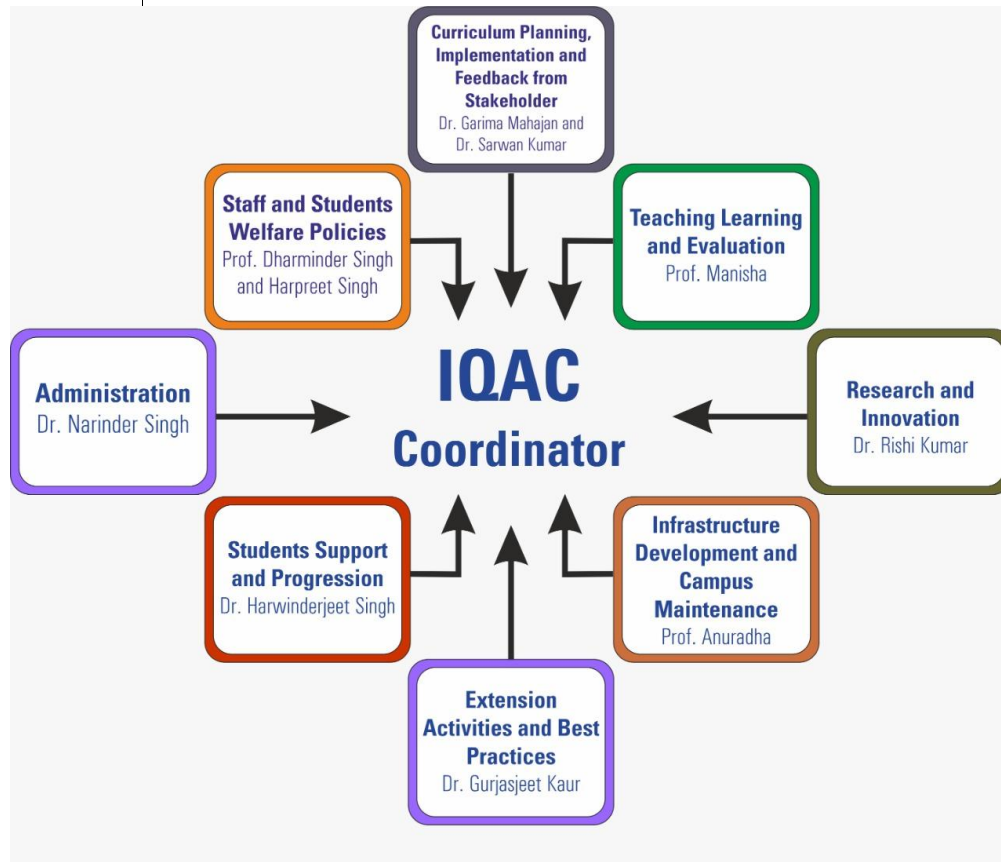# IQAC (Quality check mechanism)

1. **Administration:** Maintaining the momentum of quality consciousness crucial in colleges. Internal Quality Assurance Cell, in fact, is conceived as a mechanism to build and ensure a quality culture bat the institutional level. The IQAC function is:

- Development and Application of Quality benchmarks/perameters for the various Academic and Administrative activities of the college.

- Documentation of the various programmes of the college, leading to quality improvement.

- Acting as a nodal agency of the college for coordinating quality-related activities, including adoption and dissemination of good practices.

- To promote measures for institutional functioning towards quality enhancement through Internationalization of quality culture and Institutionalization of best practices.

2. **Staff and Students Welfare Policies :** The policy is designed to provide assistance and guidance that develops students into good and honest citizens while at the same time dealing with behavior.

- The effective leadership is reflected various Institutional practices such as decentralization and participate management.

- The Institutional strategic/perspective plan is effectively deployed.

- The Functioning of the institutional bodies is effective and efficient as visible from policies, Administrative setup, appointment and service rules, procedures etc.

Implementation of E-Governance in areas of operation – Administration

-Finance and Accounts

-Student Admission and Support Examination

* The institution has effective welfare measure for teaching and non-teaching staff and avenues for career development/progression.

* The institution reviews its teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms.

3. Curriculum Planning, implementation and Feedback From Stakeholder: The curriculum of any programme is designed by the Board of studies of University depending on our resource Potentiality, Institutional goals and concern towards, the students, we impart quality education. In this Phase, IQAC prepares Academic plan of the year. Time Table designs for all UG, Pg programs as per the university norms. Teachers are informed about their workload and courses. Besides, the use of other Teaching methods like Group discussions, Test exam, power point presentations, Assignments are used for effective curriculum Implementation and remedial lectures are conducted if required. Academic review and feedback is taken periodically. Certificate, Short term course, Diploma course are introduced during the academic session by the departments. Competitive examination Cell conducts guest lectures and guides the stakeholders about competitive examinations. The faculty members of the college are actively engaged in paper setting and evaluation process.

4. Teaching Learning and Evaluation: Evaluation is a continuous process and a periodic exercise. It helps in forming the values of judgment, educational status, or achievement of students.

* Student enrolment and profile (Average enrolment percentage, Average percentage of seats filled against seats reserved for various categories)

* The Institution assesses the learning levels of the students and organizes special programmers' for advanced learners and slow learners.

* Teachers use ICT enabled tools for effective Teaching-learning process.

* Mechanism of internal assessment is transparent and robust in terms of frequency and mode.

* Attainment of programmer's outcomes and course outcomes are evaluated by the Institution.

5. **Research and Innovation:** Research includes work of direct relevance to the specific needs of Communities, Industry and Commerce. In some disciplines, research may be embodied in the forms of artistic works, performances or designs that lead to new or substantially improved insights. Research may include:-

* Research paper in UGC Care listed journal

*Books published on reputed publisher

* Research activity organized in collaboration with industry/reputed agencies

*Entrepreneurship program

*Research/collaboration for entrepreneurship and career guidance/placement

* Grants received from different agencies for projects

6. Infrastructure Development and Campus Maintenance : In this phase procedures and policies for maintaining and utilizing physical, Academic and support facilities laboratory, library, sports complex, classroom etc. The policy of the college management is to provide quality education to the rural and tribal students. The college has considerable in the infrastructure and the learning resources that has created a conductive environment for the overall development of the learners making it a learner centric Institution. College has adequate infrastructure and physical facilities:

* Academic Blocks- arts, Science, Commerce, Agriculture etc.
* Administration block

* It includes office of the controller of examination

* Sports Complex- College has indoor stadium for facilitating indoor games

*Library- Free Wi-Fi, Internet access, proper system of feedback from users to improve library services, system of recommendation for the purchase of books through departments.

* IT Faculty- All departments are equipped with computers

* Cyber Security- The college serve room is always proactive for all kinds of data backup and other issues.

7. Extension Activities and Best Practices: apart from routine curricular activities, institution is also involved in extended activities that serve the communities.

* Measures initiated by the institution for promoting heritage culture sports and social values among the students

* All students should be involved in extension and outreach activities. The programmers' organized should help in imbibing the spirit of service among students.

* Special care and consideration are to be given to awareness for environment conservation in the campus and beyond the campus.

* NSS and other cells should follow the guiding principles of 'Heart to Heart'

* Teaching staff should also participate in this programme and contribute in their own way to the community along with their academic exercise.

* Best practices for –Education

-Health and Hygiene

-Entrepreneurial development

-Environmental consciousness

-Constitutional rights

-Social ethics

8. <u>Students Support and Progression:</u> In this Phase IQAC work ha been done on students support and progression. In this Phase, the quality of the following points has been checked –

* Average number of sports and cultural events/competitions organized by the institution per year

* Number of awards /medals for outstanding performance in sports/cultural activities at inters university /state/national/international events.

* Percentage of students qualifying in state/national/international level examinations

* Percentage of student progression to higher education

*Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution