



VISVESVARAYA

COLLEGE OF ENGINEERING & TECHNOLOGY



Approved by AICTE, New Delhi & Govt. of T.S. Accredited with NAAC 'A' Grade, Affiliated to JNTUH, Hyderabad
Sponsored by : Jawahar Educational Society, An ISO 9001 : 2018 and ISO 14001 : 2015 Certified Institution

INTERNAL QUALITY ASSURANCE CELL (IQAC)

The Primary aim of the IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution. To enhance the quality improvements in the academic process and also as a pre-accreditation exercise Internal Quality Assurance Cell (IQAC) was formed in the college in academic year 2015-2016. The objective of the cell is to develop a system for conscious, consistent and catalytic improvement in the overall performance of the institution at all levels with the involvement of all stakeholders.

STRATEGIES

IQAC shall evolve mechanisms and procedures for:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
- The relevant and quality of academic and research programmers.
- Equitable access to and affordability of academic programmer for various section of society.
- Optimization and integration of modern methods of teaching and learning
- The creditability of evaluation procedures
- Ensuring the adequacy, maintenance and functioning of the support structure and services
- Research sharing and networking with other institution in India and abroad,



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FUNCTIONS

Some of the functions expected of the IQAC are:

- Development and application of quality benchmarks/parameters for the various academic and administrative activities of the institutions
- Dissemination of information on the various quality parameters of higher education
- Organization of workshops. Seminars on quality related themes and promotion of quality circles
- Documentation of the various programmes/activities leading to quality
- Acting as a nodal agency of the institution for quality-related activities
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NBA /

Benefits

IQAC will facilitate / contribute:

- To a heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture NAAC for Quality and Excellence in Higher Education
- To the enhancement and integration among the various activities of the institution and institutionalize many good practices
- To provide a sound basis for decision making to improve institutional functioning
- To act as a change agent in the institution
- To better internal communication.



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The Role of IQAC Coordinator

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior person with expertise in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is preferable that the coordinator may have a sound knowledge about the computer, its various functions and usage for effective communication. UGC / AICTE/ University etc based on the quality parameters,

Operational Features of the IQAC:

- Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled.
- Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck.
- The IQAC has to ensure that whatever is done in the institution for “education” is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.



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- The coordinators of the IQAC and the secretary have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above.
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- The operational features and functions discussed so far are broad based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

The Annual Quality Assurance Report (AQAR) of the IQAC

All the accredited institutions which have established the IQAC will submit a self-reviewed progress report annually to the NAAC, detailing the tangible results achieved in key areas which are specifically identified by the IQAC in the beginning of the academic year by devising a perspective plan. The AQAR is the outcome of the perspective plan of the IQAC.

D. Prasad

Principal

Visvesvaraya College of Engineering & Technology
M.P. Patelguda (V), Ibrahimpatnam (M),
Ranga Reddy (Dist). TS-501 510.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

IQAC Activities

Internal Quality Assurance Cell (IQAC) of the college gains paramount importance to ensure quality in all aspects, therefore, IQAC activities play significant role in providing quality learning experience to students, enrichment of teaching satisfaction to faculty and Staff.

IQAC Activities are:

- **Collecting feedback from all stake holders**
 - Staff on students' behavior (Yearly)
 - Students on
 - Course Outcomes (COs) achieved through course end survey (Once a semester)
 - Teaching Effectiveness (Twice a semester, once after three weeks of the commencement of semester and another in the penultimate week of the semester) and their impact
 - Services provided in academic section, administrative section. examination section, etc.
- **Conducting Academic Audit (Yearly)**
 - Departmental Assessment Committee (DAC) Minutes and Reports
 - Minutes of the meeting of Course coordinator



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- **Quality of Teaching Learning Process**

- Quality of Assignments
- Quality of Question Papers
- Profile of External Examiners (Theory and Lab)
- Quality of Teaching (Includes weekly reports on topics taught and impact on student performance)
- Monitoring of Faculty by course coordinator / senior faculty (Group Head) and its Impact
- Evaluation in Internal Examinations
- Continuous Evaluation and its impact
- Quality of Laboratory Manuals
- Environmental Club
- Sports and Games
- Conducting Audit on Maintenance and Infrastructure facilities (Yearly)
- Laboratories
- Library facilities
- Sports facilities
- Transport facilities
- Canteen
- Classrooms
- Examination Section



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- **Record Maintenance**
 - Last Three Years Answer Books (Internal)
 - Last Three Years Question Papers (Internal and external)
 - Internal Marks Sent to Affiliating University (INTUFI)
 - University Laboratory Examination Answer Books (Last Five Years)
 - Marks award lists
- **Student Attendance**
 - Uploaded fortnightly Semester wise for the last three years
 - Attendance registers of the last three years
 - Campus Maintenance and Stock Verification
- **Audit of**
 - Self Appraisals of faculty and staff
 - Faculty Publications
 - Department News letters
 - College Technical Magazine
 - Quality of Course Files
 - Lab records submitted by students
 - Training Need Analysis of Faculty Development Programs (FDPs), audit of FDPs conducted and their impact
 - Quality of Students' Projects
 - Attendance registers maintained by faculty
 - Industry - Institute - Interaction and its impact
 - EDC activities conducted and their impact



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- **Center for Academic and Career Guidance (CACG)**
 - CACG activities and their impact
- **Center for Soft Skills Development (CSSD)**
 - CSSD activities and their impact
- **Center for Training and Placements (CTP)**
 - CTP activities and their impact
- **Mentoring Performed**
 - Mentor Reports and their impact
- **Supplemental Skills Provided to Students**
 - Student Development Programs (SDPs) in the form of workshops conducted and their impact
 - Employability Skills and their impact
 - NSS Activities and their impact on students' outlook
- **Co-curricular and extra-curricular activities and their impact**
 - Professional bodies (ISTE, IEEE, CSI, IETE. etc)
 - Programming Club
 - Photography club
 - Fine arts and cultural club


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