

Internal Quality Assurance Cell (IQAC)



VISION

To make quality the defining element of higher education in our institution through a combination of self and external quality assessment, promotion and nourishment initiatives.

MISSION

- *To plan for periodic appraisal and accreditation of our institutions academic programmes*
- *To arouse the academic environment for promotion of quality of teaching-learning and research in our institution*
- *To encourage self-evaluation, accountability, autonomy and innovations of our institution*
- *To undertake quality-related research studies, consultancy and training programmes*
- *To collaborate with other stakeholders for quality evaluation, promotion and sustenance*

Objective

The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of our institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

IQAC evolves in the mechanisms and procedures for

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
- b) The relevance and quality of academic and research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;

- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of evaluation procedures;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and Abroad.

Functions

Some of the functions of the IQAC are:

- a) Development and application of **quality benchmarks/parameters** for various academic and administrative activities of the institution;
- b) 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;
- c) Arrangement for **feedback** response from students, parents and other stakeholders on quality-related institutional processes;
- d) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- e) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- f) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- g) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

IQAC Members

Composition of the IQAC

IQAC constituted in our institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

1.Chairperson	: Rev.Dr.Sr.Mary Gilda
2. Administrative officers	: Mrs.A. Irudhaya Amala Rani : Mrs. D. Thangam Arulseeli
3.Faculty Members	: Mrs.S.M.D.Madhuravalli
	Mrs.R.Waheetha
	Mrs.X.Della
	Mrs.G.Maria Delicia Helina
	Mrs.I.Angeline Priya

	Mrs.D.Jasmine Adaikalarani
4.Management Representative	: Sr.M.S.Rubha
5.Student Council	: Ms.R.SankaraGomathy
	Ms.S.Sharmila
6.Alumni	: R.Ananthalakshmi
	M.P.Gayathri
7.Employers /Industrialists/ stakeholders	: Dr.Lakshmanan, Edwin Samuel
	Ar.FrancisAmal George
8.Coordinator of the IQAC	: Mrs.C.Sathya Lakshmi

The composition of the IQAC helps the institutions in planning and monitoring. IQAC gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities.

Activities and contributions made by IQAC

- ✓ Publication of IQAC News Letter.
- ✓ IQAC motivated research publication and minor projects
- ✓ Workshop on entrepreneurship was conducted for the outgoing students
- ✓ On-line feedback of students on teaching was obtained
- ✓ Orientation programme for staff and students were organized
- ✓ Communicative skill development programme was successfully carried out for the outgoing students
- ✓ Internal and external academic audit was carried out
- ✓ Department wise extension activity was carried out
- ✓ AQAR was prepared as per the guidelines and parameters of NAAC and submitted

Action Plan-2017

- To organize National Conference on "Quality Enhancement"
- To conduct Workshop for faculty
- Training programme on preparing e-content for the faculty
- Planned to have a Core Committee, comprising of the Principal, Vice-Principal, and IQAC Coordinator for Academic Audit
- To conduct internal and external academic audit of departments and associations
- To collect student feedback on teachers, library, infrastructure and self-appraisal feedback of faculty
- To monitor academic performance of the students and arrange remedial classes
- To conduct Skill Orientation Programme
- To conduct special coaching classes for competitive exams
- To prepare newsletter twice the year

Activities held

- **Faculty Development Programme on 24th and 25th of April 2017**

Faculty Development Programme was organized on 24th and 25th of April 2017. Dr. V. BALAMURUGAN Department of Computer Science & Engineering, Manonmaniam Sundaranar University, Tirunelveli was the resource person. The first day programme was on “**Faculty empowered for effective teaching in the classroom**” and the second day he highlighted on “**Quality Enhancement in Accreditation**”

- **“An approach towards restructuring Notes Of Lesson into Personal Session Plan”**

Date: June 29, 2017

A Quality Enhancement Programme was organized by IQAC co-ordinator Mrs.C.Sathyalakshmi for the faculty members on June 29, 2017. The aim of the programme was to enrich their teaching skill in the field of teaching learning process. She explained an approach towards restructuring notes of lesson into personal session plan and formulation of course plan.

- **FDP Programme on “Research Ethics for Researchers”**

14th July 2017

Dr. S. SELVAM Assistant Professor (Conservation of Marine environment) Department of Geology V.O.Chidambaram College, Thoothukudi gave a motivated talk to do more research projects and publish papers in journal.

- **“An orientation programme to new staff about NAAC”**

Date: July 17, 2017

An orientation programme for the newly appointed faculty of various disciplines on 17th July 2017 by IQAC co-ordinator Mrs.C.Sathyalakshmi. The objective of the programme was to make the new staff aware of the academic aspects of the course, the rules and regulations of the institution and ensuring their participation in monitoring the performance and progress of the students.