

# **BESANT EVENING COLLEGE MANGALORE**

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## **INTERNAL QUALITY ASSURANCE CELL**

### **IQAC POLICY**

## Preamble

In pursuance of its Action Plan for performance evaluation, assessment, accreditation and quality up-gradation of institutions of higher education, the NAAC has made it mandatory for the accredited higher education institutions to establish an Internal Quality Assurance Cell (IQAC) as a quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of 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 overall performance of the College. For this, during the post-accreditation period, institutions need to channelize its efforts and measures towards promoting the holistic academic excellence including the peer committee recommendations. It will be a facilitative and participative voluntary organ of the institution. It has the potential to become an approach for ushering in quality enhancement by working out planned interventionist strategies by IQAC to remove deficiencies and enhance quality like the "Quality Circles" in industries. Keeping this mind, the College has constituted IQAC on 4<sup>th</sup> Oct, 2004

## Composition

The IQAC of the college has comprises of the

• Principal	Chairman	01
• Senior Faculty	Co-ordinator	01
• Management Members	Member	03
• Senior Faculty	Member	03
• Office Superintendent	Member	01
• Academician	Member	01
• PTA President	Member	01
• Alumni President	Member	01
• Student Union Council President	Member	01
• Industrialist	Member	01
• Social Service	Member	02

## Objectives

The primary aim of IQAC is;

- to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution,
- to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

## Strategies

The IQAC shall evolve mechanisms and procedures for

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
- Relevant and quality academic/ research programmes
- Equitable access to and affordability of academic programmes for various sections of society
- Optimization and integration of modern methods of teaching and learning
- The credibility of assessment and evaluation process
- Ensuring the adequacy, maintenance and proper allocation of support structure and services
- Sharing of research findings and networking with other institutions in India and abroad

## Functions

Some of the functions of the IQAC are

- Development and application of quality benchmarks for various academic and administrative activities of the institution
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes
- Dissemination of information on various quality parameters of higher education

- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles
- Documentation of the various programmes/activities leading to quality improvement
- Acting as a nodal agency of the College for coordinating quality-related activities including adoption and dissemination of best practices
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality
- Development of Quality Culture in the institution
- Invite faculty meetings on 2<sup>nd</sup> and 4<sup>th</sup> Saturdays of every month to preview of activities for the past two weeks and plan for the next two weeks
- Conduct Academic and Administrative Audit(AAA)
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

### **Benefits**

Benefits IQAC will contribute to

- Ensure clarity and focus in institutional functioning towards quality enhancement
- Ensure internalization of the quality culture
- Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices
- Provide a sound basis for decision-making to improve institutional functioning
- Act as a dynamic system for quality changes in the College
- Build an organised methodology of documentation and internal communication.