

**SHRI MADHWA VADIRAJA
INSTITUTE OF TECHNOLOGY AND
MANAGEMENT**

(A unit of Shri Sode Vadiraja Mutt Education Trust ®)
VISHWOTHAMA NAGARA, BANTAKAL, UDUPI

Affiliated to VTU, Belagavi, Approved by AICTE, New Delhi
Accredited by NBA (BE –CSE, ECE) and NAAC with A Grade



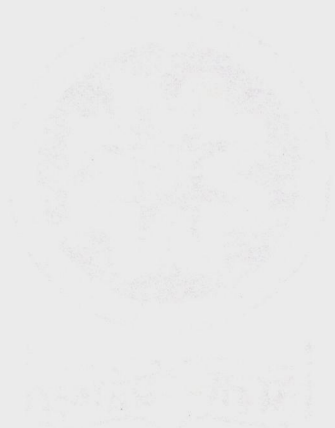
**Internal Quality Assurance Cell (IQAC)
Manual**

July 2019

Amrscop
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1.0 Vision

To ensure quality culture as the prime concern through institutionalizing and internalizing all the initiatives taken with internal and external support

2.0 Objectives

Main objectives of the IQAC are

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures to institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.
- To channelize the efforts and measures of the institution towards academic excellence.

3.0 Quality Policy

Shri Madhwa Vadiraja Institute of Technology and Management (SMVITM) is dedicated to taking positive and proactive measures to ensure quality in teaching, learning, research, and outreach activities that are pertinent to the needs of both the institution and society at large. Through a commitment to excellence, we strive to continuously enhance our educational offerings, advance the frontiers of knowledge through research, and engage with our community to address its evolving needs and challenges.

The IQAC supports institutionalization of quality assurance strategies and processes in the following ways:

Institute Annual Strategic Perspective Plan

The IQAC is involved in creating and implementation of an annual strategic perspective plan for the institute, outlining goals and objectives.

Policy and Standard Operating Procedure


The IQAC assist the institute in the preparation and updating the institute policies and standard operating procedures.

Accreditation and Ranking

Facilitating NAAC and NBA accreditation, along with engaging with ranking agencies such as NIRF and ARIIA, involves guiding the institution through evaluation processes to meet quality standards and achieve recognition.

Annual Quality Assurance Report (AQAR)

Prepares and submits the annual quality assurance report to NAAC, demonstrating the institute's commitment to quality.


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Academic and Administrative Audit

The IQAC annually conducts an academic and administrative audit of the institute to assess the alignment of activities with the planned objectives and ensure accountability and adherence to set plans.

Research Promotion

Encouraging a research atmosphere within the institution demonstrates a commitment to fostering innovation, critical thinking, and knowledge creation.

Faculty Development Programs

Organizing faculty development programs, workshops, and technical talks aims to enhance the teaching and learning skills of faculty members.

Teaching-Learning and Evaluation Process

Monitoring the teaching-learning process and evaluation methods ensures their effectiveness and adherence to quality standards.

Academic Calendar

The IQAC prepares the institute academic calendar in line with the university academic calendar, facilitating smooth and organized academic activities.

Committee Perspective Plan

Guiding various committees/cells in the conduct of activities, assisting in the preparation of committee perspective plans, and approving these plans, ensure coordination and integration of efforts toward institutional improvement.

Co-curricular, Extra-curricular Activities

Monitoring co-curricular, extra-curricular, extension and sports activities ensures a holistic development approach for students.

Student Participation Encouragement

Encouraging students' participation in intra and inter-college competitions fosters a competitive and collaborative spirit.

Guest-Lectures

Encourages holding guest lectures, providing students with exposure to diverse perspectives and industry insights.

Alumni Engagement

Engaging with alumni showcases a commitment to maintaining connections with former students, leveraging their experiences, and building a strong network.



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This policy serves as a guiding principle in our ongoing efforts to uphold and enhance the quality of our academic and outreach endeavors.

4.0 Functions

The IQAC shall have the following functions


- Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes/activities leading to quality improvement;
- Acting as a nodal agency of the institution for quality-related activities;
- Development of Quality Culture in the institution.
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.

5.0 Composition of the IQAC

The IQAC shall be constituted under the chairmanship of Principal. He / She may be assisted by a Coordinator who shall be a senior faculty member, preferably Dean or Head of the Department. This position may be held as an additional charge by the faculty member concerned.

The IQAC has the following composition

1. Chairperson: Head of the Institution
2. Coordinator who shall be a senior faculty member, preferably Dean or Head of the Department
3. One member from the Management
4. Vice Principal, Deans, Head of the Departments, Training and Placement Officer, Student Welfare Officer, Program Coordinators
5. External member (Academic)
6. External member (Industry)
7. Parents
8. Alumni
9. Students


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The members of the IQAC shall be nominated by the Principal of the college in consultation with head of the various departments. The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in a semester. The quorum for the meeting shall be two-third of the total members. The agenda, minutes and action taken reports are to be documented.

6.0 Conclusion

In conclusion, the establishment of the Internal Quality Assurance Cell (IQAC) at Shri Madhwa Vadiraja Institute of Technology and Management reflects a commitment to fostering a quality-centric culture and continuous improvement in various aspects of the institution. The IQAC manual outlines a clear vision, objectives, and functions aimed at enhancing the academic and administrative performance while addressing the evolving needs of the institution and society. IQAC manual reinforces the institution's commitment to fostering a culture of quality and continuous improvement, positioning SMVITM as a hub for academic excellence, research innovation, and holistic development. The collaborative efforts outlined in this manual reflect a dedication to creating a dynamic learning environment that prepares students for the challenges of a rapidly changing world.


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