



# हेमवती नन्दन बहुगुणा राजकीय स्नातकोत्तर महाविद्यालय

खटीमा- 262308, जिला- ऊधम सिंह नगर (उत्तराखण्ड)

(सम्बद्ध कुमायूं विश्वविद्यालय)

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## DECENTRALIZATION AND PARTICIPATION MANAGEMENT

H.N.B. Government Post Graduate College, Khatima has a well-defined and structured hierarchy for management and administration to ensure decentralization and participative management. The college administration is divided into two parts:

**Part I: HIERARCHY OF MANAGEMENT/ADMINISTRATION:** The head of the institution, the Principal reports directly to the Director, of Higher Education of Uttarakhand. A principal is assisted by various committees and heads to facilitate management and administration to ensure quality in academics. There are two divisions for the same:

1. Academic
2. Administrative

Under **Academic Category** the hierarchy is Faculty In-charge followed by Department Heads. Departmental Heads also formulate several departmental committees wherever and wherever necessary e.g. committees are formed to organize workshops, seminars, lectures, or internal assessment committees. The college has a system of continual internal assessment for which the departmental heads formulate an internal test committee. For those departments having practical subjects or requiring outdoor visits/outstation visits, the head of the department in consultation with the principal constitutes committees where the representation of students is also ensured. To ensure decentralization and participative management, the principal constitutes several student-level bodies/clubs such as the Cultural Committees, sports Committees, Library Committees, and Anti Ragging Committees where a representation of newly admitted students is ensured. There are committees for discipline waste management, energy management, green campus, etc. Extension activities like blood donation pulse polio and implementation of government



initiatives for the betterment of society are also part of the college activities for which the principal forms interim committees from time to time. NSS and Rover-Ranger also undertake various extension activities for which committees having active student representation are an integral part of decentralization and participative management.


Under the **Administrative** Category, there are three sections:

1. General Administration
2. Accounts
3. Library.

**Part II- STATUTORY AND NON-STATUTORY COMMITTEES:** H.N.B. Government Post Graduate College is a government and affiliated college so its functions are through various statutory and non-statutory **committees** as per the **UGC Guidelines** for like these Colleges. The Governing Body is the apex body under which all the statutory and non-statutory bodies and other administrative officials discharge their duties. Under the Governing Body, there are three categories:

1. Academic
2. Financial
3. Non-Academic/Administrative.

Under the Academic head, there are the following committees: 1- Examination Committees 2- Departmental Committees and Admission Committees under the Financial head there are two committees: Finance Committee and Purchase Committees Under the Non-Academic/Administrative head there are 13 committees: 1 Admission Committee 2- Grievance Redressal Cell 3- Advisory Committees 4- Sports Committee 5- Cultural Committee 6- NSS 7- Rover-Rangers 8- Seminars/Workshop Committee 9- Anti Ragging Committee 10- Canteen Committee 11- Internal Quality Assurance Cell 12- Career counselling Committees and 13- RTI Committee.

  
Principal  
Principal  
H.N.B. Govt. P.G. College  
Khatima (U.S.Nagar)