

SINHGAD TECHNICAL EDUCATION SOCIETY'S

SINHGAD INSTITUTE OF TECHNOLOGY & SCIENCE

(Approved by AICTE, Recognized by Government of Maharashtra, Affilliated to Savitribai Phule Pune University)

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IQAC Rules and Responsibilities

In our Institute, we are always trying to maintain the highest quality in all activities as per the need of all the stakeholders and mapping with our vision and mission as follows:

- > To plan and supervise various activities to maintain the quality.
- Determined for quality and excellence in all actions.
- > Integrity and impartiality in all practices.
- Priority to novelty, innovation and creativity.
- > Inclusiveness, accountability and service to all stakeholders.
- > Flexibility and sustainability at appropriate level.
- Quality consciousness with multilevel leadership.

IQAC Objectives:

- ✓ To improve the academic and administrative performance of the Institute by developing a sensible and stable system for action to improve the academic and administrative performance of the Institute.
- ✓ To promote processes for working of the Institute towards quality enhancement through Internalization of quality culture and Institutionalization of best practices.

IQAC Responsibilities:

- 1. To improve the quality and significance of academic programmes.
- 2. To integrate and optimize the modern methods of teaching and learning.
- 3. To ensuring efficient, timely and progressive performance of administrative, academic and financial tasks.
- 4. Accessible and affordable academic programmes for various sections of society.
- 5. To insure the transparency and credibility of evaluation procedures.
- 6. To prepare a academic calendar of all curricular and noncurricular activities.



IQAC Functions:

- 1. To develop Quality Culture at the institution in collaboration with all departments.
- 2. To development and apply quality **benchmarks**/parameters for various academic and administrative activities of the Institute.
- 3. To facilitate the creation of a student's centric environment conducive to quality education.
- 4. To develop teaching faculty and staff so as to adopt the required knowledge and technology for **participatory** teaching and learning process.
- 5. To process and analysis of **feedback** from the students and all the stakeholders on quality related institutional practices.
- 6. To ensure the adequacy, maintenance and proper allocation of **support structure** and services.
- 7. To propagate information on various **quality parameters** of higher education to all concern.
- 8. To organize workshops, seminars/conference on quality related themes.
- 9. To Prepare **documentation** of all the programmes/activities in the Institute.
- 10. Preparation submission of the Annual Quality Assurance Report (AQAR).
- 11. To prepare and submit **SSR** and complete the process of accreditation of **next** cycles.

IQAC Benefits:

- 1. It ensures high level of clarity and focus in institutional functioning towards **quality enhancement**.
- 2. It ensures the **internalization** of the quality culture in the institute.
- 3. It ensures the coordination among various activities and enrichment of all **good practices** of the institution.
- 4. **It act** as a dynamic system for **quality/changes** in HEIs.
- 5. It develops an organized **methodology of documentation** and internal communication.

Dr. Kirankumar R. Jagtap IQAC Coordinatior



Dr. Shriram D. Markande Principal