



Shree Guru Gobind Singh Ji Government College Paonta Sahib, District Sirmaur, Himachal Pradesh

2nd Cycle of NAAC Accreditation

Criterion 6 Governance, Leadership and Management

Key Indicator 6.1 Institutional Vision and Leadership

Metric 6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

***Effective Leadership and Decentralisation
& Participative Management***

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The institution observes the principles of Total Quality Management (TQM) which is a management approach of an organization based on quality, decentralisation, and the participation of all its members, aiming at long term success and continuous learning.

1. Effective Leadership

The progressive administration of a college is the result of smart leadership and the complete reflection of vision and mission. The democratic setup of the institutional decision-making policy is the backbone of effective functioning of the college.

The dynamic Principal of the College, as the topmost administrative officer, has successfully created an environment of mutual trust and confidence, whereby he has effectively decentralised the governance.

2. Decentralization

The decentralized process gives responsibility to different teachers in specific capacities to take crucial decisions, independent of the principal, displaying effective leadership. The Internal Quality Assurance Cell (IQAC) is the apex decision making body which is instrumental in building a transparent decentralised and participatory model of governance. It channelizes institutional efforts towards academic excellence and monitors quality assurance of the institute.

Staff council is a formal platform where principal interacts with all faculty members and non-teaching staff over various issues of governance.

The college has the practice of constituting committees for carrying out its various functions, thereby delegating responsibilities to the teachers and non-teaching staff, taking along the students. This reflects an environment of effective leadership through decentralization and collective participation.

Under decentralisation, the coordinator of Higher Education Institute Society running self-financing courses, the coordinator of IGNOU Study Centre in the college, NSS Programme Officer, and NCC Officer have been vested with leadership responsibilities to govern the different wings of the institution.

3. Participative Management

Under participative management, the principal collectively with the advisory committee, staff council, various conveners of committees, coordinators, head of the departments, non-teaching staff, and student representatives work as single governing unit in the benefit of the

institution. The faculty is efficient enough to provide leadership and management at various levels.

Adhering to the spirit of participative management, all the staff members are included in the management of every major assignment. A high-level concern is always kept by the institute to ensure participation of each and every faculty member of the institute at least in two or three committees at college level. The practice of transparency and easy access to information are key to building trust and collaborative work culture.

The college administration maintains regular and active interaction with all stakeholders viz., students, parents, alumni, and industry. Students, being the main stakeholders, are treated as the centre of all activities and their active participation is encouraged.



Photograph 1 Ms. Nikita Student Representative, Sh. Rajesh Sharma PTA President, Sh. Satish Goel President HP Chamber of Commerce & Industry, Sh. Chetan Gupta Alumni Representative and Ms. Devindra Gupta Educationist attending IQAC Meeting along with other External Members of IQAC



पांवटा कॉलेज में मार्गदर्शन केंद्र लगाकर नए छात्रों की सहायता को बैठे एबीवीपी कार्यकर्ता।

पांवटा कॉलेज में एबीवीपी ने लगाया मार्गदर्शन केंद्र

अमर उजाला ब्यूरो

पांवटा साहिब (सिरमौर)।

श्रीगुरु गोविंद सिंह राजकीय महाविद्यालय पांवटा साहिब में विद्यार्थियों का नव प्रवेश जोर शोर से चल रहा है।

एबीवीपी छात्र संगठन पांवटा कॉलेज इकाई ने 16 जून 2107 से ही नए विद्यार्थियों की सुविधा को मार्गदर्शन केंद्र स्थापित किया है जिससे नए विद्यार्थियों को प्रवेश लेने में किसी भी तरह की कोई दिक्कतें

**कॉलेज में करीब
1300 से अधिक
विद्यार्थी ले चुके हैं
प्रोस्पेक्टस**

न हों। पांवटा कॉलेज एबीवीपी कैंपस अध्यक्ष शुभम व सचिव हर्ष चौधरी ने कहा कि करीब 1300 प्रोस्पेक्टस विद्यार्थी ले चुके हैं जिनमें से लगभग हजार बच्चे प्रवेश के लिए औपचारिकताओं को पूरा कर चुके हैं। सैकड़ों नए विद्यार्थियों को प्रवेश

करवाने का कार्य एबीवीपी कार्यकर्ताओं ने करवाया है।

इस अवसर पर कैंपस अध्यक्ष शुभम, सचिव हर्ष नवीन, कर्ण, मनोज, अंजलि, श्रुति चौहान, काजल धीमान, निकिता शर्मा, निधि परमार, आरुषी, नवीन चौधरी, बलजीत सिंह, रजत सैणी, चिराग, निखिल, अवनीश धीमान, सचिन चौधरी, पंकज, सुनील, विजय चौधरी, अभिषेक, गोल्डी चौधरी, रमन, विक्की कपूर, अनुज व कुलदीप मौजूद रहे।

News Clip 1 Amar Ujala, 21st June 2017, p.5

पांवटा कालेज में विभिन्न समितियों का गठन



पांवटा साहिब : एन.एस.एस. कार्यकर्ता अपने कार्यकारी अधिकारी के साथ। (ब्रजिंद)

पांवटा साहिब, 10 अगस्त (ब्रजिंद): शुक्रवार को पांवटा साहिब कालेज में एन.एस.एस. इकाइयों की बैठक हुई। कार्यक्रम अधिकारी प्रो. देवेन्द्र गुप्ता ने बताया कि बैठक में कार्यक्रम की गतिविधियों के सही संचालन के लिए विभिन्न समितियों का गठन किया गया। इनमें से प्रैस समिति में अंकित, अच्छर सिंह, सुनीता, प्रेरणा, मोनिका व नंदनी, जलपान समिति में अभिषेक गुप्ता, अंकित नेगी, प्रवीण, शालिनी, कुसुम, कनिका व सुषमा को लिया गया। सांस्कृतिक समिति में मंजू, किरण व रोमिका तथा स्टोर समिति में अंकित व दयानंद को लिया गया है।

News Clip 2 Punjab Kesari, 11th August 2018

4. An Illustration: Admission Process

The Admission Process effectuated by the College is a pertinent case study of effective leadership, decentralization and participation from teachers, non-teaching staff and students.

1. The admission process for every academic session begins with the dates notified by the affiliating university in consultation with the Director of Higher Education, Government of Himachal Pradesh.
2. The principal decentralises and notifies the admissions duty chart showing various responsibilities allotted to various teaching and non-teaching staff of the college. The coordinators, appointed faculty-wise, are delegated the powers to approve the admissions and supervise the whole admission process. The admission committees each headed by a convener are constituted class-wise.

3. The student volunteers assist in the admission process by counselling the prospective candidates and their parents. Since the whole admission process is online, the teachers are able to perform their assigned duties from home even during Covid-19 lockdown.
4. The coordinators are responsible for ensuring the availability and functioning of computers and high-speed connectivity. The online admission committee coordinates with other administrative units of the College for online admission-related issues, fee payment, record keeping and issue of ID and Library Cards. They also keep track of confirmed admissions. Checks and counter checks at various levels of the admission process help in eliminating errors.
5. The applicant comes for enquiry at Shree Guru Gobind Singh Ji Government College Paonta Sahib where the convenors of the various admission committees for first year undergraduate classes act as counsellors to suggest subjects to the applicant after checking the qualifications and eligibility.
6. The applicant is then directed to visit the college website for viewing online prospectus details and then register for admission.
7. The concerned admission committee will check all the scanned documents uploaded with the online admission form and verify the eligibility conditions of the student for admission as per rules and regulations.
8. The admission committee mentions the shortcomings or discrepancies, if any, regarding documents or filling of the online admission form by the applicant to be rectified within the stipulated timeframe.
9. The admission committee finalizes the merit after implementing the reservation roster as notified by the Government of Himachal Pradesh and accordingly allots the subjects to the students on the basis of merit and preferences of the students recorded on the admission application.
10. The approval of admission is notified on the students' interface of the admission portal as well as notified list is displayed on the college notice board. The students are required to deposit the fees & funds online within the time specified in the admission calendar of the affiliating University.
11. The I-cards and library cards are issued to the students by the office.
12. The automatic generation of the class rolls is reflected in the students' interface of the admission portal, and they are required to take a print-out of the same for their personal records.

5. Supporting Links

Organogram	
Principal as Leader	
IQAC Composition	
IQAC Meeting Minutes & Action Taken Reports	
Staff Council Composition	
Staff Council Meeting Minutes	
College Advisory Committee Composition	
College Advisory Committee Meeting Minutes	
Statutory Committees	
Administrative Committees	