

A perceived score between 1 and 3 on the following parameters (descriptors) for each aspect stated in the individual reports (see formats given in Tables-1 to 7) giving a score of (i) 1 - for clear evidence of very good practice in the quality and standards achieved; (ii) 2 - for some evidence of good practice in the quality and standards achieved, and (iii) 3 - for practice not in place.

Sl. No.	Assessment Descriptors	Perceived Score
(i)	<i>Clear evidence of very good practice in the quality and standards achieved (Assessment identifies clear supporting evidence for at least 75% of the relevant practices.)</i>	1
(ii)	<i>Some evidence of good practice in the quality and standards achieved (Assessment identifies clear supporting evidence for at least 50% of the relevant practices.)</i>	2
(iii)	<i>Not in place (Institutions may specify the expected date of completion if there are concrete plans in place for implementation.)</i>	3

Note - Supporting evidence:

Provide a bullet point list of the strongest, clearest examples of evidence in support of your assessment against each question

Name of Institution with location : **University College of Technology, University of Calcutta (UCT, CU), Kolkata**

The objective of an Institutional Governance Review is to assist institutions, using an evidence-based approach, in their self assessment of current Governance Practice. A thorough review will indicate the level of effectiveness of institutional governance and the Governing Body, and identify action points for improvement. It will also indicate that:

- The conduct of the Governing Body is in accordance with the standards of behavior that the public should rightfully expect.
- The Governing Body and the individual Governors are exercising their responsibilities in the interest of the institution as a whole.
- The Review has been undertaken by a Group who have internal and external credibility to undertake such exercise.

	INSTITUTIONAL GOVERNANCE REVIEW TEMPLATE	Assessment Grade (1-3)	Self Review Comment	Supporting Evidence	Development Plan
1.	A. PRIMARY ACCOUNTABILITIES				
	<ul style="list-style-type: none"> Has the Governing Body approved the institutional strategic vision, mission and plan – identifying a clear development path for the institution through its long-term business plans and annual budgets? 	2	Highest policy making body of the University is the Syndicate which assumes the role of Governing body. Mission and Vision statements are approved by the Syndicate. Moreover the mission and vision statement of the Technology faculty is developed by the faculty council and approved by the syndicate. The University budget is prepared by the University departments and finalized by the Pro VC(BA&F) for ratification by the senate and ultimately by the state Government	Mission, Vision statements are available in University web page	The university has a permanent Development and planning officer who is entrusted with the year-to-year planning and also drawing long term development plans of the University
	<ul style="list-style-type: none"> Has the Governing Body ensured the establishment and monitoring of proper, effective and efficient systems of control and accountability to ensure financial sustainability 	1	Pro-vice chancellor (BA & F) is the principal administrative officer for all financial matters. An independent Finance Committee is entrusted to deal with different financial matters. The University expenditures are properly audited by internal audit and followed by state government audit.	<i>University Statute, Page no. 5, University Ordinance, Page no. 2-3. These are available in public domain.</i>	No such development plan is necessary as the system is functioning efficiently.
	<ul style="list-style-type: none"> Is the Governing Body monitoring institutional performance and quality assurance arrangements? 	1	The University has established an Internal quality assurance cell (IQAC) to monitor the performance and quality of the University operations.		IQAC has its own activities and development plan for efficient functioning

	<ul style="list-style-type: none"> Has the Governing Body put in place suitable arrangements for monitoring the head of the institution's performance? 	1	The Vice Chancellor is the Head of the institution and he is accountable to the Syndicate. As per Ordinance of the Government, the syndicate has the power to monitor the activities of VC and take suitable actions		Not necessary
2.	B. OPENNESS & TRANSPARANCY IN THE OPERATION OF GOVERNING BODIES				
	<ul style="list-style-type: none"> Does the Governing Body publish an annual report on institutional performance? 	1	Syndicate approves the annual report and it is available in public domain		The existing system of publishing annual report is monitored by IQAC cell.
	<ul style="list-style-type: none"> Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body? 	3	It is not the general practice followed by the University		Not possible as per the existing Statute which is formed by the State Government
	<ul style="list-style-type: none"> Is the Governing Body conducted in an open a manner, and does it provide as much information as possible to students, faculty, the general public and potential employers on all aspects of institutional activity related to academic performance, 	1	The minutes of the Syndicate (BOG) meeting is in public domain, although not posted at website. However, the resolutions taken by the Institutional committee of the TEQIP, are posted in the website. Students' admission information is published in the daily newspaper, posted at the website and is followed by well-defined clear and transparent		The present system is working smoothly and open enough to warrant any further development.

	finance and management?		criteria.		
3.	C. KEY ATTRIBUTES OF GOVERNING BODIES				
	<ul style="list-style-type: none"> Are the size, skills, competences and experiences of the Governing Body, such that it is able to carry out its primary accountabilities effectively and efficiently, and ensure the confidence of its stakeholders and constituents? 	1	<p>As per the recently amended State Government rule, the syndicate (BOG) consists of a proper mixing of teacher, officers, staff and the educationist from the outside of the University.</p> <p>The faculty council, consists of all professors and the elected members, is the body for discussing the academic issues in detail but the decision has to be sanctioned by Syndicate (BOG).</p>	. <i>University Act with recent amendment in 2010</i>	No development plan is possible as the University rules are bound by the Ordinance of West Bengal Government
	<ul style="list-style-type: none"> Are the recruitment processes and procedures for governing body members rigorous and transparent? Does the Governing Body have actively involved independent members and is the institution free from direct political interference to ensure academic freedom and focus on long term educational objectives? 	1	<p>Recruitment is being done by an independent committee following guidelines of UGC and the state government. Independent experts are involved in the recruitment process.</p> <p>State Government has ensured the academic freedom free from all political interference. The responsibility of drawing out the educational objective rests on the syndicate.</p>	<i>University Act with recent amendment in 2010, page</i>	No development plan is possible as the University rules are bound by the Ordinance of West Bengal Government

	<ul style="list-style-type: none"> Are the role and responsibilities of the Chair of the institution and the Member Secretary serving the Governing Body clearly stated? 	1	Role and responsibilities of chairs (VC, Pro VC(academic) and Pro Vc (BA &F) are clearly stated in the statutes of the University of Calcutta along with the role and responsibility of the Registrar and other officers	University Statute, pages 3, 4, 6	No development plan is possible as the University rules regarding the role and responsibilities of all University administrators are defined and bound by the Ordinance of West Bengal Government
	<ul style="list-style-type: none"> Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively? 	1	In general, the Syndicate (BOG) meeting is held once or twice in a month. The participation is reflected through the minutes of the meetings.		No development plan is envisaged
4.	D. EFFECTIVENESS AND PERFORMANCE REVIEW OF GOVERNING BODIES				
	<ul style="list-style-type: none"> Does the Governing Body keep their effectiveness under regular review and in reviewing its performance, reflect on the performance of the institution as a whole in meeting its long-term strategic objectives and its short-term indicators of performance 	2	The University has established an Internal quality assurance cell (ICAQ) to monitor the performance and quality of the University operations		

	/success?				
	<ul style="list-style-type: none"> Does the Governing Body ensure that new members are properly inducted, and existing members receive opportunities for further development as deemed necessary? 	1	<p>The University is bound by the state rules regarding the formation of Governing body. As mentioned in the rule, some of the members are inducted periodically in the BoG.</p> <p>Annexure 5-J: Same as Annexure 5-F</p>		Not possible
5.	E. REGULATORY COMPLIANCE				
	<ul style="list-style-type: none"> Does the Governing body ensure regulatory compliance* and, subject to this, take all final decisions on matters of fundamental concern of the institution. 	1	<p>Syndicate (BOG) ensures regulatory compliance with the statutes and ordinance for Calcutta University. All the existing Courses (except two) have the AICTE approval. The University is NAAC accredited as A grade institution since 2001. University has full autonomy to fix the fee structure and the decision is taken by the syndicate.</p>	Annexure 5-K: Same as Annexure 4-C and Annexure 1-A	Not possible
	<ul style="list-style-type: none"> Does the regulatory compliance include demonstrating compliance with the 'not-for-profit' purpose of education institutions? 	1	<p>The University is autonomous and nonprofit organization by tradition of 160 years</p>	Annexure 5-L: Same as Annexure 1-A	Not possible

	<ul style="list-style-type: none"> Has there been accreditation and/or external quality assurance by a national or professional body? If so, give details: name, status of current accreditation etc 	3	At present, the University is accredited by NAAC (grade A) and is now preparing for NBA	. Annexure 5-M: Same as Annexure 4-C And the published booklet on Outcome based education	The development plan of outcome based education is in progress
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