

**PONDICHERRY ENGINEERING COLLEGE  
UT OF PUDUCHERRY**

**INSTITUTIONAL GOVERNANCE REVIEW**

*The Governing Body (BOG) of PEC is supported by several empowered committees that report to it. These are*

- (a) Academic Committee*
- (b) Finance committee*
- (c) Purchase committee*
- (d) Staff Selection committee*

*Activities, policies and achievements in these areas are documented by these committees and placed before the BOG for discussion, review and approval.*


*Two Faculty members (on rotation) are members of BOG meetings where they get a chance to interact with the Board members and air their views in an open and transparent manner.*

<b>PRIMARY ACCOUNTABILITIES</b>			
<b>A</b>	<b>PRACTICE</b>	<b>SCORE</b>	<b>DEVELOPMENT PLAN</b>
<b>1</b>	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	<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p><b>SELF REVIEW COMMENT</b></p> <ul style="list-style-type: none"> <li>➤ Vision &amp; Mission statements are evolved through a strategic plan by the institute, faculty and they have been displayed on college website. However formal approval by the BOG has not been taken.</li> <li>➤ These were discussed in the Governing Council as part of information agenda presented by the Principal. These were discussed and approved, however they were not documented formally as part of the minutes of the meeting.</li> <li>➤ Annual budgets are approved by the BOG</li> </ul> </div> <div style="width: 35%;"> <p><b>DEVELOPMENT PLAN</b></p> <ul style="list-style-type: none"> <li>➤ The active participation of BOG in reviewing and approval of institutional vision, mission and strategic plan is being taken up.</li> <li>➤ The BOG has decided to come up with Good Governance document.</li> <li>➤ The BOG will discuss and approve long-term plans of the institution.</li> </ul> </div> </div>
<b>2</b>	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	<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p><b>SELF REVIEW COMMENT</b></p> <ul style="list-style-type: none"> <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>➤ Human resource requirement is being presented by the Head of the institution for getting approval of the BOG on regular basis.</li> <li>➤ Estate Office cell is presently doing estate management job, and given the estimate of the budget required, which will be part of the institutional budget approved by the GC. However its scope needs to be re-defined.</li> </ul> </div> <div style="width: 35%;"> <p><b>DEVELOPMENT PLAN</b></p> <ul style="list-style-type: none"> <li>➤ In Continuous Quality Improvement process there is always scope for further improvement of systems and processes through periodic reviews.</li> </ul> </div> </div>

  
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3	Is the Governing Body monitoring institutional performance and quality assurance arrangements? Are these benchmarked against other institutions (including accreditation, and alignment with national and international quality assurance systems) 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>➤ In every BOG meeting a review is taken</li> <li>➤ The BoG monitors institutional performance regularly with respect to finance, results, placements, appointments, compliance etc. These are recorded and approved at the BoG meetings.</li> <li>➤ Student input quality (CENTAC cut-off ranks), output quality (placement measures), faculty performance (feedback, appraisals, targets), infrastructure (hard and soft), research quality are monitored and action plans for improvement are discussed and approved in BOG.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Benchmarking process, which is limited to input quality of students based on CENTAC rankings, could be extended to include output quality, research output infrastructure and faculty quality index.</li> </ul>
4	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 GB.</li> <li>➤ The role and responsibility of the head of the institution is guided by the UGC / AICTE/PU guidelines.</li> </ul>	<ul style="list-style-type: none"> <li>➤ There is scope for making formal arrangements for monitoring the head of institution's performance.</li> </ul>

<b>B OPENNESS AND TRANSPARENCY IN THE OPERATION OF GOVERNING BODIES</b>				
1	PRACTICE	SCORE	SELF REVIEW COMMENT	DEVELOPMENT PLAN
	Does the Governing Body publish an annual report on institutional performance?	2	Annual report is presented and discussed in the General Body, however it is not being published so far.	Steps are taken to publish Annual Report on Institutional Performance covering strategic performance, academic performance, financial performance, faculty and staff training etc.
2	Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body?	2	PEC is an grant-in-aid institution running within the guidelines of UGC and AICTE. The BOG composition is guided by these bodies. A need for a separate register of interests of its BOG members has not been felt so far and hence register of interest has not been maintained.	A proposal for maintaining a register of interests will be taken up in the next BOG meeting for discussion and approval.
3	Is the Governing Body conducted in an open a 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?	2	BOG is conducted in an open manner, however major initiatives planned will be discussed in the College Council Meeting at college level before they are taken to the BOG. All discussions are minuted. The minutes are available in the Principal's office.	A proposal will be put forward in the BOG meeting on the desirability of making public the performance of the institution and sensitive information.

  
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<b>C</b>				
<b>KEY ATTRIBUTES OF GOVERNING BODIES</b>				
<b>1</b>	<b>PRACTICE</b>	<b>SCORE</b>	<b>SELF REVIEW COMMENT</b>	<b>DEVELOPMENT PLAN</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?	2	BOG of the institute has been constituted as per the norms of AICTE. The composition of the BOG fits the responsibilities it is expected to discharge. Details are enclosed as attachment-1. There is a very good mix of experience, age, rank and competence from among the BOG.	The composition of the GB is reviewed periodically vis-à-vis the expectations and changes made as appropriate. Proposal to have student member on the Governing Council as a co-opted member/invitee will be placed before the BOG.
2	Are the recruitment processes and procedures for governing body members rigorous and transparent?	2	BOG has been constituted as per the guidelines of statutory and regulating bodies.	Already the procedure is in place
3	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?	2	<ul style="list-style-type: none"> <li>➤ The independent members are external to, and independent of, the institution. Independent members are proactive and have made many suggestions for improvement that have been implemented by the institution, which is evidenced from the minutes of the meeting.</li> <li>➤ The institution is free from any political interference as far as day-to-day operations are concerned; however political decisions regarding reservation quotas in student admission, faculty recruitment and, tuition fee may affect attainment of long term educational objectives.</li> </ul>	To have greater autonomy with reference to academic, administrative and finance a decision to become an University will be taken shortly.
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?	2	The roles and responsibilities are already stated in institution By-laws	By-Laws of Engineering college (Pondicherry) Society clearly specifies the role
5	Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively?	2	BOG meets regularly. This is evident from the minutes of meetings.	It is proposed to convene the BOG meetings more frequently




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D	EFFECTIVENESS AND PERFORMANCE REVIEW OF GOVERNING BODIES			
1	PRACTICE	SCORE	SELF REVIEW COMMENT	DEVELOPMENT PLAN
	Does the Governing Body keep their effectiveness under regular review and in reviewing its performance of the institution as a whole in meeting its long term strategic objectives and its short-term indicators of performance/success?	2	The review is being done by the BOG itself in an informal way. However in every meeting report is obtained	Proposal to prepare the good governance document of the institution in taken up.
2	Does the Governing Body ensure that new members are properly inducted, and existing members receive opportunities for further development as deemed necessary?	2	The experts who have been invited to the BOG bring with them the knowledge of their field and have a perception which will enhance the performance of the institution in the direction of its vision. At present the new members are briefed informally by the Chairman on their role and responsibility.	This will be taken up in the next BOG

E	REGULATORY COMPLAINE			
1	PRACTICE	SCORE	SELF REVIEW COMMENT	DEVELOPMENT PLAN
	Does the Governing Body ensure regulatory compliance and, subject to this, take all final decisions on the matters of fundamental concern to the institution.	1	The BOG makes it a point to treat these (AICTE, UGC, PU) regulations as a minimum basic requirement and gives directions to higher provisioning of infrastructure, faculty (Human resources) and equipment. Every year mandatory disclosure is sent to AICTE.	Current practices will be sustained
2	Does the regulatory compliance include demonstrating compliance with the 'not-for-profit' purpose of educational institutions?	1	Fee structure compliance is being followed, which comes for discussion in an indirect way during approval of institute's budget. Admission's are as per admission rules of UT of Puducherry State. Further the budget clearly shows the not-for-profit purpose and evidence	The not-for-profit character of the institution will be maintained
3	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.	1	Courses run by the Institution have been accredited by NBA in 2002, 2007 and 2013 and now it is in the process of submission of application for PG accreditation.	Institute will continue to subject itself for accreditation by national/ international professional bodies to assure quality to all its stake holders.

  
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**GOVERNING BODY MEMBERS**

<b>Thiru.N.S.J.Jayabal @ Ayyanar</b>	Chairman
<b>Thiru G. Ragesh Chandra, I.A.S.,</b> Secretary to Govt. (Education) Chief Secretariat PUDUCHERRY - 605 001.	Vice Chairman
<b>Shri. Chandraker Bharti, I.A.S</b> Secretary (Finance) Chief Secretariat PUDUCHERRY - 605 001	Member
<b>Thiru. T. Sreekanth, I.A.S</b> Secretary to Lt. Governor Raj Nivas PUDUCHERRY - 605 001.	Member
<b>Mr.T.Karikalan</b> Director Directorate of Higher and Technical Education PIPMATE, Lawspet PUDUCHERRY - 605 008.	Member Secretary
<b>Thiru. L. Kumar</b> Director Directorate of School Education Near IG Statue PUDUCHERRY - 605 005.	Member
<b>Shri.M.Sunderasan</b> <b>Southern Regional Officer</b> All India Council for Technical Education Shastri Bhavan 26, Haddows Road CHENNAI - 600 006.	Member

  
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**Dr.K.M.Tamizhmani**  
Professor, Dept. of Mathematics  
Pondicherry University  
**PUDUCHERRY 605 014.**

Member

**Dr.K. Ramamoorthy**  
Dean (Academic Courses)  
Indian Institute of Technology  
**CHENNAI - 600 036.**

Member

**Dr.P.Dananjayan**  
Professor  
Department of Electronics and Communication Engg.  
Pondicherry Engineering College  
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Member

**Dr.S.Subramanian**  
Professor  
Department of Chemistry  
Pondicherry Engineering College  
**PUDUCHERRY 605 014**

Member

**Prof.D.Govindarajulu**  
Principal  
Pondicherry Engineering College  
**PUDUCHERRY - 605 014**

Member

  
**PRINCIPAL**  
Pondicherry Engineering College