

Deployment of Institutional Strategic/Perspective plan and functioning of the institutional bodies



*Yogoda Satsanga
Mahavidyalaya*

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3. Governing Body
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1. INTRODUCTION:

YOGODA SATSANGA MAHAVIDYALAYA RANCHI, herein referred to as “YSM”, was founded in 1967 under the aegis of Yogoda Satsanga Society (YSS) of India/Self-Realization Fellowship (YSS-SRF) – a leading spiritual and charitable organization, founded by Sri SriParamahansaYoganandaji (the author of the world-renowned spiritual classic, *Autobiography of a Yogi*).

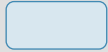
The YSM run by YSS is a grant-in-aid minority institution (deficit-grant institution). This is a special status in which the government compensates for the institution's financial deficit by providing financial support for employees' salaries.

As a religious minority institution, YSM is mandated to preserve its cultural identity and religious heritage. This is achieved by sub-serving the educational interests of its community, herein called *Yogodans* while serving in a homogenous fellowship. The governance of YSM therefore, is chartered under the special provisions of the Indian Constitution (article 30(1)). This right enables the institution to establish and administer itself as per the policies framed in consonance with their organizational philosophy and laws of the land.

YSM is an “affiliated College” under Ranchi University, which means an educational institution having received privileges of the University according to the provisions of Jharkhand University Act, 2000 (as amended till 2019 and beyond) and the other State government, UGC and also, the University Statutes. The institution has been striving to fittingly and fully satisfy the higher educational aspirations of the less privileged sections of the suburban and rural belt (especially the tribal communities) of Ranchi since its inception. The college with its appreciable infrastructure, intellectual human resources and forward-looking vision has made a mark in the higher educational scenario of Ranchi. Mahavidyalaya’s motto is “Knowledge Acquisition towards Self-Actualization”.

2. ORGANIZATION STRUCTURE

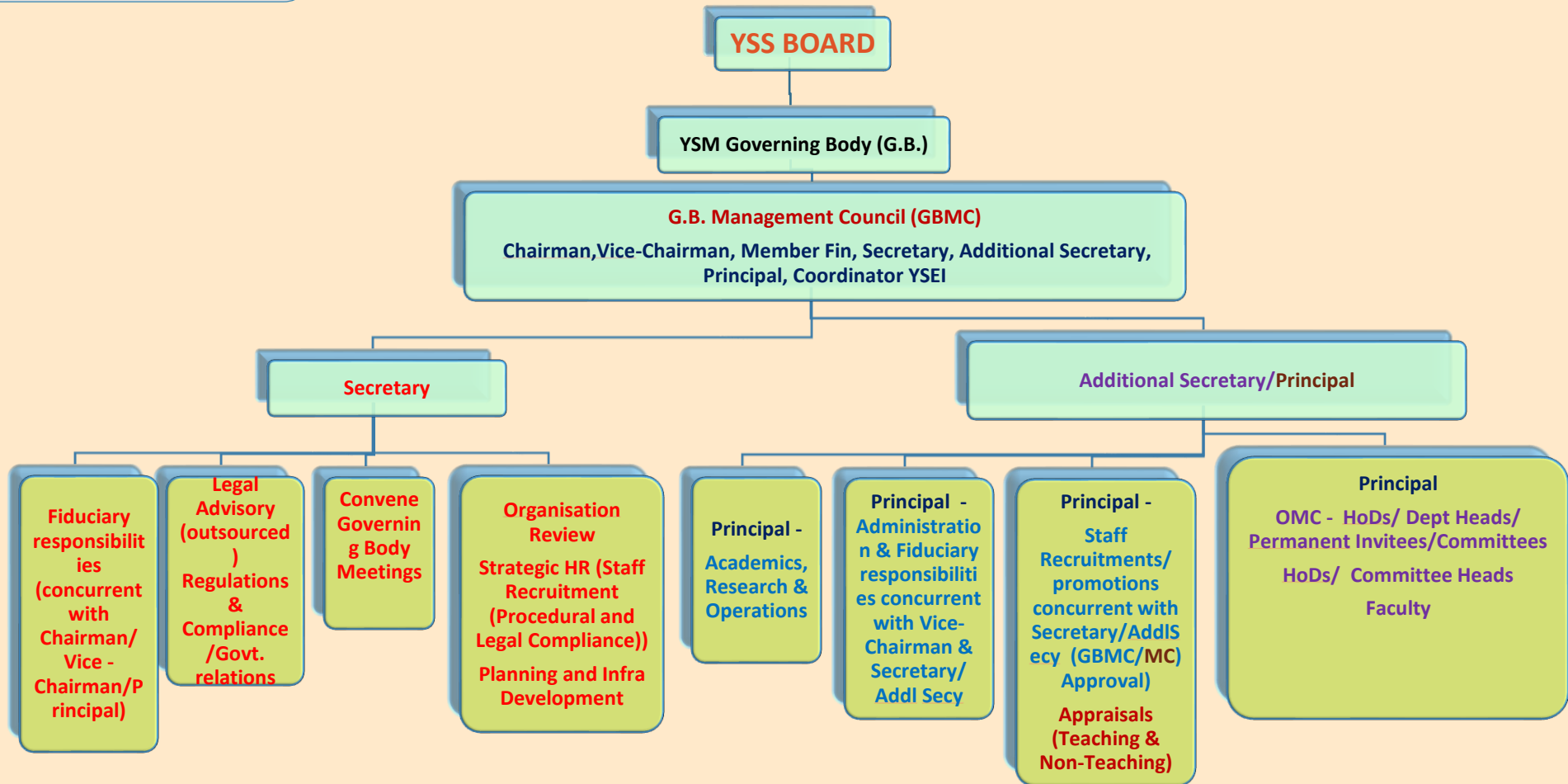
Note:



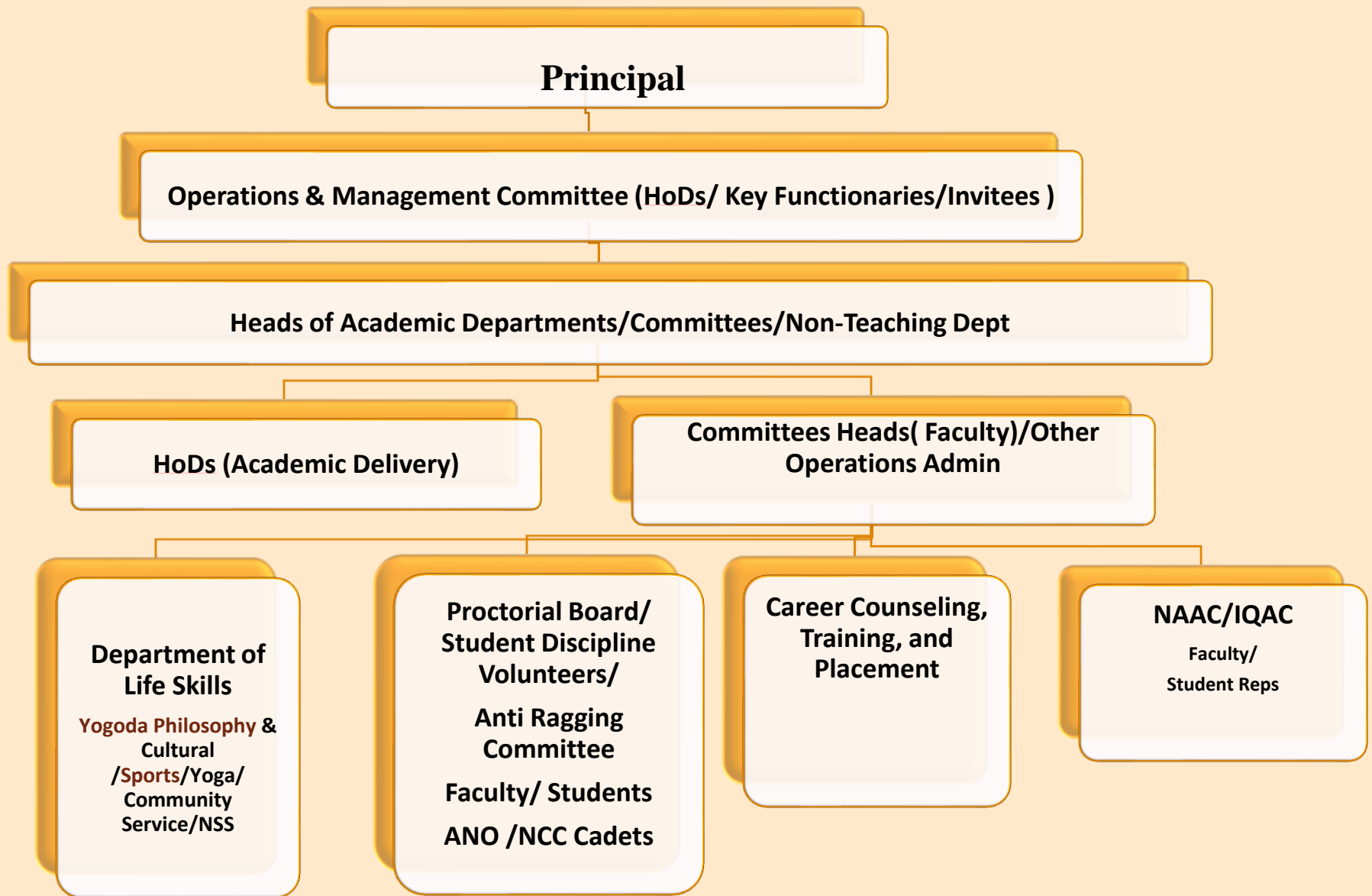
Titles



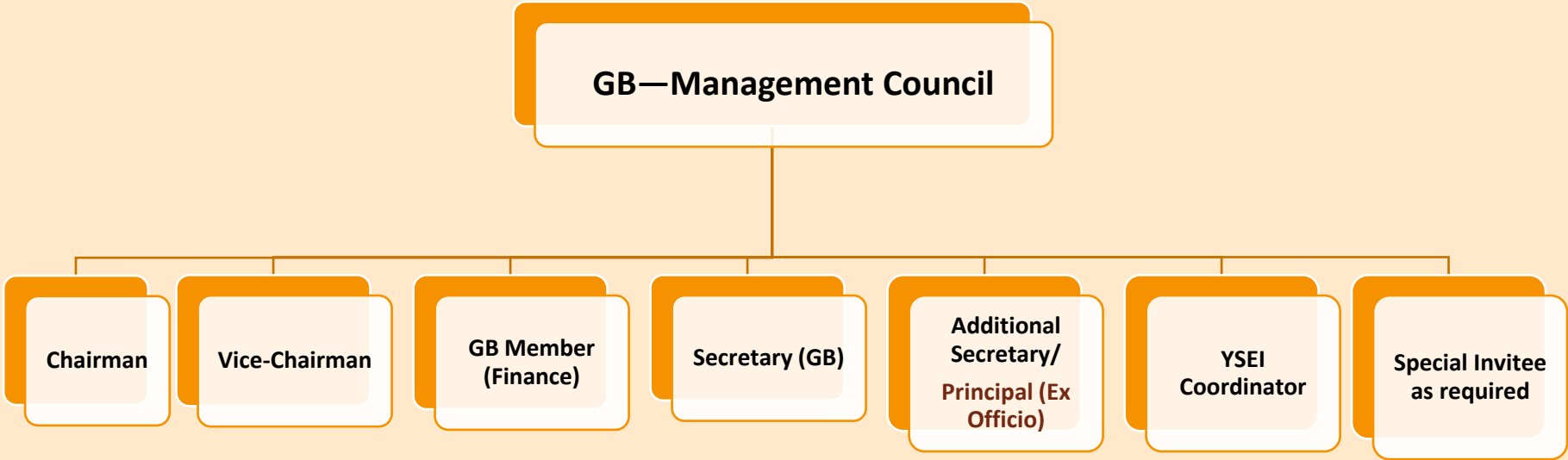
Function



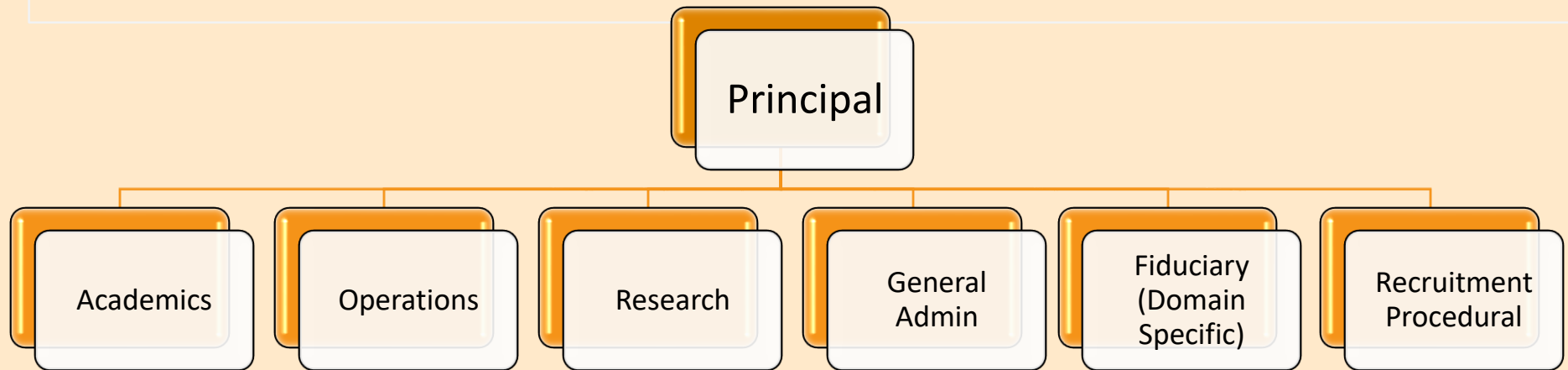
YSM GOVERNANCE TREE



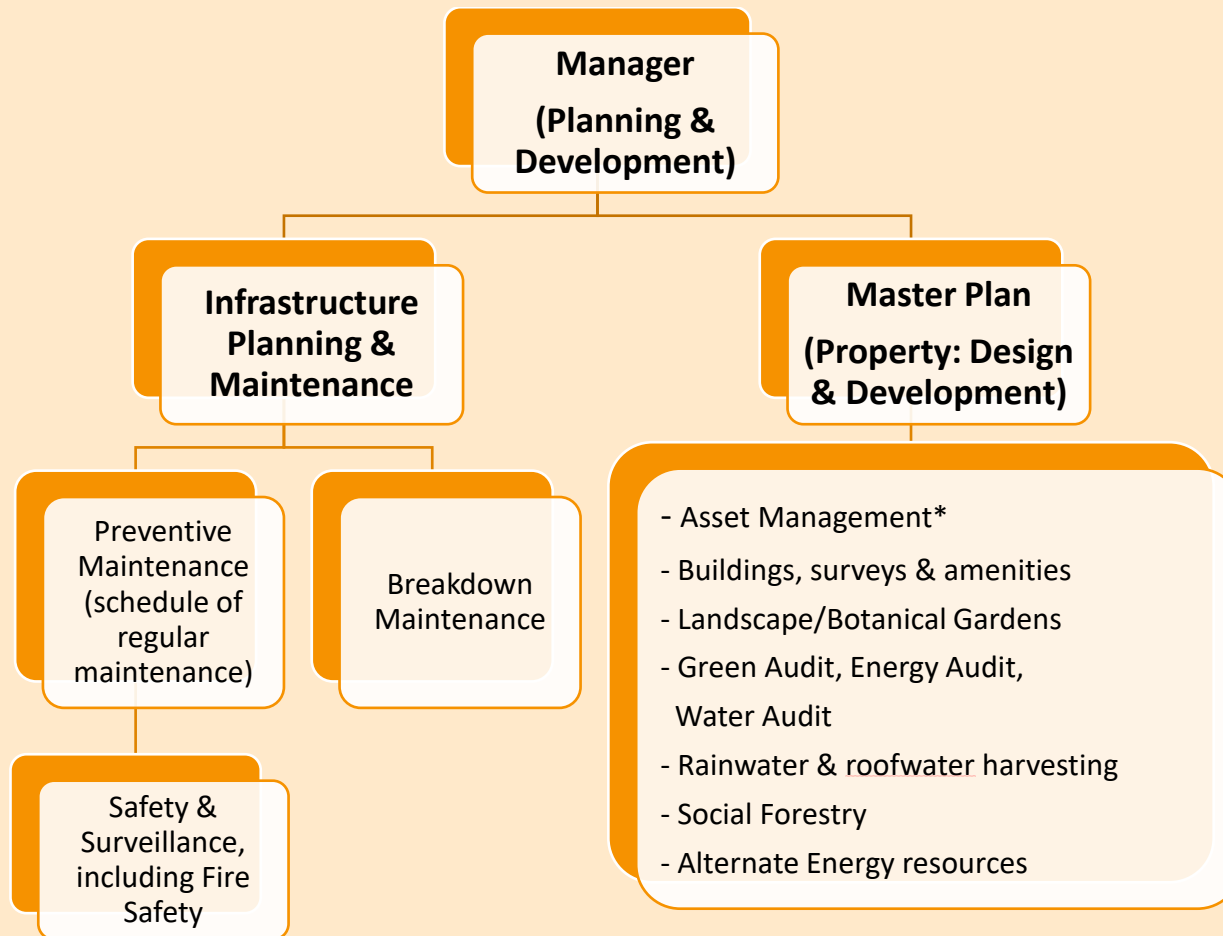
Operations & Management Committee



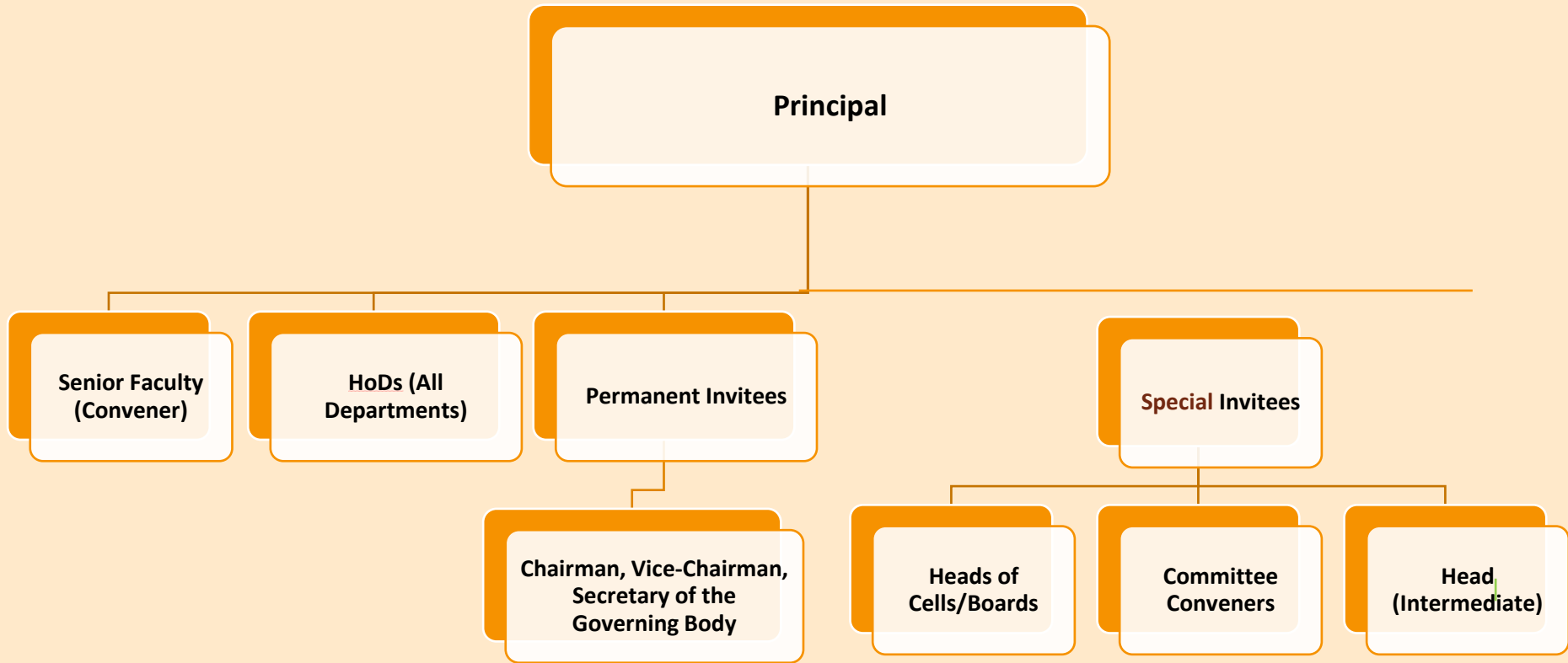
Governing Body Management Council



Academic Delivery and Operations

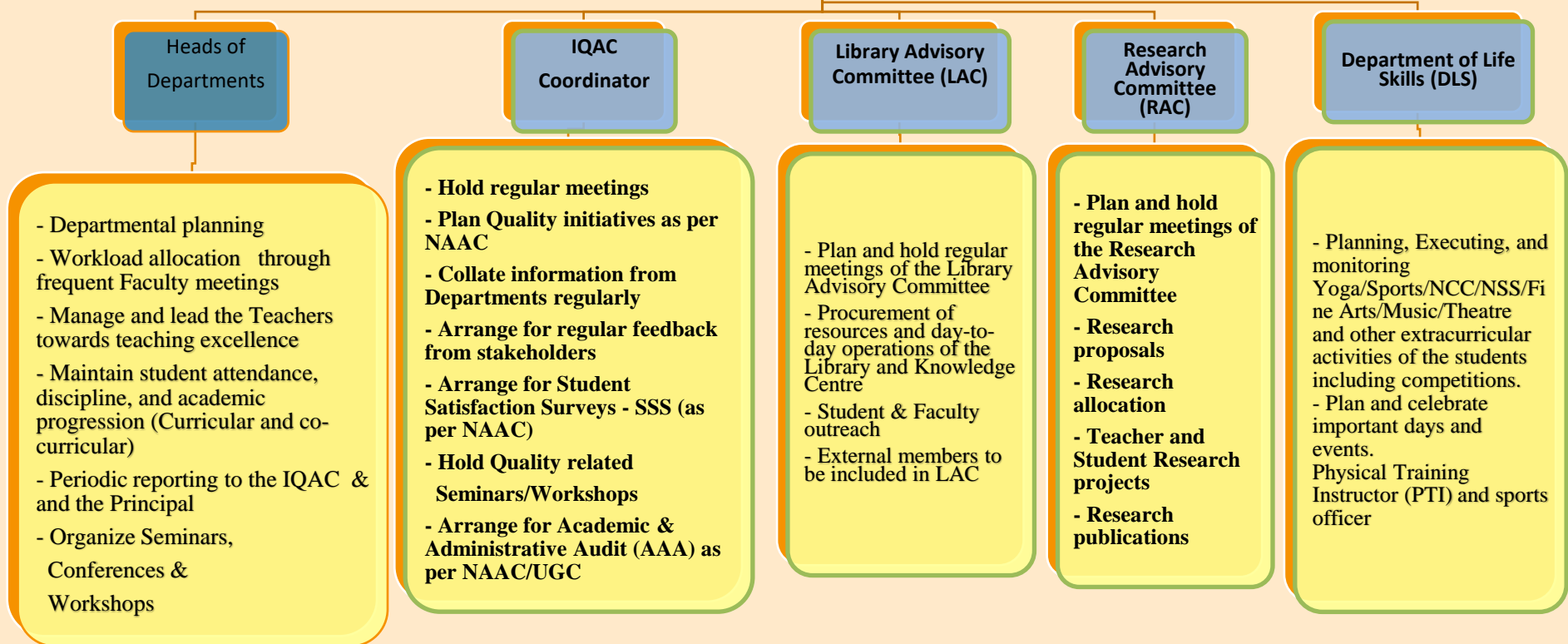


❖ *Asset Management includes design, development, and maintenance of the premises and properties of the multiple educational institutions housed in single premises*



Structure of Operations & Management Committee (OMC)

Principal

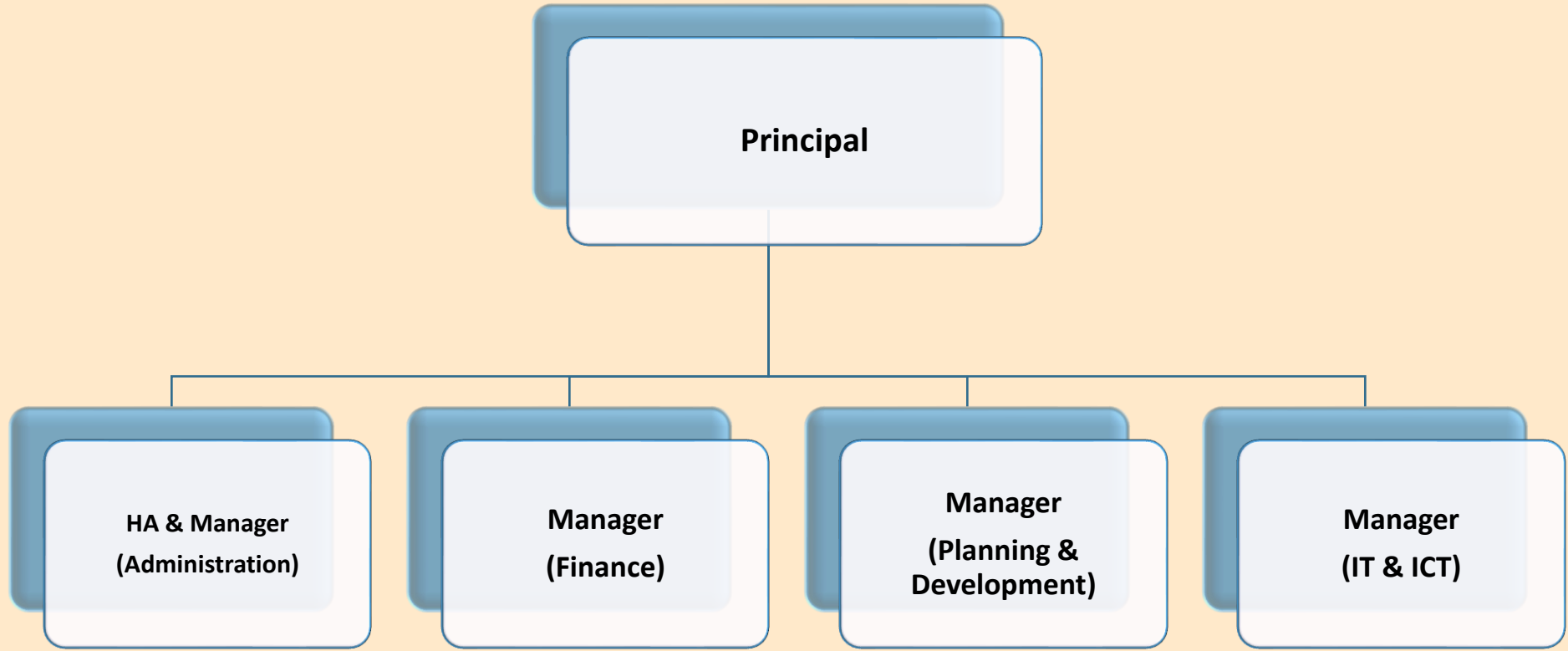


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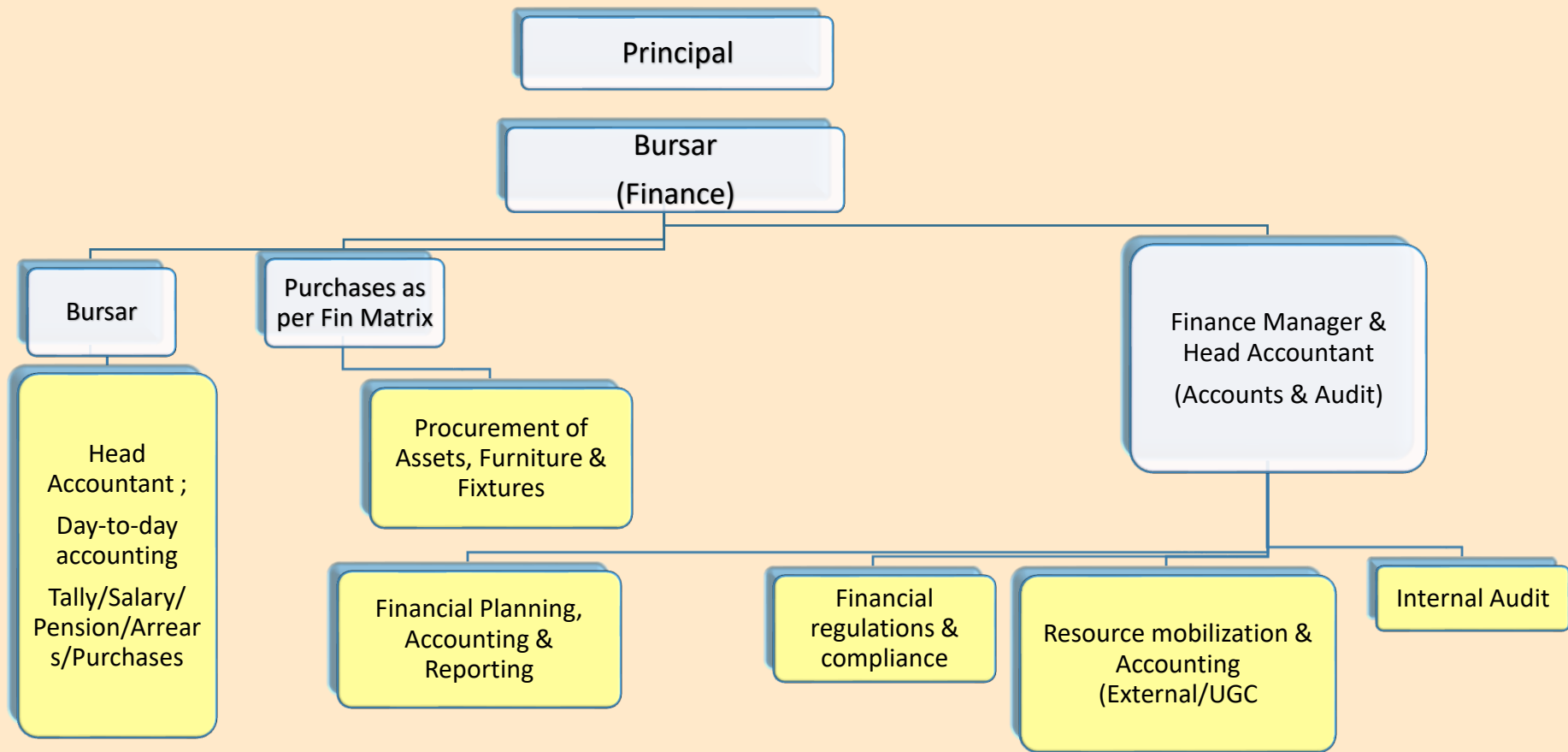
YSM also has an IGNOU Centre.

Note:

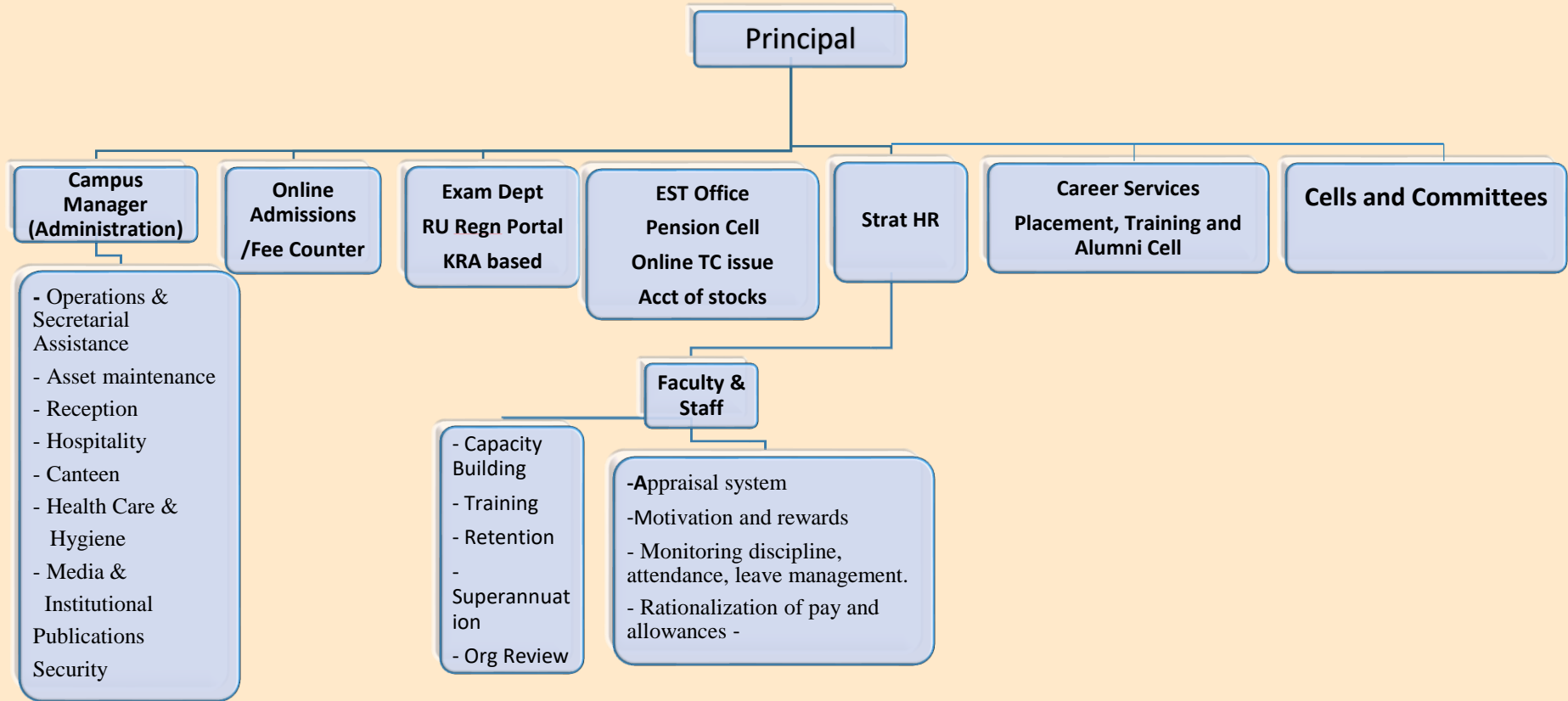
YSM runs self-financing professional courses at the Centre for Vocational Studies (CVS).



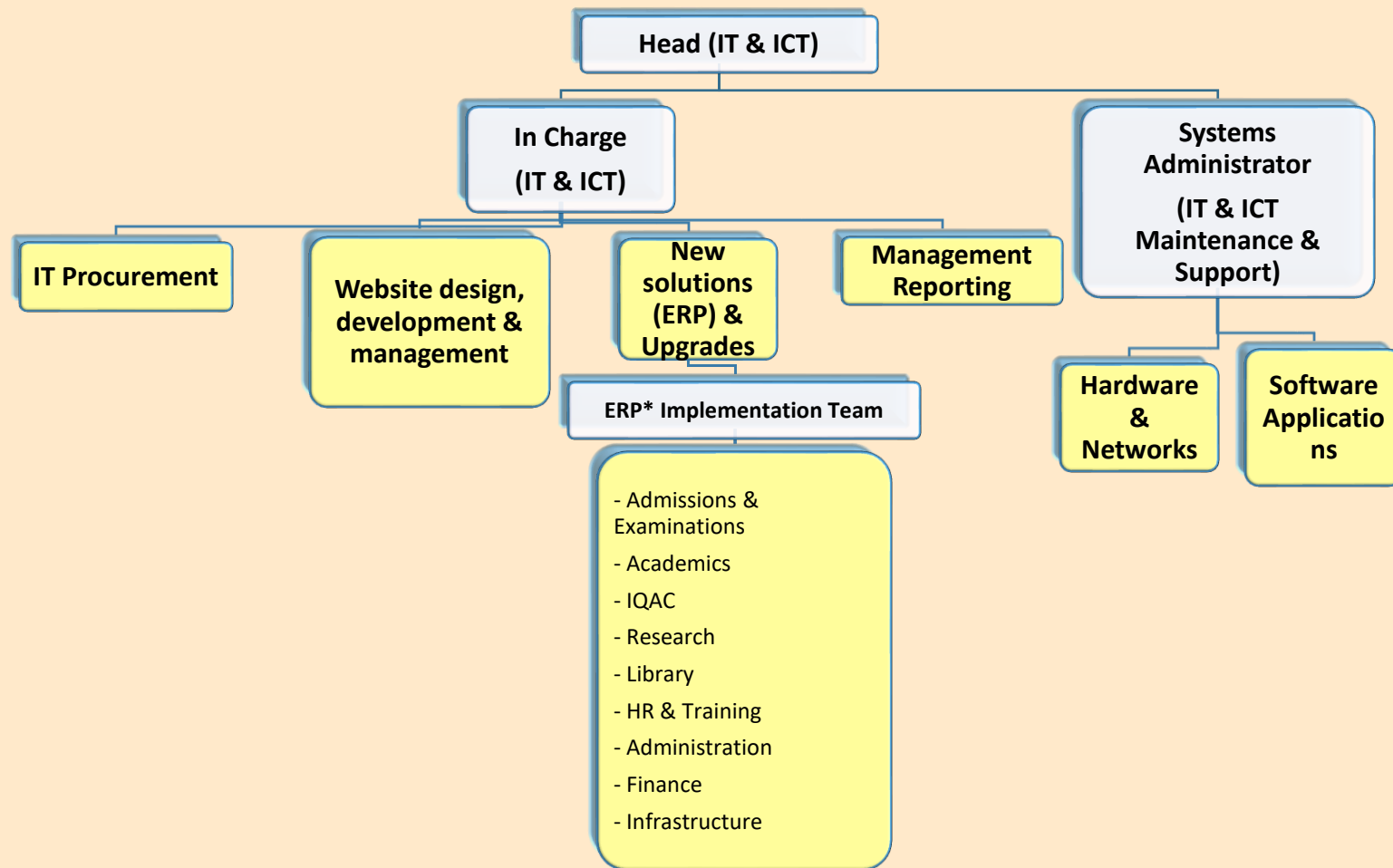
General Administration



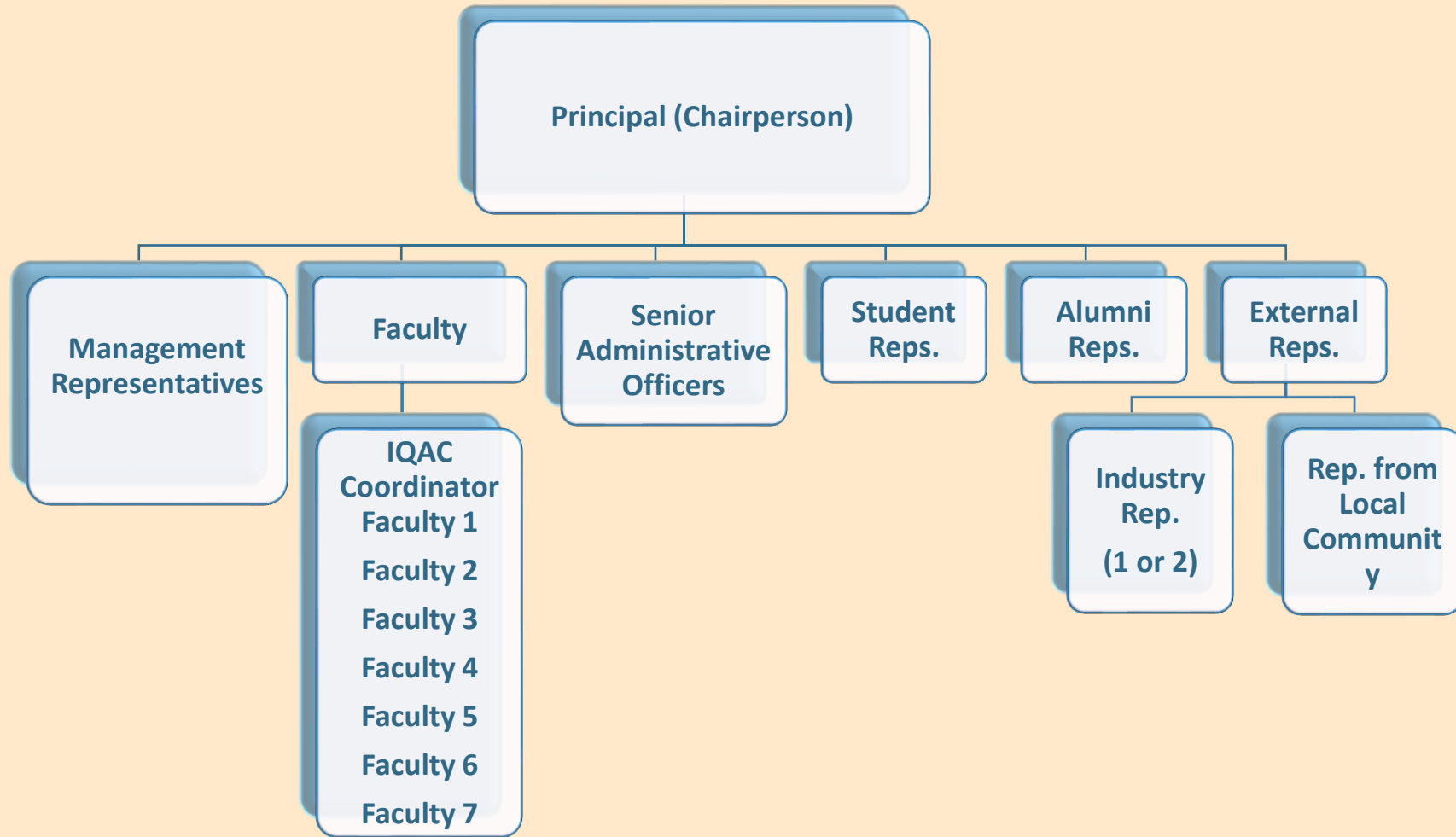
Finance and Accounts



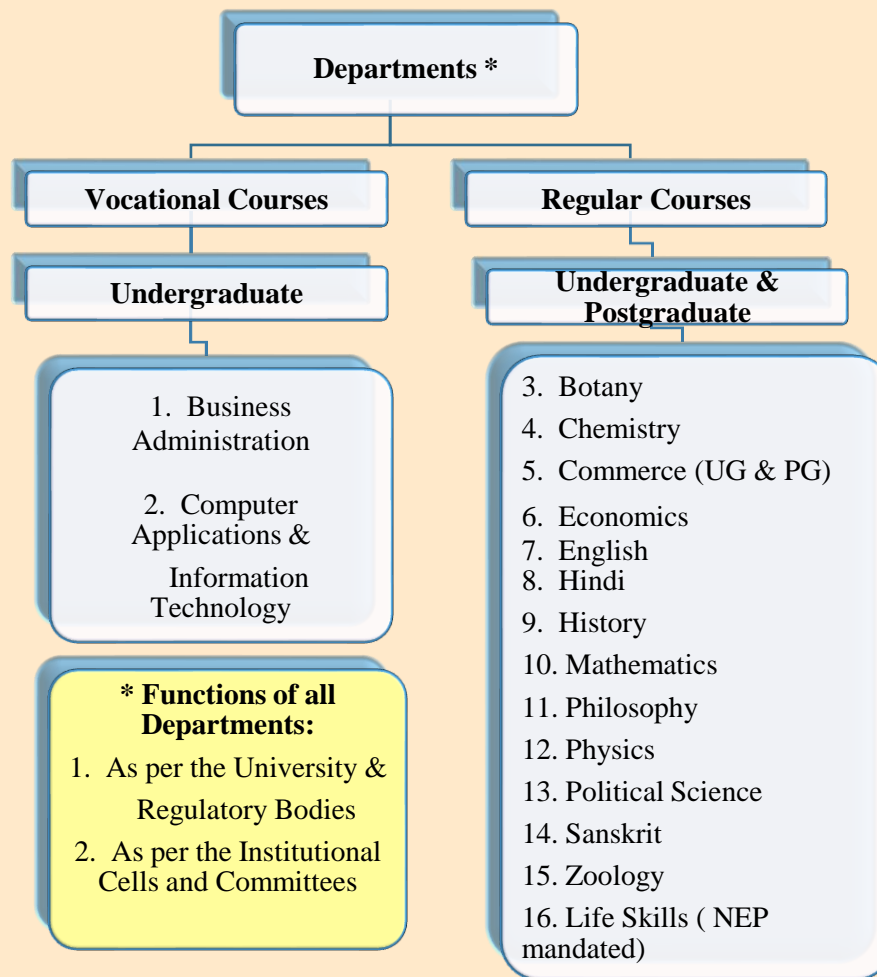
Operations (General & Academic Administration)



IT Cell



Internal Quality Assurance Cell (IQAC) Composition



Heads of Department

3. GOVERNING BODY

As per “The Jharkhand State University Act, 2000 (ADAPTED) [As Amended by Act 6, 2003, 2018 and 2019] 1 AN ACT To establish and incorporate Affiliating-cum-Teaching Universities at Muzaffarpur, Bhagalpur, Ranchi, Gaya (Bodhgaya) and Darbhanga in the State of Biha, YSM has constituted Governing Body. The extract from the above-mentioned act is given below, it provides detailed guidelines to establish a Governing Body to administer minority colleges.

Extract Rule 60: Governing Body

(only extract of this letter is applicable for the colleges established and administrated by minority communities)

60. The Governing body:

(1) There shall be governing body for the management and administration of each affiliated college other than a college owned and maintained by the State Government or a college established and administrated by a minority community on the grounds of religion or language or an affiliated technical or medical college.

It shall consist of the following members-

- Principal of the College-Ex-Officio,
- a member elected by and from amongst the teachers of the college,
- a representative of the University nominated by the 2[Vice-Chancellor]
- an officer of the State Government posted in the district, being not below the rank of a sub-division magistrate, nominated by the -1[Vice-Chancellor]
- a member elected by such donors form amongst themselves as has donated at least twenty-five thousand rupees to the College,
- One member to be nominated by the -1[Vice-Chancellor], who is a member of the Parliament or the State Legislature and mainly resides in the district of the area in which the College is situated; and
- One member co-opted by the Governing body from amongst such educationists or persons residing in the district where the college is situated as are reputed for their academic interest.

(2) The term of office of the members of the Governing body, their powers and functions shall be such as are prescribed by the Statutes.

(3) Any act or proceedings of the Governing body of affiliated colleges shall not be invalid merely because of any vacancy or vacancies in its member ship.

(4) The 1[Vice-Chancellor shall constitute and adhoc committee for the management of the College so long as Governing body is not constituted in accordance with the provisions contained in sub-section (1).

(5) *The Governing body/ Managing Committee for the management and administration of a College-owned and maintained by the Government, or established and administered by a minority community, on the ground of religion

or language and declared, from time to time, as such by the State Government according to yardstick laid down by it, or of any affiliated technical or medical college shall be constituted in accordance with the provisions prescribed in the Statutes, (Governing the Minority Institutions; Minority Act 2004/ SC Judgements & Government Orders).

* Applicable for the college established by a minority community.

Functioning of the Institution – YSM Constitution duly approved by the YSS Board of India (as amended from time to time in alignment with statutes governing minority institutions of higher education).

NEP 2020 and other UGC statutes/ Guidelines.

Annexure: [Click to view](#)

4. GOVERNING BODY MANAGEMENT COUNCIL (GBMC)

- Supports academic delivery and operations being headed by Principal
- Engaging with OMC/ Other Employees.
- HR – Accountability and Performance Appraisal/Grievance Redressal / Recognition & Rewards.
- Forms Admin & Fin Authority/ Fin Committee.
- Drives Org and Infrastructure Growth (strategic development led by the Secretary GB).
- Oversees functioning of Planning & Development Committee (OP&DC).

5. YSM MANAGEMENT MATRIX

The matrix will lead the institution to formulate financial and administrative practices that ensure execution through a self-governance model. In addition, following the matrix is expected to bring about the expected transformation and allow us to work through participatory management, whose key features include defining and delegating responsibilities, expanding participation, developing professional commitments and ensuring administrative Honesty and financial transparency belong. Approvals that cover administrative and financial aspects to provide clarity into the operations and functioning of the facility. The YSM Annual Budget is prepared before the start of the academic session by the Secretary and the Principal through the Accounts Department (Bursar and Finance Manager) in collaboration with the YSS Finance Department. It is approved by the Governing Body. Based on this, Ranchi University's budget for the following year will be prepared and forwarded after due approval from the GB. Executive Committee.

Annexure:

https://ysmranchi.net/upload/ssr/Management_matrix_of_administrative_power.pdf

6. LIST OF COMMITTEES/CELLS/BODIES

1. Operations and Management Committee.
2. Purchase Committee
3. Academic Council.
4. NEP Implementation Committee
5. Research Innovation and Entrepreneurship Promotion Cell
(Earlier known as Research Advisory Committee)
6. Department of Life Skills(DLS)
7. Proctorial Board.
8. Anti-Ragging Committee.
9. Internal Complaints Committee (ICC).
10. Equal Opportunity Cell.
11. Grievance Redressal Cell.
12. Library Advisory Committee.
13. Admission/Fee Waiver and Scholarship Committee.
14. Career Counselling, Training and Placement Cell.
15. IT Cell.
16. Canteen/Housekeeping/Hygiene/Health Care
(Earlier known as Campus Management Committee)
17. Organisation Review, Planning and Development (OP&D) Committee

Responsibilities/Roll of the
Committees/Cells/Bodies

[Click to view](#)

7. LIST OF POLICIES:

1. Fee Waiver Policy
2. Green Campus and Efficient Energy Utilization Policy
3. Discipline & Grievance Redressal Policy
4. Financial Assistance for Academic and Research Advancement and Incentive Policy 2022
5. Library Policy
6. Admission Policy
7. YSS Scholarship Policy
8. Management (Finance and Administration Matrix)
9. Sports Policy
10. Outcome Budgeting Policy
11. YSM Plan
12. YSM Constitution
13. IT Policy

8. APPOINTMENTS / PROMOTION/ DISCIPLINE

The appointment process of Yogoda Satsanga Mahavidyalaya is well-defined and highly professional. The entire process is completed with a holistic approach. The vision of the College is that the entire appointment process should be fair, legal and transparent. The different stages of the recruitment process may be defined as:

1. Determination of posts for advertisement: Vacant posts are identified by the General Office.
2. Constitution of Screening Committee: The screening committee prepares the advertisement and application form. The committee screens and recommends eligible candidates for interview/assessment as per the guidelines approved by the competent authority.
3. Interview/ Assessment process: The selection committee for interview/assessment is constituted as per the guidelines approved by the competent authority.
4. Approval of the final appointment: The Governing Body of the Mahavidyalaya approves the final results for appointments.
5. Joining and Probation Period: After the approval of GB, an appointment letter is sent to the selected candidates and after joining the Mahavidyalaya, there is a probation period as per rules.
6. Guru Dakshta Programme: The Mahavidyalaya organizes Guru Dakshta Programme for newly appointed faculties to aware them of the organization, service conditions and vision and mission of the Mahavidyalaya.
7. Confirmation and sending files for Concurrence: After completing the probation period, candidates receive their confirmation letter and their files are sent to Jharkhand Public Service Commission and Ranchi University for approval.

9. STATUTORY PROVISIONS

Discretion and independence in appointing/dismissing/ initiating disciplinary action/ promotion of teaching and non-teaching staff is as per the "JHARKHAND STATE UNIVERSITY ACT, 2000 (ADAPTED) [As Amended by Act 6, 2003, 2018 and 2019] 1 AN ACT To establish and incorporate Affiliating-cum-Teaching Universities at Muzaffarpur, Bhagalpur, Ranchi, Gaya (Bodhgaya) and Darbhanga in the State of Bihar". The extract from the above document is given below:

10. Substitution of the following part of Section-57A Sub-section-(1) of Jharkhand State Universities ACT, 2000 (Adapted and as Amended)

"Appointment of teachers of affiliated Colleges not maintained by the State Government shall be made by the Governing Body on the recommendation of the Jharkhand Public Service Commission. Dismissal, termination, removal, retirement from service or demotion in rank of teacher of such colleges shall be done by the Governing Body in consultation with the Jharkhand Public Service Commission in the manner prescribed by the Statutes:

Provided that the Governing Bodies of affiliated Minority Colleges based on religion and language shall appoint, dismiss, remove or terminate the services of teachers or take disciplinary action against them with the approval of the Jharkhand Public Service Commission. Provided further that the advice of the Jharkhand Public Service Commission shall not be necessary in cases involving censure, stoppage of increment or crossing of efficiency bar and suspension till investigation of charges is completed."

Be substituted by the following provision: -

Substitution of the above part in Sub-Section (1) of Section-57A

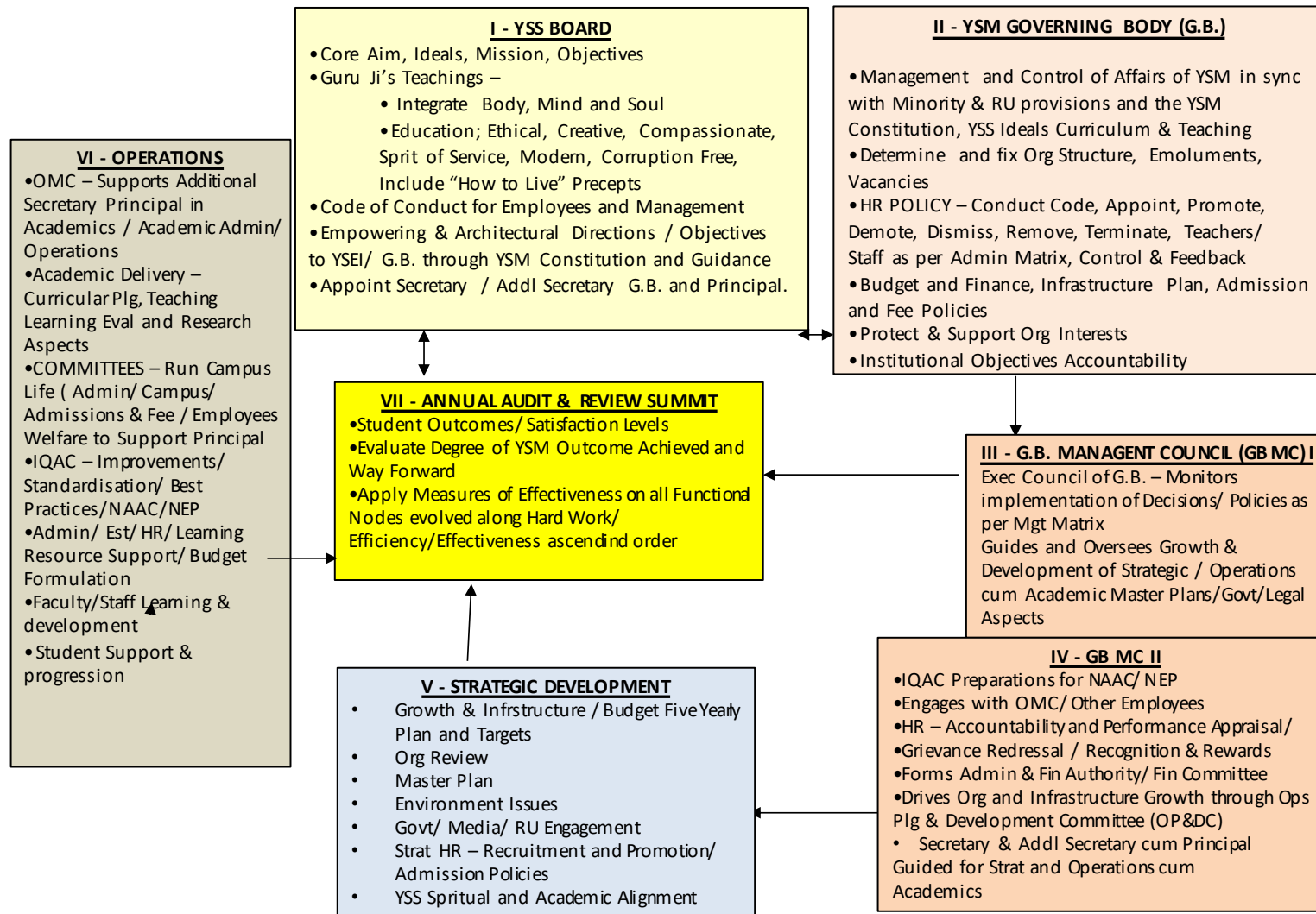
"Appointment of teachers of affiliated Colleges not maintained by the State Government shall be made by the Governing Body on the recommendation of the Jharkhand Public Service Commission. Dismissal, termination, removal, retirement from service or demotion in rank of teacher of such colleges shall be done by the Governing Body in consultation with the Jharkhand Public Service Commission in the manner prescribed by the Statutes.

Provided that the Governing Bodies of affiliated Minority Colleges based on religion and language, shall appoint, dismiss, remove or terminate the services of teachers or take disciplinary action against them with the approval of the Jharkhand Public Service Commission,

provided also that in case of affiliated colleges not maintained by the State Government including Religious and Linguistic Minority Colleges, the promotion of teachers shall be made on the recommendation of Jharkhand Public Service Commission,

provided further that the advice of the Jharkhand Public Service Commission shall not be necessary in cases involving censure, stoppage of increment or crossing of efficiency bar and suspension till investigation of charges is completed."

YSM ARCHITECTURE DYNAMICS – THE SOUL



Annexure