



Procedure followed to take a decision on various matters:

The decisions in various matters are taken by the respective authorities of the Institute as per the procedures laid down in bye-laws of the Institute and the rules or directives given by University Grants Commission, MHRD, Government of India.

The procedure followed in the decision making process including channels of supervision and accountability is as follows:

- a. Decisions on policy matters and all other matters relating to academic programmes are made by the Board of Management on the recommendation of various authorities: Academic Council, Finance Committee, Planning and Monitoring Board of Evaluation, Board of Studies, etc.
- b. Decisions on other matters are made through office notes, initiated by a concerned officer and submitted to the Vice Chancellor as follows:
 - Through the Registrar for general administrative matters
 - Through the Finance Officer in case the matter has financial implications.
 - Through the Controller of Examinations if the matter is related to examinations.

Actions on all issues are initiated by the respective Directors/Heads of the Schools /Depts.