



ADMINISTRATIVE POLICY

Sreekrishnapuram V T Bhattathiripad college has a well-established administrative policy that aligns with the policy of the Government of Kerala.

The objectives of the policy are:

- To ensure compliance with the rules and regulations of the Central and State Governments, MHRD, UGC, University, and other Statutory and Regulatory bodies.
- To define and monitor academic and administrative functions of the College.
- To ensure the proper functioning of the system in accordance with the strategic plans.
- To guarantee the cohesive functioning of various departments and trust building with and among the faculty members.
- To establish a guideline for implementing Green and energy Protocols in developmental activities and day-to-day administration.

Key Positions and Roles

- **Principal**

The general administration of the college falls under the principal's jurisdiction, subject to oversight by the Director of Collegiate Education. The principal, head of the executive body of the institution, regularly monitors the duties of the academic and administrative staff. The administrative staff is responsible for the daily operations in the office.

- **College Council**

The College Council comprises the Principal, Heads of Department for each academic discipline, two staff members elected by the faculty, and the Administrative Staff Head of the College Office. The principal serves as the ex-officio President of the Council. The Council has the authority to discuss and make recommendations on matters related to academic activities, curriculum, and disciplinary rules that are referred to it by the principal.

- **Internal Quality Assurance Cell (IQAC)**

The coordination of strategic quality analysis plan, evaluation, assessment, accreditation, review, and feedback system is carried out by the cell.

