



College Code - 4192

Maitrey Educational Society

# Nagarjuna

**Institute of Engineering, Technology & Management**  
(AICTE, DTE Approved & Affiliated to R.T.M. Nagpur University Nagpur)

Village Satnavri, Amravati Road, Nagpur 440023

Email: maitrey.ngp@gmail.com; Website: www.nietm.in; Phone No. 07118 322211, 12

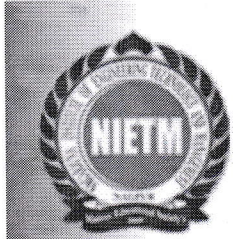
## National Assessment and Accreditation Council

### AQAR 2020-21

## **NAAC Criteria-6: Governance, Leadership, and Management**

### **Key Indicator - 6.1 - Institutional Vision and Leadership**

6.1.2	6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management.
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## Criteria-6: Governance, Leadership and Management

### Metric No. 6.1.2

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### **6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.**

The Nagarjuna Institute of Engineering Technology and Management believe in decentralization of administration and transparency of governance. The NIETM has a practice of participative management at all levels of decision making. It gives all employees and stakeholders a chance to be involved in the decision-making process. All issues are debated and decisions are taken based on the suggestions of several Statutory and Non-Statutory committees, which include teaching and non-teaching personnel, students, parents, alumni, and the employer, among others. The Management representative also adopts a practical way of giving responsibilities to a person to enhance the leadership capabilities. To ensure the institute's smooth operation, all members meet on a regular basis to debate and take the required actions to design and implement the institution's strategic plan

**Academic Decentralization:** -At the faculty and department levels, there are bodies such as the Board of Studies, Academic Committee, Research Committee, and others that work together to make academic and research-related decisions. The participatory nature of Institute management is reflected in the composition of these organizations. Academic Monitoring Committee (AMC) , AMC is centralized committee responsible for drafting, regulating and implementing different academic policies. It is meant for smooth uniform conduction of academics throughout the institute. AMC is headed by Chairman who is the principal of the institute AMC monitors the teaching learning process. It prepares the academic calendar of the institute which is a reflection of University's academic calendar that includes curricular, co- curricular and extracurricular activities. Academic Calendar is meticulously planned and prepared in advance by Academic Coordinator and ensures the proper implementation of the academic calendar. Also, they are appointed as coordinators and conveners for organizing seminars/workshops/conferences/FDP. For the effective implementation and improvement of the institute, various committees are formed. Other units of the institute like sports, library, store, etc. have operational autonomy under the guidance of the various committees/cells. Academic Calendar is meticulously planned and prepared in advance by Academic Coordinator and ensures the proper implementation of the academic calendar. Academic Coordinator is responsible for confirmation and observation of academic activities. Academic Coordinator confirms lab and course file audit, does the counseling, takes action against findings, issues appreciation and show cause notice and gives input to IQAC. AMC does random confirmation of attendance once in a month, ensures student and faculty uniform and ID card and takes action on defaulter students and gives feedback to Principal.

**Participative Management:** The institute promotes a culture of participative management by involving the staff and students in various activities. All decisions of the institution are governed by the board of management. Both students and faculty members are allowed to give suggestions to improve the excellence in any aspect of the Institute  
At the functional level, the faculty members participate in sharing their knowledge by discussing the latest trends in technology and the academic progress of students. Staff members of the audit department and institute are involved in the preparation of the annual budget for the institute

All HOD prepare financial budget of their department at the beginning of the year by using this, the office administrative head prepare financial budget of college. The management approved budget and necessary action is carried out.



Principal

Principal  
NIETM  
Nagarjuna Institute of Engineering  
Technology & Management

### **Decentralization in Working:**

- To develop quality benchmark through academic, administrative activities aimed at creating a learner centric environment in the institute. The enhancement attainment to be complied every semester through analysis and feedback involving all stakeholders.
- Periodic conduction of academic and administrative audit and its follow-up and review in relation to its quality learning.
- Administrative office, Centralize examination system, central library, and institute level committee's functions under the supervision of Principal.
- Portfolios are formed at institutional level consisting of various committees' in-charges and members
- Principal conducts online meeting with HoDs and concerned In-charges as and when required. HoDs and concerned in-charges then conduct the meetings with members to discuss various issues and resolutions made are conveyed to principal for further action. Similarly, resolutions of the principal meeting are passed on to the faculty/staff/members for implementation.

### **Functions of College Development Committee:**

- College Development Committee has overall control on the academic affairs of the institute framing the rules and regulations as stipulated from time to time as per UGC/AICTE/DTE/RTMNU guidelines and norms.
- Along with Academic affairs and various other supporting activities like research and development, Industry visits, Industry-Institute Interaction, Training and Placement, Entrepreneurship Development, Alumnae etc. is also controlled by development committee.
- It also takes review of academic, infrastructural requirement of the institute, student and staff welfare measures, issues related to increase/ reduction in intake.
- It also ensures the strict adherence to the code of conduct of the institute, academics and overall welfare of the students.

### **Functions of Academic Monitoring Coordinator and Head of Department:**

- The functions and responsibilities of administrative heads include following points:  
AMC and Head of Department shall act in accordance with the authority (Management / /Principal) for the welfare of the institute.
- Administrative heads follow all rules and regulations of the governing agencies like UGC/AICTE/DTE/RTMNU/Ministry of Higher Education etc for the administration of the institute.
- AMC and Head of Department shall act for admissions in the college, allocation of subjects, preparation of time table, commencement of academic sessions, controlling of

academic sessions, coordination with university, exams related matter, internal-external marks, project marks, viva-voce, result publication etc.

- AMC and Head of Department shall look into curricular, co-curricular, extra- curricular activities of the institute.

The following members of faculty have been assigned with administrative responsibilities for the session 2020-21:

<b>Administrative Heads: - Principal, AMC, HoD</b>	
<b>Name</b>	<b>Designation</b>
Dr.S.M.Kelo	Principal
Dr.M.K.Rahangdale	Academic Monitoring Coordinator
Prof. Nidhi Somkuwar	H.O.D., Civil Engineering
Prof. Rasik Upadhye	H.O.D., Mechanical Engineering
Prof. Pawan. Raut	H.O.D., Computer Science & Engineering
Prof. A.B.Walde	H.O.D, Electrical. Engineering
Prof.Ashwini Bisen	First Year Coordinator

Additionally, many institute level supporting cells are constituted for handling various other responsibilities.

Following committees/cells are available in the institute:

- College Development Committee
- Internal Quality Assurance Cell (IQAC) Cell
- Anti-Raging Cell
- Grievance Redressed Committee.
- Training And Placement Cell
- NSS Cell
- Internal Complaint Committee
- SC/ST Committee.
- National Level Project Committee
- Industry Institute Interaction Cell
- Student council

Different Link as follows:

1. College Development Committee  
<https://nietm.in/wp-content/uploads/2022/11/collegedev.pdf>
2. Internal Quality Assurance Cell (IQAC) Cell  
<https://nietm.in/wp-content/uploads/2022/11/IQAC-Cell.pdf>

3. Anti-Raging Cell  
<https://nietm.in/wp-content/uploads/2022/11/Antiragging-Cell.pdf>
4. Grievance Redressed Committee.  
[https://nietm.in/wp-content/uploads/2022/11/Grievance\\_Redressal\\_Committee.pdf](https://nietm.in/wp-content/uploads/2022/11/Grievance_Redressal_Committee.pdf)
5. Training and Placement Activities.  
<https://nietm.in/roles-activities-of-tp/>
6. Internal Complaint Committee
7. [https://nietm.in/wp-content/uploads/2022/11/internal\\_complaint\\_committee.pdf](https://nietm.in/wp-content/uploads/2022/11/internal_complaint_committee.pdf)
8. SC/ST Committee.  
<https://nietm.in/wp-content/uploads/2022/11/scst-committee.pdf>
9. National Level Project Committee  
<https://nietm.in/wp-content/uploads/2022/11/national-level.pdf>
10. Industry Institute Interaction Cell  
<https://nietm.in/wp-content/uploads/2022/11/III-Cell.pdf>
11. Industry Institute Interaction Cell  
<https://nietm.in/wp-content/uploads/2022/11/III-Cell.pdf>
12. Student council  
[https://nietm.in/wp-content/uploads/2022/11/Student\\_Council.pdf](https://nietm.in/wp-content/uploads/2022/11/Student_Council.pdf)
13. Entrepreneurship Development Program  
<https://nietm.in/wp-content/uploads/2022/11/Entrepreneurship-Development-Cell.pdf>



**Principal**  
**NIETM**

**Nagarjuna Institute of Engineering & Technology & Management**