CHRISTIAN COLLEGE OF ENGINEERING & TECHNOLOGY

Run By St. Thomas Malankara Orthodox Syrian Church Mission, Bhilai, Dist.-Durg (C.G.) Pin : 490026

Estd. 1998, Reg. No. M.P.8400/24.10.79

Approved by All India Council for Technical Education (AICTE), New Delhi and Affiliated to CSVTU, Bhilai (C.G.)

25 YEARS IN HIGHER & TECHNICAL EDUCATION
CCET, BHILAI
ESTD. 1998

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Date: 04.07.2017

Internal Quality Assurance Cell (IQAC) Policy

Internal Quality Assurance Cell is conceived as a mechanism to build and ensure a quality culture at the institutional level. It is meant for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the college. Since quality enhancement is a continuous process, IQAC will work towards realization of the goals of quality enhancement, quality sustenance and academic excellence.

The Internal Quality Assurance Cell (IQAC) policy document is prepared to make all staff members working at CCET aware of the rules & regulations of the institute. The policy is effective from July, 2017. It is expected that faculty members strictly adhere to the rules and regulations spelled out in this document. The management reserves the right to change/modify the policy as and when necessary and apply their discretion in specific cases.

The College has a fully functional Internal Quality Assurance Cell (IQAC) to continuously improve quality as 'enhancement' and sustain the good work of the institution. IQAC will facilitate the process of internalization of the quality and play a catalytic role in performance improvement of the institution. IQAC will create internal awareness on quality issues and also establish credibility for the external quality evaluation.

Vision of CCET

CCET will be the center of excellence by providing quality technical education inculcating high moral and social values with a human face thereby providing world class competent engineers for the progress and transformation of society.

Mission of CCET

- Run accredited Graduate and Post-Graduate programmes.
- Have state-of-the-art infrastructure facilities.
- Develop effective partnerships with industries.
- Transfer appropriate technology to society.
- Ensure placement of all students through campus interviews.
- Offer quality teaching and learning environment.
- Help in the upliftment of society by offering need based technical education facilities.

- Ensure quality services for all aspects of the campus.
- Create an ambience for the overall development of staff and students.
- Become a deemed university.

Vision of IQAC

- To ensure and enhance quality in teaching-learning, research and outreach activities enabling the institution to achieve its excellence
- To develop systematic quality processes in the college for evolving, enhancing and sustaining excellence in its academic and administrative practices and to set benchmarks for their periodic evaluation.

Mission of IQAC

- To monitor & improve Key Performance Indicators
- Academic Excellence
- Research & Innovation
- Industry Institute Interaction
- Student Support
- Infrastructural Development
- Institutional Excellence

Quality Policy

To create Globally competent and ethical professionals and meet the emerging needs of the industries and society through,

- Innovations in teaching and learning for enhancement of student potential
- Applied research in terms of quality publications, patents & sponsored projects
- Industry interaction for experiential learning & consultancy activities for students and faculty
- Innovation, Entrepreneurship and Start-up
- Outreach activities for community development

Objectives

- To develop a system of conscious, consistent and catalytic action to improve the academic and administrative performance of the institution

- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.
- To promote innovative practices to continuously improve the effectiveness of the teaching-learning experiences of the staff and students.
- To encourage research related activities for both faculties and research scholars.
- To develop quality into the academic and administrative activities of the institution by educating, training, counseling and motivating all the teaching and non-teaching members of the college.
- To promote interdisciplinary and collaborative research culture.
- To invite resource persons for various training conducted for teaching and non teaching members.
- To maintain suitable documentation to support the Quality Processes and Procedures adopted.
- To disseminate the updated policies/schemes of research to the research scholars and faculty members.
- To facilitate implementation of MoU.
- To facilitate implementation of various policies/ schemes as designed by the Office of the Executive Vice chairman / Chairman.
- To update the contents on the website as and when required.

Functions of IQAC:

The Internal Quality Assurance Cell (IQAC) is established to develop a mechanism for systematic reviews of study programs, and to ensure quality teaching-learning, research, knowledge generation and support services.

CCET is committed to excellence and innovation in learning, teaching, and research. We continuously strive to improve its learning environment. With clear vision, mission, goals, and strategic planning, we work for continuous improvement based on measured attainment of programme outcomes.

The Outcome Based Education provided by CCET is student centric that focuses on measuring student performance i.e. outcomes, which includes- application of knowledge, skills and attitudes.

IQAC is actively involved in the following functions:
- Development and application of quality benchmarks

- Laying down parameters for various academic and administrative activities of the institution;
- Facilitating the creation of a learner-centric environment conducive to quality education and evolution of faculty to adopt the requisite knowledge and technology for participatory teaching and learning process;
- Collection and analysis of feedback from students, parents, Alumni & Employers on quality-related institutional process on a regular basis;
- Implement Feedback Systems from Faculty on Curriculum framed by the University.
- Dissemination of information on various quality parameters to all stakeholders;
- Organize relevant Seminars, Workshops, Industrial and Educational visits for all students.
- Documentation of the various programmes/activities leading to quality improvement;
- Preparing to participate in NIRF, NAAC & NBA Accreditation & Ranking Survey
- Inculcate and engage the students, teaching and non teaching members in constructive and sensitive services to the community as an outreach activity under NSS cell.
- Organize programmes to promote pedagogical innovation and encouraging innovative teaching practices on OBE , Bloom's Taxonomy and awareness on NEP, NPTEL like initiatives.
- Periodical conduct of Academic and Administrative Audit and its follow-up
- Motivate Faculty Members in Publication of their research articles in reputed Journals and also declare code of Ethics to check plagiarisms and malpractices in research publication.
- Facilitating faculty to apply to different state and central funding agencies for research projects/ collaborative research and expansion of revenue sources through consultancy.
- Recommendation to the authority about the incentives of faculty members who excel in research activities.
- Continuous monitoring student progress & mentoring system.
- Strengthen Career Guidance and Placement Cell.
- Encourage students to excel in various co-curricular and extra-curricular activities like sports, cultural, literary events etc.
- Organize Parents- Teacher's Meet , Alumni meet , industry-academia meet annually for a holistic growth of academics.
- Ensuring the adequacy, maintenance and functioning of the support structure and suggestion thereby.
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;

- Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Composition of IQAC

The composition of the IQAC is, as recommended by NAAC:

1. Chairperson: Head of the Institution
2. Teachers to represent all level (Three to eight)
3. One member from the Management
4. Few Senior administrative officers
5. One nominee each from local society, Students and Alumni
6. One nominee each from Employers /Industrialists/Stakeholders
7. One of the senior teacher as the coordinator/Director of the IQAC

Term and office of the IQAC members:

• The membership of such nominated members shall be for a period of three years and may be extended by the Chairperson..

• The IQAC should meet at least twice in an academic year.

• The minutes of the meetings and action taken reports should be documented periodically.

PRINCIPAL 04/07/2017

EXECUTIVE VICE CHAIRMAN

Copy to:
* Honorable Chairman
* HOD (Mech./CSE/Elect./Electro.& Tel.) & 1st Year I/c

* Bursar
* Administrative Office