



Shri. Gopinath Mahadeo Vedak Pratishthan's
G. M. Vedak Institute of Technology, Tala

Accredited NAAC 'B'



Approved by AICTE & DTE Recognized by the Govt. of Maharashtra & Affiliated to University of Mumbai

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Office Order

INTERNAL QUALITY ASSURANCE CELL (IQAC)

OBJECTIVE:

The Internal Quality Assurance Cell (IQAC) is a crucial mechanism in higher education institutions to ensure and enhance quality standards.

1. **Quality Enhancement:** Continuously improve academic, administrative, and infrastructural quality.
2. **Stakeholder Engagement:** Foster a quality culture among faculty, students, and staff.
3. **Sustained Development:** Institutionalize best practices for sustained academic and administrative growth.
4. **Accountability and Transparency:** Develop a system for conscious, consistent, and catalytic improvement.
5. **NAAC Preparation:** Prepare the institution for accreditation or re-accreditation processes.

FORMATION:

Sr. No.	Name of Member	Designation in Committee	Contact	Signature
1	Mr. Unmesh. N. Vedak Secretary & Trustee	Secretary		
2	Dr. D. N. Jaiswal Principal	Chairman	9022802204 principal@gmvit.com	
3	Prof. S. E. Gawali IQAC	Member - Coordinator	9420645703 iqac@gmvit.com	
4	Dr. O. S. Patil HOD - Mechanical	Member	7972226083 omprakashpatil@gmvit.com	
5	Prof. D. P. Hipparkar HOD - Civil	Member	8446644095 dadasahebhipparkar@gmvit.com	
6	Prof. K. R. Metha HOD - Computer	Member	9420298558 kadambarimetha@gmvit.com	
7	Prof. J. G. Bhagat NAAC - Coordinator	Member	9604297491 jiteshbhagat23@gmail.com	
8	Prof. S. N. Jadhav Sr. Faculty - Computer	Member	9022938458 sanjayjadhav@gmail.com	
9	Shri. Shrinivas Bendkhale Industrialists	Member	9765134848 shrinivasbenkhale@gmail.com	
10	Mr. P. G. Muley PA	Member	7820912100 pgmuley@gmail.com	
11	Mr. Sagar. G. Singh Sr. Student	Member	7709358296 sagarsingh05092002@gmail.com	





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ROLES AND RESPONSIBILITIES:

Role of the IQAC Coordinator

The coordinator serves as the pivotal link between stakeholders and IQAC activities. Key roles include:

- **Facilitation:** Act as a facilitator to integrate quality initiatives across the institution.
- **Communication:** Liaise between the college administration, faculty, and external stakeholders regarding quality enhancement measures.
- **Leadership:** Lead the IQAC team in planning and implementing quality-related programs.
- **Documentation:** Maintain comprehensive records of IQAC activities, reports, and outcomes.

Responsibilities of the IQAC Coordinator:

1. Planning and Monitoring:

- Develop annual plans for quality enhancement and assurance.
- Monitor the implementation of quality benchmarks in academic and administrative activities.

2. Data Management:

- Oversee the collection, analysis, and documentation of performance data.
- Prepare the Annual Quality Assurance Report (AQAR) for submission to NAAC or other regulatory bodies.

3. Capacity Building:

- Organize workshops, seminars, and training sessions on quality-related themes.
- Guide departments in adopting innovative teaching-learning practices.

4. Feedback Mechanism:

- Develop and implement mechanisms to gather feedback from stakeholders (students, parents, staff, alumni, etc.).
- Analyze feedback and suggest actionable recommendations.

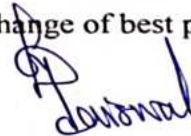
5. NAAC Accreditation:

- Lead the preparation for NAAC accreditation/reaccreditation processes.
- Ensure compliance with NAAC guidelines and timely submission of documents.

6. Collaboration and Networking:

- Build linkages with other quality assurance cells, accreditation bodies, and industry stakeholders.
- Encourage collaboration with other institutions for the exchange of best practices.




Dr. D. N. Jaiswal

Principal

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Tala Dist. Raigad