



# **MADANAPALLE INSTITUTE OF TECHNOLOGY AND SCIENCE**

**(UGC-Autonomous)**

P.B. No. 14, Kadiri Road, Angallu (Village), Madanapalle - 517325, Chittoor (Dist), A.P., India

## **CODE OF CONDUCT FOR GOVERNING COUNCIL (BoG)**

Governing Council of the college has been constituted as per the norms of University Grant Commission, which is the regulatory body for approving autonomous colleges in India. Its main function is to ensure that stakeholders, including students, faculty and institutional management, as well as those from the wider society, have full confidence and trust in our institution. All those who have governance responsibilities and accountabilities, both within and outside institutions carry out their responsibilities effectively. The Chairman of RATAKONDA RANGA REDDY EDUCATIONAL ACADEMY Education Trust is the Chairman of the Governing Council of MITS, Madanapalle. The RRREAET has identified and selected well known Academicians, Industrialists, distinguished scientists from well-known Institutions/Industries/Research Organizations/ besides representatives of the faculty as nominees of the RRREA Educational Trust on the Governing Council, apart from the Nominees of UGC, JNTUA, and Government of Andhra Pradesh, who meet regularly and make policy decisions and give guidance and suggestions to implement policies successfully. With their rich experience and background, they are guiding the destiny of the Institution so as to occupy a place of eminence in the field of Higher/Technical Education which is evidenced by the fact that the college has already obtained the status of an Autonomous Institution and is the only unaided Institution in Andhra Pradesh which has been selected for support under TEQIP (World bank) project.

The responsibility of effective management of the Institute lies with BoG of the institution. This body looks after the affairs of the institution and sees that the primary objectives of the Institute, teaching and research, are met. It also plans for future development of the Institute, including the approval of the short term and long term strategic plan for the institution, setting the academic aims and objectives of the institution, identifying the financial, physical

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### **A. Primary Accountabilities**

#### ***A.1. Vision, Mission and Strategic Planning***

##### **The Governing Body shall ensure that**

1. The institution has a clear vision indicating the objectives.
2. The institution has a mission, which is comprehensive in identifying the needs of physical, financial and human resources to achieve the objectives.
3. A strategic plan is developed through SWOT analysis in consultation with the prime stakeholders of the Institution.
4. The Governing Body shall approve, monitor and implement the strategic plans and assess the outcomes on a continuous basis.



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## **A.2. Finance**

### **The important financial responsibilities of the Governing Body are**

1. Maintaining the solvency of the Institution and protecting its assets
2. Financial strategy approval.
3. Approval of operating plans and budgets.
4. Contract management for funds obtained from funding agencies as per agreements/contracts/memorandum.
5. Set a delegated hierarchy of financial approvals for expenditures.
6. Risk management control, internal governance systems and supervision of financial approvals through an audit committee.
7. Receive and approve annual accounts and monitor the capital and operating expenses every quarter as per the approved plan and authorize genuine variations.  
Planning, implementation and monitoring of the institutional finance shall be delegated to a finance committee. The members of the finance committee shall be senior professors in line with UGC regulations.

## **A.3. Procurement**

Governing body shall ensure that procurement function is carried out through a centralized purchase committee with senior professors as members.

1. Internal stringent procurement policies and procedures
2. Governing body shall ensure transparency by allowing all eligible suppliers and manufacturers to participate in bidding process.

## **A.4. Academic Audit**

The governing body shall supervise and direct the internal and external audits of institution by constituting an audit committee. The audit committee shall facilitate the audit process and report to the governing body.

## **A.5. Risk Assessment and Management**

The audit committee shall also be responsible for identifying and managing risk associated with all operations/sub systems and submit a report for approval before the governing body.

## **A.6. Human Resource Management**

The human resources committee headed by the Principal with management representative, HR Manager, senior academicians both internal and external, as the members shall be responsible for recruitment, selection, training and development of employees in the institution. They shall use a standard operating procedure approved by the governing body and submit reports of compliance periodically.

## **A.7. Estate Management**

1. The governing body shall meet the objectives of the institution by planning, setting up and maintaining the required infrastructure for the institution.
2. The Site Engineer shall manage the land, buildings, laboratories and other physical assets and will submit periodic reports to the Governing Body.

## **A.8. Health and Safety**

1. The governing body shall cause to create facilities and amenities for the health and safety of the stakeholders within the institution. A full time doctor reporting to the head of the institution shall be responsible for health related issues within the campus. The doctor shall maintain a dispensary with the assistance of a full time nurse.
2. The Site Engineer shall create mechanisms for safety within the campus.



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## A.9. Equality, Diversity and Reservations

The governing body shall ensure the equal opportunity action plan to be monitored and implemented by the head of the institution.

## A.10. Monitoring Institutional Performance

1. The governing body shall stipulate Key Performance Indicators and set up a mechanism for measuring the performance and quality of the institution on a continuous basis.
2. The performance indices arrived at through peer review and benchmarking along with quality assurance policies shall be discussed in the governing body meetings for updated action plans.

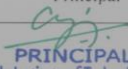
## A.11. Monitoring the Head of the Institution

The governing body shall be responsible for annual appraisal of the head of the institution. It will suggest remedial actions if required.

The members of the Board of Governance of Madanapalle Institute of Technology & Science is as shown in the Table below

List of Members in Board of Governance

<b>MADANAPALLE INSTITUTE OF TECHNOLOGY &amp; SCIENCE</b> ( UGC - AUTONOMOUS ) Approved by AICTE, New Delhi and Affiliated to JNTUA, Anantapuram www.mits.ac.in www.mits.edu					
<b>Governing Body Members – 2019-20</b>					
S.No	Name	Category	Position	Qualification	Background
1.	Dr.N. Vijayabhaskar Choudary	Management	Secretary & Correspondent (Chairperson)	Ph.D.	Entrepreneur
2.	Sri. N. Krishna Kumar	Management	President	B.Tech., M.S.	Software Engineer
3.	Sri. T.G. Ravi Kumar	Management	Member	M.Com.	1.Member, Dharmik Advisory Committee, TTD Tirumala 2. Member, National Steel Consumer Council, Ministry of Steel, Govt. of India & Philanthropist
4.	Miss. N. Keerthi	Management	Member	B.E. (Hons)	Executive Director, MITS
5.	Miss N. Sahithi	Management	Member	M.B.B.S	
6.	Dr. V. Vamsidhar	Nominated by Principal	Faculty	M.Tech.,(Ph.D.)	Academician
7.	Dr. D. Pradeep Kumar	Nominated by Principal	Faculty	M.B.A., Ph.D.	Academician
8.	Prof. N.V.R. Naidu	Nominated by Management	Member	M.Phil., Ph.D.	Principal, MSRIT, Bangalore
9.	Sri. E.M.C. Anjaneyulu	State Govt. Nominee	Member	M.Tech	Principal, GMR Polytechnic Madanapalle
10.	Prof. C. Sashidhar	JNT University Nominee (Affiliating University)	Member	Ph.D.	Director of Evaluation and Director-Industrial Consultancy Services, JNTUA
11.	Sri.Sandeep Dama	Nominated by Management	Member	B.Tech., M.S.	Industry Representative
12.	Dr. Suresh Kumar	Nominated by UGC	Member	Ph.D.	Professor & Head, Dept. of Electronic Science, Kurukshetra University Kurukshetra-136119
13.	Dr. C. Yuvaraj	Ex-officio Member	Member Secretary	M.E.,Ph.D.	Principal

  
**PRINCIPAL**  
Madanapalle Institute of Technology & Science  
Po.Box No.14,Kadiri Road, ANGALLU  
MADANAPALLE-517325, A.P

AN ENGINEERING COLLEGE SPONSORED BY : RATAKONDA RANGA REDDY EDUCATIONAL ACADEMY  
P.B. No. 14, Angallu, MADANAPALLE - 517 325. Chittoor Dist. Andhra Pradesh, India.  
Phone : 08571 - 280255, 280706 Fax : 08571 - 280433



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The details of the Board of Governance meetings happened in the institution is as furnished below in Table below

## **Details of Board of Governance Meetings**

<b>S. No.</b>	<b>Description</b>	<b>Date of Conduction</b>
1.	14 <sup>th</sup> Meeting	17 <sup>th</sup> June 2014
2.	15 <sup>th</sup> Meeting	28 <sup>th</sup> August 2014
3.	16 <sup>th</sup> Meeting	30 <sup>th</sup> December 2014
4.	17 <sup>th</sup> Meeting	27 <sup>th</sup> April 2015
5.	18 <sup>th</sup> Meeting	July 2015
6.	19 <sup>th</sup> Meeting	09 <sup>th</sup> October 2015
7.	20 <sup>th</sup> Meeting	20 <sup>th</sup> December 2015
8.	21 <sup>st</sup> Meeting	28 <sup>th</sup> March 2016
9.	22 <sup>nd</sup> Meeting	30 <sup>th</sup> July 2016
10.	23 <sup>rd</sup> Meeting	31 <sup>st</sup> December 2016
11.	24 <sup>th</sup> Meeting	18 <sup>th</sup> March 2017
12.	25 <sup>th</sup> Meeting	19 <sup>th</sup> August 2017
13.	26 <sup>th</sup> Meeting	18 <sup>th</sup> February 2018
14.	27 <sup>th</sup> Meeting	13 <sup>th</sup> October 2018
15.	28 <sup>th</sup> Meeting	24 <sup>th</sup> March 2019
16.	29 <sup>th</sup> Meeting	31 <sup>st</sup> August 2019