Internal Quality Assurance Cell

The institute has been actively pursuing quality assurance in academic and administrative matters through IQAC, which was established in 2021 as per the guidelines of statutory bodies. IQAC is involved in planning, guiding and monitoring Quality Assurance and Quality Enhancement activities.

Objectives of the IQAC

* To achieve excellence in teaching-learning, research, innovation and overall development of the institute through quality enhancement.
* To ensure standardization as well as the systematization of procedure.
* To set quality performance indicators in domains of education, research and administration pertaining to departments/programs and other units of the Institution.
* To evolve and implement stakeholders’ feedback assessment.
* To facilitate periodic academic and administrative audit.
* To ensure learning outcomes periodically and record the improvement through various activities.

Strategies and Processes for quality assurance

* Institutional academic calendar and its adherence
* Course File Structure
* Academic readiness
* Administrative and Academic Audit.
* Stakeholders' Feedback SOPs.
* MST and assignment structure and evaluation guidelines.
* Weak and Bright Students Policy
* Mentor Form and guidelines.
* Awareness Programs, expert talks and workshops.
* MOUs and Tie-ups with other institutes
* Gender Audit
* Ensures framing/revising and attainment of COs, POs, PEOs and PSOs
* Ensure the execution of Green Audit and energy audit.

Reviewing of teaching learning process, structures & methodologies of operations

* Conduct Academic Readiness Audit.
* Conduct Administrative Audit.
* Departments act on stakeholder feedback in accordance with policy.
* Syllabus coverage as per the lecture plan.
* Beyond the syllabus topics are covered properly.
* Quality of reference material.
* Conduct Academic Audit
* Conduct Gender Audit
* Course files preparation
* Weak and bright students’ identification and action taken.
* Record of subject wise attendance.
* Development of latest skills.

Learning Outcomes as the result Continuous efforts and monitoring:

* Academic performance of the students
* Participation of students in various competitions
* Exposure to the foreign Universities
* Placements
* Add on/ Certification/Value added programs
* Skill enhancement

Records the incremental improvement in various activities and to mention few of them are:

* Placements percentage
* No. of Doctorate and UGC/NET qualified Faculty
* Add on/ Certification/Value added programs for students
* Enrollment Percentage
* Collaborations and Linkages
* Consultancies and Grants

ROLES AND RESPONSIBILITIES

IQAC Chairperson

* Overall supervision of activities of IQAC.
* To ensure and conduct IQAC meetings /events and approve the minutes of it.
* To develop short term and long-term quality assurance Strategic Plan and ensure its implementation and monitoring to achieve success.
* Communication of decisions taken during IQAC meetings to the management.
* Approval authority for SOPs.
* To ensure proper conduct of Academic and Administrative Audits and presentation of reports to management.

IQAC Coordinator

* To ensure active participation of all members in meetings/deliberations.
* To ensure adherence of IQAC functioning as per SOPs and updating of SOPs as and when required.
* To coordinate activities of IQAC.
* Assist the chairperson IQAC in development of Quality Radars (QRs) and Ranking parameters per semester.
* Preparation of various formats.
* Preparation of audit schedule.
* Summary report preparation of the various academic and administrative audits.
* Document preparation and to ensure readiness for the IQAC events, meetings & special projects.

IQAC Members

* Attend the meetings regularly.
* Will actively participate in discussions and give their valuable inputs and suggestions for improvement in quality of various parameters in the institute.
* Ensure adherence of academic calendar, standardized formats and policies in their respective departments.
* Contribute actively to academic audits.
* Checking of course files.
* Will actively participate in all activities of IQAC and put efforts in fulfilling the objectives and functions of IQAC for quality improvement.