



INTERNAL QUALITY ASSURANCE CELL

(As per National Assessment and Accreditation Council (NAAC))

SN	Member Name	Designation	Gender
1	Dr. Pradipkumar Tambe	Chairperson	Male
2	Shri Santosh Khandge	Management Member	Male
3	Mr. Kailash Poul	Coordinator	Male
4	Mr. LEVI Morningstar	Faculty	Male
5	Ms. Rohini Deshpande	Administrative Officer	Female
6	Dr. Nitin Dhawas	External experts on Quality Management	Male



INTERNAL QUALITY ASSURANCE CELL (IQAC) STATUTE

CHAPTER I PRELIMINARY

1. Short title and commencement

- 1.1. These rules may be called "The Internal Quality Assurance Cell (IQAC) Statute of the Institution."
- 1.2. They shall come into force from the academic year 2025–26, or from the date of adoption by the competent authority, whichever is later.

2. Statutory authority

- 2.1. These rules are framed in pursuance of the action plan for performance evaluation, assessment, accreditation, and quality upgradation of Higher Education Institutions as prescribed by the National Assessment and Accreditation Council (NAAC), Bengaluru.
- 2.2. **These rules are made in accordance with:**
 - NAAC Guidelines on Internal Quality Assurance Cell (IQAC) applicable to accredited institutions;
 - NAAC Framework for preparation and submission of the Annual Quality Assurance Report (AQAR).



CHAPTER II

ESTABLISHMENT, VISION AND OBJECTIVES

3. Establishment of Internal Quality Assurance Cell

3.1. The IQAC shall function as a quality sustenance and quality enhancement mechanism of the Institution.

4. Vision of the IQAC

4.1. The IQAC shall promote **quality culture** as the prime concern of the Institution by institutionalizing and internalizing all quality-enhancing and quality-sustaining initiatives, undertaken with internal and external support, **as envisaged by NAAC guidelines**.

5. Objectives of the IQAC

The objectives of the IQAC shall be

- (a) to act as a catalyst and develop mechanisms for conscious, consistent and planned improvement in the academic and administrative performance of the Institution;
 - (b) to promote quality enhancement and sustenance through internalization of quality culture and institutionalization of best practices, in accordance with NAAC requirements.
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CHAPTER III

STRATEGIES AND MECHANISMS

6. Quality assurance strategies

The IQAC shall evolve systems and procedures for

- (a) ensuring timely, efficient and progressive performance of academic, administrative and financial units;
- (b) adoption of relevant, need-based and quality academic and research programmes;
- (c) ensuring equitable access to and affordability of academic programmes for various sections of society;
- (d) optimization and integration of modern methods of teaching and learning;
- (e) ensuring credible and transparent assessment and evaluation processes;
- (f) ensuring proper allocation, adequacy and maintenance of infrastructure, support structures and services; and
- (g) sharing of research findings and academic networking with institutions in India and abroad.



CHAPTER IV

FUNCTIONS OF THE IQAC

7. Core functions

The IQAC shall perform the following functions, namely

- (a) development and application of **quality benchmarks** for academic and administrative activities;
- (b) setting parameters for performance of various academic and administrative units;
- (c) facilitating the creation of a **learner-centric environment**, faculty development, and adoption of participatory teaching-learning processes;
- (d) collection, analysis and utilization of **feedback from stakeholders** on quality-related institutional processes;
- (e) dissemination of information on quality parameters to all stakeholders;
- (f) organization of intra- and inter-institutional workshops, seminars and promotion of quality circles;
- (g) documentation of programmes and activities leading to quality improvement;
- (h) acting as the **nodal agency** for coordinating quality-related activities and dissemination of best practices;
- (i) development and maintenance of an **institutional database through MIS** for quality enhancement;
- (j) periodical conduct of **Academic and Administrative Audits** and follow-up actions; and
- (k) preparation and submission of the **Annual Quality Assurance Report (AQAR)** in accordance with NAAC guidelines.



CHAPTER V

BENEFITS AND OUTCOMES

8. Institutional benefits

The functioning of the IQAC shall facilitate

- (a) clarity and focus in the Institution's pursuit of quality enhancement;
 - (b) internalization of quality culture;
 - (c) enhancement and coordination among institutional units and activities;
 - (d) evidence-based decision-making for institutional improvement;
 - (e) establishment of a systematic framework for documentation and internal communication.
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CHAPTER VI

COMPOSITION OF THE IQAC

9. Constitution of the IQAC

- 9.1. The IQAC shall be constituted under the **Chairpersonship of the Head of the Institution.**
- 9.2. The IQAC shall consist of the following members:
- (a) Head of the Institution – Chairperson
 - (b) Teachers representing all levels (Assistant and Associate Professors)
 - (c) One member from the Management
 - (d) Senior Administrative Officer (Office Superintendent / Manager)
 - (e) One nominee each from Local Society/Trust, Students and Alumni
 - (f) One nominee from Employers / Industrialists / Stakeholders
 - (g) One senior teacher – **IQAC Coordinator**
- 9.3. The composition may vary depending upon the size and complexity of the Institution, **in accordance with NAAC guidelines.**

10. Tenure and meetings

- 10.1. The nominated members shall hold office for a term of **two years.**
- 10.2. The IQAC shall meet **at least once in every quarter.**
- 10.3. The quorum for meetings shall be **two-thirds of the total membership.**
- 10.4. Agenda, Minutes, and Action Taken Reports shall be properly documented and maintained in electronic and retrievable form.
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