FUNCTIONS

Some of the functions expected of the IQAC are:

1. Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution
2. 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
3. Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes
4. Dissemination of information on various quality parameters of higher education
5. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles
6. Documentation of the various programmes/activities leading to quality improvement
7. Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices
8. Development and maintenance of institutional database through MIS for the purpose of maintaining/enhancing the institutional quality
9. Development of Quality Culture in the institution
10. Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC
11. To identify the requirements of various Departments and fulfill the demands through Purchase Committee
12. To Update the Library with Integrated Library Management System (ILMS)
13. To ensure the functioning of the IQAC as a continuous process and keep the functioning very vibrantly throughout institutional life.
14. To monitor Finance Management through Internal Finance Monitoring Committee (IFMC) transparently and also submit the Reports to the College Development Committee (CDC) for the approval.
15. To act as Nodal Agency of the institution and Coordinator of the IQAC as Nodal Officer for coordinating all qualitative enhancements of the institution