



Phone : 23280281  
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# Ghulam Ahmed College of Education

(Estd. by Sultan-ul-Uloom Education Society)

(Regd. No. 358 of 1980)

Accredited by NAAC

**Prof. VIBHA ASTHANA**  
PRINCIPAL

"MOUNT PLEASANT"

8-2-249 to 267, Road No. 3,

Banjara Hills, HYDERABAD - 500 034. (T.S.)

E-mail : gacoehyd@gmail.com

Website : www.gacoe.ac.in

Ref. :

Date : .....

**6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.**

Ghulam Ahmed college of Education was founded by the Sultan ul Uloom Education Society in 1985. The organization has a Governing Body led by a Chairman and is supported by a Vice Chairman, Honorable Secretary, Joint Secretary, Treasurer & members. The Board of Governors of SUES is constituted on the basis of the Society act, Government of Telangana. It discusses various educational and administrative matters and makes recommendations to the Governing Council of the college who in turn guide the Principal of the college. The Board of Governors, SES are authorized to make all educational decisions in accordance with the rules and regulations laid down by Osmania University as well as the society. Principal of the college liaises with their various teaching and non-teaching staff.

## Functions of various bodies

### Board of Governors, Sultan ul Uloom Education Society

The Sultan-ul-uloom Education Society was registered under the A.P. Public Societies Regulations Act (Telangana Area) vide Registration No. 358 of 1980. The day-to-day affairs of the Society are managed by a Board of Governors consisting of 10 Members elected at the meeting of the General Body of the Society. The Board of Governors meet once a month, if not often. The meeting of the Board of Governors is called by the Secretary at the request of the Chairman.

- The elected member holds the position for a period of five years.
- The Board of Governors after their elections, elect among themselves Chairman, Secretary, Vice-chairman, Joint Secretary and Treasurer.
- The Board members are responsible for defining the role and mission of the Society and, thereby, setting the strategic directions for the Society to achieve.



*Vibha*  
**Principal**  
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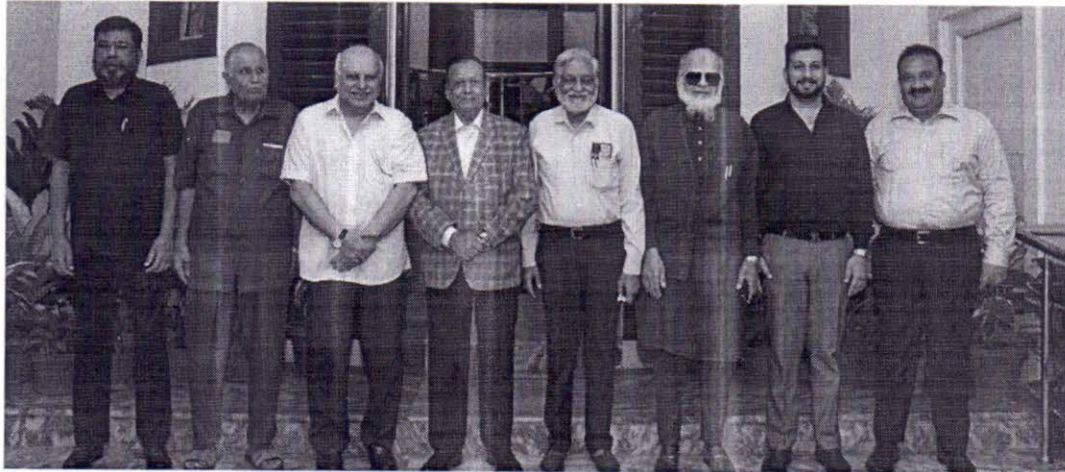
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**THE BOARD OF GOVERNORS, SES**

The Board of Governors is the highest decision-making body of the Society. It has the full power of management and is responsible for day-to-day business.

The following are the duties and responsibilities of the Board of Governors SUES:

1. To direct and monitor the development and growth of the institution in all areas of operation.
2. The approve the annual budgets of the Institutions;
3. The approve Annual Report of the Institution.
4. To approve grant of additional funds over and above the budgeted allocation.
5. The ensure positive action to continuously improve the academic and all other standards of the Institutions.



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## GOVERNING COUNCIL OF THE COLLEGE:

Every institute of the Society has a Governing Council with the Head of the institution as the convener. The chairman of the Governing Council and members are nominated by the Board of Governors from time to time. The function of a Governing Council is to ensure the compliance with statutes, ordinances and provisions regulating the institution, such as NCTE, UGC, State Government and affiliating university; and, subject to these, take all final decisions on matters of fundamental concern to the institution.

The Governing Council Meetings are conducted once in three months, if not more often. The Minutes of the Meeting are placed before the Board of Governors for its approval. As per the constitution of the Society the role and terms of reference of the Governing Council is as follows:

The Councils shall recommend the annual budgets of the Institutions to the Board for final approval;

The GC shall recommend Annual Report of the Institution for approval of the Board of Governors, SUES.

Whenever additional funds are required over and above the budgeted allocation, the Councils will review such proposals and forward their recommendations to the Board;

The Councils may recommend positive action to continuously improve the academic and all other standards of the Institutions;

Their role will be recommendatory in nature and their recommendations will be implemented only after approval is accorded by the Board of Governors. All correspondence in such matters will be addressed to the Honorary Secretary, SUES.

The Council shall recommend the staff requirements (teaching and non-teaching) of the Institution for approval of the Board of Governors, SUES.

The Governing council is the highest decision making body at the college level.



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## **Recruitment and Promotion Rules:**

The Institution follows the rules, procedures and policies in recruitment and promotion as stipulated by NCTE, Osmania University and UGC from time to time.

## **Service Rules, Leave Rules, Conduct Rules:**

The service rules, leave rules, conduct rules, classification control and appeal rules are framed by Sultan ulUloom Education society and the college strictly adheres to these rules.

## **Grievance Redressal Committee:**

The Grievance Redressal committee is intended to undertake the processes of attending to the grievances put forward by the students and staff. It focuses on setting proper facilitation procedures for settling the issues in a cordial atmosphere. The committee takes into consideration all the redressal criteria and rules and regulations of the NCTE, UGC and Osmania University.

The Women Grievance and Redressal cell are responsible to sort out the issues/Complaints raised by women staff and Girls students, if any.



*V. Bha. Asthana*  
**Principal**  
Ghulam Ahmed College of Education