



# A. J. Institute of Engineering and Technology Mangaluru



Approved by AICTE New Delhi, Affiliated to VTU Belagavi & Recognised by Govt. of Karnataka  
(A unit of Laxmi Memorial Education Trust (R))

NH-66, Kottara Chowki, Mangaluru - 575 006. Ph : +91 824 2455048, 2862202 Mob.: +91 9483026503. Fax : +91 824 2862205  
email : ajengcollege@gmail.com | website : www.ajiet.edu.in

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## INTERNAL QUALITY ASSURANCE CELL (IQAC) POLICY

### Policy statement

The IQAC ensures the effective functioning of quality measures through continuous reviews and periodic meetings. The IQAC works towards attaining excellence in all academic and administrative activities of the institution.

IQAC has been constituted as per the recommendations of the National Assessment and Accreditation Council (NAAC).

### Scope of the Policy

IQAC policy applies to all the academic and administrative departments at A J Institute of Engineering & Technology.

### About IQAC

The IQAC is an important component in sustaining and improving the quality of teaching, learning, research, and outreach services relevant to the institution's vision and mission, which ultimately meet the demands of society and the nation.

A J Institute of Engineering and Technology established the Internal Quality Assurance Cell (IQAC) in 2018. IQAC plays an important role in the college's academic, research, extracurricular, and administrative components, with the sole purpose of improving quality. The IQAC is crucial in aiding management and the principal with decision-making and quality improvement measures. The IQAC's primary mission is to provide a system for intentional, persistent, and catalytic improvement in the institution's overall performance.

### OBJECTIVES AND FUNCTIONS OF THE IQAC

- The fundamental goal of an IQAC is to ensure and improve the quality of academic and administrative operations inside the institution.
- IQAC strives to develop a culture of continual improvement throughout all parts of the institution, including teaching, research, infrastructure, and support services.

Principal

A.J. Institute of Engineering & Technology  
Mangaluru - 575 006

- The IQAC tracks and shares trends in higher education, focusing on AICTE/UGC and NBA (National Board of Accreditation)/ NAAC (National Assessment and Accreditation Council) recommendations, which are regularly updated. The Annual Quality Assurance Report (AQAR) is prepared and submitted in accordance with the rules and parameters established by accrediting bodies such as the NBA or the NAAC.
- IQAC helps to establish and implement the institutional quality enhancement plan by identifying areas for improvement and devising solutions to address them.
- Internal and external benchmarking activities are conducted to find best practices in higher education and adopt them inside the institution.
- IQAC promotes the development of a Student-Centric environment in the higher educational institution by employing a variety of innovative and participatory teaching and learning techniques, making significant progress in improving the college's ICT and IT facilities, and energizing the college's various academic, research, skill enhancement activities and administrative functions.
- Organizing workshops, seminars, and training programs to help faculty members develop professionally and improve the quality of their teaching and research.
- Monitoring student complaints and creating efficient resolution processes. Also, assuring the availability of support services to improve students' general well-being.
- The IQAC aids numerous departments and extension clubs in providing academic and extra-curricular activities that assist students learn about advancements in emerging trends in technologies.
- Facilitating and promoting research activity among academics and students, such as publications, patents, and research collaborations.
- Creating and sustaining feedback channels to elicit input from stakeholders like as students, alumni, professors, and employers, and then using that feedback to drive progress.
- IQAC helps academic industry interactions, cultivate research and entrepreneurship skills, assists financial and academic audit, infrastructure development, and so on.
- Prepare and deliver the yearly quality assurance report to higher authorities.
- Coordinate internal and external quality audits and evaluations.

### COMPOSITION OF IQAC

The IQAC shall consist of the following members:

NAME OF INTERNAL MEMBERS	DESIGNATION
PRINCIPAL	CHAIRMAN
SENIOR PROFESSOR	CONVENER

  
 Principal  
 A.J. Institute of Engineering & Technology  
 Mangaluru - 575 006

NIRF/AICTE 360° FEEDBACK COORDINATOR	MEMBER
IIC/ATAL RANKING COORDINATOR	MEMBER
NBA COORDINATOR	MEMBER
NAAC COORDINATOR	MEMBER
AICTE/UNIVERSITY ACTIVITY COORDINATOR	MEMBER
HEADS OF ALL THE DEPARTEMENTS	MEMBER
NOMINEE FROM STUDENT	MEMBER
<b>NAME OF EXTERNAL MEMBERS</b>	
NOMINEE FROM LOCAL SOCIETY	MEMBER
NOMINEE FROM EMPLOYERS	MEMBER
NOMINEE FROM INDUSTRIALISTS	MEMBER
NOMINEE FROM STAKEHOLDERS	MEMBER
NOMINEE FROM ALUMNI	MEMBER

## MEETINGS

The IQAC will meet at least twice every academic year to discuss its operations, progress, and future objectives. Additional meetings may be scheduled as needed.

## EXECUTION

The execution of IQAC policies and activities is the shared duty of all stakeholders, including teachers, staff, students, and administration. Each department must produce a quality enhancement plan that is consistent with the IQAC's overarching objectives and strategy.

AJJET's IQAC is dedicated to fostering a culture of quality, excellence, and continuous improvement in all aspects of institutional operations. We strive for the greatest educational, scientific, and societal service standards via joint efforts and proactive methods.

**The management of A J Institute of Engineering & Technology reserves the right to amend the policy issued as and when it is required.**

for A.J. Institute of Engineering & Technology

For LAXMI MEMORIAL EDUCATION TRUST (R.)  
A.J. INSTITUTE OF ENGINEERING OF TECHNOLOGY

**President**

President

**Date:** 10/12/2016

Principal

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