



## **Functioning of the Institutional Bodies**

The system is effectively decentralized for better governance and performance. The strategic plans and major decisions pertaining to academic and administrative tasks are thoroughly discussed in the Governing Council meeting. The decisions taken are executed by the Head of the Institution. The Heads of the Departments and the faculty members ensure proper implementation of the policies given by the Governing Council. Decision-making authority is well decentralized in this system.

The Management gives autonomy to the Principal to execute the strategic plan in order to fulfill the Vision and Mission of the institution. The Heads of the Departments are delegated with Department level authority and operational autonomy but make important decisions with the Principal's endorsement.

The Principal and the HODs plan the academic activities, incubation centers, NEP implementation, Funded Consultancy Projects, Industry – Institution connection, Applying for Accreditations and Autonomous, MoUs, R & D Consultancy, innovations in teaching-learning procedures, and so forth. Based on this plan, the academic calendar for each semester is prepared which is approved by the Principal.

Academic activities are implemented as per the academic calendar and the academic processes are monitored through respective HoDs. Mentorship is introduced in all the Departments and it is commendably supervised by the Principal. He invites suggestions from senior staff to study the impulses of the institute in general and take steps for further improvements as far as they are within the capacity and recommend the management for modifications. Faculty members are encouraged to register for Ph.D. and it is planned to make the Institute possess a maximum number of Ph.D. holders.

The Principal, Heads of the Departments and Faculty members are bound by the policy laid by the Institution. These policies can cover a wide range of areas, including academic standards, code of conduct, admission procedures, financial regulations, safety protocols, and more. Adhering to these policies helps to maintain order, fairness, and the overall integrity of the educational institution.

### **Institution is Adherence with:**

1. Organogram of the Institution
2. SSMIET Model
3. Strategy Plan of the Institution.
4. Service Rules.
5. Staff Recruitment Policy
6. Leave Rules
7. Staff Promotional Policy
8. Admission Strategic Plan and
9. Various Institutional Policies

### **INSTITUTIONAL PRACTICES**

S. No	Details	Proof Link
1	Organogram of the Institution	<a href="#">View file</a>
2	SSMIET Model	<a href="#">View file</a>
3	Strategy Plan	<a href="#">View file</a>

### **LIST OF INSTITUTIONAL POLICIES**

S. No.	Institutional Policy	Document Proof Link
1	Research Support Policy	<a href="#">View file</a>
2	Recruitment Policy	<a href="#">View file</a>
3	Promotion Policy	<a href="#">View file</a>
4	Leave Norms	<a href="#">View file</a>
5	Admission Policy	<a href="#">View file</a>
6	Scholarship Policy	<a href="#">View file</a>
7	Safety Policy	<a href="#">View file</a>
8	HR Policy	<a href="#">View file</a>
9	Staff Welfare Policy	<a href="#">View file</a>
10	Maintenance Policy	<a href="#">View file</a>
11	Consultancy Policy	<a href="#">View file</a>
12	IT & Social Media Policy	<a href="#">View file</a>



Principal

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