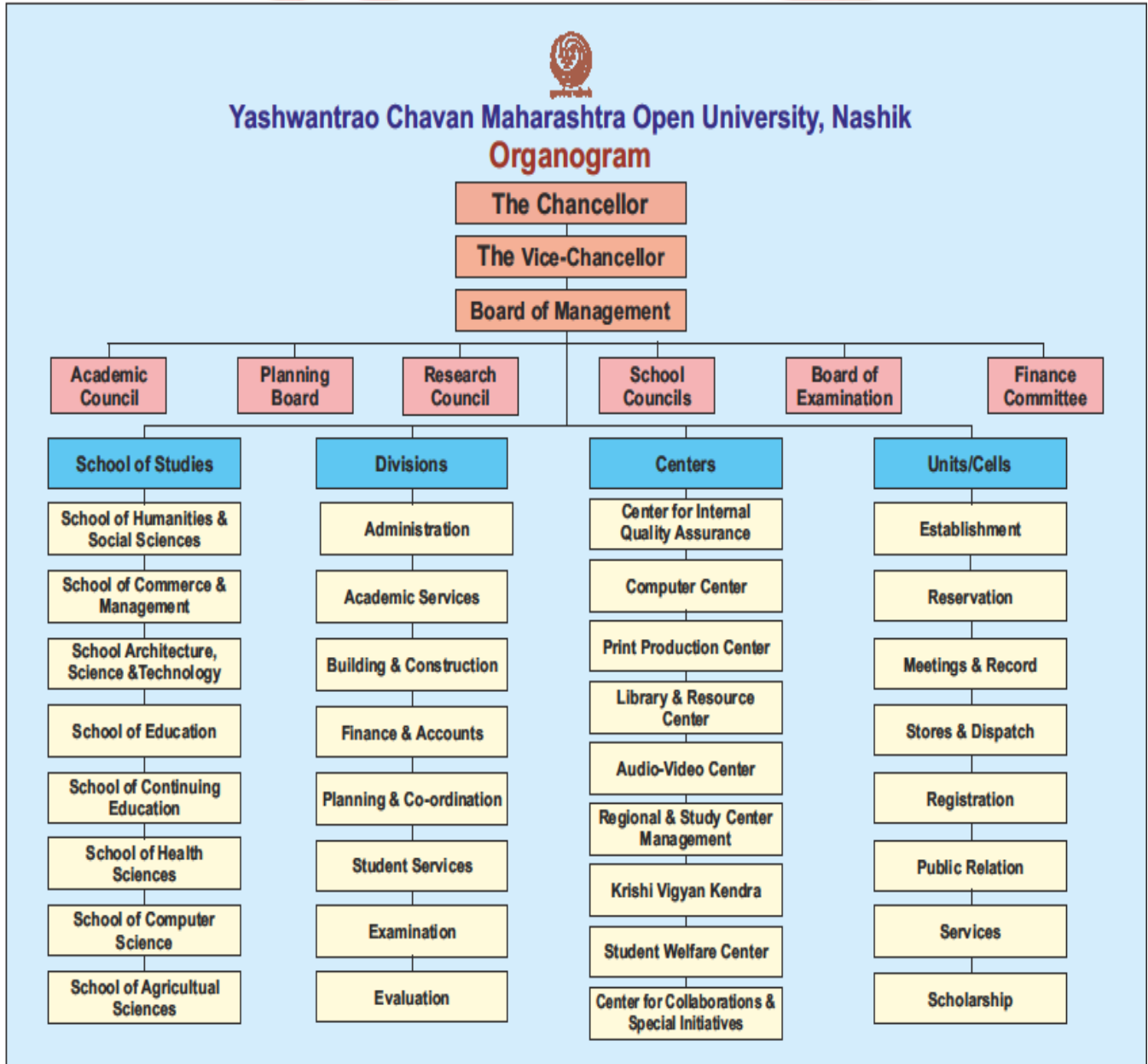




Yashwantrao Chavan Maharashtra Open University, Nashik - 422 222

6.2.2: Organizational Structure of the Institution: Organogram



The Board of Management, the Academic Council, the Planning Board, the Schools Councils, and the Finance Committee, the Board of Examination constitute the Authorities of the University. The Governor of State of Maharashtra is the Chancellor of the University. The Vice-Chancellor is the principal academic and executive officer of the University. The other officers of the University include the Directors of Schools /

Division / Centers, the Registrar, the Controller of Examination and the Finance Officer. Further, there are Divisions / Centers / Units / Cells and Committees at different levels for execution of various policies and decisions of the University. The powers and functions of the Authorities, Officers and other functionary of the University are stated in the University Act, Statutes, Ordinances and Regulations.

Effectiveness and efficiency of functioning: The administrative set up and the functional units of the University are presented in the organogram. While Policies of the University, appointments, service rules, procedures, etc. are summarized below:

Policies of the University: YCMOU frames its policies in consistent with the national higher education system and sharing teaching-learning resources to avoid reinventing of wheel in program developments and for enhancement of efficiency and sharing of expertise in Programs development and delivery. The policy of digitalization for content development and delivery, student support and administrative activities for greater reach and effectiveness is ensured.

Administrative setup: The administrative set-up of the University is fairly decentralized to deliver time-bound results. To provide timely services to learners, Student Services Division is created at headquarters with clear responsibilities focusing on learner-centered activities such as Student Registration, Study Centre Management and Distribution of Learning Material. Further, Print Production Centre is set up for production of learning materials. Examination Division headed by Controller of Examination ensures timely examination services to learners.

There are 8 Regional Centers spread across Maharashtra, each Regional Center is headed by a Regional Director to effectively monitor and deliver the goods and services and further to augment the receptiveness and effectiveness of the University.

Administrative Policies and Procedures: YCMOU created defined rules and procedures for conduct of meetings of statutory bodies, establishing and monitoring learner support centers, purchasing library books as well as other goods and services. Purchase Committee headed by the Vice Chancellor makes all purchase related decision by following State Government rules and regulation for tendering and purchase including contractual services.

YCMOU has defined procedures for any new academic program development and implementation, developing Self Learning Material (SLMs), conducting research degree programs, student registration and evaluation. The Planning Officer gathers all the information from the Schools/ Divisions/Centers regarding new initiatives and achievements and presents in the Annual Report of the University which is approved by the Board of Management and sent to Government of Maharashtra for information.

Appointment of Academic and Administrative Staff: Appointments of academic staff and the administrative staff in the University are made strictly as per the provisions in the YCMOU Act, Government of Maharashtra and Recruitment and Promotion Rules approved by the Board of Management. The appointment and promotion rules of the University for the Teaching Positions are strictly in conformity with the UGC rules, regulations and notifications as approved by the Board of Management and Government of Maharashtra. The service conditions and disciplinary measures are governed by well established service rules, leave rules and regulations. The establishment section of the University is responsibility for addressing all service related issues and matters and the Grievance Redressal Committee address the grievances of the employees.




REGISTRAR
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