

## **INTERNAL QUALITY ASSURANCE CELL**

### **Introduction:**

The institution has active Internal Quality Assurance Cell (IQAC) to frame the policy for the academic and administrative growth of the institution. IQAC is playing a major role in designing and maintaining quality assurance within academic systems.

### **Objectives:**

- ❖ To develop a system for conscious, consistent and catalytic improvement in the performance of the institution..
- ❖ To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices..

### **Procedure:**

- ❖ Development and application of quality benchmarks
- ❖ Parameters for various academic and administrative activities of 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;
- ❖ Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- ❖ Dissemination of information on various quality parameters to all stakeholders
- ❖ 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;
- ❖ Periodical conduct of meetings and its follow-up

### **Responsibilities:**

- ❖ Ensure 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;		
<b>Frequency of Meetings:</b>		
Once in a year		
<b>Committee Membership Details</b>		
Chair Person	Director	
Convenor	Professor / Associate Professor	
Internal Members	<ul style="list-style-type: none"> <li>• Management Representative</li> <li>• Assistant Director</li> <li>• All Teaching Faculty</li> <li>• Librarian</li> <li>• Administration Staff</li> <li>• System Administrator</li> <li>• Student Representatives</li> </ul>	
External Members	<ul style="list-style-type: none"> <li>• Alumni Representatives</li> <li>• Parent Representative</li> <li>• Academic Representative</li> </ul>	
Chair Person	Director	
<b>Internal Quality Assurance Cell Members:</b>		
<b>Name</b>	<b>Designation</b>	<b>Committee Role</b>
Dr.D.Nisar Ahmed	Director	Chairperson
Dr.T.A.M.Hameed Kan	Associate Professor	Convenor
	<b>Management Representative</b>	<b>Member</b>
Dr.Major Zahid Husain	Assistant Director	Member
Dr.S.G.Balaji	Associate Professor	Member
Dr.B.Latha Lavanya	Associate Professor	Member
Dr.Farhathullah Khan	Associate Professor	Member
Mrs.S.Sumaiya	Assistant Professor	Member
Mr.A.Appu	Assistant Professor	Member
Mr.S.Vinoth	Assistant Professor	Member
Mrs.D.Charumathi	Assistant Professor	Member
Mrs.W.Shabeena Shah	Assistant Professor	Member
Mrs.M.I.AneesFathima	Assistant Professor	Member
Dr.B.SaiPriya	Assistant Professor	Member

Mr.Riaz Ahmed	Assistant Professor	Member
Mrs.NishathSulthana	Assistant Professor	Member
Mrs,NishatParveen	Assistant Professor	Member
Mr.Siranjeevi	Assistant Professor	Member
Mrs. Rekha	Librarian	Member
Mr.Mehaboob Khan	System Administrator	Member
Mr.A.K. Abdul Samath	Administrative Staff	Member
Mr.M.ImtiazSharief	Administrative Staff	Member
Mr.P.M.Mohamed Ismail	Administrative Staff	Member
Mr.I.Fiaz Ahmed	Administrative Staff	Member t
Mr.Ashroff.M	Industry Representative ETA Group of Companies	External Member
Dr.S.Ramanathan	Academician Founder Director, School of Management, Anna University, Coimbatore	External Member
Mr.SyedSadhan Ahmed	Alumni	External Member
Mr.Shamaz	Alumni	External Member
	Parent	External Member
Mr. Abrar Khan	Student Representative	Member
Mr. Zeeshan sait	Student Representative	Member
Mr. Abdul Muthalif	Student Representative	Member