



# S.D.M. College of Engineering and Technology

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**IQAC**

## Quality Assurance Initiatives of IQAC

### Description:

Quality assurance initiatives of the Institution (IQAC) are driven by its **VISION, MISSION & SCOPE** as listed below:

### Vision:

To ensure the quality through a set of **well-defined processes** and regular **quality checks**; in-line with vision and mission of the Institution.

### Mission:

1. To **create and share process and procedure** templates.
2. To **arrange** for periodic **quality checks/ assessment**.
3. To facilitate **accreditation** of the programs and institution.
4. To **stimulate** the academic environment for promotion of quality of teaching-learning and research through **Outcome Based Education (OBE)** in-line with **NEP-2020** framework focusing on **experiential learning, flexibility and contextually relevant learning** for industry readiness.
5. To **facilitate** building the **information repository**.

### IQAC-Working Scope:

1. To ensure the **compliance of assessment tools** with course outcomes by **IQAC @ department level**.

This is to ensure the expected **learning** among the students for **industry readiness** in line with stated **learning intents** in the syllabus and **experiential learning** in the **course plan** as applicable. [By Department level IQAC]

2. To facilitate class level & course level students' **feedback**, once in a semester. [By the office of the Dean Academic Program]
3. To facilitate **360° feedback**, once in a year, within the hierarchy among Principal, Deans, HoDs and faculty/ supporting staff. [By the office of the Dean Administration] - **NEW**: to be introduced
4. To facilitate **exit survey** among the graduating students as a part of **indirect assessment** of their learning and **feedback on resources**. [By Department level IQAC and office of the dean IPD on infrastructure and other resources]
5. To facilitate **Audit** once in a year for both **academics and administration** with external participation from **industry** and **premier institution** of national importance. This is to ensure the **implementation of stated procedures, knowledge creation** and preparation of **information repository** based on **academic calendar, course plan, consultancy, funded research projects** and **strategic plan**. [By Department level IQAC]
6. To facilitate **SWOC analysis** on need basis. [By the office of the **Dean Administration**, Academic program, Dean IPD and IQAC]
7. To facilitate **strategic plan**. [By the office of the **Dean Administration**, Academic program, Dean IPD and IQAC]
8. To conduct **review of strategic plan**, done in **half yearly mode** to check the progress stated in the **strategic plan**. [By IQAC]
9. To facilitate in-house yearly **infrastructure audits**. [By the office of the Dean IPD]
10. To facilitate yearly, **general & financial audits** by a team appointed by the management.  
[By the office of the Dean Administration and IPD]
11. To facilitate yearly, the **Point Based Self-Appraisal- PBSA** by the management, common to all institutions. [By IQAC]
12. To facilitate **accreditation and ranking** through national level agencies. [By NBA , NAAC coordinators and NIRF teams ]
13. To facilitate creating and maintaining **information repository** in electronic form for **ease of access** to all stake holders @ department level and also at Institute level. [By concerned sections and departments.]
14. To **interact with other Institutions** to **share** the expertise, **learn** new ideas and **care** the community at large about quality procedures and initiatives. [By IQAC]

Inline with these perspectives, following are the **specific quality drives in the form of audits / reviews of performance** designed at THREE LEVEL i.e. at Society level, at Institute level and at Department level and are listed below.

ID-SI. No	<b>IQAC Activities</b> Audits(A), Reviews (R) , Performance Reporting(PR) and Feedback(F)
<b>At SDME Society level</b>	
<b>S1</b>	Heads of the Institutions Meeting- ( <b>HOI</b> )- Annually, managed by the office of dean administration. -PR
<b>S2</b>	Quarterly Progress Report managed by the office of dean administration. -PR
<b>S3</b>	Monthly Report managed by the office of dean administration. -PR
<b>S4</b>	Annual Self Appraisal (During Annual Increment) managed by the office of dean administration. -PR
<b>S5</b>	Annual Financial Audit managed by the office of dean administration. -A
<b>S6</b>	Performance Based Self Appraisal- PBSA managed by the office of IQAC.-PR / R
<b>At Institute level</b>	
<b>I 1</b>	Students' Feedback- TLP managed by the office of dean academic program. -F
<b>I 2</b>	Academic Council Meetings managed by the office of dean academic program. -PR/R
<b>I 3</b>	Governing Council Meetings managed by the office of dean administration. -PR/R
<b>I 4</b>	Local Inspection by University (VTU)- PR/R managed by the office of dean administration.
<b>I 5</b>	AQAR- Annual Quality Assurance Report based on Strategic Plan managed by the office of IQAC. - (New – introduced by Aug-Sept 2023)- PR/R
<b>I 6</b>	Accreditation and Ranking: NBA, NAAC and NIRF
<b>At Department Level</b>	
<b>D1</b>	Class Committee managed by the IQAC @ Department level. -F
<b>D2</b>	Review of assessment tool by IQAC at department level for compliance with learning intents expressed in course outcome (COs)-R
<b>D3</b>	Students' Satisfaction Survey/ EXIT Survey for Indirect Measurement of POs/PSOs and on Facilities managed by the IQAC team member designated for attainment of outcomes. -F
<b>D4</b>	Internal Review-TLP facilitated by IQAC @ Institute level managed by the IQAC @ Department level. A/R
<b>D5</b>	External Review-TLP facilitated by IQAC @ Institute level. - A/R
<b>D6</b>	Parents' Meet - facilitated by designated task coordinator of the department. -PR/F

- **Practices that have been Institutionalized as a result of IQAC initiatives are listed below.**
  - a) Common course file structure to ensure standard documents maintained by all faculty members.
  - b) Common structure for course plan showcasing the TLP practices.
  - c) Common procedures and format for internal and external audits, Students' feedback for every course, Students' satisfaction survey/exit survey, Stakeholders' feedback.
  - d) Structural provision for experiential learning in evaluation procedure under the title Course Teachers' Assessment – CTA and its inclusion in course plan.
  - e) Emphasis on course project and integrated courses.
  - f) Simple procedure for attainment of outcomes and report generation.