

1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]	(i) Process of decision making Identify key decision making points	Board of Governors (Principal Executive Body) Finance Committee Building Works Committee Senate (Principal academic body)
		(ii) Final decision making authority	1. Board of Governors 2. Senate 3. Finance Committee 4. Building Works Committee 5. Chairperson, Board of Governors 6. Director (Principal academic and Executive Officer) 7. Registrar
		(iii) Related provisions, acts, rules etc.	Sections 15, 17, 18, 19 and 20 of SPA Act, 2014; and Statutes 5, 8, 11, 13, 14 and 17 of SPA Statutes, 2016
		(iv) Time limit for taking a decisions, if any	Nil
		(v) Channel of supervision and accountability	As per Organizational Chart

1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]	(i) Name of Boards, Council, Committee etc.	<ol style="list-style-type: none"> 1. Board of Governors(BOG) 2. Senate 3. Finance Committee(FC) 4. Building & Works Committee(BWC) 																						
		(ii) Composition Of Board Of Governors(Bog)	<table border="1"> <thead> <tr> <th colspan="2">List of Members on Board of Governors of SPA, Delhi</th> </tr> </thead> <tbody> <tr> <td data-bbox="965 571 987 587">1</td> <td data-bbox="1077 523 2063 619">Ar.Habeeb Khan, Chairperson-Board of Governors, 7, Sterling House, Hill Top, Mbazari, Nagpur, Maharashtra-440033</td> </tr> <tr> <td data-bbox="965 671 987 687">2</td> <td data-bbox="1077 635 2018 719">The Principal Secretary (Technical Education),Govt. of NCT, Muni Mayaram Marg, Pitampura, Near TV Tower, New Delhi- 110088</td> </tr> <tr> <td data-bbox="965 762 987 778">3</td> <td data-bbox="1077 719 2063 831">Shri N.K.Patel, President, ITPI, President, ITPI, Bungalow No.2&3, Swati Society, St.Xavier School Road, Post Navjivan, Navrangpura, Ahmedabad-380014. (ITPI Representative)</td> </tr> <tr> <td data-bbox="965 863 987 879">4</td> <td data-bbox="1077 815 2018 911">Ar. Sapna, Chief Architect, Department of Architecture, Punjab, SCO No.149-152,Sector 17-C, Chandigarh-160017 (COA Representative)</td> </tr> <tr> <td data-bbox="965 938 987 954">5</td> <td data-bbox="1077 895 2018 991">Ar.Gyanendra Singh Shekhawat, Founder Principal, IDEAS, ^24, Himmat Nagar, Tonk Road, Jaipur-302018, Rajasthan (AICTE Representative)</td> </tr> <tr> <td data-bbox="965 1018 987 1034">6</td> <td data-bbox="1077 975 2040 1086">Prof. Dr. Tarak Nath Mazumder, Head, Department of Architecture & Regional Planning, Indian Institute of Technology, Kharagpur, West Bengal-721302 (UGC Representative)</td> </tr> <tr> <td data-bbox="965 1114 987 1129">7</td> <td data-bbox="1077 1102 1167 1126">Vacant</td> </tr> <tr> <td data-bbox="965 1161 987 1177">8</td> <td data-bbox="1077 1150 1167 1174">Vacant</td> </tr> <tr> <td data-bbox="965 1209 987 1225">9</td> <td data-bbox="1077 1166 2063 1278">Prof. Dr. Ashok Kumar, Professor of Physical Planning and Dean of Studies (Academic) & (SA), School of Planning and Architecture, New Delhi-110002 (Senate Representative from Departments of Planning)</td> </tr> <tr> <td data-bbox="965 1321 987 1337">10</td> <td data-bbox="1077 1262 2040 1358">Prof. Dr.Aruna Ramani Grover, Professor of Architecture, School of Planning and Architecture, New Delhi-110002 (Senate Representative from Departments of Architecture)</td> </tr> </tbody> </table>	List of Members on Board of Governors of SPA, Delhi		1	Ar.Habeeb Khan, Chairperson-Board of Governors, 7, Sterling House, Hill Top, Mbazari, Nagpur, Maharashtra-440033	2	The Principal Secretary (Technical Education),Govt. of NCT, Muni Mayaram Marg, Pitampura, Near TV Tower, New Delhi- 110088	3	Shri N.K.Patel, President, ITPI, President, ITPI, Bungalow No.2&3, Swati Society, St.Xavier School Road, Post Navjivan, Navrangpura, Ahmedabad-380014. (ITPI Representative)	4	Ar. Sapna, Chief Architect, Department of Architecture, Punjab, SCO No.149-152,Sector 17-C, Chandigarh-160017 (COA Representative)	5	Ar.Gyanendra Singh Shekhawat, Founder Principal, IDEAS, ^24, Himmat Nagar, Tonk Road, Jaipur-302018, Rajasthan (AICTE Representative)	6	Prof. Dr. Tarak Nath Mazumder, Head, Department of Architecture & Regional Planning, Indian Institute of Technology, Kharagpur, West Bengal-721302 (UGC Representative)	7	Vacant	8	Vacant	9	Prof. Dr. Ashok Kumar, Professor of Physical Planning and Dean of Studies (Academic) & (SA), School of Planning and Architecture, New Delhi-110002 (Senate Representative from Departments of Planning)	10	Prof. Dr.Aruna Ramani Grover, Professor of Architecture, School of Planning and Architecture, New Delhi-110002 (Senate Representative from Departments of Architecture)
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			11	Ms.Saumya Gupta, IAS, Joint Secretary(NIT), Ministry of Education, Department of Higher Education, Shastri Bhawan, New Delhi.
			12	Shri Sanjog Kapoor, Joint Secretary & Financial Advisor, Government of India, Ministry of Education, Department of Higher Education, Shastri Bhawan, New Delhi-110001
			13	Ms.D.Thara, Joint Secretary (AMRUT), Ministry of Housing & Urban Affairs, Nirman Bhawan, New Delhi- 110011
			14	Prof. Dr. Yogesh Singh, Director, School of Planning and Architecture, New Delhi-110002
			15	Shri Virendra Kumar, , Registrar (I/C) -Secretary, BOG, School of Planning and Architecture, New Delhi-110002

List of Members on Senate of SPA, Delhi	
1	Prof. Dr. Yogesh Singh, Director - Chairman, SPA, New Delhi – 110002
2	Prof. Neelkanth Chhaya, Shilp Building, 308/309, 3rd Floor, Vraj Bhoomi, Umashankar Joshi Marg, Mithakhali, Navrangpura, Ahmedabad, Gujarat 380009 (nominated by Chairperson BOG)
3	Dr. Sheetal Sharma, Professor, VIT Bhopal University, Bhopal-Indore Highway, Kothrikalan, Sehore, Madhya Pradesh-466114 (nominated by Chairperson BOG)
4	Ar. N.K. Negi, 54/1, Jagdamba Kutir, Bypass Khalini, Shimla-171002 (nominated by Chairperson BOG)
5	Ar. Salil Ranadive, Salil Ranadive Architects, 255 Karishma, G-1, 12th & 6th Road Junction, Khar West, Mumbai 400052 (nominated by Chairperson BOG)
6	Ar. Vivek Gupta, B-4/58, Lower Ground Floor, Safdarjang Enclave, New Delhi-110029 (nominated by Chairperson BOG)
7	Shri Prem Prakash Singh, Chief Town Planner Haryana, Directorate of Town and Country Planning, Haryana, Nagar Yojna Bhawan, Madhya Marg, Sector-18, Chandigarh-160019 (Nominee of the ITPI)
8	Ar. T. Loganathan, Logans Architecture, E 18, Anna Avenue, Kesavan Enclave, Adyar, Chennai-600020 (TN) (Nominee of the COA)
9	Prof. Gauri Shiukar, Architect & Vice-Chancellor, Symbiosis Skill University Symbiosis Skills and Professional University, Adjoining Mumbai-Pune Expressway, Kiwale, Ravet, Pune, Pimpri-Chinchwad, Maharashtra-412101 (Nominee of the AICTE)
10	Prof. Dr. P.S.N. Rao, Dean (Planning & Development)
11	Prof. Dr. Meenakshi Dhote, Dean (Academic)
12	Prof. Dr. Anil Dewan, Dean (Faculty Welfare)

			13	Prof. Dr. Mayank Mathur, Dean (Student Affairs)
			14	Prof. Dr. R. Biswas, Dean (Research)
			15	Prof.Dr.Priyaleen Singh, Head of the Deptt. of Arch. Conservation
			16	Prof.Dr.Sanjukkta Bhaduri, Head of the Deptt. of Urban Planning
			17	Prof. Dr. Ashok Kumar, Head of the Deptt. of Physical Planning
			18	Prof. Dr. V.K.Paul, Head of the Deptt. of Building Engg. Mgrt.
			19	Prof. Dr. Vinita Yadav, Head of the Deptt. of Regional Planning
			20	Prof.Dr.Jyoti Pandey Sharma, Head of the Deptt. of Architecture
			21	Ar.Anuradha Chaturvedi, Head of the Deptt. of Environmental Planning
			22	Shri Parag Meshram Anand, Head of the Deptt. of Industrial Design
			23	Dr. Ruchita Gupta, Head of the Deptt. of Housing
			24	Dr.Chidambara, Head of the Deptt. of Transport Planning
			25	Ar. Manu Mahajan, Head of the Deptt. of Urban Design
			26	Dr.Aarti Grover, Head of the Deptt. of Landscape Architecture
			27	Prof. Dr.Sanjay Gupta, Professor of Transport Planning
			28	Prof. Dr. Aruna Ramani Grover, Professor of Architectur
			29	Prof. Dr. Poonam Prakash, Professor of Physical Planning
			30	Prof. Dr. Sewa Ram, Professor of Transport Planning
			31	Prof.Dr.Arunava Dasgupta, Professor of Urban Design
			32	Prof.Dr.Prafulla Parlewar Madhukar, Professor of Urban Planning

			33	Prof.Dr.Chitrarekha Kabre, Professor of Architecture
			34	Prof.Dr.Bandana Jha, Professor of Architecture
			35	Prof.Dr.Binod Kumar Singh, Professor of Structural Engg.
			36	Ms.Mekhla Parihar, Assistant Professor of Architecture
			37	Ms.Arпита Dayal, Assistant Professor of Architecture
			38	Dr. Saptarshi Sanyal, Asstt. Professor of Architecture
			39	Ms.Anjali Mittal, Assistant Professor of Architecture
			40	Shri Virendra Kumar, Registrar (I/C)-Secretary, Senate
List of Members on Finance Committee of SPA, Delhi				
			1.	Ar.Habeeb Khan, Chairperson, FC, 7, Sterling House, Hill Top, Mbazari, Nagpur, Maharashtra-440033
			2.	Prof. Dr. Yogesh Singh, Director, School of Planning and Architecture, New Delhi-110002
			3.	Ms.Saumya Gupta, IAS, Joint Secretary(NIT), Ministry of Education, Department of Higher Education, Shastri Bhawan, New Delhi.
			4.	Shri Sanjog Kapoor, Joint Secretary & Financial Advisor, Government of India, Ministry of Education, Department of Higher Education, Shastri Bhawan, New Delhi-110001
			5.	Shri N.K.Patel, President, ITPI, Bungalow No.2&3, Swati Society, St.Xavier School Road, Post Navjivan, Navrangpura, Ahmedabad-380014. (BOG Nominee from Board)
			6.	Ar.Gyanendra Singh Shekhawat, Founder Principal, IDEAS, 124, Himmat Nagar, Tonk Road Jaipur-302018, Rajasthan (BOG Nominee from Board)
			7.	Shri Virendra Kumar, Registrar(I/C) – Secretary, FC
List of Members on Building & Works Committee of SPA, Delhi				
			1.	Prof. Dr. Yogesh Singh, Director-Chairman (BWC), School of Planning and Architecture, New Delhi-

			110002
			2. Smt. Veena Dunga, Deputy Secretary (NIT & SPAs), Ministry of Education, Department of Higher Education, Shastri Bhawan, New Delhi
			3. Prof. Dr. Nitin Dindorkar, Professor in the Deptt. of Civil Engineering, Maulana Azad National Institute of Technology, Bhopal-462016
			4. Prof. Dr. P.S.N. Rao, Professor of Housing & Dean (Planning & Development)
			5. Er. Santosh Kumar, Superintending Engineer, Central Public Works Department, Office of Superintending Engineer, Delhi Circle V, East Block-IV, Level-IV, R.K. Puram, New Delhi-110066
			6. Er. Ramayan Prasad Gupta, Superintending Engineer (Elect.), O/o Chief Engineer (Elect.) CPWD, A-229, A Wing, Nirman Bhawan, New Delhi
			7. Shri Virendra Kumar, Registrar(I/C)-Secretary, BWC
		(ii) Composition	Composition of Board of Governors
			13 (2) (a) Chairperson to be appointed by the Visitor from among a panel of three names recommended by Central Government who shall be an eminent Architect or Planner;
			(b) Principal Secretary or Secretary, Technical Education or Higher Education of the respective State Government or Union territory in which the School is situated;
			(c) One representative from Institute of Town Planners, India to be nominated by the President of the Institute of Town Planners, India;
			(d) One representative from Council of Architecture to be nominated by the President of the Council of Architecture;
			(e) a representative from the All India Council for Technical Education to be nominated by the Chairman of All India Council of Technical Education;
			(f) a representative of the University Grants Commission;
			(g) One expert from the professions of architecture or landscape architecture or urban design and one from Urban and Regional Planning nominated by the Council of School of Planning and Architecture
			(h) two representatives from Senate; one each from Department of Planning & Department of Architecture, by rotation, for a period of two years, in order of Seniority;

	(i)	two persons not below the rank of Joint Secretary to the Government of India to be nominated by the Central Government from amongst persons dealing with technical education and finance or their nominee, ex officio;
	(j)	One person not below the rank of Joint Secretary to the Government of India to be nominated by the Government of India, Ministry of Urban Development;
	(k)	The Director of the School, Member, ex-officio;
	(l)	The Registrar of the School shall act as a Secretary to the Board
Composition of Senate		
16 (1)	(a)	the Director of the School, Chairman of the Senate, ex officio;
	(b)	five persons, from amongst the educationists of repute or eminent professionals, who are not in the service of the School, nominated by the Chairperson of the Board of Governors;
	(c)	a nominee of the Institute of Town Planners, India;
	(d)	a nominee of the Council of Architecture;
	(e)	a nominee of All India Council for Technical Education;
	(f)	Dean in charge of academic, research, student affairs, faculty welfare and planning and development of the School;
	(g)	all the Heads of the Departments;
	(h)	all Professors other than the Heads of the Departments;
	(i)	four Members of the teaching staff, representing Associate Professors and the Assistant Professor of the School, by rotation, for a period of two years:
Composition of Finance Committee		
10 (1)	(i)	the Chairperson, Board of Governors, ex-officio Chairperson;
	(ii)	The Director, ex-officio member;
	(iii)	Joint Secretary, dealing with Schools of Planning and Architecture in the Ministry of Human Resource Development, or his nominee;

			(iv)	Joint Secretary and Financial Advisor in the Ministry of Human Resource Development, or his nominee;
			(v)	Two persons nominated by the Board from amongst its members, till they remain members of the Board; and
			(vi)	the Registrar, ex-officio Secretary;
Composition of Building & Works Committee				
		12 (1)	(i)	the Director, ex-officio Chairman;
			(ii)	One member nominated by the Central Government not below the rank of Director or Deputy Secretary in the Ministry of Human Resource Development dealing with the Schools of Planning and Architecture;
			(iii)	One member nominated by the Board of Governors;
			(iv)	Dean, Planning and Development or Similar position;
			(v)	One expert each from the Civil and Electrical Engineering Wing of Central or State Government or any autonomous body of repute; and
			(vi)	Registrar; ex-officio Secretary;
		(iii) Dates From Which Constituted	<ol style="list-style-type: none"> 1. First Board of Governors (BOG) constituted on 06th March, 2017. 2. First Senate constituted on 17th May, 2017 3. First Finance Committee constituted on 11th April, 2017. 4. First Building & Works Committee constituted on 11th April, 2017. 	

		(iv) Term/Tenure	<ol style="list-style-type: none"> 1. Board of Governors(BOG) - 5 years 2. Senate – 2 years 3. Finance Committee(FC) - 5 years 4. Building & Works Committee(BWC) constituted- 5 years
		(v) Powers and functions	<p>POWERS OF THE BOARD</p> <p>As per section 15(2) of the School of Planning and Architecture Act, 2014, without prejudice to the provisions of sub-section (1), the Board of every School shall have the following powers, namely:-</p> <ol style="list-style-type: none"> (a) take decisions on questions of policy relating to the administration and working of the School; (b) establish departments, faculties or schools of studies and initiate programmes or courses of study at the School; (c) make Statues governing the administration, management and operations of such School; (d) appoint persons to academic and non-academic section of the School; (e) consider and modify or cancel Ordinances; (f) consider and pass resolutions on the annual report, the audited accounts and the budget estimates of the School for the next financial year as it thinks fit and submit them to the Council together with a statement of its development plans; (g) provide, by Statues, the qualifications, criteria and processes for appointment to teaching and other posts in such School; (h) exercise such other powers and perform such other duties as may be conferred or imposed upon it by this Act or the Statues. <ol style="list-style-type: none"> (3) The Board shall have the power to appoint such committees, as it considers necessary for the exercise of its powers and the performance of its duties under this Act. (4) The Board shall conduct an annual review of the performance of the Director with specific reference to his leadership in the context of the achievement of the objects of the School. (5) The Board shall in exercise of powers and discharge of functions strive, to the extent possible, to provide autonomy in academic matters to the Senate and Departments or Faculties or Schools, as the case may be. (6) Where in the opinion of the Director or the Chairperson, the situation is so emergent that an immediate decision needs to be taken in the interest of the School, the Chairperson, on the recommendation of the Director may issue such orders as may be necessary, recording the grounds in his opinion: Provided that such orders shall be submitted for ratification of the Board in the next meeting.

As per Statute 5 of the School of Planning and Architecture Statute, 2016, in addition to the powers provided under sub-section (1) of section 15 of the SPA Act, 2014, the Board shall be empowered to:-

- (i) re-designate or change the nomenclature of any post in the School; except for posts mentioned in the Act;
- (ii) approve appointments to temporary vacancies of any academic staff;
- (iii) specify the manner of appointment to temporary vacancies of academic staff;
- (iv) provide for the appointment of visiting professors, Emeritus Professors and Fellows and determine the terms and conditions of such appointments;
- (v) manage and regulate the finances, accounts, investments, property of the School and all other affairs of the School and to appoint such agents as may be considered fit;
- (vi) regulate and enforce discipline amongst the employees in accordance with the Statutes and Ordinances;
- (vii) entertain, adjudicate upon, or redress the grievances of the employees and the students of the School who may, for any reason, feel aggrieved;
- (viii) make, modify or cancel the Statutes with the approval of the Visitor from time to time:
Provided that the new Statute, additions or amendments in existing Statutes shall be applicable only after the assent of the visitor; and
- (ix) make, modify and cancel, if required, all or any ordinances on the recommendations of the Senate or Finance Committee of the School subject to the condition that making, modification and cancellation shall not be in contravention of the Act and (or) Statutes.

POWER OF THE SENATE

Without prejudice to the provisions of sub-section (1) of section 17 of the SPA Act, 2014, the Senate shall have the following powers, namely:-

- (a) to specify the criteria and process for admission to courses or programmes of study offered by the School;
- (b) to recommend to the Board for creation of teaching and other academic posts, determination of the number and emoluments of such posts and defining the duties and conditions of service of teachers and other academic posts;
- (c) to recommend to the Board for the commencement of new programmes and courses of study;
- (d) to specify the broad academic content of programmes and courses of study and to undertake modifications therein;
- (e) to specify the academic calendar and approve grant of degrees, diplomas and other academic distinctions or titles;

			<p>(f) to exercise such other powers and discharge such other functions as may be assigned to it, by Statues or by the Board.</p> <p>In addition to the powers provided in the Act, the Senate shall have the powers to, as per Statute 8 of the School of Planning and Architecture Statute, 2016, as under:-</p> <ul style="list-style-type: none"> (i) frame and revise curricula and syllabi for the courses of studies for the various Departments and Centres. (ii) make arrangements for the conduct of examinations, appointment of examiners, moderators, tabulators and other matters relating to the examinations; (iii) declare the results of the examinations or to appoint Committees or Officers to do so and to make recommendations to the Board regarding conferment or grant of degrees, diplomas and other academic distinctions or titles; (iv) appoint Advisory Committees or Expert Committees or both for the Departments or Centres of the School to make recommendations on academic matters connected with the working of the Departments or Centres; (v) appoint Committees from amongst the members of the Senate, other teachers of the School and experts from outside to advise on such specific and important academic matters as may be referred to any such Committee by the Senate; (vi) consider the recommendations of the Advisory Committees attached to various Departments or Centres and that of Expert and other Committees and take such action (including the making of recommendations to the Board) as warranted in each case; (vii) make periodical review of the activities of the Departments or Centres and take appropriate action (including the making of recommendations to the Board); (viii) supervise the working of the library of the School; (ix) promote research and academic development or activities within the School and seek reports on such research or academic development or activities from the persons engaged therein; (x) provide for the inspection of the class rooms, laboratories, library and the residential hostels; (xi) plan and supervise co-curricular activities of the students of the School; (xii) award stipends, scholarships, medals and prizes and make other awards in accordance with such conditions as may be attached to the awards; (xiii) make recommendations to the Board with regard to the creation or restructuring of Departments or Programmes or Centres and the abolition of existing Departments or centres thereof; (xiv) invite up to two student representatives during discussions of a general nature not involving policy or disciplinary matters in the Senate meetings.
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			<p>POWER OF THE FINANCE COMMITTEE</p> <p>As per Statute 11 of the School of Planning and Architecture Statute, 2016, the Finance committee shall have power to:-</p> <ul style="list-style-type: none"> (i) examine and scrutinize the annual budget of the School prepared by Director and make recommendations to the Board; (ii) examine all proposals relating to revision of grade, upgradation of the scales and all those items which are not included in the budget, before they are considered by the Board; (iii) fix limits for the total recurring and non-recurring expenditure for the year, based on income and resources of the School; (iv) oversee that no expenditure shall be incurred by the School in excess of the limits so fixed; and (v) give its views and make its recommendations on any financial question affecting the School including all the proposals relating to Building and Works Committee of the School to the Board either on the initiative of the Board or of the Director, or on its own motion. <p>POWERS AND FUNCTIONS OF THE BUILDING AND WORKS COMMITTEE</p> <p>As per Statute 13 of the School of Planning and Architecture Statute, 2016, the Building and Works Committee shall have following powers and functions:-</p> <ul style="list-style-type: none"> (1) The Building and Works Committee shall:- <ul style="list-style-type: none"> (i) under the directions of the Board, examine and execute all the construction related projects and activities of the School upon receiving the financial sanctions from the Finance Committee and final administrative approval from the Board; (ii) cause to prepare estimates of cost of buildings and other capital works, minor works, repairs, maintenance and the like; (iii) be responsible for making technical scrutiny of the design, estimates and specifications of the material as may be considered necessary; (iv) be responsible for acceptance of tenders and shall have the power to execute the departmental works wherever necessary as per extant rules of the Central Government or Central Public Works Department and relevant provisions of the General Financial Rules. (v) have the power to give the necessary administrative approval and expenditure sanction for minor works pertaining to repair and maintenance, etc., upto Rs.10.00 Lacs, within the approved budgetary provision of the School.
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			<p>(2) If, in the opinion of the Chairman of the Building and Works Committee, any emergency has arisen which requires immediate action to be taken, he shall take such action and report the same to the Building and Works Committee, Finance Committee and the Board at their next meetings for ratification.</p> <p>(3) The Building and Works Committee shall also perform such functions and exercise such powers as may be entrusted by the Board, from time to time.</p>
		(vi) Whether their meetings are open to the public?	No
		(vii) Whether the minutes of the meetings are open to the public?	Yes
		(viii) Place where the minutes if open to the public are available?	On the SPA website www.spa.ac.in