

**ANNEXURE-I**

Name of Institution: **Muzaffarpur Institute of Technology (MIT), Muzaffarpur (Bihar)**

<b>GOOD GOVERNANCE DEVELOPMENT PLAN (GDP)</b>		
<b>A. PRIMARY ACCOUNTABILITIES</b>	<b>ASSESSMENT SCALE</b> Circle the number best reflects the quality and standard of Governance Practiced at the Institution. 0= Non-existent, not aware 1= Extensive improvements needed (25% or less clear supporting evidence) 4= Annual monitoring shows clear evidence of good governance in all areas, as well as year-on-year development. (75% or more clear evidence)	<b>SUPPORTING EVIDENCE</b> 1. Give at least two of the <b>STRONGEST EXAMPLES</b> that support each grade/ question under each section. 2. Give an overall summary assessment grade based on the evidence gathered for each section.
1. Has the Governing Body approved the institutional strategic vision, mission and plan - identifying a clear development path for the institution through its long-term business plans and annual budgets?	2	Supporting Evidence <b>Vision Mission and Strategic Plan:</b> Vision, Mission and strategic plan are being modified considering AICTE Mandate by institute faculty through extensive deliberations. (Letter No. 37 Dated 15.03.18 and Letter no. 647 Dated 13.04.18) and to be put up for Approval in the 3 <sup>rd</sup> BOG meeting Scheduled in the last week of May. <b>Expenditure Detail</b> 2 <sup>nd</sup> Bog Meeting-12.02.18 Item No.-02/02 Item No.- 03/02 Item No.-07/02 <b>Other Strategic Approval</b> 2 <sup>nd</sup> Bog Meeting-12.02.18 Item No.-06/02 ( <a href="http://www.mitmuzaffarpur.org/notice/MOM-%202nd%20BoG%20Meeting-12.02.18.pdf">http://www.mitmuzaffarpur.org/notice/MOM-%202nd%20BoG%20Meeting-12.02.18.pdf</a> )
2. Has the Governing Body ensured the establishment and monitoring of proper, effective and efficient system of control and accountability to ensure financial sustainability (Including financial and operational controls, risk assessment and	2	Supporting Evidence The auditors ensure that funds provided by funding bodies are used in accordance with the terms and conditions specified in the funding agreements /contracts /memorandum. Audited statements of accounts are being discussed and approved annually. SPIU, Bihar has already notified for appointment of CAG paneled auditor vide Notification No.SPIUBIHAR/ACCOUNTANT/FY 18-19/01 Dated 04.04.2018 ( <a href="http://dst.bih.nic.in/NoticeBoard/SPIU-Nodal_060420181644.pdf">http://dst.bih.nic.in/NoticeBoard/SPIU-Nodal_060420181644.pdf</a> )

management, clear procedures for managing physical and human resources)		To ensure the financial sustainability 04 funds have been established by Government of Bihar through office order vide letter No.-TEQIP-01/2015/2900 Patna 07.12.2017
3. Is the Governing Body monitoring institutional performance and quality assurance arrangements? Are these benchmarked against other institutions (including accreditation, and alignment with national and international quality assurance systems) to show that they are broadly keeping pace with the institutions they would regard as their peers or competitors to ensure and enhance institutional reputation?	2	<b>Supporting Evidence</b>  Institution has a benchmarking process on the basis of rankings of the incoming students. i.e. meritorious students preferring engineering colleges in the region .This data of the 2017-18 will be shared for deliberations in 3 <sup>rd</sup> BOG meeting.  Institution is in the process of filing accreditation with NBA (Letter No. 37 Dated 15.03.18 and Letter no. 647 Dated 13.04.18)
4. Has the Governing Body put in place suitable arrangements for monitoring the head of the institution's performance?	2	<b>Supporting Evidence</b> Formal arrangement for monitoring does not exist, however his performance is reviewed in an informal way when he presents progress report in the BOG
<b>AVERAGE GRADE</b>	<b>2</b>	
<b>TOTAL POSSIBLE POINTS</b>	<b>3</b>	
<b>B. OPENNESS &amp; TRANSPARENCY IN THE OPERATION OF GOVERNING BODIES</b>	<b>ASSESSMENT SCALE</b> Circle the number best reflects the quality and standard of Governance Practiced at the Institution. 0= Non-existent, not aware 1= Extensive improvements needed (25% or less clear supporting evidence) 4= Annual monitoring shows clear evidence of good governance in all areas, as well as year-on-year development. (75% or more clear evidence)	<b>SUPPORTING EVIDENCE</b> 1. Give at least two of the STRONGEST EXAMPLES that support each grade/ question under each section. 2. Give an overall summary assessment grade based on the evidence gathered for each section.
1. Does the Governing Body publish an annual report on institutional performance?	3	Progress report is presented and discussed in the BOG, however it is <b>not being published as yet.</b> ( <a href="http://www.mitmuzaffarpur.org/notice/MOM-%20nd%20BoG%20Meeting-12.02.18.pdf">http://www.mitmuzaffarpur.org/notice/MOM-%20nd%20BoG%20Meeting-12.02.18.pdf</a> )

2. Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body?	3	No, register of interest is not maintained so far
3. Is the Governing Body conducted in an open a manner, and does it provide as much information as possible to students, faculty, the general public and potential employers on all aspects of institutional activity related to academic, performance, finance and management?	4	BOG conducts in an open manner and publishes the proceedings of the minutes of meeting on College website( <a href="http://www.mitmuzaffarpur.org/notice/MOM-%202nd%20BoG%20Meeting-12.02.18.pdf">http://www.mitmuzaffarpur.org/notice/MOM-%202nd%20BoG%20Meeting-12.02.18.pdf</a> )
<b>AVERAGE GRADE</b>	<b>3.3</b>	
<b>TOTAL POSSIBLE POINTS</b>	<b>4</b>	
<b>C. KEY ATTRIBUTES OF GOVERNING BODIES</b>	<b>ASSESSMENT SCALE</b> Circle the number best reflects the quality and standard of Governance Practiced at the Institution. 0= Non-existent, not aware 1= Extensive improvements needed (25% or less clear supporting evidence) 4= Annual monitoring shows clear evidence of good governance in all areas, as well as year-on-year development. (75% or more clear evidence)	<b>SUPPORTING EVEIDENCE</b> 1. Give at least two of the <b>STRONGEST EXAMPLES</b> that support each grade/ question under each section. 2. Give an overall summary assessment grade based on the evidence gathered for each section.
1. Are the size, skills, competences and experiences of the Governing Body, such that it is able to carry out its primary accountabilities effectively and efficiently and ensure the confidence of its stakeholders and constituents?	4	<b>Supporting Evidence</b> BOG has been constituted as per the guidelines of statutory and regulating bodies (primarily as per AICTE guidelines) duly notified by government of Bihar vide Memo No.2794 dated 27.11.2017. ( <a href="http://www.mitmuzaffarpur.org">http://www.mitmuzaffarpur.org</a> )
2. Are the recruitment processes and procedures for governing body	4	<b>Supporting Evidence</b> Nominations in BOG is decided by the GOB, AICTE, University based upon the merit and

members rigorous and transparent?		competencies in a transparent manner. ( <a href="http://www.mitmuzaffarpur.org">http://www.mitmuzaffarpur.org</a> ) Members are actively involved in furtherance of institutional objectives
3. Does the Governing Body have actively involved independent members and is the institution free from direct political interference to ensure academic freedom and focus on long term educational objectives?	4	Nominations in BOG is decided by the GOB, AICTE, University based upon the merit and competencies in a transparent manner. ( <a href="http://www.mitmuzaffarpur.org">http://www.mitmuzaffarpur.org</a> )
4. Are the role and responsibilities of the Chair of the Governing Body, the Head of the Institution and the Member Secretary serving the governing body clearly stated?	3	Have come through practice, not clearly stated
5. Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively?	4	Yes Last 2 GB Meetings are held on 20.12.2017 and 12.02.2017 ( <a href="http://www.mitmuzaffarpur.org">http://www.mitmuzaffarpur.org</a> )
<b>AVERAGE GRADE</b>	<b>3.8</b>	
<b>TOTAL POSSIBLE POINTS</b>	<b>4</b>	
<b>D. EFFECTIVENESS AND PERFORMANCE REVIEW OF GOVERNING BODIES</b>	<b>ASSESSMENT SCALE</b> Circle the number best reflects the quality and standard of Governance Practiced at the Institution. 0= Non-existent, not aware 1= Extensive improvements needed (25% or less clear supporting evidence) 4= Annual monitoring shows clear evidence of good governance in all areas, as well as year-on-year development. (75% or more clear evidence)	<b>SUPPORTING EVIDENCE</b> 1. Give at least two of the <b>STRONGEST EXAMPLES</b> that support each grade/ question under each section. 2. Give an overall summary assessment grade based on the evidence gathered for each section.
1. Does the Governing Body keep their effectiveness under regular review and in reviewing its performance of the	3	No, there is no formal process to regularly review the performance of Governing Body

institution as a whole in meeting its long-term strategic objectives and its short-term indicators of performance/success?		
2. Does the Governing Body ensure that new members are properly inducted, and existing members receive opportunities for further development as deemed necessary?	3	No, There is no formal induction process for the BOG. The regulatory bodies are requested to nominate the member. ( <a href="http://www.mitmuzaffarpur.org">http://www.mitmuzaffarpur.org</a> )
<b>AVERAGE GRADE</b>	<b>3</b>	
<b>TOTAL POSSIBLE POINTS</b>	<b>4</b>	
<b>E. REGULATORY COMPLIANCE</b>	<b>ASSESSMENT SCALE</b> Circle the number best reflects the quality and standard of Governance Practiced at the Institution. 0= Non-existent, not aware 1= Extensive improvements needed (25% or less clear supporting evidence) 4= Annual monitoring shows clear evidence of good governance in all areas, as well as year-on-year development. (75% or more clear evidence)	<b>SUPPORTING EVIDENCE</b> 1. Give at least two of the STRONGEST EXAMPLES that support each grade/ question under each section. 2. Give an overall summary assessment grade based on the evidence gathered for each section.
1. Does the Governing Body ensure regulatory compliance* and, subject to this, take all final decision on matters of fundamental concern to the institution?  2. Does the regulatory compliance include demonstrating compliance with the 'not-for profit' purpose of the education institutions?  3. Has there been accreditation and/or external quality assurance by a national or professional body? If so, give details: name, status	2	TheBOG makes it a point to treat these (AICTE, UGC, AKU) regulations as a minimum basic requirement and gives directions to higher provisioning of infrastructure, faculty (Human resources) and equipment  YES  Under the process of applying for Accreditation

of current accreditation etc.		
<b>AVERAGE GRADE</b>	<b>2</b>	
<b>TOTAL POSSIBLE POINTS</b>	<b>3</b>	



Dr Jagada Nand Jha  
Signature of Principal