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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 tool**s 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 **360⁰ 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, l**earn** 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-Sl. No	IQAC Activities Audits(A), Reviews (R) , Performance Reporting(PR) and Feedback(F)
At SDME Society level	
S1	Heads of the Institutions Meeting- (**HOI**)- Annually, managed by the office of dean administration. -PR
S2	Quarterly Progress Report managed by the office of dean administration. -PR
S3	Monthly Report managed by the office of dean administration. -PR
S4	Annual Self Appraisal (During Annual Increment) managed by the office of dean administration. -PR
S5	Annual Financial Audit managed by the office of dean administration. -A
S6	Performance Based Self Appraisal- PBSA managed by the office of IQAC.-PR / R
At Institute level	
I 1	Students' Feedback- TLP managed by the office of dean academic program. -F
I 2	Academic Council Meetings managed by the office of dean academic program. -PR/R
I 3	Governing Council Meetings managed by the office of dean administration. -PR/R
I 4	Local Inspection by University (VTU)- PR/R managed by the office of dean administration.
I 5	AQAR- Annual Quality Assurance Report based on Strategic Plan managed by the office of IQAC. - **(New – introduced by Aug-Sept 2023)**- PR/R
I 6	Accreditation and Ranking: NBA, NAAC and NIRF
At Department Level	
D1	Class Committee managed by the IQAC @ Department level. -F
D2	Review of assessment tool by IQAC at department level for compliance with learning intents expressed in course outcome (COs)-**R**
D3	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**
D4	Internal Review-TLP facilitated by IQAC @ Institute level managed by the IQAC @ Department level. A/R
D5	External Review-TLP facilitated by IQAC @ Institute level. - A/R
D6	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.