



# Institute of Dental Studies & Technologies

(Under the auspices of Dental & Medical Educational Trust)

"NAAC ACCREDITED"



Ref. No. IDST /CIR/77/2023

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## ORGANIZATIONAL STRUCTURE

### Introduction

The organizational structure of the institution has been formulated in a clear manner indicating the hierarchical order that is to be followed. The organ gram of the institution depicts the decentralized and participative management processes that are practised by the institution. Implementation of the curriculum, Internal Assessment, Sports and Games, examinations, cultural activities, dental camps, admissions are areas where participative management and decentralization are extensively administered.

### IQAC

The IQAC plays an effective leadership role as part of the governance of the Institution. Significant contributions are made by IQAC in the following:

- Grievances Tracker in infrastructure, Hostel, IT and procedures of the college
- Alumni Connect and Placement
- Research Incubation and Mentorship

IDST advocates participatory decision-making and management through a system developed and deployed by IQAC.

### Administration Policies

IDST endeavours to reinforce the culture of excellence in all academic and administrative processes through the art of decentralization and participative management.

- The organizational structure of IDST is premeditated that it nurtures decentralized decision making.
- Each function like conducting camps or department of the Institution is delegated to faculty in-charge.

Institute of Dental Studies & Technologies

Principal

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- These faculty are authorized to take decisions within the defined scope of their work.
- This has resulted in the decentralization of activities in our university and provides built-in department-wise reporting structure.
- The decision-making process relating to academics, infrastructure and administration ensures commitment and participation of HODs, faculty and administrative staff at all levels.

### **Organizational Structure**

- The organizational structure ensures participative management of the various statutory bodies of the college.
- BOM of the institution decides the policies and consents self-determination to the Principal to develop and execute plans for such policies.
- Correspondingly, the Principal authorizes the HODs and faculty-in charge of different activities to plan, organize and execute the different policies.
- The action plan for the operations for a proposal are prepared under the guidance of the Principal and the action plans are executed by the integrated commitment of authorities, faculty and staff of the college.

### **Committees**

- Various committees are established for the smooth operational of the institution, they meet at specified regularity during the year to facilitate operative decision-making.
- The internal direction is carried out by the HODs for academic matters and Office Manager for administrative matters
- The review meetings at various levels ensure qualitative progress.
- It is guaranteed that all the departments and cadres of faculties are equally represented in each of the committee that is constituted.
- It is also ensured that adequate female gender representation in all the committees.
- The opinions and points that are raised in the meetings of the committees are given importance and due consideration irrespective of the cadre of the person raising them.

Each faculty is given a accountability which can be either in administrative area or academic and sometimes both. This confirms participation of all faculties which acts as a catalytic to encourage them.

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Principal