

## R R Institute of Technology, Bengaluru

### Mechanism/ Norms and Procedure for democratic/ good Governance

The management recognizes the need for decentralization for the growth of the institute and accords autonomy commensurate with the level of management. Deans and heads are appointed who are given autonomy for efficient governance.

The roles and responsibilities of administrators / decision makers for various assigned jobs listed below clearly depict the delegation of authority, providing operational autonomy leading to a decentralized governance system.

- Principal

To implement and monitor the education system to cater to the institute's vision and mission.

- Dean Academics

Is responsible for academic development of the institute and monitors progress of various teaching/learning processes.

- Dean R & D

Monitors Research and Development activities in the institute

- Dean Quality

Is the Management Representative for ISO activities and is responsible for monitoring academics, day to day academic activities and assuring quality in teaching and learning process

- Dean Administration

Is responsible for supervision and management of all administrative and operational functions.

- Dean Planning

To develop a strategic plan for the growth and image of the institute.

- Vice President Student Activities

To initiate and monitor various student activities

- Head of the department

Is responsible for the academic and administrative functions of the department.

In addition, Office Superintendent, Accounts Officer, Librarian, Clerks take care of office related activities, finance related issues, library resources and workshop related activities. Other support functions are handled by the Admission-in-charge, NBA Coordinator, NAAC Coordinator, College Examination Officer, Industry Institute Interaction Cell Coordinator, Academic & Research Coordinator and NSS coordinator.

At the department level:

- Each program has UG and PG coordinators

Preparation of academic calendar based on time frame set by the University for planning and organizing of activities is done by Time Table co-ordinator

- Each course has a course co-ordinator who, in consultation with the faculty teaching the subject, sets course objectives, prepares the teaching plan for the semester, conducts meetings with faculty regularly to monitor and review course completion and attainment of course outcomes and submits a report of the same to PAC through the module coordinator

- Class teachers/batch guardians are designated for all classes/batches