

Tripura Institute of Technology (TIT), Narsingarh.
Governance Development Plan

Practice	Score	Self Review Comment	Development Plan	Expected Delivery time frame
<p>Tripura Institute of Technology, Narsingarh functions through following empowered committee for its all round development:</p> <ol style="list-style-type: none"> 1) Board of Governors 2) Development Committee 3) Academic Committee 4) Procurement Committee 5) TEQIP Unit 				
A. PRIMARY ACCOUNTABILITES				
1	3	The institutional strategic vision, mission and plan are under preparation which thereafter, will be placed before BOG. for approval.	The development of strategic vision, mission and plan includes all stake holders comprising of students, faculty members, staff, Government, Alumni. External expert will be invited to guide in preparing and effective document. Finally, the documents will be reviewed and approved by BOG.	April, 2015
2	3	The BOG, after its constitution, has met twice to discuss about how to put in place an effective monitoring system and mechanism for financial control and proper management of resources.	Systematic mechanism will be developed to monitor 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.	July, 2015
3	1	Yes. Initiative has been taken to obtain NBA accreditation and to align with national quality assurance system.	BOG has endorsed the formation of committee entrusted with the responsibility of achieving the benchmarking like NBA and academic autonomy. Many activities have been promoted and approved by the BOG which are recommended in NBA and other bench marking standard.	May, 2014 (Completed)
4	2	Yes. Specific tasks with target dates are being given to Principal of the Institution and performance is being reviewed	Formal mechanism of performance monitoring of the head of the institution could be devised. BOG could periodically monitor the performance based on certain performance indicator.	July, 2015

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B. OPENNESS AND TRANSPARENCY IN THE OPERATION OF GOVERNING BODIES					
	PRACTICE	SCORE	SELF REVIEW COMMENT	DEVELOPMENT PLAN	Expected Delivery time frame
1	Does the Governing Body publish an annual report on institutional performance?	3	Governing Body has been established recently. The matter of publication of an annual report will be placed before the BOG in its next meeting.	The Institute likes to publish annual report covering issues like institutional development, R&D activities, IRG, student performance, placement etc.	December, 2015
2	Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body?	3	Presently not, however this will be done	The matter will be discussed in the BOG meeting. If approved, such register will be maintained and may be disclosed publically through website.	October, 2015
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 management?	3	Yes. The minutes of discussions in the meeting are uploaded in the website for information of all stakeholders.	Already implemented and will be continued in future too.	May, 2014 (Completed)

	Does the Governing Body, the Head of the Institution and the Director/Secretary leading the governing body clearly stated?	2	Yes	Minutes of BOG are uploaded on the website of the institution.	June, 2011 (Completed)
	Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively?	3	Yes. The minutes of discussions in the meeting are uploaded in the website for information of all stakeholders.	Minutes of BOG are uploaded on the website of the institution.	June, 2011 (Completed)

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C. KEY ATTRIBUTES OF GOVERNING BODIES					
	PRACTICE	SCORE	SELF REVIEW COMMENT	DEVELOPMENT PLAN	Expected Delivery time frame
1	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?	1	Yes. BOG has been constituted as per TEQIP-II project guideline. Care has been taken in selecting the members of the BOG.	Composition of BOG will be reviewed after a period of two years and necessary changes will be made as per requirement.	June, 2015 (Periodic)
2	Are the recruitment processes and procedures for governing body members rigorous and transparent? 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	1	Independent members of BOG are selected based on their academic / industrial experience. Institutional member are selected as per seniority. The process is free from any political intervention and transparent.	As done initially, BOG members will be selected based on their merit, academic / professional experience in future too. The process will be free from any political intervention and transparent in future too.	June, 2013 (Periodic)
3	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	Yes.	Future requirement of clarification if any in regards to role and responsibilities of BOG chair, other members, member secretary may be obtained from appropriate authority.	June, 2013 (Completed)
4	Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively?	1	Since its formation, vide notification No.F.2(339-1)-DHE/GTCA/1999/780(6) dated 07/06/2013 the BOG has met twice (1 st on 12/07/2013 and 2 nd on 04/12/2013). Almost all the members attended the meetings.	Initiative will be taken up for frequent meeting in future along with participation of all members.	June, 2013 (Periodic)

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D. EFFECTIVENESS AND PERFORMANCE REVIEW OF GOVERNING BODIES					
	PRACTICE	SCORE	SELF REVIEW COMMENT	DEVELOPMENT PLAN	Expected Delivery time frame
1	Does the Governing Body keep their effectiveness under regular review and in reviewing its performance, reflect on the performance of the institution as a whole in meeting its long term strategic objectives and its short term indicators of performance/success ?	2	Yes, as stated in item no. A.1 and A.4	Good governance plan will include the provision of regular review of its performance in terms of achieving short term and long term goal of the institution. Performance indicators may be defined to bench mark the achievement.	October, 2015
2	Does the Governing Body ensure that new members are properly inducted, and existing members receive opportunities for further development as deemed necessary	1	BOG's first term (two years) has just started. Action will be taken at appropriate time to induct new members if desired.	Induction program will be conducted to the new members wherein institute's strategic vision, mission and plan will be discussed. Annual report of the institution will be shared. Role of a member, BOG may also be discussed.	June, 2015

E. REGULATORY COMPLIANCE					
	PRACTICE	SCORE	SELF REVIEW COMMENT	DEVELOPMENT PLAN	Expected Delivery time frame
1	Does the Governing Body ensure regulatory compliance* and, subject to this, take all final decisions on matter of fundamental concern to the institution.	1	Yes. Role of BOG has been clearly defined in the notification No.F.2(339-1)-DHE/GTCA/1999/780(6) dated 07/06/2013 wherein the BOG has been empowered to take necessary decision on matters of fundamental concern to the institution.	Present practices will be continued.	June, 2013 (Periodic)
2	Does the regulatory compliance include demonstrating compliance with the 'not-for-profit' purpose of education institutions	1	Yes. Tripura Institute of Technology, Narsingarh is a State Govt. run Institute.	It will continue to work for "not-for-profit" being part of the state government.	June, 2013 (Periodic)
3	Have there been accreditation and/or external quality assurance by a national or professional body? If so, give details: name, status of current accreditation etc.	3	Necessary steps are being taken to obtain accreditation of NBA.	Institute is committed to have NBA and Academic autonomy for its all eligible branches. Necessary steps are being taken toward achieving these objectives.	March, 2015 (Periodic)

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