effective and efficient internal coordination and monitoring mechanism. IQAC plays an important role in maintaining and improving the quality of institutions and makes recommendations for quality improvement. The IQAC cell at the institute is committed to improving and sustaining the quality of education, identifying and suggesting new uses for teaching materials, developing appropriate infrastructure, and proposing new self-funded courses. IQAC meets frequently to plan, direct, implement and evaluate the institute's teaching, research and publishing activities. Subcommittees covering various activities and departments implement the IQAC Guidelines and report feedback. IQAC strives to promote a culture of quality through quality improvement initiatives and best practices. Substantial quality improvements have been achieved through the institutionalization of the following IQAC initiatives: Strategic planning and assignment of responsibilities for key areas.

- Academic performance
- ICT facilities/ICT lectures
- Promotion of research
- Support for Placement
- Interaction with industries.

The IQAC reviews the teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals in order to identify areas for improvement and promote the overall quality of the institute. One of the main ways in which the IQAC supports the quality of the

teaching-learning process is by conducting regular assessments of course materials, teaching methods and student learning outcomes. This includes evaluating the effectiveness of different pedagogical approaches and technologies and making recommendations for changes or improvements as needed. The IQAC also works with faculty and staff to develop and implement new teaching strategies or technologies that can enhance the student learning experience.

One of the key objectives of the IQAC is to record and maintain documents for the incremental improvements that have been made in various areas of the institution's operations. This involves collecting data, conducting assessments on a regular basis, and using this information to identify trends and patterns that can inform decision-making and future planning.

Thus, the IQAC plays a vital role in promoting and maintaining the quality of the institute. Through its focus on the teaching-learning process, structure, methodology, and learning outcomes, the IQAC helps to ensure that the college is able to provide the highest quality education and support to its students.

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6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: C. Any 2 of the above

Self Study Report of TELANGANA TRIBAL WELFARE RESIDENTIAL DEGREE COLLEGE(BOYS) BOATH
ADILABAD DISTRICT

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document