

6.1.2 The institution practices decentralization and participative management

DEI practices decentralization and participative management to achieve excellence by involving faculty, staff and students in all its activities at various levels. It has a well-designed organizational structure with different bodies and committees and well-defined processes to provide leadership and manage different functions and initiate timely action, in tune with its vision and mission.

A Case Study on Process of Curriculum Programme Review

The process of curriculum/programme review has been established in consultation with experienced subject matter experts in developing or implementing similar educational processes.

Steps in Curriculum Programme Review Process

1. **Feedback:** The Institute has a multipronged strategy to review and receive feedback on each programme. The various channels that are employed are the following:
 - *Individual class feedback by faculty*
 - *Class Committees*
 - *External Experts in End-Semester Examinations*
 - *Research Degree Committee*
 - *Departmental Board of Studies*
 - *Faculty Board of Studies*
 - *Academic Council*
 - *Alumni and Parents*
 - *Employers*
 - *Internal Quality Assurance Cell*
 - *Academic and Administrative Audit Committee*
 - *Advisory Committee on Education*
 - *Statutory Regulatory Authorities*

2. **Departmental Review :**The Department analyses various reports, identifies areas of improvement annually and prepares need-based proposals for the following:
 - *Improvements in the existing syllabus: inclusion, deletion and modification*
 - *Introduction of new courses : core or elective*
 - *Introduction of new programmes*
 - *Major review and revision through a Curriculum Development Workshop*

3. **Approvals** : The proposals are placed before the following annually in chronological order:

- *Departmental Board of Studies with external experts as members*
- *Faculty Board of Studies*
- *Academic Council*
- *Governing Body*
- *Approval of relevant Statutory Regulatory Authority for new programmes*

The Department Board of Studies is chaired by the Head of the Department. It constitutes faculty members and external experts. The Faculty Board of Studies has all Professors of the Faculty as members along with external experts and is chaired by the Dean of the respective faculty. The Academic Council also comprises of all Heads of Departments, Deans, distinguished external experts from academia and industry, senior faculty by rotation and is chaired by the Director. The Governing Body comprises Deans, representatives from UGC/MHRD, Faculties, and is chaired by the Director.

The Curriculum Development Workshops are normally organized every five years. Besides the faculty of the Department, distinguished subject experts are appointed by the Director in consultation with the Head of the Department and Dean of the respective faculty, related to the various specializations offered by the Department and new programmes proposed. The recommendations are then placed before the Faculty Board of Studies, Academic Council and Governing Body for approvals.

Links

Governance Structure (Prospectus – Page 3)

[https://www.dei.ac.in/dei/admission/files/admission2019/Prospectus%20-2019-20%20\(FINAL\).pdf](https://www.dei.ac.in/dei/admission/files/admission2019/Prospectus%20-2019-20%20(FINAL).pdf)

Governance Structure (IoE Book, Page 109):

<https://www.dei.ac.in/dei/files/notices/2019/IOE.pdf>

List of Heads:

<https://www.dei.ac.in/dei/files/NAAC%20Self%20Qualitative%20Assessment/List%20of%20Heads%20-%20Last%205%20years%206.1.2.pdf>

List of Deans:

<https://www.dei.ac.in/dei/files/NAAC%20Self%20Qualitative%20Assessment/List%20of%20Deans%20-%20Last%205%20years%206.1.2.pdf>