



# Strategies for Decentralisation and Participatory Management


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EMPHASIS ON DEMOCRATIC  
DECISION-MAKING: THE REAL  
TOUCHSTONE OF INSTITUTIONAL  
UPWARD TRAJECTORY

**PROVIDENCE WOMEN'S COLLEGE,  
CALICUT 673009, KERALA**



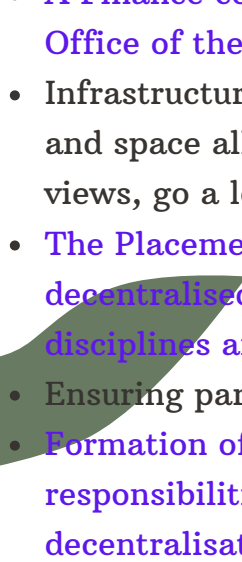
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# INTRODUCTION - TO THE DECENTRALIZATION SYSTEM

Decentralization of all activities on campus are ensured to reflect a democratic system of decision making

- The Governing Body at the helm, ensures the decentralised decision making at all levels, viz. departmental level, student level, and administrative level, making each member on campus involved and responsible for the growth of the institution
  - The Academic Committee, IQAC and the Staff Council, are the major stakeholders, for keeping abreast with the needs of higher education and imparting quality academic matters
  - A pandemic helpline was constituted with a Counselling facility involving the Dept of Psychology, Mentors of each programme batch, and student volunteers, to assist the domestic issues that arose with the onslaught of Covid 19
  - Collaborative and concerted efforts were made to refuel staff and student welfare committees, and reach out with assistance of all kinds to those in need.
  - Online platforms, soon took form as a 'new normal' way to continue all curricular and extracurricular activities on campus, with the GSuite educational platform.
  - A Gender Sensitisation, Grievance redressal Committee was functional.
  - A Finance committee works to aid and support the Bursar of MGB and Accounts Office of the college, in financial matters.
  - Infrastructure allocation committee looks into the preparation of roster, rooms and space allocation etc for the year. Student representation for collection of views, go a long way into the decision making processes.
  - The Placement cell for student support and progression worked through a decentralised mode , and took notice of various opportunities available across disciplines and assisted the students to attempt them
  - Ensuring participatory governance
  - Formation of committees and annual staff meetings to discuss and share responsibilities through a process of elections and nominations, ensure decentralisation.
  - Participative management is part of the functioning as irrespective of the committee, members are co-opted , to take decisions on matters of importance.
  - Being a campus that offers residential facility to over 300 students ( > 20% ) , a Hostel Committee, is in place, disseminates the information and guidelines and modifications based on needs are evolved by a mechanism that includes the students and staff
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# THE COMMITTEE SYSTEM

Providence college is a community governed by superior ideas borne out of well-thought vision and organization to perform essential functions viz., Teaching, Research, and Community Services. The Principal and the Heads of various academic departments form Council, which by virtue of its formal authority is recognized and has the mandate to make academic policies towards achieving the institutional vision, mission, and philosophy. In view of this, purposeful and conscious decisions require creation of committees.

## THE MANAGING GOVERNING BODY

- The Manager (The Provincial Superior)
- The Educational Secretary,
- The Local Manager (Superior of Carmel Hill convent)
- The Principal
- A representative of the Management
- A staff member nominated by the Provincial Superior

- Research & Development Cell
- Cultural Committee
- Library Committee
- Discipline Committee
- Calendar Committee
- Admission Committee
- Spirituality Committee
- Value Education committee
- Magazine Committee
- Transport Committee
- Grievance Redressal cell
- Ethics Committee
- Women's Cell
- Anti Ragging Cell

## Staff Association

- The members of the teaching staff constitute the staff association. Office bearers in-charge of all the college activities are elected from among the members.

## Discipline Committee

- This committee chaired by the Principal and comprising of staff and student representatives ensures the smooth and peaceful functioning of college activities

## Cultural Committee

- The Principal, Staff advisor, Fine Arts President and the nominated members from each department constitute the cultural committee which plans and reviews the co-curricular activities, ensuring students participation, inside and outside the campus.

## Library Committee

- The constant improvement of library as a knowledge repository is the priority of this committee and monitors the functioning of the library, reading room and departmental libraries.

## Calendar Committee

- The Prospectus of the college and the handbook comprising the Academic calendar are updated each year by the committee

## THE TUTORIAL SYSTEM

Providence provides home to students from a wide range of backgrounds and experiences, and natives of diverse districts mostly remote. Few of them adapt to the campus soon understand but others may need a little more help to establish themselves. Tutors are assigned to each batch of the Programmes on campus, to provide a wealth of support and ensure that all its students make the most of their time of College life.

Tutor is responsible for their general welfare and is the first port of call for help and advice pertaining to the College.

An example of a tutor being allotted to each batch is provided here

### BBA

- PRASY V K, III UG
- RASHMI R, II UG
- K DEEPA ASHOK, I UG

### BOTANY

- DR MINOO DIVAKARAN, II UG
- DR DEENA MERIA JOSE, III UG

### CHEMISTRY

- DEEPTHI JOSE, I UG
- ANU JOSE, III UG
- SR. ASHA THOMAS, II UG

### COMMERCE

- NINIKALA K, II UG
- SHIJL P, II UG
- VIDHYA KRISHNA T, II PG
- SHIJL P, III UG
- SHASWATI T, I PG
- NINIKALA K, III UG
- MIRABEL JOSEPHINE PAUL, I UG
- ARUNIMA P, II PG

### COMP SCI

- SHARANYA V P, III UG
- SHIBINA.A.K, II UG
- ANNA JACOB, I UG
- SAVITHA S V, II PG

### ECONOMICS

- SR SHEEBA ANDREWS, IIIUG
- VIDYA KT, II UG

### ENGLISH

- PILCY PETER, III UG
- DR.SURYA.K , II UG
- RAMANI C E , II PG
- BINDU A., I PG
- ELIZABETH ANTONY, II UG

### HISTORY

- DR PRIYADARSINI P. III UG
- DR LAINA P , I UG

### HUMAN RESOURCE MANAGEMENT

- ALEENA JOY, I UG

### MATHEMATICS

- AMRUTHA P S, I PG
- ARYA.P II PG
- ANUPAMA P, II UG

### PHYSICS

- DR. SINI R, II UG

### PSYCHOLOGY

- ASRITHA RAJ, I UG
- LIJIYA MANJU, IIUG
- RINJU IIIUG

### TRAVEL AND TOURISM MANAGEMENT

- ANN ROSE ANGELS T, II UG
- SHARON ANGEL CORREYA, I UG

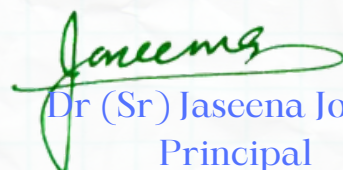
### ZOOLOGY

- JULIE E IUG
- SANGEETHA GK IIUG
- NISHI ANN S, IIIUG

## PRACTICES IN DECENTRALIZATION

- **Empowering the teachers** : Faculty Induction Programs, and orientation sessions, to inculcate the needs of Higher education, was organized frequently.
- **Streamlining Curriculum Delivery**- IQAC of the college has suggested all departments to form a departmental advisory committees to chalk out the delivery of the curriculum, creating awareness on the programme outcomes and course outcomes based on the revised syllabus, conduct of fair internal assessments, organizing teaching plans.
- **Updation of Library as a Learning Resource**- Library Advisory Committee and the IQAC has chalked out a plan during the pandemic, to make the books and reading material available to students from home. The DigiDrive, an in-house initiative, led to teachers depositing ebooks to a common space, accessible to students. Library software KOHA 4.19 was implemented.
- **Participation in outreach programs** : The Departments were directed to plan outreach programs so as to extend the subject acquired knowledge in assisting to solve social issues. Partnering in Unnath Bharat Abhiyan and similar initiatives went a long way in fulfilling this.



  
Dr (Sr) Jaseena Joseph  
Principal