



# **PANIMALAR ENGINEERING COLLEGE**

(A Christian Minority Institution)

**JAISAKTHI EDUCATIONAL TRUST**

An Autonomous Institution Affiliated to Anna University, Chennai

Approved by AICTE, Accredited by NBA, Approved by UGC for 2(F) and 12(B) Status

**Bangalore Trunk Road, Varadharajapuram, Poonamallee, Chennai – 600 123**

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## **INTERNAL QUALITY ASSURANCE CELL (IQAC) POLICY MANUAL**

### **SCOPE**

Internal Quality Assurance Cell is established to build and ensure the quality assessment at the Institution level and maintains a policy Manual. This IQAC Policy applies to all the employees working in Panimalar Engineering College.

### **VISION OF IQAC**

To enhance quality and sustain excellence in teaching, learning, research and extension activities of the institution.

### **MISSION OF IQAC**

To stimulate and enhance Key Performance Metrics

- Curriculum Development
- Teaching-Learning and Evaluation
- Research, Innovations and Industry Institute Collaborations
- Infrastructure Development
- Student Support & progression
- Faculty empowerment strategies
- Institutional Values

### **QUALITY POLICY**

To establish a system of Quality Enhancement, which would on a continuous basis evaluate and enhance the quality of teaching, learning, research and extension activities of the institution, leading to improvements in all processes, enabling the institution to attain excellence.

## **OBJECTIVES**

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- 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**

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IQAC shall evolve mechanisms and procedures

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
- The relevance and quality of academic and 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 evaluation procedures
- 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 OF IQAC**

IQAC is involved in the following functions

- Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution and Quality Culture in 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
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality
- Conduction of Academic and Administrative Audit periodically
- Organization of programmes related to Outcome Based Education and National Education Policy.

## **BENEFITS**

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- Ensure heightened level of 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
- Build an organised methodology of documentation and internal communication

## **COMPOSITION OF IQAC**

IQAC has been constituted by the following Members

1. Chairperson : Head of the Institution
2. Coordinator : Senior Faculty of the Institution
3. Teaching Faculty as members
4. Member from the Management
5. A few Senior Administrative Officers
6. Member from Local Society/ Students/ Alumni
7. Member from Employers/ Industrialist/ Stakeholders