

## **Practices of decentralization and participative management during 2018-2019**

Institution practices Decentralization and Participative Management. The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. Right from the President of the Management Committee to the staff and students, all the stakeholders have a role to play in building of the college. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the college.

Institution focuses keen on decentralization by intending equal opportunity (equal role to participate is the functioning of the Institution management comprises of management committee, college governing council and each committee has been provided with specific functions cater to the needs of institution for the ongoing progress and development of the Institution. Management committee takes care of infrastructure facilities which fulfil the quality and the required needs of the higher education bodies to reach the set goals or bench –marks of the Institution. It also extends all the amenities for the teaching and nonteaching faculty and students. College Governing Council takes care of financial management and the implementation of facilities for the institution with the cries to upgrade the standard of amenities which supports effectively the teaching learning and research aspects. It guides and articulates the available resources and provides freehand to the head of the Institution to carry out the activities in order to reach the expected maximum standard in turn to motivate the teaching and non teaching faculty to work according to the goal set. Teacher guardian committee is available in college taking care of students from first year of student's admission.

The Principal, Heads of the departments, teaching and non teaching faculty along with student union members, class student representatives together concentrate on fostering the progress of institution by sharing the responsibilities and participate growth of institution and to act according to the aims and objectives of the Institution.

### **1. Principal Level**

Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers of different committees for planning and

implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers of the college.

- Internal Quality Assurance Cell (IQAC)
- Library Management Committee
- NSS Committee , Extension Activities & Students Welfare Committee
- Annual Prize Distribution Committee
- Publicity & Public Relation Establishment Committee
- Prospectus Committee
- U.G.C. Affairs Committee
- Website Development committee
- College Annual Magazine Committee
- Environment Awareness ,Green Audit and Garden committee
- Alumni Association Monitoring Committee
- Students Grievance Redressal Committee
- Purchasing and Building Maintenance Committee
- College & Students Monitoring Committee
- Sports Committee
- Educational Tours, Result Analysis, Students Seminar and project committee

government body for the session 2018-19.

Following committees are constituted in accordance to government guidelines:

- Time Table Committee
- Admission Committee
- Research Monitoring Committee
- Sexual Harassment Prevention & Women's Grievance Redressal Committee
- College API committee
- Anti-Ragging Committee
- Cultural Events Committee
- Fund Generation Committee

## **2. Faculty level**

Faculty members are given representation in various committees/cells nominated by the principal and the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees which have been nominated by Principal and

- Placement and career counselling cell
- Discipline Maintenance committee
- Event Management committee
- College Infrastructure Cleanliness, Girls Common Room ,Water Supply maintenance cell (Formerly Staff Room Cell)
- SC/ST & Equal Opportunity Committee
- Class Room Mentors
- Disaster Management Committee
- Wall paper Committee
- Teacher- Parent Meet Committee
- Examination ( University & College Level )Committee
- Health Centre Committee

## **3. Students Level:-**

For the development of students, various cells and clubs are established at college level. Students are empowered to play important role in different activities. Functioning of different roles and responsibilities at various clubs and committees for further reinforces decentralization

- Cultural Secretary
- Boys common room secretary
- Girls common room secretary
- Students welfare and social services secretary
- Canteen maintenance secretary
- Departmental association responsibilities
- Computer centre maintenance responsibilities
- Anti ragging Committee members responsibilities

## **RISING STUDENTS CLUB AT LBSAC, SAKHARKHERDA**

The growth of institute depends on how faculty & students grows. In order to foster & aid the development process, clubs are necessary. The clubs will provide a platform for individuals to sharpen & display their skills with future vision. Keeping in view the all-round development of students, various clubs like music and dance club, photography club, fine arts society, innovation and creativity cell, green cell etc. have been started. The students of LBSAC, Sakharkherda actively organize and participate in various activities of these clubs and societies. They are very active in promoting technical and literary skills of the students. All the club of LBSAC, Sakharkherda is committed to spreading social awareness and community service amongst the students. The Literary Club at College was developed in order to make students more familiar and buff up their skills in literature, oratory, debates and writing. Students, with due guidance from faculties, manage various Students' Departmental Societies like Idea & Innovation Club, Sports & Recreation Club, Arts & Cultural Club, Environmental Club, Science Club, Event Management Club, English Club, Literary Club, Photographic Club, Social Welfare Club. A multitude of activities/events are organized under these students clubs.

- 1) Idea & Innovation Club:
- 2) Sports & Recreation Club:
- 3) Arts & Cultural Club
- 4) Environmental Club:
- 5) Science Club
- 6) Event Management Club
- 7) English Club
- 8) Literary Club
- 9) Photographic Club
- 10) Social Welfare Club

### **4. Non Teaching Staff Level:-**

Non teaching staffs also represents in the governing body and the IQAC. Suggestion of non-teaching staff are considered while framing policies or taking important decisions.

### **5. Participative Management:-**

- The institution promotes the culture of participative management at the strategic level, functional level and operational level.
- **Strategic level:-** The Principal, governing body, Teachers' and the IQAC are involved in defining policies & procedures, framing guidelines and rules & regulations pertaining to admission, examination, code of conduct-discipline, grievance, support services, finance etc
- **Functional level:** Faculty members share knowledge among themselves, students and staff members while working for a committee. Principal and faculty members are involved in joint research and have published papers

**Operational level:** The Principal and faculty members interact with government and external agencies & faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, co- and extracurricular activities.