



GOVERNMENT OF PUDUCHERRY
BHARATHIDASAN GOVERNMENT COLLEGE FOR WOMEN
(Autonomous)
PUDUCHERRY-605003



Practices of decentralization and participative management

The Institutions always believe in the practices of decentralisation and participative management. Practice of Decentralisation is having own significance in the management. It reflects the policy decision making, planning and administration, and office management. Administration is responsible for quality initiative to promote education to all sections. The Institutions enhance the quality at various levels - Governing Body, Principal, IQAC Committee, NAAC Committee, Various Committees, Core Committee of College Development, Administrative and Non-teaching Staff, NCC, NSS, all the stakeholders involve in the decentralisation and participative management all are working together for efficient functioning of the Institutions.

1. **Administration:** Administration is the backbone of the Institution. Institution firmly believes to provide quality education to the society. The College administration plays an integral role, leading and supporting the development and implementation of policies, programs, and initiative that are associated with the vision and mission of the college. The administration ensures the smooth functioning in the all areas like Admissions, Account and Finance, Record Keeping, Evaluation and Supervision, and Maintenance.
2. **Faculty Members:** Faculties maintains the healthy relationship with students, faculties, and community. The faculties execute the policies and programs accurately and constructively. The College faculties represent the ethics and attend the professional ethics in the education.
3. **Departments:** The Primary role of the department is to provide the academic excellence in all activities. The Departments and Head of the Department are perform their role and responsibilities initiated with the vision and mission of the college.
4. **Non-Teaching Staff:** In the administration non-teaching staff plays crucial role in managing the day-to-day work. The assigned to non-teaching staff is to meet and accomplish operational and strategic objectives.
5. **Parent-Teachers Association:** The PTA has been functioning with the aim of fostering and promoting good relationship among the staff, students and parents, to promote high academic standard and maintained good discipline.

As part of quality improvement and quality initiative the institution and its concern IQAC and College Development Committee and other statutory Committees continuously work on quality improvement. In the beginning of academic year all faculty members conduct a meeting and discuss the smooth functioning of the institution. Various committees are constituted and responsibilities are assigned to them.

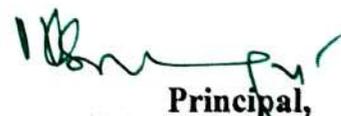
Committee Chairman and members of the committee report to the principal and IQAC about the planning and implementation of the decision. They get the feedback from all the stakeholders of the institution and take steps for further improvements as far as they are within the capacity and recommend the management for further corrective action.

The Administrative and academic duties are controlled by the Principal of the Institution. Head of the department works under the guidance of the Principal and Internal Quality Assurance Cell. The Heads of the Department are given specific duties and responsibilities to attend the day to day routine work. Every faculty member is involved in the various academic and administrative or other statutory and non-statutory committee.

Internal Quality Assurance Cell monitors the academic and administrative activities. Mentorship is introduced in all the departments and it is effectively monitored by the Principal.

All Committee head by the Chairperson of the committee who is nominated by the members of the committee. All activities are monitors by the Internal Quality Assurance Cell. Academic Calendar is meticulously planned and prepared in advance by Academic Committee and ensures the proper implementation of the academic calendar. Academic co-ordinator is responsible for confirmation and observation of academic activities. Heads of the department ensure the functioning of the departmental activities. Faculty members ensure academic activities. Faculties conduct the lecture, practical, attendance, examination and result and provide the feedback for the further improvements.

All decisions pertaining to the administration of the institution are made by the College Council consisting of the Principal, Heads of Departments and Office Manager. Such decisions are implemented through the Departments.



**Principal,
Bharathidasan Government College for Women (Autonomous),
Puducherry**

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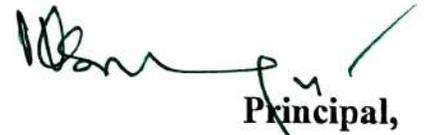


Inclusion and Situatedness

- **Village adoption:** The NSS volunteers of our college participated in various events and organised programs at Chinnayapuram. The following programs were organised at the adopted village.

S.No.	Date	Event	Activity
1	03/10/2018	Swatch Bharat Mission- Special Outreach Program	Puducherry Municipality organised a rally followed by a program to create awareness on swatch Bharat. The importance for cleanliness and hygiene was depicted through pictures and pamphlets which was distributed to the people in that village.
2.	11/03/2019 to 17/03/2019	NSS Special Camping Program	Seven day special camp was conducted at the adopted village- Chinnayapuram. Various activities were carried out by the volunteers.
3.	12/03/2019	Sapling Plantation Program	Volunteers planted saplings in the village. A group of five volunteers are assigned for each sapling and they are responsible for watering the plants and taking care of its growth.
4.	13/03/2019	Census	Population census was taken by the volunteers. The volunteers were given a questionnaire which they used. They went to each house in the village and took the population survey.
5.	14/03/2019	Temple cleaning	The volunteers cleaned the nearby temples and ponds in the village.
6.	15/03/2019	Village cleaning	The volunteers cleaned the village. They picked up all plastic wastes from the open ground and disposed. They collected all unwanted waste and burnt it.
7.	16/03/2019	Eye check-up	An eye check -up was organised for the villagers. Ophthalmologists from Vasan eye care was invited .
8.	17/03/2019	General Health Check-up	A general health check-up was organised for the people in the village. Doctors from JIPMER urban health centre were invited. Blood pressure, Sugar level and HB was tested.
9.	Every Saturday	Sapling Nurturing	Every Saturday, the assigned volunteers are taken to the adopted village to water the plants which they planted and nurture them with fertilizers.

- Kayalvizhi Balamurugan coordinator, ED Cell BGCW participated in the one-day workshop on “How Far Puducherry” on 6th March 2020 organized By DIC & French Town 360 (Hospitality service provider) and Phil.
- Organised three days National Level Online Workshop on “Issues and Concerns during Covid-19” on 20.05.2020 to 22.05.2020. Dr. Kayalvizhi Balamurugan was the convener and organizing secretary of the programme. Around 150 students and 150 staff members across the country participated.
- Health Club “NALAM” was inaugurated on 30/01/2020, under the initiation of Principal Dr. K Subramani , Chief Guest Dr. Murali MS Rajiv Gandhi Maternity Hospital inaugurated and delivered the Presidential Address. Dr. Rajiny Ch. , Asst Prof of Home Science was the Coordinator with one Staff as member from each Department. At the onset Principal donated Health Kit to each Department.
- HAIR DONATION CAMPAIGN was organized by NALAM on 13/02/2020. Nearly 200 Staff and students donated hair for Cancer patients.
- Awareness on Menstrual Hygiene was given to students by SHG members and leaflets were distributed. 2 February 2020.



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