



## **BEST PRACTICE- 1**

### **1. Title of the Practice**

*Institutional Participative Management System*

### **2. Objectives of the Practice**

*NIPS School of Hotel Management believes in fostering an inclusive environment where faculty members feel valued, empowered, and responsible for the institution's overall growth. Our core committee system promotes collaborative and participative management, aiming to:*

- ◆ *Build a strong sense of belonging*
- ◆ *Build a sense of responsibility along with accountability.*
- ◆ *Encourages initiative and commitment*
- ◆ *Unlocks collective expertise*
- ◆ *Strengthens communication and teamwork*

### **3. The Context**

*Recognizing that employees are the heart of any institution, NIPS School of Hotel Management embraces participative management as a key strategy. This approach empowers faculty to showcase their talents beyond teaching, fostering a culture of engagement and initiative. Instead of a top-down approach, the system emphasizes shared responsibility and decision-making at all levels.*

### **4. The Practice**

*At NIPS School of Hotel Management the core committee system acts as the backbone of our participative management model. Each committee focuses on a specific area of institutional function, with faculty members actively involved in it. The faculty members are entrusted with planning, organizing, and implementing activities within their respective committees. They are encouraged to address challenges efficiently and effectively, fostering a sense of ownership and accountability. Every faculty member of the college is committed, oriented and motivated to plan organize and implement activities relating to curriculum implementation, conduct of examinations, purchases, infrastructural development, encouraging students in events etc. Our faculty members plan and address the issues efficiently and effectively.*



Usually the staff members are self-motivated and handle responsibility for the effective functioning of the institute. The overall responsibility for this is with the Principal Director of the institute, who, along with IQAC and a team of administrative staff, attempt to execute the same. The Principal Director of the institute serves as chairman of all these committees. The practice at our institute has been to draw in all its faculty members into different administrative, academic, and co-curricular roles so that each and every faculty of the college feel responsible for the overall success of the college. The following are some of the major committees of the college. The following are some of the major committees of the college: Admission Committee, Examination Committee, Purchase Committee, Career Counselling Cell, Sports and Cultural Committee, Library Committee, Maintenance Committee, Grievance Redressal Cell, Anti-ragging cell. The members of each of such committee meet on a regular basis to plan coordinate and implement various development activities under the management. The challenge faced in such an approach is to bring all faculty involved onto a common platform to be able to appreciate the overall vision of the institute and identify what needs to be done in their respective domains that would enhance the performance of the institute.

##### **5. Evidence of Success**

All decisions on the matters concerned are discussed in detail and resolutions arrived at by the committee for final approval. For example, purchase of Library books to be made by the college, is entirely dealt with by the Library committee along with the Purchase Committee. The committee is composed of faculty members of various departments along with staff headed by the Principal as the Chairperson of the committee. The committee collects the demands for the books from the concerned department. The committee then starts purchasing process by making calls for quotations from concerned publishers makes a detailed comparative study of the offers made, carries out negotiations with all the parties to identify the best supplier in terms of cost and quality. The purchase order is then placed on that supplier and payment disbursed to them.

##### **6. Problems Encountered and Resources required**

One of the biggest challenges in this endeavour has been to bring the entire faculty on a board to equally appreciate the task at hand and deliver effectively. All faculties are part of this effort beginning from the most newly recruited to the senior-most. Significant amount of time is spent in orientation of the faculty to appreciate the challenges on hand. While this may appear to be a limitation, it greatly helps capacity building for the system. Faculty at the junior-most level learn to appreciate the challenges faced in administration. The greatest benefit is that it fosters a sense of belongingness, accountability and team-spirit.



## **BEST PRACTICE- 2**

### **1. Title of the Practice**

*Gender Indiscrimination*

### **2. Objectives of the Practice**

*To create an inclusive environment in the college and to inculcate in the faculty a sense of gender indiscrimination. To promote gender equality awareness and to ensure women friendly work atmosphere.*

### **3. The Context**

*Gender equality is not only a fundamental human right, but a necessary foundation for a peaceful, prosperous and sustainable world. There has been progress over the last decades: More girls are going to school, fewer girls are forced into early marriage, more women are serving in parliament and positions of leadership and laws are being reformed to advance gender equality. Despite these gains, many challenges remain. With such background, NIPS School of Hotel Management promotes gender equity in terms of academic and administrative function and ensure a relatable balanced environment.*

### **4. The Practice**

*To mention one of such practice, the institute never does any gender discrimination. The institute takes very much care to include participants across gender and believes in their well-being. To promote gender equality, women faculty members are equally and potentially treated for their involvement in participative management in several core committees to address important progressive decisions in the favour of institute. Women friendly work atmosphere and their safety has always been a prime objective. To redress women harassment, gender issues, sexual harassment or any other related problems core committees along the **Internal Complaint Committee (ICC- Female Director- Mrs. Arunima Sen Pathak is the Chairperson)** are always active and supportively manage the issue.*

### **5. Evidence of Success**

*The institute's administration functions in a well-organized manner in which different teams work competently and with proper coordination. Different committees are there whose*

*members are selected keeping in mind to include from all the stakeholders of the college. The institute never does any gender discrimination. The institute takes very much care to include participants across gender and believes in their well-being. So, there are major committees such as, Academic Cell, IQAC, Examination, Admission, and Administration in which the members are included from all the gender categories.*

**6. *Problems Encountered and Resources required***

*Ratio cannot be maintained as the resource persons are not adequately available. Since Government has taken initiatives in such grounds, this comes as a minor issue.*