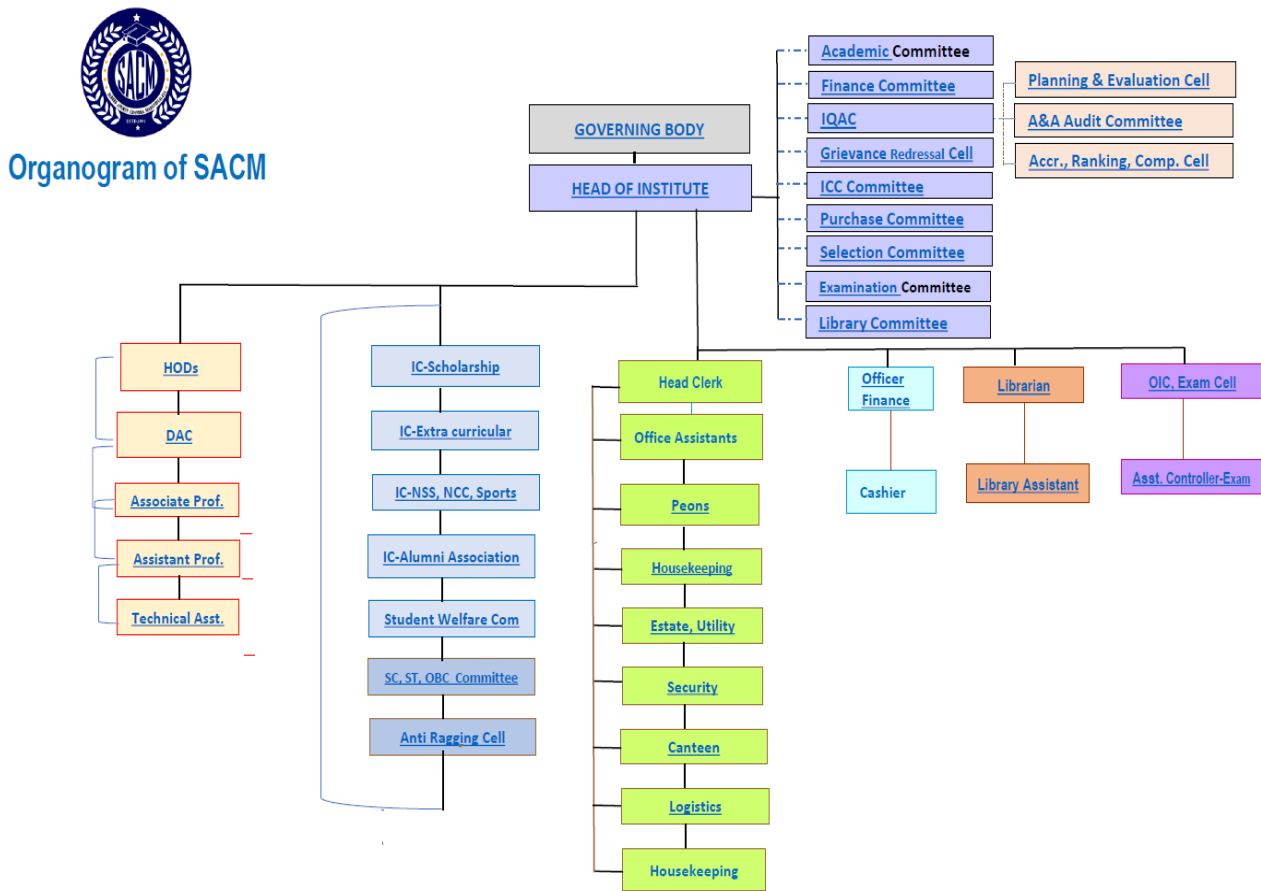


Strategy Plan of the College

The Institute has a Strategic Plan as briefly given below:

The **organizational structure / Organogram** of the Institute has been functioning and deploying services as per statutes stipulated by the Government, UGC, Affiliating University and the vision of the Institute.

The Organization Structure and functions: Organogram



1. The Governing Body of the Institution is visionary and committed. The Governing Body is the highest decision making body for college administration as per The West Bengal Universities and

Colleges (Administration and Regulation) Act, 2017. Governing Body approves new programs and financial budgets and functions strategically for the proper development of the college.

2. The Head of the Institution (HOI) is responsible for administrative and academic activities. HOI is empowered and responsible to implement the policies and decisions of the statutory bodies, management and higher bodies.

3. IQAC initiates, plans and supervises activities for the development and application of quality benchmarks in collaboration with the Principal. IQAC ensures quality through internal academic and administrative audit. The Cell monitors skill-based and events for quality enhancement

4. The Bursar is the financial administrator. Bursar collaborates with the authority in the management of office, finance and expenditures.

5. The Teachers' Council plays a pivotal role in resolving issues related to academics.

6. The HODs accomplish the academic, financial and co-curricular requirements of the departments.

7. The Finance Sub-committee prepares annual budget and looks after the financial administration of the college.

8. The Building Committee is responsible for major construction work.

9. The Academic Sub-committees monitors the academic matters.

10. The Students' Forum addresses student related issues.

The functioning of the college is decentralized by forming various committees and cells. They are authorized with clearly outlined responsibilities.

The Institute is governed and guided by several laid down Policies like E-Governance Policy, Scholarship and Freeship policy, Code of Conduct, Staff Welfare policy, Student Welfare policy, Energy usage policy, Waste Management policy, Green campus Policy and etc.

The functioning of the institutional bodies is effective and efficient as visible from Appointment and Service Rules

The Recruitment and Appointment rules for the Teaching and Non-teaching staff are as per the eligibility criteria prescribed by the UGC and the State Government. The Governing Body appoints

the Principal and members of faculty on the recommendation of the WBCSC. The promotional policies also are guided by the UGC and Department of Higher Education, West Bengal.

Service Rules and procedures are guided by the Calcutta University First Statutes (latest edition), the Constitution of the college and the rules of the State Government as amended from time to time in this regard.