**Criterion VI – Governance, Leadership and Management**

| Metric No. | Key Indicator - 6.1 Institutional Vision and Leadership |
|---|---|
| **6.1.1**<br><br>**Q<sub>l</sub>M** | *The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution:*<br>The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.<br><br>**Response:**<br><br>**Governance and leadership**<br><br>The institute aligns its efforts with its vision and mission, consistently striving to be a leading institution in technology and science within the state and the western region of the country. It has made significant contributions by supplying skilled technical human resources to industries both domestically and internationally. The stakeholders actively participate in various academic and administrative activities. The Finance Committee is responsible for preparing the annual budget. The institute operates in alignment with decisions made by its Governing Body. The organization set-up has been shown in Organogram attached in the form of supporting documents, which clearly describes the decentralization of powers in implementing the policy matters.<br><br>**Alignment with Vision and Mission**<br><br>The institute's administration has always aligned its efforts with the institute's vision and mission. In accordance with this alignment, institute five year perspective plan has been prepared, which focuses on academic activities, industrial interaction, placement activities, infrastructure development and quality assurance policy as evident from the institute perspective plan. The institute aims to impart futuristic technical education and institute high standards of discipline through its dedicated well qualified Faculty and supporting staff. This commitment aims to set global standards, making students technologically superior and ethically strong. The institute emphasizes rigorous learning experiences both inside and outside the classroom, including hands-on research and leadership opportunities."<br><br>**Supporting Document**  [**View Documents**](#) |
| **6.1.2**<br><br>**Q<sub>l</sub>M** | *Effective leadership is reflected in various institutional practices such as decentralization and participative management:*<br><br>**NEP Implementation:**<br>The institute's administration has prioritized the integration of National Education Policy (NEP) principles into its diverse range of programs across departments. Through proactive measures and strategic planning, it has adopted NEP 2020 as a part of strategic development plan. The institute holds approval from the All India Council for Technical Education (AICTE), and it has been operational under autonomous status as given by the University |

Grants Commission (UGC), New Delhi, since year 1989. Under the autonomous status, the institute is affiliated to the RGPV (University of Technology of M.P.), Bhopal for Engineering/Technology and Pharmacy Programs and DAVV, Indore for Applied Sciences and Management Programs. Institute under the umbrella of both the universities has implemented NEP 2020 in its various programs.

**Sustained institutional growth:**
Established in 1952 with three programs, the institute has grown significantly over the years. At present, the institute offers 11 UG Programs (6 NBA Accredited) and 25 PG Programs (3 NBA Accredited) including PhD. It is a QIP Centre declared by AICTE in 5 disciplines and Research center of RGPV for PhD in different faculty of Engineering, Technology & Pharmacy. Moreover, it is research center of DAVV, Indore in faculty of Applied Sciences. The institute has developed a Centre for innovation, Design and Incubation (CIDI), and IDEA Lab to support start-ups, Projects and upcoming Entrepreneurs. Ranked in National Institutional Ranking Framework (NIRF) by MHRD, it has always sought to bridge the worlds of the scholar and the industry. The institute is also catering to the need of students to pursue higher studies, entrepreneurship and start-ups with strong Alumni support. All the above mentioned activities are in line with the Institutional Perspective Plan.

**File Description:**    **View Documents**

| Metric No | Key Indicator - 6.2 Strategy Development and Deployment |
|---|---|
| 6.2.1<br><br>Q₁M | *The institutional perspective plan is effectively deployed and functioning of the institutional bodies are effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*<br><br>Institute Perspective Plan: The five-year perspective plan of the institute for 2023 to 2027 is available on the website. This plan indicates the goals, current status, and strategies to implement various activities such as academic initiatives, industry interaction, placement efforts, infrastructure development, and quality assurance policy.<br><br>**Functioning of the Institutional Bodies:**<br><br>Shri G. S. Institute of Technology and Science, Indore, is a Government-Aided Autonomous Institute established in 1952 by Shri G. S. Technological Society. It is fully owned and governed by the Governing Body (GB) of the Institute. The Honorable Minister of the Technical Education and Skill Development Department, Government of Madhya Pradesh, Bhopal, serves as the Chairman of the GB. The GB includes representation from AICTE, UGC, Government of MP, RGPV, industry, society, and the institute's faculty. The Director of the Institute serves as the Member Secretary of the GB. The GB approves all the policies/rules, appointments and all the financial matters of the Institute. Additionally, there |

Note: The metric number shown as "Q₁M" appears in the table.

is a Finance Committee and few other committees for the financial and the other relevant matters of the institute.

**File Description  View Documents**

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| **6.2.2**<br><br>$Q_lM$ | *The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.*<br><br>**Policies:**<br><br>Quality policy of the Institute, Code of conduct and Professional ethics for Teachers, Students and staff of the Institute and other stakeholders have been approved and uploaded on the website.<br><br>**Administrative setup:**<br><br>For the assistance of the Director in routine matters of the Institute there are other administrative posts like Dean Administration, Dean Academics, Dean Research and Development, Dean Student Affairs, Dean Staff Welfare, Dean Skill Development and Placement, Heads of the department, Chief Warden, Wardens, Section in charges, Registrar, Finance Officer, etc. Different committees are also there like Institute Purchase Committee, Discipline Committee, and Anti-Ragging Committee.<br><br>**Appointment, service rules, and procedures:**<br><br>Institute follows all the rules and regulations of AICTE, UGC and Government of Madhya Pradesh as applicable in different matters. Appointment of faculty members and their promotions are undertaken by the selection committee having representation from University, Government of MP, external experts and PSC member as chairperson. Service rules and salary structure are same as declared by Government of MP time to time<br><br>**Supporting Documents  View Documents** |
| **6.2.3**<br><br>$Q_nM$ | *Implementation of e-governance in areas of operation:*<br>1. *Administration*<br>2. *Finance and Accounts*<br>3. *Student Admission and Support*<br>4. *Examination*<br><br>**Response: A. All of the above**<br><br>**File Description:**<br><br><table><tr><td>**Screenshots of user interfaces of each module reflecting the name of the HEI**</td><td>**View Documents**</td></tr><tr><td>**Institutional expenditure statements for**</td><td>**View Documents**</td></tr></table> |

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|---|---|---|
| | **the budget heads of e-governance implementation ERP Document** | |
| **Metric No.** | **Key Indicator - 6.3 Faculty Empowerment Strategies** | |
| **6.3.1**<br><br>**Q$_1$M** | *The institution has a performance appraisal system, effective welfare measures for teaching and nonteaching staff and avenues for career development/progression*<br><br> *Response:*<br><br>**Performance Appraisal system:** A well-structured Self-Appraisal Report form is already in use for assessing the performance of faculty members. The appraisal form encompasses a wide range of factors including teaching, mentoring, feedback, publications, participation in faculty development programs (FDPs), and it emphasizes the holistic development of faculty members in alignment with OutcomeBased Education. At the end of the academic year, faculty members are required to provide details of their academic, administrative, research and development (R&D), and consultancy activities for the previous academic year. This information is used to evaluate their performance for annual salary increments and promotion opportunities.<br><br>**Effective welfare measures:** The institution efficiently administers welfare programs for both teaching and non-teaching staff members. The institute implements various government schemes/rules pertaining to Gratuity, Earned Leave encashment, Maternity Leave, Medi claim support etc. The institute also allows faculty members to attend Faculty Development Programs (FDPs) such as Orientation programs, Refresher courses, and short-term courses for career development and advancement opportunities for all staff members. Additionally, the institute offers residential accommodations within the campus for faculty members and other staff. Furthermore, various amenities such as dispensary services, gym access, internet access and both indoor and outdoor recreational facilities are available to faculty and staff members. The spouse or family member (Non-Teaching Staff) is given a job on compassionate grounds.<br><br>**Avenues for Career Development and Progression:** The institute also facilitates promotions for faculty members and staff in accordance with the regulations of AICTE, and the state government. Additionally, they are encouraged to pursue higher studies, with study leaves granted as necessary.<br>**File Description**  View Document | |

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| **6.3.2**<br><br>**QₙM** | *Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year:* |

| Year | 2023 - 2024 |
|---|---|
| Number | 43 |

**File Description:** [View Document](#)

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|---|---|
| **6.3.3**<br><br>**QₙM** | *Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year:* |

| Year | 2023 - 2024 |
|---|---|
| Number | 8 |

**File Description:** [View Document](#)

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| **6.3.4**<br><br>**QₙM** | *Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year:*<br>*(Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)* |

| Year | 2023 - 2024 |
|---|---|
| Number | 139 |

**File Description:** [View Document](#)

| Metric No. | Key Indicator – 6.4 Financial Management and Resource Mobilization |
|---|---|
| **6.4.1**<br><br>**QₗM** | *Institution conducts internal and external financial audits regularly:*<br><br>Institution regularly conducts internal and external financial audits regularly The Institute has appointed an internal auditor who screens all the bills, verifies them, and returns them to the concerned department if any corrections are required. If the bills and procedures are correct, the auditor prepares the vouchers for submission to the local fund audit, which is conducted by the Government of Madhya Pradesh and is resident in the Institute. The flow of the purchase process and audits is as follows: Stock verification Committee The Director appoints a stock verification committee each year to verify the stock available in all departments and sections of the Institute. The committee's main objective is to physically verify the presence of items in the departments/sections as per the stock register entry. The committee recommends obsolete items to be written off and verifies items in working and good condition. Items recommended for write-off are submitted to the Governing Body (GB) for permission to dispose the items that are not in working condition, as determined by the committee. Department Purchase Committee Purchases in the departments and sections are |

made following the store and purchase rules of the Government of Madhya Pradesh. Typically, most items are purchased through the Gem Portal. After receiving approval from the appropriate authority (Heads/Director/GB), the Department Purchase Committee (DPC) initiates the purchase process and forwards it to the Institute Purchase Committee (IPC) for approval. Institute Purchase Committee (IPC)

Members of the IPC are appointed by the Director. The IPC discusses all proposals submitted by the DPC. If the purchase rules are followed, the IPC approves the purchase of items and forwards them to the Director for ordering through the store section. Store Section and In charge All purchases are recorded, and files are maintained. The final order for the purchase is placed through the store section of the Institute Local Fund Audit All the files, bills and vouchers related to any payment and receipts are submitted to Local fund audit for verification through the Internal auditor/Finance Officer of the Institute. Audited balance sheet by Chartered Accountant A chartered accountant is appointed by the Institute for solving the account related matters and at the end of every financial year the balance sheet is audited by the CA. Finance Committee The Finance Committee discusses the balance sheet at the end of the financial year and reviews the budget proposal at the beginning of the financial year for the entire year. It allocates budgets to all departments and sections for various purposes, subject to final approval by the Governing Body (GB).

**Supporting Documents: View Documents**

| 6.4.2 $Q_nM$ | *Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs:* |
|---|---|

| Year | 2023 - 2024 |
|---|---|
| Number | 13 |

Data Requirement:
Name of the non-government funding agencies/ individuals/ philanthropists
Funds/ Grants received

**File Description:** View Document

| 6.4.3 $Q_lM$ | *Institutional strategies for mobilisation of funds and the optimal utilisation of resources:* |
|---|---|

1. Testing and Consultancy: The institute generates funds through testing and consultancy services provided to external parties Rates of testing and consultancy are approved by the concerned committees. Distribution norms are approved by Governing Body. The amount includes the basic consultancy fee plus Institute's overhead 15% plus GST as applicable. Two kind of consultancy are there, one in which Institutes equipments are used and the other in which equipments are not used. In first type of consultancy 70% amount of basic cost are distributed to faculty and staff while in the other case 50% amount of basic cost is distributed to faculty and staff. The remaining amount is utilized for Lab up gradation and maintenance of equipment.

2. Funding from government agencies/organizations like MEITY, MPCOST, DST, AICTE, UGC etc. The institute promotes research activities and encourages faculty members to secure external funding through projects related to research,

laboratory/facility development, etc. The substantial number of externally funded projects that the institute has secured over the years serves as a clear indicator of the institute's commitment to mobilize funds from other sources. The Funds received are utilized according to the proposal and guidelines of the concerned agency.

3. Sponsorship: The institute also receives funds in the form of sponsorships during various events throughout the year, such as its Techfest AAYAM. Funds received are utilized according to the proposals and guidelines provided by the sponsors of the events,

4. Donations by alumni or other organisations/Persons Institute has received good support from its alumni and other organizations The funds received under this category have been utilized for infrastructure development, laboratory modernization, for the help of poor students etc. Recently, some notable major contributions include the renovation of the main front part of the administrative block of the institute by its alumni and the development of a Miyawaki forest on 1 acre of land as part of CSR funding.

**Supporting Documents : [View Documents](#)**

| Metric No. | **Key Indicator - 6.5 Internal Quality Assurance System** |
|---|---|
| **6.5.1**<br><br>**Q₁M** | *Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of – Incremental improvements made for the preceding five years with regard to quality (in case of first cycle) Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)*<br><br>*Describe two practices institutionalized as a result of IQAC initiatives within a maximum of 500 words*<br><br>Response:<br>Incremental improvements made for the preceding five years with regard to quality (in case of first cycle). Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles). Describe two practices institutionalized as a result of IQAC initiatives within a maximum of 500 words. The institute is undergoing its first NAAC accreditation process. Nonetheless, the Internal Quality Assurance Cell (IQAC) of the institute has been diligently operational since its establishment in December 2018, showcasing the institute's commitment to quality education. IQAC meets quarterly to address the needs and ensures quality education across the departments. The detailed minutes of the quarterly meetings and the action taken thereon are available on the institute website. The institute, through its IQAC, has demonstrated a proactive approach towards implementing the National Education Policy (NEP) 2020. Directives regarding NEP 2020 implementation have been effectively disseminated to all departments. Additionally, IQAC has organized workshops specifically focused on NEP 2020, for further understanding and engagement with its principles. Furthermore, IQAC's recommendations have led to the establishment of several committees, including but not |

limited to the Autonomy Committee, NAAC Committee, and various audit committees such as academic, energy, fire, and environmental audits. These committees play a pivotal role in ensuring the smooth and efficient functioning of academic affairs, thereby upholding the institute's commitment to quality education and compliance with regulatory standards. Two best practices institutionalized as a result of IQAC initiative are (i) Outcome based education, and (ii) Idea Development Evaluation and Application (IDEA) lab. Their descriptions are as follows: Outcome based education: IQAC has consistently prioritized Outcome-Based Education (OBE) through its regular meetings and initiatives. To further this goal, IQAC has organized workshops on OBE, catering to both internal faculty members and external participants. Additionally, IQAC's recommendations have led to the establishment of a central committee dedicated to NBA accreditation. This committee oversees the preparation of various departments for NBA accreditation and provides recommendations to facilitate their progress through the accreditation process. Idea Development Evaluation and Application (IDEA) lab: IDEA Lab is established for encouraging students for application of science, technology engineering and mathematics (STEM) fundamentals towards enhanced hands-on experience, learning by doing and even product visualization. Further, empowering young minds with cutting-edge technologies, it has many state of the art equipment and machines. Based on recommendations of IQAC, all the students visit the IDEA lab in their first year of the program. Moreover, IDEA lab selects 30 students for related work and training as their curricular activity. IQAC quarterly discusses various matters related to quality enhancement in teaching and learning. It has recommended maximum possible usage of the incubation Centre (CIDI) and Idea lab to its students. The IQAC committee has also discussed in details the Annual Quality Assurance Report (AQAR form).

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| 6.5.2<br><br>Q<sub>l</sub>M | *The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 500 words each. Response: Teaching Learning Process: The faculty members endeavor to discover innovative teaching methods through both theoretical instruction and laboratory classes.*<br><br>The Departmental Program Assessment and Quality Improvement Committee (DPAQIC) meet biannually to deliberate on various aspects of curriculum, teaching, and learning. The committee discusses the scheme, course, and syllabus in detail and records the suggestions in the minutes of the meeting, which are then further discussed in the related BOS for the final updating of the curriculum. The Internal Quality Assurance Cell (IQAC) has established norms that each department must adhere to within their respective DPAQIC meetings. Over the time, the IQAC has identified several gaps in the curriculum and the teaching-learning process. Consequently, many subjects such as the Constitution of India and Indian Knowledge System have been incorporated into the curriculum of various programs. Although the institute is undergoing the NAAC accreditation process for the first time, it has recorded incremental improvements and quality initiatives over the past six years, which are available on the institute's website. | |

Structures and Methodologies: The institute adheres to a well-defined structure and operational methodology. An academic calendar is prepared by the institute and made accessible on its website. Various departments align their activities, such as industry visits and mid-semester tests, with the institute's academic calendar. Ample time is allocated within the academic calendar for students to undertake their summer/winter industrial training or internships. Faculty members meticulously plan their classes and develop lesson plans for their courses, ensuring that these plans are distributed to students well in advance.

**Learning outcomes:** The institute follows the philosophy of Outcome Based Education (OBE). In this regard, the institute and its various departments have defined their Vision/Mission, Program Educational Objectives, Program Outcomes (POs)/Programs Specific Outcomes (PSOs), and Course Outcomes (Cos). Course outcomes are evaluated using both direct approaches (such as mid-semester and end-semester examinations) and indirect approaches (such as feedback from students). The attainment of Cos, POs, PSOs, etc., is discussed in DPAQIC meetings, where any gaps are identified for further enhancements in the outcomes. DPAQIC prepares the data according to the self-study report (SSR) format, submits the minutes to IQAC, and also presents the same before the Academic and Administrative Audit Committee (AAAC). AAAC prepares its report and submits it to IQAC with SWOC analysis of the department. IQAC further decides the action plan for quality improvement and accordingly instructs to the concerned for implementing the same. The department implements the action plan suggested by IQAC and records that in the subsequent DPAQIC meetings.

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| 6.5.3 <br><br> Q$_n$M | *Quality assurance initiatives of the institution include:* <br> 1. Regular meeting of the IQAC <br> 2. Feedback collected, analysed and used for improvement of the institution <br> 3. Collaborative quality initiatives with other institution(s) <br> 4. Participation in NIRF <br> 5. Any other quality audit recognized by state, national or international agencies (such as ISO Certification) <br><br> **Options:** <br> **A. Any 4 or all of the above** ✔ <br> B. Any 3 of the above <br> C. Any 2 of the above <br> D. Any 1 of the above <br> E. None of the above <br><br> **File Description:** View Documents |