

**6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.**

### **Organogram of the Institution**

Decentralized governance is supported by the International Institute of Management Studies, Pune (IIMS), as it facilitates cooperation, speedy resolution, and diversification of decision-making. The Board of Governors (BOG) is IIMS's highest level of governance. They have given the Academic Advisory Board (AAB) the duty of academic review, while the Board of Studies (BOS) has been given the duty of operational review. The Director and the Board of Studies work on the suggestions made by the various functional committees. The Institute's Board of Governing Members is crucial to the decision-making process. They help regarding choices made in the teaching and non-teaching categories of policy. The Director and the Council of Bodies are two parent structures that are included in the Board of Governing Member Body. The organizational chart, which is displayed below, illustrates the structure of the Governing Body of IIMS:

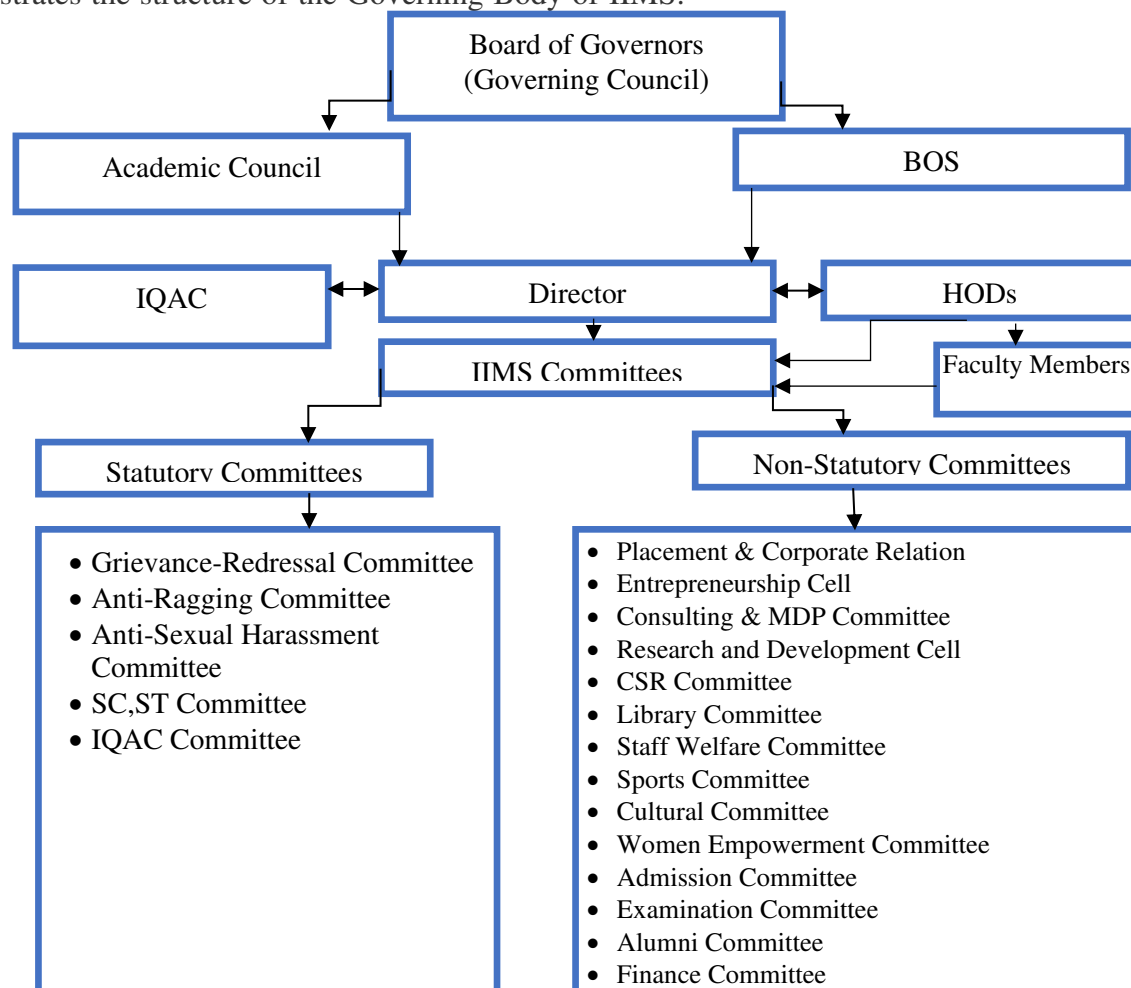


Fig. Organization Chart

The Council of bodies, which includes two categories 1) Academic Advisory Board and 2) Board of Studies, is governed by the Board of Governing members and is in charge of all intellectual and strategic activities. The Academic Advisory Board and the Board of Studies, jointly make significant decisions and approve actions pertaining to the introduction of new academic courses, the creation of additional teaching and administrative positions, policies to promote and strengthen the research culture, industry know-how exchange with Institutes, consulting, collaboration, and extension activities in institutes, and the use of information and communication technology in teaching and learning.

### **Board of Governors**

Highly accomplished Academicians and business leaders steer heads the Board of Governors of the institute. The management is guided by the industry professionals, who provide knowledge and insights from a variety of industries to keep the academic setting cutting-edge and up to date. With experience from IIMs, IITs, and other top management universities, the academicians guarantee that the institute's contributions are on par with the best in India and rise to worldwide standards.

The Board of Governors convenes annually before the start of the program and on any additional times that may be required. The President and the Executive Director give a thorough presentation to the Board on the overall performance of the institute over the previous academic year, including admissions, academics, placements, legal issues, student activities, faculty recruitments and accomplishments, administration, etc.

### **Composition of Board of Governors (Governing Council)**

The top governing body of the Institute is the Board of Governors.

Its composition complies with the standards established by AICTE, New Delhi.

- The Governing Board has high expectations and uses a strict governance framework to translate those expectations into results.
- The institution's objective, strategic vision, long-term business plans, and annual budgets are all approved by the Governing Board in accordance with the needs of the stakeholders.
- The Board is responsible for establishing and overseeing systems of accountability and control, such as risk assessment and operational and financial controls.
- The Board of Governors evaluates the institution's performance in accordance

with the established plans and, when appropriate benchmarks it against other institutions.

- The Board of Governors provides implementation guidance and overall activity monitoring to guarantee that the organization's mission and vision, as well as future academic programs and research activities, are realized.
- The Board of Governors approves the budgetary allocation for faculty development, research, infrastructure, and administration as well as for faculty development, academics, placements, regulatory compliance, and student activities.

The BOG meets once a year or more frequently as necessary.

### **ACADEMIC ADVISORY BOARD**

The Academic Advisory Board provides guidance to the Institute and the Director concerning the PGDM course and curriculum design, content and delivery of PGDM program. They help provide a strategic vision and ensure that the curriculum includes relevant knowledge students will need in the field. The AAB also provides advice related to faculty sourcing, evaluation and retention. Some of the most highly regarded names in management education are giving IIMS the benefit of their experience. External stakeholders from local businesses, industries, government and education provide value in helping to deliver academic programs.

Tenure: 2 years.

Meeting: A minimum of one meeting per year must have a quorum of at least one-third of the entire membership.

### **Functions of Academic Advisory Board**

- To promote teaching, research and related activities in the Institute, inter-alia covering methods of instructions, evaluation, etc. for improvement in academic standards.
- To make recommendation to the Governing Body through on the proposals received from Board of Studies for the conferment of degrees/diplomas or any other distinction or honor of the Institute.
- To consider matters of general academic interest either on its own initiative or on a reference made by Board of Studies or Governing Body or Director and take appropriate actions thereon.
- To approve the syllabi of different courses/subjects submitted by the Board of Studies and the Departments and to provide for the conduct of the examinations according to the ordinances made for the purpose.
- To consider and approve eligibility criteria for student admissions to various Programs

offered by various Faculties/Departments of the Institute.

- The industry and the alumni representative members also share with the committee names and contacts of relevant industry leaders who may be invited by the institute at different points of time over the forthcoming year to provide expert industry perspective in their respective areas of specialization to the students
- To approve the Academic Calendar.
- To report or make recommendations on any matter referred to it by the Director or Governing Body as the case may be.
- To exercise such other powers and perform such other duties as may be prescribed from time to time

### **Board of Studies:**

Board of Studies (BOS) at International Institute of Management Studies (IIMS), identifies, facilitates and approves the academic matters of the institute. It is the Program level committee which signs off on all academic and institute level policies.

### **Functions of the Board of Studies:**

- Create comprehensive syllabi for each courses before submitting them to the Academic Advisory Board for approval and dissemination.
- Update and review the syllabi's content periodically before submitting it to the Academic Advisory Board for approval.
- Take into account the Area heads' and Faculties' advice on program-related issues and to provide the AAB with appropriate recommendations.
- Guarantee the adherence of all guidelines and rules relevant to the program.
- Examine the Program Regulations on a regular basis and recommend any necessary changes to the Academic Council.
- Evaluate the academic results and provide the Academic Council with appropriate suggestions for the announcement of results, the awarding of degrees, etc.
- Review the summer internship and placement performances and offer constructive criticism where necessary to improve the performance.
- Suggest to the Academic Council the stipends, scholarships, medals, awards, etc. be awarded.
- Create a general schedule for the program and complete the class schedule before submitting it to the Academic Advisory Board for approval.
- Establish sub-committees to oversee the BOS's academic curriculum's implementation

and to offer direction on the assessment and evaluation process.

- To have at least one meeting each semester and to keep a record of the proceedings in the office of the academic chairperson in addition to sending the resolutions to the chairman of the academic council.

Any obligation or duty that the Director deems suitable.