

8. Sub - Committees

RGIIM Shillong is governed by faculty committees. Such Committees are appointed by the Director after taking feedback from the faculty on the appointment of each Activity Head/Chairperson of the Area

Sl. No.	Name of the Committee	Members of the Committee	Function of the Committee
1	Policy & Perspective Committee	Director (Chairperson) Dean, Chief Administrative Officer, All Area Chairpersons, All Activity Heads	This Committee serves as a bridge between the Faculty Council and the Director. It takes/approves policy decisions and also brings a medium term and long term perspective to bear on the decision making processes in the Institute.
2	Planning Committee	Dean (Chairperson), Chief Administrative Officer, Chair PGP, Library, Warden, MDP.	This Committee is responsible for the annual academic planning including deciding on the batch size of all the long duration programmes, coordination between programmes and the convocation procedures. (An augmented planning Committee also served as the Accreditation Committee for preparing this Self Assessment Report).
3	Faculty Development & Evaluation Committee	Director (Chairperson), Dean, Three senior faculty members	This Committee decides on the performance evaluation, promotion, and increments of faculty but is not involved in their recruitment. Decisions for research, sabbatical, and leave without pay that have a major developmental aspect are also taken by this Committee. It also monitors the faculty induction process.
4	Research Staff Development & Evaluation Committee	Dean (Chairperson) (Research and planning), Chair PGP.	This Committee decides on the performance evaluation, promotion and increments of research staff (this category does not include faculty and officers) but is not involved in their recruitment. Decisions on developmental initiatives for research staff are also taken by this Committee
5	PGP Executive Committee	PGP (Chairperson), Chairpersons FPM, Chairperson Admissions, Chairperson Placement, Hostel Warden, Chairperson Alumni, Two Faculty Members + One Students' Representative	This Committee is responsible for interpreting the programme policies relating to PGP, dealing with academic indiscipline, developing guidelines for student evaluation and for initiating proposals for policy changes relating to the programme.
6	MDP Committee	(Chairperson) MDP, Two Faculty Members, Manager MDA will function as Secretary to the Committee.	This Committee manages all open enrollment executive programmes. It is responsible for programme budgets, promotion and scheduling as well as the Management of the physical infrastructure.
7	Research & Publications Committee	Chairperson Research & Publications Committee, Chairperson FPM (Ex-officio),	The Committee is responsible for the formulation of the overall policies governing the Institute's research and publications activities. The

		Three Faculty Members	Committee undertakes processing of research and publications proposals submitted by faculty members and recommends financial and other forms of assistance for projects.
8	Admissions Committee	Chairperson Admissions, Three Faculty Members	This Committee recommends the detailed conditions, requirements, and procedures relating to admission and is then responsible for selecting students for the PGP in accordance with the approved Policies.
9	Placement Committee	Chairperson Placement, Chairperson All courses offered, PGP Students Representative Two Faculty Members	This Committee is responsible for finding suitable summer assignments to PGP students, also helps, guides, and counsels them in securing suitable permanent placement by bringing them in touch with prospective employers.
10	Alumni Centre Committee	Chairperson Alumni Centre, Three Faculty Members	This Committee is responsible for alumni relations including the publication of the <i>Alumnus</i> magazine, the holding of alumni reunions every year and facilitating alumni contribution to the Institute in various forms.
11	Staff Evaluation & Development Committee	Chief Administrative Officer, Manager, Librarian, Two Faculty Members	This Committee decides on the recruitments, performance evaluation, promotion, training of administrative staff.
12	Library Committee	Chairperson Library, Two Faculty Members, Librarian, One Research Staff, PGP Students' Representative	This Committee guides the Librarian in the management of the Library and is responsible for the library budget as well as for laying down policies relating to the library.
13	Computer Services Committee	Chairperson Computer Services, Chief Administrative Officer, IT Manager, Two Faculty Members	This Committee is overall in charge of ensuring the required computing support for the conduct of the various programmes of the Institute as well as for the faculty, research staff, officers, and other staff of the Institute. Computer hardware, software, and network services come under this Committee.
14	Faculty Recruitment Committee	Area Chairman, + 2 Area faculty members, Dean (Ex-officio).	This Committee is in charge of the recruitment process including the recruitment seminar and makes recommendations to the Director about the recruitment of individual faculty members. It has no role in their subsequent evaluation and development.
15	Financial Aid Committee	Chairperson Admissions, Two Faculty Members	This Committee frames terms, conditions for the award of scholarships and loan assistance, with the approval of the PGP Committee, and is responsible for the administration of the scholarship and loan assistance programmes.