



# Adi Shankara

## INSTITUTE OF ENGINEERING AND TECHNOLOGY

Approved by AICTE & Affiliated to APJ Abdul Kalam Technological University  
Vidya Bharathi Nagar , Mattoor, Kalady, Ernakulam District, Kerala State Pin: 683574



## CRITERIA 6- GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1- Institutional Vision and Leadership



## Participative Management System



### Participative Management System

ASIET follows a participative management system where the active participation of all stakeholders, including students, faculty, parents and alumni in the decision-making process is ensured and valued. It enhances student outcomes, faculty engagement, and overall institutional effectiveness.

Committees are formed at both the department and institute levels to coordinate academic and non-academic activities. These committees are chaired by senior faculty members, and regular meetings are conducted to discuss various issues and make decisions. The faculty members and students are encouraged to participate actively in these committees and provide their suggestions and feedback. The committees address a wide range of issues, such as curriculum development, student affairs, research funding, and community engagement. The committees are given autonomy to make decisions, and the administration provides resources and support to implement these decisions effectively.

Regular monitoring mechanisms are put in place to ensure the proper implementation of policies and decisions taken by the committees. The administration conducts regular surveys to collect feedback from the faculty and students, and their suggestions are taken into account in decision-making processes.

The participative management approach helps the institution to enhance the engagement and motivation of faculty members, leading to increased productivity and overall institutional effectiveness. The students get benefits from this approach as their feedback is taken into account in the decision-making process, leading to an improvement in student outcomes. The alumni and parents are also involved in the decision-making process through regular alumni meetings and PTA meetings, and their feedback is taken into account in decision-making processes related to fund raising, community engagement, and research initiatives.

#### Institute Level Committees & their responsibilities

Sl No.	Name of the Committees/Cells	Functional Responsibilities
1	Governing Body	Governance is the key activity that connects between the management, staff, students and the community. We believe it should be effective, efficient and committed in execution of its duties.
2	Management Council	Manages the overall affairs of the institution, including financial and administrative aspects, resource allocation, and infrastructure development.
3	College Council	Advises on the routine matters pertaining to the institution. It ensures compliance with statutory requirements and government regulations and plays a crucial role in ensuring that the institution is well managed, financially sustainable, and operates in compliance with legal and regulatory requirements.
4	Academic Council	Responsible for overseeing academic policies, curriculum development, examination systems, and academic standards.
5	College Union	Enables the students in effective delivery of duties and taking responsibilities. It also promotes opportunities for the development of character, leadership, efficiency, knowledge and spirit of service among the students. It works for the general welfare of the student community.



### Dept. Level Committees & their Responsibilities

Sl No.	Name of the Committees/Cells	Functional Responsibilities
1	Department Advisory Board (DAB)	Offers strategic advice and insights to help the department achieve its goals and improve its operations. It comprises external academic experts, professionals, Principal, department head and a senior faculty member.
2	Program Assessment Committee (PAC)	After the stream coordinators meeting and review of CO-PO mapping of all streams, action plans suggested by stream coordinators are forwarded to PAC. It also takes suggestions from DAB and approves the action plan.
3	Department IQAC	Ensures quality of academic system in the department in correlation with institute level IQAC.
4	Research committee	Monitors the progress of ongoing research work, encourage and motivate faculty for quality publications and research grants.
5	Placement and training committee	Ensures the proper conduct of career guidance and placement trainings and keeps a record of list of placements obtained for all graduates.
6	Discipline committee	Establish and enforce rules, policies, and procedures related to conduct and behaviour while also promoting the welfare and support of students.
7	Grievance and redressal committee	Addresses and resolves grievances or complaints raised by students. It involves taking necessary steps to resolve the issues satisfactorily.
8	Purchase and Budget Committee	The committee ensures that purchases are made efficiently, within budgetary constraints, and in compliance with organizational policies and procedures.
9	Department exam committee	Coordinates with central exam cell for the smooth conduct of internal exams.





### Surveys and Feedbacks

- Teaching effectiveness survey (TES)
- Course exit survey
- Program exit survey
- Employer feedback
- Student feedback
- Course committee
- Class committee
- Feedback during PTA, Alumni meeting

### Monitoring Mechanism

- Periodic review meetings
- Internal audits
- External audits

