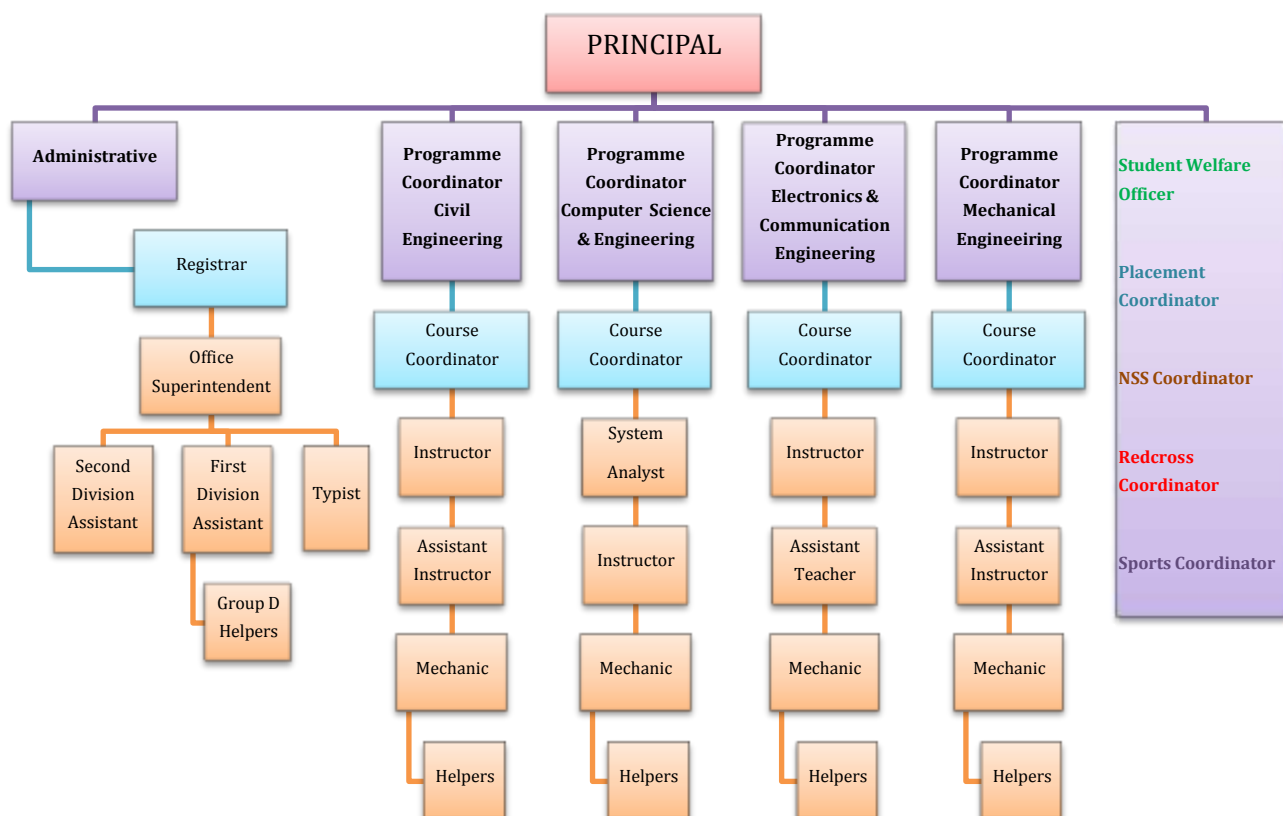


4. Governance

4.1 Organization Chart



4.2 Nature and Extent of Involvement of faculty & students in academic affairs/ improvements

The focal point of our educational institute is “student” therefore all the activities are directed towards all round development of students, further every activity is evaluated through suitable mechanism which will express the result in terms of curricular and academic development of students on professional horizon. Thus the involvement of faculty members at each and every step is imperial and indispensable.

The respective students in charge along with the teachers establish rapport with students through formal meeting and informal talk, on the basis of which the type of facilities required is identified.

I. Students Representatives

1. Class Representatives
2. Sports Representative
3. Cultural Representative
4. Ladies Representative
5. Magazine Representative
6. Hostel Students Representative

II. Guardian Teacher

Each student is allotted a guardian teacher to whom he/she can give her feedback on any issue and seek suitable support through one to one interaction.

III. Faculty Meeting

The faculty meetings are conducted at least once in a month. Every activity has to pass through conceptual, planning, implementation and improvement stage. At each of the stages teachers play pivotal role for its fruitful results. Programme coordinator chairs for all the meetings.

IV. Industry interaction:

Frequent guest lectures by professionals working in reputed institutions, industry and research establishments are arranged to enlighten our students regarding recent advances in the field of engineering and technology.

V. Students Counseling

Communication skill, group discussion, writing skill, technical writing, current concepts in academics & social concerns and value added modules are implemented for the students through internal and external faculty and experts.

VI. Co-curricular activities

Regularly every year sports and cultural competitions are conducted for our students. Winners are allowed to participate in state level inter polytechnic competitions. We conduct two functions every year compulsorily as "Student Union Inauguration" and "Valedictory Function".

VII. Placements

Various reputed companies visit our campus for conducting campus interview. Also our students participate in pool campus drives conducted in nearby institutions. Some of our students also pursue their higher studies.

4.3 Student Feedback on Institutional governance and faculty performance

Students can give their feedback on institutional governance through link provided on our institution website. Students' feedback on faculty performance for each course are collected twice in every semester, once in the middle of the semester and again at the end of the semester. Separate feedback forms (google forms) as prescribed by the Department of Technical Education are created for each semester and links are communicated to the students for filling in the form.

4.4 Grievance Redressal mechanism for Faculty, Staff and Students

Online grievance redressal mechanism is in place to look into the complaints lodged by any faculty, staff or student and judge its merit. A link is provided in the Institution website for the grievance registration form. Anyone with a genuine grievance can fill in the online form and submit. Upon form submission, a notification regarding the grievance will be sent to grievance committee e-mail id and the committee will look into the details of the grievance and respond accordingly.

4.5 Anti ragging committee

Ragging is a practice in educational institutions that involves existing students baiting or bullying new students. In the name of introduction or initiation, millions of students are brutally abused in many educational institutions. Historically originated, probably, to generate fellow-feeling or camaraderie and the ability to work in a team, it has metamorphosed into something else. It often takes a malignant form wherein the newcomers may be subjected to psychological or physical torture.

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the Institution, the possible punishments for those found guilty of ragging shall be any one or any combination of the following:

- Suspension from attending classes and academic privileges
- Withholding / withdrawing scholarship / fellowship and other benefits
- Forfeiting Campus Placement opportunities / recommendations
- Debarring from appearing in any test/examination or other evaluation process
- Withholding of results
- Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc.
- Cancellation of Admission
- Rustication from the institution for a period, ranging from 1 to 3 years
- Expulsion from the institution and consequent debarring from admission to any other institution for a specific period
 - Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggars.

In the case of any ragging incident, the students may immediately call and bring it to the notice of the members of the Anti-Ragging committee for necessary help, guidance and actions.

The Composition of the Anti-Ragging committee is as follows:

Establishment date - 24/07/2018

Sl. No.	Name	Designation	Designation in the Committee	Contact Number	Email ID
1	Sri. C.J.Prakasha	Principal	Chairman	9964567105	cjplvp1985@gmail.com
2	Sri. Chandrashekhara M	Police Sub-Inspector	Member	9780805367	-
3	Sri. Bharath J	Lecturer/ME	Member	8197111974	bharathjshetty1@gmail.com
4	Sri. Santhosh Kumar T R	HOD/CE	Member	9448823235	thirasaku@gmail.com
5	Smt. UshaNaik	HOD/CE	Member	9538676545	ushanaik.gpt@gmail.com
6	Sri. Sanathram B	HOD/EC	Member	9964630175	sanath.ec@gmail.com
7	Smt. Mallika K	HOD/SC	Member	9731803616	mallika10maths@yahoo.com
8	Sri. Hameed D	SDA	Member	9980177174	hasniyahameed@gmail.com
9	Sri. Avinash K	SDA	Member	9916693144	-
10	Sri. Jayananda	Parent	Member	7259134360	-
11	Sri. Dombayya	Parent	Member	9632571422	-
12	Kum. Akshatha	Student	Member	9743042561	-
13	Sri. Shreyas D Shetty	Student	Member	7899448525	-

4.6 Grievance Committee

The function of the cell is to look into the complaints lodged by any student, and judge its merit. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the department members in person, or in consultation with the officer in-charge of students' grievance cell. Grievances may also be sent through online grievance form available in the institution website.

Objective:

The objective of the Grievance Committee is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute.

A Grievance Committee should be constituted for the redressal of the problems reported by the students of the college with the following objectives:

- Upholding the dignity of the college by ensuring strife free atmosphere in the college through promoting cordial student-student relationship and student-teacher relationship etc.
- Encouraging the students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Advising students of the college to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.

- Advising all staffs to be affectionate to the students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

The Composition of the Grievance Committee is as follows:

Establishment date - 24/07/2018

Sl. No.	Name	Designation	Designation in the Committee	Contact Number	Email ID
1	Sri. H U Talwar	Director	Ex-Officio President	080-22140923	hutamwar@yahoo.com
2	Sri. Suresh Shetty	Advocate & Notary	President	9448164220	sureshshetty12@gmail.com
3	Sri. C.J.Prakasha	Principal	Member Secretary	9964567105	cjplvp1985@gmail.com
4	Sri. DevarajaNaik	HOD/ME	Member	9742023708	rajaishnaik@gmail.com
5	Sri. Santhosh Kumar T R	HOD/CE	Member	9448823235	thirasaku@gmail.com
6	Smt. UshaNaik	HOD/CS	Member	9538676545	ushanaik.gpt@gmail.com
7	Sri. Sanathram B	HOD/EC	Member	9964630175	sanath.ec@gmail.com
8	Smt. Mallika K	HOD/SC	Member	9731803616	mallika10maths@yahoo.com

4.7 Internal Complaints Committee (ICC)

The function of the committee is to prevent discrimination and sexual harassment, by promoting gender amity among students and employees.

Objectives, Roles and Responsibilities of College Internal Complaints Committee

- Make recommendations to the Head of the Institution to lay down procedures for the prohibition, resolution, settlement and prosecution of acts of discrimination and sexual harassment, by the students and the employees;
- Deal with cases of discrimination and sexual harassment against women, in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment;
- Recommend appropriate punitive action against the guilty party to the Head of the Institution.
- Here it should be noted that according to the Supreme Court guideline Sexual harassment can be defined as “unwelcome” sexually determined behavior (whether directly or by implication) as:
 1. Physical contact and advances
 2. Demand or request for sexual favors;
 3. Sexually coloured remarks;
 4. Showing pornography; and
 5. Other unwelcome physical, verbal or non-verbal conduct of a sexual nature.

The Composition of the Internal Complaints Committee is as follows:

Establishment date - 24/07/2018

Sl. No.	Name	Designation	Designation in the Committee	Contact Number	Email ID
1	Sri. C.J.Prakasha	Principal	Chairman	9964567105	cjplvp1985@gmail.com
2	Smt. UshaNaik	L/CS	Executive Member	9538676545	ushanaik.gpt@gmail.com
3	Smt. Ophelia Dsouza	Superintendent	Member secretary	92243340203	ophelia.163gpt@gmail.com
4	Smt.Shwetha N K	L/EC	Member	9738504406	shwethank2010@gmail.com
5	Smt.Savithri	Typist	Member	9986233806	savithrisrb@gmail.com
6	Sri. Devarajanaik	L/ME	Member	9742023708	rajaishnaik@gmail.com
7	Sri. Hameed D	SDA	Member	9980177174	hasniyahameed@gmail.com

4.8 SC/ST Committee

The committee may conduct regular remedial coaching classes on life skills, personality development, writing assignments and making presentations, as well as local language classes. The committee also is expected to organize interactive sessions and informal meetings with students to attend to their personal, social and academic problems.

The committee will take care of SC/ST students with respect to:

- Scholarships – their distribution to the beneficiaries on time.
- Solve any problems occurred during their educational career
- Making arrangements for sending statistical information required by University/Government authorities.
- Any issues relating to discrimination experienced by the students in the college.

The Composition of the SC/ST Committee is as follows:

Establishment date - 24/07/2018

Sl. No.	Name	Designation	Designation in the Committee	Contact Number	Email ID
1	Sri. C.J.Prakasha	Principal	Chairman	9964567105	cjplvp1985@gmail.com
2	Sri. Nandish M K	Lecturer/CE	Member Secretary	9900518058	nandishaxiom@gmail.com
3	Sri. Gagandeep M N	Lecturer/CS	Member	7760105542	ggaganmn@gmail.com
4	Sri. Pavithra Kumar M	Lecturer/ME	Member	9686657050	mpkumar.ksd@gmail.com
5	Sri. Naveen G C	Lecturer/EC	Member	7411606872	naveengc1987@gmail.com
6	Bhaskara L	System Analyst	Member	9964144319	bhaskara789@gmail.com
7	Sri. C.J.Prakasha	Principal	Chairman	9964567105	cjplvp1985@gmail.com

4.9 Internal Quality Assurance Cell (IQAC)

Internal Quality Assurance Cell (IQAC) is a quality sustenance measure and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. It will channelize all efforts and measures of the institution towards promoting its holistic academic excellence.

Objectives

The primary aim of IQAC:

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Functions

- a) Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution;
- b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- c) Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters of higher education;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Development of Quality Culture in the institution;

The Composition of the Internal Quality Assurance Cell is as follows:

Establishment date - 24/07/2018

Sl. No.	Role	Name	Designation	Contact No.
1	Chairperson	Sri. C J Prakasha	Principal	9964567105
2	Administrative Officer	Smt. Ophelia D'Souza	Superintendent	9243340203
3	Teachers	Sri. Santhosh Kumar T R	HOD/CE	9448823235
4		Smt. Usha Naik	HOD/CS	9538676545
5		Sri. Sanathram B	HOD/EC	9964630175
6		Sri. Devaraja Naik	HOD/ME	9742023708
7		Sri. Bharath J	Lecturer/ME	8197111974
8	Students	Harshith	Student CR/CE	7760894993
9		Pavan Kumar	Student CR/CS	9513012593
10		Harshith	Student CR/EC	9113072905
11		Ranjith	Student CR/ME	8748072730
12	Alumni	Suryanarayana Bhat	Alumnus	9902703628
13		Abhishek B K	Alumnus	7892054854
14	Employers	Sri. Praksh Prabhu	Engineer	9845358151
15		Sri. Seenappa Moolya	Engineer	9448141727
16	Co-ordinator	Sri. Pavithra Kumar M	Lecturer/ME	9686657050