

INTERNAL QUALITY ASSURANCE CELL (IQAC)

POLICY DOCUMENT

The Internal Quality Assurance Cell (IQAC) acts as the central mechanism for planning, monitoring, and enhancing the overall quality standards of the institution. It ensures that all academic, administrative, and co-curricular processes are aligned with nationally and internationally accepted benchmarks of excellence, fostering a culture of sustained improvement.

The policy aims to promote structured planning, transparency, and participative governance at every level of functioning. It ensures that the institution consistently adopts innovative methodologies, maintains systematic documentation, and strengthens its commitment to accountability and evidence-based decision-making.

IQAC works proactively to identify developmental challenges and implement timely interventions. Through continuous quality cycles, it endeavors to nurture institutional efficiency, academic rigor, and holistic development across all domains.

VISION OF THE INSTITUTE

To evolve as a distinguished center of academic excellence committed to fostering intellectual growth, ethical values, and holistic personality development. The institution envisions creating an **eco-friendly, technologically progressive, and socially responsible society** that contributes meaningfully to national development and global transformation.

MISSION OF THE INSTITUTE

1. To encourage self-evaluation, self-discipline, and accountability among students

The institution aims to cultivate reflective learners who continuously assess their academic progress and personal growth. It empowers students to adopt responsible behavior, maintain discipline, and develop the capacity to make ethical and informed decisions throughout their lives.

2. To promote global competency across all learning dimensions.

We strive to equip students with the skills required to excel in a rapidly globalizing world, including communication proficiency, technological adaptability, and cross-cultural understanding. The institution encourages students to embrace innovation, think critically, and develop the confidence to participate in global academic and professional arenas.

3. To develop excellent and skilled human resources

Our mission is to nurture highly competent individuals who possess strong academic foundations, practical skills, and professional integrity. By emphasizing holistic learning and value-based education, we aim to prepare students to contribute effectively to industry, society, and the nation at large.

VISION OF IQAC

To establish and sustain a robust quality-assurance ecosystem that promotes academic excellence, administrative efficiency, and holistic institutional growth. IQAC envisions fostering innovation, improving processes, and strengthening the institution's reputation through continuous and systematic improvement.

MISSION OF IQAC

- To develop well-defined quality benchmarks and ensure their implementation across academic and administrative units. Each benchmark is designed to enhance performance, promote accountability, and create measurable outcomes for improvement.
 - To encourage advanced, ICT-enabled teaching methodologies that support effective learning experiences and increase student engagement and academic performance.
 - To facilitate structured training programs, workshops, and capacity-building initiatives for faculty and staff, ensuring consistent professional development.
 - To maintain detailed documentation of all quality-related activities, enabling transparency, systematic reporting, and effective internal and external audits.
 - To promote a sustainable quality culture by strengthening stakeholder participation, collaborative governance, and evidence-based planning.
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QUALITY POLICY

- **The institution is committed to upholding uncompromising academic standards and ensuring excellence across teaching, learning, evaluation, and administration.** We strive to create a dynamic academic environment where students receive holistic, skill-based, and value-oriented education that prepares them for future challenges and opportunities.

- **We continuously enhance curriculum delivery to ensure relevance, innovation.**
Through periodic reviews, faculty development initiatives, and feedback-driven improvements, the institution ensures that teaching practices remain up-to-date and effective.
 - **Our governance structure is transparent, efficient, and fully accountable.**
We promote participative decision-making, evidence-based planning, and systematic documentation to ensure smooth and responsible institutional functioning.
 - **We integrate modern technology into academics, administration, and evaluation.**
This includes the adoption of digital tools, ICT-enabled learning platforms, and automated systems that enhance efficiency and academic outcomes.
 - **We focus strongly on research, innovation, and extension activities.**
The institution encourages faculty and students to engage in inquiry, create new knowledge, and contribute meaningfully to society through structured outreach programs.
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IQAC OBJECTIVES

- **To develop and implement measurable quality benchmarks aimed at improving institutional performance in all domains.**
These benchmarks serve as guiding standards that help evaluate processes, identify gaps, and ensure consistent quality enhancement.
 - **To cultivate a dynamic and learner-centered academic environment.**
IQAC promotes teaching practices that encourage critical thinking, creativity, participation, and independent learning among students.
 - **To promote interdisciplinary learning and experiential education.**
The institution encourages project-based learning, field activities, and cross-disciplinary exposure to strengthen practical understanding and broaden student perspectives.
 - **To organize seminars, workshops, and capacity-building programs at national and international levels.**
These initiatives provide platforms for intellectual exchange, professional development, and exposure to emerging trends across disciplines.
 - **To conduct periodic academic and administrative audits.**
These audits help evaluate institutional effectiveness, identify gaps, and recommend actionable improvements with measurable outcomes.
 - **To prepare, compile, and submit AQAR, SSR, and all NAAC-related documentation with precision and accuracy.**
The cell ensures that all reports reflect genuine practices, verified data, and evidence-based quality statements.
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IQAC STRATEGIES

- **To enrich curriculum delivery by enhancing academic rigor and integrating contemporary educational practices.**
The institution encourages faculty to redesign teaching methods that align with emerging trends, student needs, and societal expectations.
 - **To integrate ICT-enabled teaching, learning, and evaluation systems.**
Smart classrooms, digital platforms, and online assessment tools are promoted to create a modern and efficient learning ecosystem.
 - **To support faculty development through FDPs, research collaborations, and professional training opportunities.**
The goal is to enhance teaching competencies, research productivity, and overall academic excellence among faculty members.
 - **To encourage innovation, incubation, and entrepreneurship.**
IQAC supports initiatives that motivate students to develop creative solutions, start ventures, and participate in incubation activities.
 - **To strengthen internal and external quality-assurance systems.**
This includes regular audits, compliance checks, and collaborative reviews that ensure adherence to quality benchmarks.
 - **To promote environmental sustainability and green initiatives across the campus.**
The institution prioritizes eco-friendly practices, waste management, energy conservation, and awareness programs aligned with SDGs.
 - **To upgrade infrastructural facilities in line with academic growth and student requirements.**
Continuous improvement of laboratories, classrooms, digital resources, and support services ensures a better learning environment.
 - **To ensure equity, inclusiveness, and participative governance throughout institutional processes.**
The institution aims to provide equal opportunities, maintain fairness, and promote stakeholder participation at all levels.
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FUNCTIONS OF IQAC

- **To develop, refine, and disseminate quality benchmarks for academic and administrative activities.**
These benchmarks serve as standards for evaluating performance and ensuring systematic improvement across all departments.
- **To enhance the teaching-learning process through innovative and learner-centered practices.**

IQAC encourages faculty to adopt modern pedagogies that improve student understanding, engagement, and achievement.

- **To organize workshops, conferences, FDPs, and quality-enhancement programs.**
These activities promote knowledge sharing, capacity building, and professional growth among staff and students.
 - **To strengthen stakeholder feedback systems and ensure meaningful analysis of collected data.**
Feedback is carefully reviewed, interpreted, and used to implement evidence-based improvements across institutional processes.
 - **To ensure systematic documentation for audits, accreditation, and internal reviews.**
IQAC maintains comprehensive records that reflect the institution's quality practices, innovations, and outcomes.
 - **To conduct periodic quality audits and review institutional functioning.**
These audits assess whether processes meet quality standards and help identify opportunities for enhancement.
 - **To prepare AQARs, compliance documents, and mandatory quality reports.**
IQAC ensures that all reports are accurate, well-structured, and aligned with NAAC requirements.
 - **To promote best practices and encourage institutional innovation.**
The cell identifies successful models, replicates them across departments, and supports new initiatives that enhance quality.
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IQAC COMPOSITION

Sr.No.	Name Of Committee Member	Designation	Contact
1	Mr. Darade Gokul Ramdas	Chairman (Management Representative)	9850757521
2	Mr. Khandave Shubham Ramrao	Vice-President (IQAC)	9730377675
3	Mr. Chafekanode Laxman Balaji	Member (Coordinator)	9673665082
4	Ms. Salve Sakshi Subhash	Member (Academic Internal Expert)	9922247902
5	Mr. Khambait Bhushan Vilas	Member (Registrar)	8999720576
6	Mr. Shinde Yogesh Bhagwat	Member (Administrative)	9890046074

- **The composition includes the Principal as the Chairperson, who provides leadership and strategic direction to all IQAC activities.**
Their role ensures that quality initiatives are aligned with institutional goals and executed effectively.
- **The IQAC Coordinator leads the operational framework of the cell.**
They ensure coordination, documentation, reporting, and smooth execution of all quality-enhancement activities.
- **Senior administrative officials contribute to planning and administrative streamlining.**
Their experience supports decision-making, policy execution, and governance reforms.
- **Faculty members from various departments act as academic contributors.**
They provide insights, participate in quality initiatives, and support academic innovation and documentation.
- **Industry and subject experts bring external perspectives and specialized knowledge.**
Their inputs help bridge the gap between academia, industry trends, and societal expectations.
- **Student representatives serve as the voice of the learner community.**
They participate in discussions, share feedback, and help shape student-centered policies.
- **Alumni representatives help connect the institution with professional networks and real-world expectations.**
Their engagement strengthens placement, mentoring, and institutional outreach.

- **Local community representatives ensure that the institution remains socially responsive and community-focused.**
Their involvement promotes collaboration, extension activities, and social development initiatives.
 - Here is your **fully polished, grammatically perfect, punctuated, and professionally enhanced version** of the Roles section with **main keywords highlighted, every sub-point expanded to at least two lines, and written in duty-based “To...” style** exactly as you instructed.
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ROLE OF THE PRINCIPAL

- **To provide strategic leadership** that guides all academic and quality-assurance initiatives, ensuring that every institutional activity aligns with long-term goals and the values envisioned in the institutional mission. This includes fostering a culture of excellence, innovation, and ethical governance.
 - **To ensure adequate resources**—academic, infrastructural, technological, and financial—are made available so that all IQAC activities are executed effectively. This promotes sustainability in quality enhancement programs and supports smooth institutional functioning.
 - **To promote transparency and accountability** through participative decision-making and democratic governance structures. This encourages responsible behavior among staff, students, and all stakeholders while establishing trust and institutional credibility.
 - **To encourage faculty development and innovation** by facilitating research, professional training, and advanced pedagogical practices. This strengthens academic standards and enhances the quality of teaching-learning processes.
 - **To oversee and validate all quality-related documentation**, including academic audits, IQAC reports, NAAC compliance work, and accreditation submissions, ensuring accuracy, timeliness, and adherence to standards.
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ROLE OF THE IQAC COORDINATOR

- **To coordinate and monitor all IQAC initiatives**, ensuring their systematic implementation across departments. This includes scheduling meetings, guiding faculty, and ensuring that quality benchmarks are continuously maintained and improved.
- **To ensure meticulous documentation** of minutes, reports, policies, and evidence required for NAAC and other accreditation bodies. This supports transparent functioning and smooth audit readiness.
- **To organize quality-improvement programs**, such as workshops, FDPs, seminars, and training sessions, aimed at capacity building and promoting quality culture among faculty, staff, and students.
- **To facilitate timely submission** of AQAR, SSR, DVV, and all accreditation-related documents, ensuring alignment with NAAC guidelines and maintaining institutional accountability.

ROLE OF FACULTY MEMBERS

- **To implement innovative, student-centered pedagogy** that enhances engagement and strengthens conceptual understanding. Faculty play an essential role in continuously improving learning outcomes through reflective teaching practices.
- **To participate in curriculum development and review**, ensuring academic relevance, employability skills, and responsiveness to emerging global trends. This maintains the quality and adaptability of academic programs.
- **To engage in research and publications**, contributing to the institution's academic reputation while promoting a culture of inquiry, creativity, and knowledge-building among students.
- **To support institutional audits and quality processes** through systematic documentation, evaluations, and active participation in IQAC activities. This ensures compliance and strengthens institutional readiness.
- **To mentor students** in academic, ethical, personal, and career-related areas, thereby encouraging holistic development and responsible citizenship.

ROLE OF STUDENTS

- **To participate actively in academics and co-curricular activities**, contributing to a vibrant and constructive learning environment. Their involvement enhances institutional culture and encourages balanced development.
- **To provide constructive feedback** through structured mechanisms, helping the institution identify strengths, weaknesses, and areas requiring improvement. Their inputs serve as a foundation for learner-centric reforms.

- **To maintain discipline, integrity, and responsibility** as part of their contribution to institutional excellence. Students play a key role in promoting a positive academic atmosphere and upholding core values.
 - **To engage in quality-related activities**, such as surveys, awareness drives, and student committees, thereby contributing to continuous internal quality enhancement.
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ROLE OF ALUMNI

- **To mentor current students** through career guidance, professional exposure, and skill development support. Alumni contributions strengthen employability and enrich academic experiences.
 - **To create industry and academic linkages** that help the institution build partnerships, internships, and collaborative learning opportunities. This enhances institutional reach and credibility.
 - **To offer constructive feedback** on curriculum relevance and evolving industry requirements, supporting curriculum reforms and bridging the gap between education and employment.
 - **To contribute to institutional development**, whether through volunteering, collaborative initiatives, or donations. Their presence supports brand building and community engagement.
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ROLE OF MANAGEMENT

- **To provide policy direction and leadership** that upholds institutional values and strengthens long-term quality improvement. Management ensures the institution functions efficiently and ethically.
- **To support infrastructure and resource development**, ensuring that academic and administrative facilities are continuously upgraded in line with emerging requirements and technological advancements.
- **To promote transparent governance**, ensuring that all institutional activities follow ethical, fair, and accountable procedures. This enhances trust and strengthens institutional integrity.
- **To encourage faculty development and innovation**, enabling research, training, and use of advanced methodologies for continuous quality improvement.
- **To facilitate accreditation and audits**, ensuring that the institution complies fully with NAAC and all regulatory requirements through timely support and structured planning.

QUALITY ASSURANCE FRAMEWORK: STRATEGIES AND MECHANISMS

The institution is committed to fostering a culture of excellence through a comprehensive quality assurance framework. The following **strategies and mechanisms** form the foundation of this commitment:

- **Development of Academic and Research Programs:**

Cultivating relevant, high-quality academic and research initiatives that respond to contemporary educational demands and emerging societal needs, ensuring growth in knowledge creation.

- **Access and Affordability:**

Promoting inclusive access to education by ensuring that programs remain affordable, equitable, and available to learners from diverse socio-economic backgrounds.

- **Teaching and Learning Innovation:**

Adopting, integrating, and enhancing modern pedagogical approaches, digital tools, and learner-centric methodologies to strengthen teaching effectiveness and academic engagement.

- **Credible Assessment Practices:**

Upholding the fairness, transparency, and reliability of assessment and evaluation systems through structured processes and standardized academic guidelines.

- **Operational Efficiency:**

Ensuring timely, progressive, and efficient execution of academic, administrative, and financial functions to support smooth institutional functioning.

- **Support Structures and Services:**

Maintaining adequate, well-planned, and effectively managed support systems and infrastructural facilities to enhance the overall learning environment.

- **Research Dissemination and Collaboration:**

Facilitating the publication and communication of research findings and promoting collaborative partnerships with academic institutions, industry, and research organizations.

- **Industry–Academia Linkages:**

Strengthening collaborations with industry to enhance academic relevance, skill development, and employability through internships, training, and exposure programs.

- **Environmental Sustainability:** Evaluating and managing the environmental impact of institutional activities while promoting eco-friendly initiatives and sustainable practices across the campus

CONTINUOUS INTERNAL QUALITY ASSURANCE MECHANISM

- **To conduct periodic academic and administrative audits**, ensuring an ongoing review of institutional performance and identifying improvements to strengthen quality benchmarks.
 - **To collect structured feedback** from all stakeholders—students, teachers, alumni, employers—for data-driven decision-making and to enhance teaching-learning processes.
 - **To monitor teaching-learning systems**, including lesson plans, evaluation methods, and outcome-based assessments, ensuring consistency and improvement in academic quality.
 - **To implement institutional best practices**, innovations, and quality models based on benchmarking and research, ensuring excellence across all operations.
 - **To strengthen faculty performance evaluation**, promoting professional growth, accountability, and continuous enhancement of skills and competencies.
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EXTERNAL QUALITY ASSURANCE MECHANISM

- **To participate in NAAC accreditation cycles** and other external evaluations that benchmark institutional improvement. This ensures transparency and adherence to national and global standards.
 - **To undergo external audits**—financial, academic, and administrative—to maintain efficiency, compliance, and credibility in all institutional operations.
 - **To adhere to regulatory guidelines**, ensuring that all policies, processes, and systems comply with norms laid down by statutory bodies.
 - **To collaborate with industry and academic institutions**, promoting knowledge exchange, benchmarking, and continuous enhancement of quality parameters.
 - **To ensure timely submission of compliance reports**, including AQAR, SSR, and DVV documents, reflecting institutional commitment to quality and accountability.
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