NRI INSTITUTE OF TECHNOLOGY
(AUTONOMOUS)
Approved by AICTE, New Delhi : : Permanent Affiliation to JNTUK, Kakinada
Accredited by NBA (CSE, ECE & EEE), Accredited by NAAC with A-Grade
ISO 9001: 2015 Certified Institution

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ACADEMIC COUNCIL POLICY

The Academic Counsel (AC) in NRI INSTITUTE OF TECHNOLOGY plays a crucial role in overseeing and enhancing the academic quality and effectiveness of academic programs and related activities within the institution. Its primary purpose is to ensure that the educational programs offered are of high quality, in compliance with regulations, and meet the needs of students and the industry. Here are some of the key roles and responsibilities of the Academic Counsel in an engineering college:

Curriculum Development & Review:

- Review and recommend changes to the curriculum, including the introduction of new programs or courses and modifications to existing ones.
- Ensure that the curriculum aligns with industry trends and standards

Academic Policies & Procedures:

- Develop and update academic policies, regulations and guidelines to maintain academic integrity and quality.
- Address issues related to grading academic integrity, attendance and other academic matters

Program Accreditation & Quality Assurance:

- Ensure that the college maintains accreditation standards and compliance with accrediting bodies
- Oversee the process of self-assessment and continuous improvement to enhance program quality

Program Review:

- Conduct periodic reviews of academic programs to assess their relevance and effectiveness
- Make recommendations for program enhancements or changes based on review findings

Program Evaluation:

- Periodically evaluate the effectiveness of engineering programs, including faculty performance, course offerings and student outcomes
- Recommend adjustments or improvements to enhance program quality.

Strategic Planning:

- Contribute to the development of long-term strategic plans for the institution.
- Set academic goals and priorities that align with the institution's mission and vision

Innovation and Research:

- Promote innovation and research activities within the institution
- Encourage faculty and students to engage in research projects and publish their findings

Collaboration with industry:

- Foster partnerships with industry to ensure that academic programs are relevant to current industry needs.
- Facilitate internships, co-op programs and industry visits for students

Budget Planning:

- Collaborate with the administration to allocate resources effectively to support academic initiatives
- Ensure that the budget supports the college's academic goals and priorities

Advisory Role:

- Provide advice and recommendations to the college administration and faculty on academic matters
- Serve as a bridge between the faculty, students and the administration to address academic concerns and issues

Faculty Development:

- Recommend faculty development programs to enhance teaching skills, research activities and professional development
- Evaluate faculty performance and provide feedback and support for improvement

Student Feedback and Grievance Handling:

- Oversee assessment methods and practices to evaluate student learning outcomes
- Review and analyze assessment data to make data-driven decisions for program improvements
- Address student grievances related to academic matters and ensure a fair and transparent resolution process

Communication and Transparency:

- Foster open communication channels between faculty, administration and students regarding academic matters.
- Provide transparency in decision-making processes and academic policies.

Ethical and Academic Integrity:

- Address issues related to academic misconduct and ethical concerns within the institution
- Promote a culture of academic integrity and ethics among students and faculty

The Academic Counsel plays a critical role in shaping the academic environment of NRI Institute of Technology, ensuring that it maintains high standards of quality, relevance and effectiveness in preparing students for successful careers in engineering and related fields

Signature of Chair Person
Academic Council
PRINCIPAL
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)

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Purpose and Objectives of Governing Council

The Governing Council in NRI Institute of Technology plays a vital role in the strategic management and decision-making of the institution. Its purpose and objectives typically revolve around ensuring the effective governance, development, and growth of the college. The common purposes and objectives are listed below:

Strategic Planning: The Council is responsible for setting the long-term strategic plans of the Institution. It defines the Institute's Vision, Mission and goals, and develops strategies to achieve them.

Policy Formulation: It formulates and reviews policies related to academics, administration, finance, infrastructure, and other key areas. These policies ensure the smooth functioning of the college and adherence to regulatory requirements.

Financial Oversight: The council monitors the financial strength of the institution, approves budgets, and ensures that financial resources are allocated efficiently to support academic and operational needs.

Academic Excellence: To maintain high academic standards, the council oversees the curriculum, faculty development, and academic programs. It may also be involved in the accreditation process and program reviews.

Infrastructure and Facilities: Ensures that the institution has adequate infrastructure, laboratories, libraries, and other facilities to support teaching, research, and student life is another objective. This may include approving construction or renovation projects

Quality Assurance: The council works to ensure the quality of education and adherence to accreditation standards. It may establish mechanisms for assessment, evaluation, and improvement of academic programs

Student Welfare: It aims to create an environment conducive to student growth and well-being. This includes policies related to student discipline, support services, and extracurricular activities.

Research and Innovation: Encouraging research and innovation is often a key objective. The council may support research initiatives, collaboration with industries, and the establishment of research centers.

Community Engagement: Promoting the institute's engagement with the local community and industry is important. This can lead to internships, placements, and partnerships that benefit both students and institute.

Compliance and Legal Matters: Ensures that the institute complies with all relevant regulations, and statutory requirements that are fundamental objective. This includes matters related to admissions, fees, and governance

Transparency and Accountability: The council strives for transparency in its decision making processes and is accountable to stakeholders, including students, faculty, staff, and the community

Resource Mobilization: The council may explore opportunities for fundraising, grants, and endowments to enhance the financial sustainability of the college.

Risk Management: Identifying and managing risks that could affect the college's operations or reputation is another objective. This includes addressing issues related to safety, security, and crisis.

Institutional Development: Promoting the overall development and growth of the institution, including expanding facilities, increasing enrollment, and enhancing the college's reputation, is a long term objective

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Academic Council
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POLICY ON FINANCIAL ASSISTANCE TO FACULTY

NRIIT provides financial support to faculty members for attending conferences, workshops and for membership fees of professional bodies. The aim is to facilitate professional development, foster networking opportunities, and promote the overall gain and visibility of the institution.

Conference and Workshop Attendance: The financial assistance is provided to cover expenses such as registration fees, travel, accommodation, and daily subsistence allowance during the conference period.

Professional Body Membership Fees: The membership fees are reimbursed for faculty who are affiliated with recognized professional bodies or associations in their respective disciplines. This is to encourage faculty engage in professional communities and to stay updated with the latest developments and practices in their fields.

Budget Allocation: A specific budget is allocated every academic year for faculty development and research activities, including support for attending conferences, workshops, and covering membership fees. The allocation of funds is often based on priorities and overall strategic goals.

Application and Approval Process: The institution has an application and approval process that requires faculty members to submit requests for financial support, providing details such as the purpose of the conference or workshop, how it aligns with their research or teaching and the potential benefits to the institution and the faculty member's professional growth.

Policy Review and Updates: The institution reviews the policy on financial support and ensures that it is in line with current trends and best practices in the academic community. These review is includes the feedback from members to assess the effectiveness of the existing policy to make necessary updates or amendments.

Signature of Chair Person
Academic Council

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e – Governance Policy

The e-governance policy in NRI Institute of Technology serves as a framework that outlines the principles, guidelines and procedures for adopting electronic and digital technologies in management and administration in the institution.

The policy is introduced to enhance efficiency, transparency and accountability in college operations.

Efficient Improvement:

- *Streamlined Processes:* To streamline the administrative processes such as admissions, fee collection, record keeping and communication thereby reducing manual paper work and saving time
- *Workflow Automation:* Automate the routine tasks to reduce risk of errors, speed up decision making process so that staff can focus more on value-added activities

Transparency Enhanced Decision Making:

- *Open Access to Information:* To provide open access to information for stake holders, including students, faculty, and parents. This transparency builds trust and fosters a sense of inclusion
- *Real-Time Updates:* To endow with updates on college activities, such as admission status, financial transactions and academic progress, ensuring that all stakeholders have accurate and up-to-date information
- *Data driven insights and Timely Information:* To collect and store data that can be used for data analytics and reporting. This allows for more timely decisions based on trends and patterns

Accountability Strengthening:

- *Audit Trails:* Audit trails are conducted to enhance accountability by providing a clear history of activities
- *Data Integrity:* To make electronic records and transactions less susceptible to tampering and reduce the risk of fraud and ensure data integrity
- *Performance Metrics:* To include performance metrics and key performance Indicators to monitor and evaluate the performance of various departments and processes, promoting accountability.

Cost Reduction:

- *Paperless Operations:* To reduce the need for physical documents, printing and storage space, thereby minimizing the cost
- Resource Optimization: To minimize wastage and operational cost for better resource Allocation

Student Record Management, support & efficient communication:

To provide online student support services, such as counseling, academic advising, academic marks, attendance, communication with college administrators, faculty for better service delivery

Examinations:

Scheduling and conduction of online and offline examinations, question paper generation and result publication, Implementing anti plagiarism and cheating during examinations, grading process and result compilation, Ensure transparency in examination processes and establish safeguards to maintain the integrity of the examination system

Legal Compliance & Data Security:

To ensure that institution complies with relevant laws and regulations, including data protection and cyber security laws, reducing legal risks. To implement secure electronic systems that safeguards sensitive data and minimizes the risk of data breaches

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