



# URAN EDUCATION SOCIETY'S COLLEGE OF MANAGEMENT AND TECHNOLOGY

[Affiliated to Mumbai University]

(Recognised by Maharashtra Government)

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## 6.1.1 Case Study Demonstrating Decentralization and Participative Management:

The institution wholeheartedly embraces decentralization and participative management in both academic and administrative spheres. The top management provides substantial freedom and flexibility to the Principal, to oversee all academic activities. Management committees convene regularly to formulate and execute the institution's long-term plans.

In pursuit of quality enhancement, the institution, along with its IQAC and College Development Committee, as well as other statutory committees, continuously strives for improvement. At the start of each academic year, faculty members convene to discuss the institution's smooth functioning. Various committees are established with assigned responsibilities.

Committee Chairpersons and members report to the Principal and IQAC on planning and implementation. They gather feedback from all institution stakeholders, taking steps for further enhancements within their capacities and recommending necessary actions to the management.

The Principal is responsible for overseeing both administrative and academic duties. Department Heads operate under the guidance of the Principal and the Internal Quality Assurance Cell. They are entrusted with specific duties and responsibilities for daily operations. Every faculty member actively participates in various academic, administrative, statutory, and non-statutory committees.

The Internal Quality Assurance Cell closely monitors academic and administrative activities. Mentorship programs are introduced across all departments, closely supervised by the Principal.

The institution's management places a high priority on ensuring the quality of faculty members during the appointment process.

### Institution Hierarchy

**Management Committee:** Management Committee of the Institution is responsible for making policy decisions regarding the academic and infrastructural development of the college. This committee includes a President, a Vice-President, Treasurer, Two Executive Council members, and Hon. General Secretary, who is a full-time employee and an ex-officio member of the Executive Council. Additionally, one member each from the categories of Principal, Head of Departments, are nominated as co-opted members.

**College Development Committee:** As per the Maharashtra Public Universities Act 2016, the Local Managing Committee has been replaced by the College Development Committee. This committee comprises members from the management Committee, as well as experts from various fields including education, research, society, industries, teaching, non-teaching staff, and students. The College Development Committee is tasked with creating a comprehensive



development plan for the college, covering academic, administrative, and infrastructural growth. It aims to facilitate excellence in curricular, co-curricular, and extracurricular activities, and oversees the annual financial estimates (budget) and audited statements of the college.

**The Principal:** The Principal serves as the executive head of the institution and is authorized to make decisions pertaining to academic, administrative, and financial matters in alignment with the policy decisions set forth by the Management Committee and the College Development Committee.

**Administration:** The backbone of the institution is its administration, committed to delivering quality education to society. The college administration plays a pivotal role in guiding and supporting the development and execution of policies, programs, and initiatives aligned with the college's vision and mission. It ensures seamless operations in key areas such as Admissions, Account and Finance, Record Keeping, Evaluation and Supervision, and Maintenance.

**Internal Quality Assurance Cell (IQAC):** The IQAC, led by the Principal and a Coordinator selected from the faculty members, oversees its activities. Its members include a representative from the management, faculty members, non-teaching staff, social activist, alumni, and a student representative. The IQAC is focused on developing and applying quality parameters for various academic and administrative activities of the college, with the ultimate goal of enhancing overall quality.

#### **Head of Departments:**

**Heads of the Faculty and Departments:** The Heads of the Faculty in Commerce, and Science, are responsible for the day-to-day administration, teaching, research, and addressing the concerns of students and staff within their respective departments.

**Committee Hierarchy:** Each committee is chaired by a member nominated by the committee members. All activities are monitored by the Internal Quality Assurance Cell. The Academic Committee meticulously plans and prepares the academic calendar, ensuring its proper implementation. The Academic Coordinator oversees and observes academic activities. Department Heads ensure the smooth functioning of their respective departments. Faculty members conduct lectures, practical sessions, manage attendance, examinations, and results, providing feedback for ongoing improvements.

**Faculty Members:** Faculty members maintain robust relationships with students, colleagues, and the community. They execute policies and programs with precision and a constructive approach, embodying professional ethics in education.

**Non-Teaching Staff:** Non-teaching staff members play a pivotal role in day-to-day operations. Their responsibilities are centered around achieving operational and strategic objectives.

**Outcome:** The institution's management regularly convenes meetings to address issues and challenges related to the institute's development. As such, it encourages teachers, students, non-teaching staff, alumni, and coordinators to share their ideas, opinions, and suggestions through the appropriate channels. Input received from various committees and feedback analyses are taken into account for future decision-making.



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