

6.2.2 Organizational structure of the University including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

DEI has a well-defined organizational structure to ensure efficient governance and management through effective decision making. The main bodies that have been constituted under its Memorandum of Association to formulate and execute policies and strategic plans based on its Vision and Mission and manage all activities of the Institute are the following:

1. *The Primary Body*
2. *The General Body*
3. *Board of Management (Governing Body)*
4. *The Holding Trustees*
5. *Planning & Monitoring Board*
6. *The Academic Council*
7. *The Faculty Boards*
8. *The Finance Committee*
9. *The Managing Council for Technical Educational Institutions*
10. *The Managing Council for General Educational Institutions*

The Institute MoA and Bye-Laws provide policy framework and direction for the functioning of the Institute. The roles and responsibilities of various bodies are also clearly defined to ensure transparency and accountability to achieve its objectives:

1. Planning & Review

- *Institute IQAC*
- *Planning & Monitoring Board*
- *Finance Committee*
- *Building Committee*
- *AAAC*

2. Admission

- *Prospectus Committee*
- *Central Admissions Committee*
- *Arbitration Committee*

3. Course Curriculum Development

- *Department Board of Studies (BoS)*
- *Faculty Board of Studies*
- *Academic Council*
- *Standing Committee of Academic Council*

4. Examinations

- *Panel of Examiners*
- *Institute and Faculty Examination Committees*
- *Results Committee*
- *Grade Moderation Committee*

5. Research

- *Department Research Advisory Committee (RAC)*
- *Research Degree Committee*
- *Institute R & D Committee*

6. Awards and Scholarship

- *Distinguished Alumni Award Committee*
- *Founder's Medal Committee*

7. Placement

- *Training and Placement Cell*
- *Faculty Placement Cell*
- *Alumni Placement Assistance Cell*

8. Finance

- *University IQAC*
- *Finance Committee*
- *Executive Committee*

9. Discipline

- *Anti-Ragging Committee*
- *Faculty Discipline Committee*
- *Faculty Proctorial Committee*
- *Proctorial Board*
- *Institute Discipline Committee*

10. Grievance

- *Grievance Redressal Committee*
- *Harassment of Women at Workplace Committee*

11. Cultural Activities

- *Faculty and Institute Cultural Committees*

12. Sports

- *Faculty and Institute Sports Committees*

13. Core Course Advisory Committee

14. NSS

- *Faculty and Institute NSS Committees*
- *Scouting and Guiding Committee*

15. Library Committee

- *Institute and Faculty Library Committees*

In addition, each Faculty has a number of sub-committees and groups including students and staff members for carrying out various activities to ensure efficient functioning through decentralized management.

External expert members are part of all important bodies to provide an unbiased broader perspective, transparency and experience.

DEI follows all rules and regulations concerning service, career advancement, research promotion, staff welfare and grievance redressal as laid down by various statutory regulatory authorities, such as, MHRD, UGC, AICTE, CoA and NCTE.

The Institute accords due recognition to the achievements of staff and students with suitable incentives.

DEI is an inclusive organization that accepts diversity and inclusion as a way of life. Students and staff represent varied cultures, traditions, beliefs, languages, and lifestyles and work in harmony. The healthy work culture, extensive involvement of its members in various activities and organizational setup ensures timely redressal of grievances if any, at an early stage itself.

It is a matter of great pride that in its 37 years of existence, the Institute has been successful in this endeavor, has a very high retention of staff members and has had no disruptions in its academic calendar.

Links

- UGC Regulations, 2018 are being followed for Recruitment of teachers i.e. minimum qualification, selection procedures, constitution of selection committee etc. Promotion of teachers under career advancement scheme are also made according to the UGC Regulations, 2018.
- For non-teaching posts, selection committee is constituted as per memorandum of association of the institute. For qualification, pay scale, financial upgradation under MACP scheme, the UGC guidelines are followed.

- The bye laws for governing recruitment of non-teaching staff are sent to UGC for approval.

Organizational Structure: IoE Book (page 109-113)

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