**Institutional Governance**

***The Managing Board:*** The college has a well-functioning organisational structure managed and administered by the Corporate Educational Agency, Thrissur. The highest authority in the organogram of the institution is the Bishop who is designated as the Patron. The Managing Board is the apex body with regard to the matters in policy making. It also sets a framework for the implementation of the proposed plans. The President of the Managing Body is the Manager who is assisted by the Corporate Educational Secretary. It recommends strategic plans that can be adopted in matters like infrastructural development, enhancement of quality in teaching-learning process, promotion of research and healthy practices. ***Principal***: The principal who is the executive head of the institution is entrusted with the responsibility of managing the day-to-day affairs of the college. He implements the directives of the managing body in accordance with the norms and guidelines stipulated by the government and other regulatory agencies. Staff Council: The council takes appropriate measures for the implementation of strategic plan. It also takes major decisions regarding the day-to-day administrative affairs of the college. ***Committees and Cells:*** The administration of the college is supported by a number of committees and cells like the IQAC, Planning Board, Purchase Committee, Building Committee, Campus Development Committee, Library Advisory Committee, Anti- Ragging Committee, Anti- sexual Harassment Cell, SC/ST monitoring Cell, Grievance Redressal Cell, Ethics Committee, Internal Complaints Committee, Discipline Committee, Women Empowerment Cell, Minority Cell, OBC Cell, IPR Cell etc.

***Recruitment:*** Vacancies are reported to the Directorate of Collegiate Education, Government of Kerala and avail concurrence. The direct recruitment to the posts of Assistant Professor is on the basis of merit through an all - India advertisement, followed by selection of a duly constituted committee as per the provisions of Calicut University Regulations and UGC regulations. The institution follows the UGC regulations on minimum qualifications for appointments.

***Promotion***: Promotion is given to teachers based on the UGC regulations regarding Career Advancement Scheme (CAS). Calicut University has published the minimum qualifications for the promotion of teachers. As per the UGC guidelines, promotion is given based on the evaluation of API score. University has set a proforma of the Performance Based Appraisal System (PBAS).

***Service Rules:*** All the employees are bound to follow Calicut University Statutes and Kerala Service Rules (KSR) issued by Finance Department under the authority of the Government of Kerala. In addition, employees have to comply with the regulations of Calicut University in matters with respect to university examination valuation, curriculum revision, etc.

***Grievance Redressal Mechanism*** There is a grievance Redressal mechanism in the college headed by the Manager of the college. The coordinator of the women cell is also part of the cell. The employees are free to raise any issues before the committee.