

INTERNAL QUALITY ASSURANCE CELL [IQAC]



Mrs. Arachelvi T

Working as Associate Professor & HOD of ECE Department. She is Incharge for Internal Quality Assurance Cell (IQAC). Her Qualification is B.E. in ECE and M.Tech in Advanced Communication System. She has 23 years of Teaching and 10 years of Industry experience.

PREAMBLE:

National Assessment And Accreditation Council (NAAC) proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of an institution's system and work towards realizing the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the performance of institutions. The IQAC will make a significant and meaningful contribution in the post-accreditation phase of institutions. During the post-accreditation period, the IQAC will channelize the efforts and measures of an institution towards academic excellence.

OBJECTIVES:

The objectives of IQAC include (but are not limited to):

- To develop a system for conscious, consistent, and catalytic action to improve the academic and administrative performance of the institution.
- To create a good quality culture.
- To channelize the efforts and measures of the institution towards academic excellence.
- To become a potential vehicle for ushering in quality by working out intervention strategies to remove deficiencies and enhance quality.

GUIDELINES FOR COLLEGE INTERNAL QUALITY ASSURANCE CELL

1. Responsible for promoting public confidence that the quality of teaching learning & academic standards enhanced and safeguarded.
2. Responsible for the review of academic activities and suggest for the further quality improvements.
3. Annual Report preparation based on NAAC requirements.
4. To set benchmarks and best practices every year to enhance Quality standards in the area of education, research and services.
5. The department wise Criteria coordinators are responsible for collecting data for further augmentation.
6. The existing Departmental NAAC Coordinators will also function as departmental IQAC Coordinators for collecting data of the departments and audit the same once in three months.
7. IQAC shall convene the meeting every 6 months with minimum 2/3rd members ensuring the quorum. The minutes of the meeting are to be forwarded to GC and highlighted in the website.
8. College HR Policy explains the organization and standard operating procedure for the quality initiatives on par with the statutory norms and expectations of the institution.

STRATEGIES:

In order to ensure quality sustenance and enhancement, IQAC shall evolve mechanisms and procedures for:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- The relevance and quality of academic and research programs.
- Equitable access to and affordability of academic programs to suit to various sections of the society.
- Optimization and integration of modern methods of teaching and learning.
- The credibility of evaluation procedures.
- Ensuring the adequacy and functioning of the support structure and services.

FUNCTIONS:

- Development and application of quality benchmarks/parameters for the various academic and administrative activities.
- Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback responses from students, parents and other stakeholders on quality-related institutional processes.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various program's / activities.
- Acting as a nodal agency for adoption and dissemination of good practices.
- Development and maintenance of Institutional database.

BENEFITS:

- To a heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture.
- To the enhancement and integration among the various activities of the institution and institutionalize many good practices.
- To provide a sound basis for decision making to improve institutional functioning.
- Act as a dynamic system for quality changes in HEIs.
- Build an organized methodology of documentation and internal communication.

IOAC - COMPOSITION

IQAC is constituted in our College under the Chair Person ship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

- Chairperson: Head of the Institution
- A senior administrative member
- Five senior professors
- One/two nominees from Employers /Industrialists/stakeholders
- One of the senior teachers as the coordinator/Director of the IQAC

MEMBERS OF INTERNAL QUALITY ASSURANCE CELL

S.No	New Member	Designation
1.	Dr. M. Prince	Chairperson-IQAC
2.	Mr. R. Karthikeyan	Administrative Officer
3.	Dr. N. S. Sakthivel Murugan	Member - IQAC
4.	Dr.Seethapathy	Member - IQAC
5.	Dr. Kalpana	Member - IQAC
6.	Mr. R. Ponneela Vignesh	Member - IQAC
7.	Dr.S.Lathashanmugavadivu	Member - IQAC
8.	Mr.S.Arun	Nominee from Industrialists
9.	Mr.V.Prithivirajan	Nominee from Industrialists
10.	Mr. Lohith	Student member
11.	Ms. Saranya	Alumni representative
12.	Mrs. T. Arachelvi	Co-ordinator - IQAC