

Institution Practices Decentralization and Participative management

The institution has a practice of participative management. The college provides **the better opportunity to all the participating in the decision making process**, the college administrative and academic structure is in a manner to make the decision by participative arrangement. Principal is the administrative and academic Head, followed by voice principal and department heads. The principal meetings of the department are held often consider the recommendations are sent to the principal, the principal in consultation with all department heads the final decision is arrived at. On administrative ground the Principal is followed by the Registrar and office superintendent. The college follows all such norms laid down by the Government of Maharashtra and The S.P.P.U. and UGC in Academic and administrative Aspects. The case study related to such Participative management is stated as follows:

- A) During affiliation process all departmental heads are requested to send their proposals for commencement of new courses and they are inculcated affiliation date.
- B) N.S.S. camp is held once in a year, the N.S.S. committee conduct sa meeting to decide the place/venue, dates and that is provided as per the convenience and discussion with the principal. The responsibility rests with the N.S.S. programme officer. The decision between participative the service of meeting is conducted to arrive the decision.
- C) The College has conducted Seminar at State and National Level. The departments decided the subjects of the seminar in their departmental meetings. This is communicated to the college principal and authorities. This is included and sends to the University for setting the financial assistance, the BCUD has granted the financial assistance to these seminars conducted by the college. This is also an example of participative arrangement.
- D) The college prepare financial budget at the beginning of the year. This is prepared by the office administrative head and is with consultation of all departmental Heads. Accordingly it is verified by the college principal and is sent for sanction to the society. The society approved budget and necessary action is carried out.
- E) The examinations are carried out periodically throughout the year for which there is separate examination department. The CEO is in charge of examination department, the administrative heads are the office

employees. They conduct regular meetings and approved by principal thus the participative arrangements is being followed in decision making.

(A)

The management authorities regularly undertake the review of working of the college in its Executive council meeting and working committee meeting. The Necessary guidance and directives are issued through these meetings. Periodical reviews are undertaken by the top management. The budget is prepared prior to the commencement of the academic year and is approved by the management. So there is a good support from the management relating to the implementation of the objectives specially designed to attain quality teaching and learning aspects of the college. The concentration is given on the regular lectures conducted by the staff, timely completion of the syllabus, guidance for better performance in the examination and providing best possible teaching learning environment. This is attained by regular meetings of department, of the staff member conducted by the principal from time to time. The staff receives motivation and support for all the activities from the management. The participation of students in Sports, NSS, NCC, extracurricular activities is encouraged in order to attain overall development of students.

The Science department has actively participated in project competitions and Avishkar Competitions where the college has received the awards. The Principal and the staff takes due efforts to motivate the students in these participations. The Commerce PG students also prepare projects the faculty members of these departments assist and guide the students in undertaking the research work. The faculties through its various committees try to motivate the students to take part in students welfare program by mean of earn and learn scheme. The cultural committees promote to the students to actively participate in drama competitions and debating & oratory competitions outside the college in various competitions.

Thus the college works with aim of attaining the academic excellence through quality education and inculcating all possible soft skills in the personality of the students. The college plans for all such implementations through all its academic calendars and the regular feedback from the students and the staff members also. Thus the role of management is very positive and forward looking. With the aim of providing best possible education within the given limitations the college works for attaining the academic excellence.

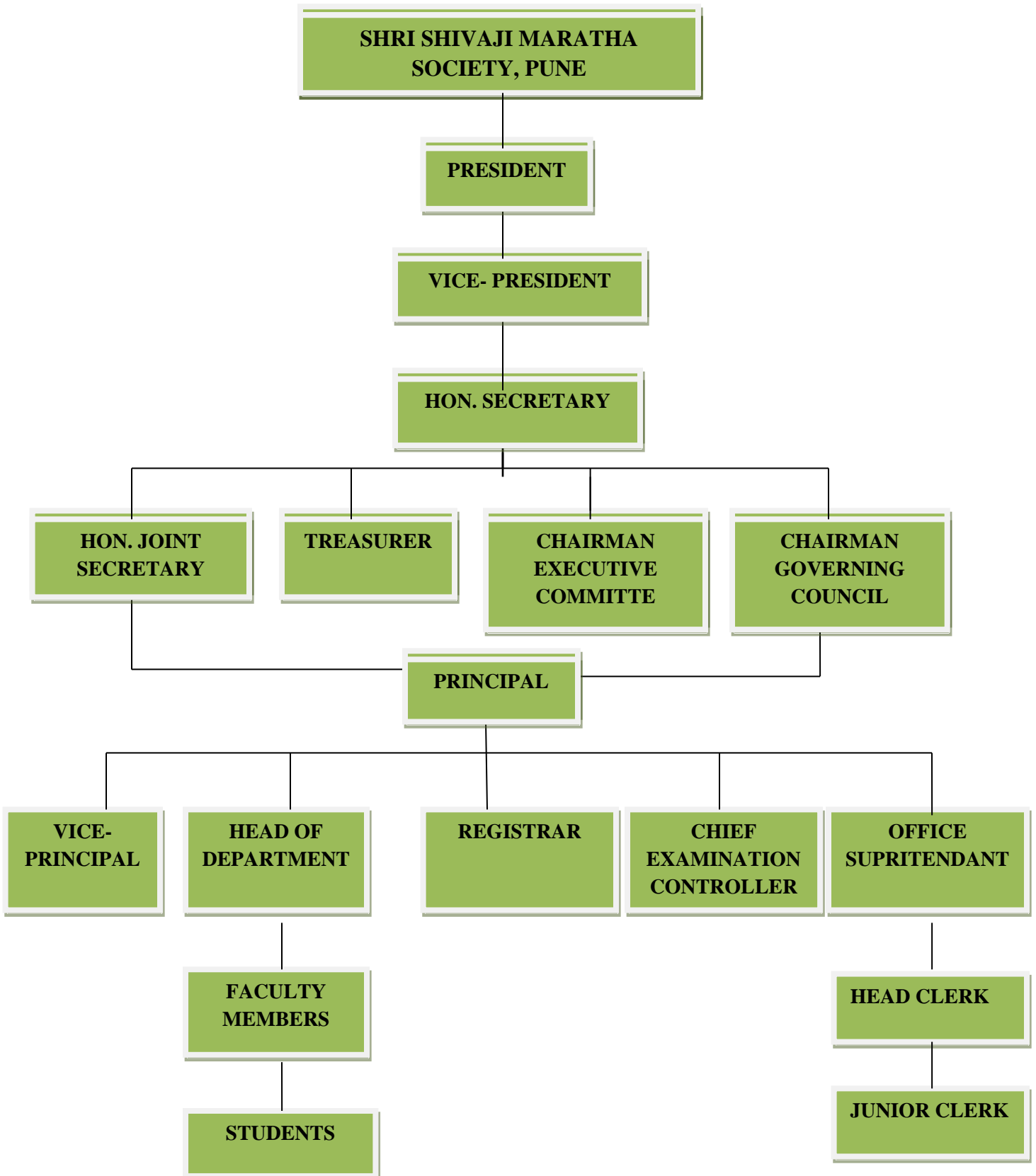
(B)

1) The institutions have the practice to take decisions with decentralization of all related persons/employees. The decentralization is followed in the way of Shree Shivaji Maratha Society is the parents body of the college these executive committees has representation from college. The Principal is the one of teacher of the concern body were all subjects relating into decentralization of the college is discussed in the policy matter of the management

2) At the same time college level, the college has contributed college development committee as per new University act, On this committee teachers representative, student representative, non-teaching staff representative meeting with management so the decision making is a satisfactory

3) On the college level decision/deciding departments are provided with authority to take own decisions by development of department meetings, the decisions are conveyed to the principal and the final decisions are taken. Thus process is decentralization and implemented to all carrier in decision making is recorded.

The organogram of institution



The Chairman of the institutions is the Top level of management of executive committee followed by Vice-President Hon. Secretary is a Executive head, assisted by Hon Joint Secretary, treasurer, chairman of governing committee/ Chairman of working committee.

The organization follows the principle of division of work and the decentralization of work. The college administration follows the principle of the participative and consultative management. Organizational head is the apex body that is Shri Shivaji Maratha Society, 425 Shukrawar Peth, Pune - 02. The Honorary Secretary of the society is managerial head assisted by the Honorable Joint Secretary, Treasurer, Chairman executive committee and Chairman working committee. The society is empowered to explore the Principal, teaching and non-teaching staff.

On college level Principal is head of the institution and is an administrative and academic head of the college. He is assisted by Vice-Principal on academic matters and registrar on administrative matter. Vice- Principal of the college is followed by the Head of the Department and teaching faculties whereas the registrar is followed by office superintendent, head clerk, senior clerk and junior clerk. Thus the organizational setup both for academic and administrative setup has been in accordance with the statutes of S.P.P.U and rules of Government of Maharashtra.

For extension work college has constituted various committees in order to work out the various programs related to N.S.S, N.C.C, science exhibition, student welfare, sports and cultural activities and so on. Thus the college runs on the basis of the rules and regulations laid down by concerned authorities.

Recruitment and promotional policies are in accordance with the rules laid down by S.P.P.U and Government of Maharashtra. Accordingly the university and government of Maharashtra have designed definite procedures laid down by the University Act and the Government of Maharashtra.


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