



**6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management**

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Principal

B. K. Birla College of Arts, Science & Commerce (Autonomous), Kalyan.



## Decentralization Chart

The College is managed through a trust 'Kalyan Citizens' Education Society' (promoted by Kalyan Charity Trust).

The administrative and academic system of the institution reflects a hierarchical approach at different levels which can be witnessed from the organogram. It starts with the Governing Council, a supreme administrative authority including Chairman, Vice Chairman, Director (Education), Principal, Governing Council Members and Vice Principals dedicated for the cause of ensuring effectiveness for all the processes.

The Governing council being the supreme administrative authority of the college, monitors the overall functioning of the college. The Governing Council plays a crucial role in the functioning of the institute. The key responsibilities of the Governing Council are Organization and General Superintendence, Direction, Control.

The Governing Body is responsible for framing policies and strategies that contribute to the achievement of the overall objectives and promote efficient functioning. It ensures the academic enrichment and quality sustenance.

This involves

1. Policy Development covering areas such as research, education, administration, finance, human resources, and collaborations.
2. Strategic Planning to identify and prioritize the institute's goals and objectives.
3. Monitoring
4. Resource Allocation
5. Approval the new programmes etc

The institution has a decentralized and empowered operational structure to ensure smooth functioning and good governance. To facilitate quick decision-making vice chairman frequently visits to the college and is actively involved in planning and execution of quality initiatives. Subsequently appointments were made for HR and security for executing administrative activities efficiently.

The Academic Council is the primary academic authority. It is responsible for administering and maintaining the standards of teaching, research, and evaluation. It is also responsible for establishing



academic policies related to the maintenance and enhancement of teaching and research standards. Academic Council is responsible for framing of academic policy, approval of courses, regulations and syllabi, etc. Academic council recommends proposal of new programmes to the Governing Body.

BoS is the primary academic body which frames, review and updates the curriculum periodically. The draft syllabus with credit allocation, evaluation system and question paper pattern are placed before the Academic council for the approval.

Finance Committee ensures

- proper allocation of funds
- the grants received are utilized properly and the UC is send to the respective funding agency.
- to allocate appropriate amount to the departments.
- filing of timely returns
- Conduct of Financial Audit

The Board of Examination ensures the timely preparation of the examination calendar, conducts examinations, and publishes results in a timely manner.

Director (Education), followed by the Principal, Vice Principals(Faculty wise and Unaided Courses), IQAC coordinator, Controller of Examination, Head of the Departments, and different committee adopts a cohesive work culture ensuring the smooth functioning of various curricular and co-curricular activities.



# B. K. Birla College of Arts, Science & Commerce (Autonomous), Kalyan

(Conducted by Kalyan Citizens' Education Society)

Affiliated to University of Mumbai

'College of Excellence' status by UGC (2015 - 2020)

Reaccredited by NAAC (4<sup>th</sup> Cycle) with 'A++' Grade (CGPA - 3.51) (2024-2031)

ISO 9001: 2015 Certified

AQAR

2023-24

