

PARTICIPATIVE MANAGEMENT

HIERARCHY

Tagore dental college has laid down an organizational structure depicting the various reporting and decision-making process. This is shown in the organogram.

The institution is directed and controlled by a well-planned organizational structure headed by the Principal and ably assisted by a team of experienced teaching and non-teaching staff. The conceptualized planning and perception by the administrative body of Management, Principal and Vice Principals aided by the HODs of various departments, are conveyed to the faculty at the directional and functional level through a well devised system of job functions and responsibilities. The roles are delegated and information exchange is carried out from top to bottom through proper channels and also at regular staff meetings.

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The departments are encouraged to function independently and autonomously. They have regular meetings in the department and discuss the running of the department including academics, maintenance, research, students and staff performance and patient management. The HOD's of the department take decisions of the pattern of teaching in the theory and clinical training, schedule of classes and other forms of assessment, standard operating procedures of the department and other decisions on remedial teaching. All these decisions are shared with the principal who only assumes the advisory role to guide the HOD's without undermining their authority. The individual departments report on the progress periodically thus ensuring accountability.

Various committees are formed with representation of the teaching, non-teaching staff, students and management representatives. Suggestions and opinions are obtained from all the stakeholders during the various committee meetings. The management with the committee representatives review these and come to a better solution and improve the quality of life in the college and teaching and learning method and facilities. This helps to formulate policies and strategies friendly to the staff and students and help achieve better results. The various committees lay down the road map for the institution to achieve its strategic goal, by taking into consideration the social needs, the demands of economy, specific needs of the stakeholders and views of the faculty.

Based on the performance of the staff and their administration and creative abilities they are assigned to various committees to implement policy objectives. Based on their contributions and involvement they are further encouraged to take up leadership roles at different key functional levels. All efforts are made to provide the latest equipment's for the students along with newer teaching methodologies in order to keep them abreast of current concepts and trends.

The institution has formed policies and protocol for managing various functional activities like student affairs, time table planning, schedule of classes, exams, CDE programs, administrative functions like human resources, planning and monitoring by the various committees. This enables smooth functioning of the organization. This has led to university ranks from every batch, outstanding performances of students in various competitions, Progression to higher studies, Research and ICMR acceptance, student publications, many staff publication in indexed journals, and staffs attending and presenting papers in conferences and also invited as speakers in national forum, and organizing CDE programs and conferences.