



MSME TECHNOLOGY CENTRE BHOPAL

Government of India Society
Ministry of Micro, Small and Medium Enterprises

Our Ref: MSME TC Bhopal/Trg/2023-24/

Date: 15.05.2023

INTERNAL QUALITY ASSURANCE CELL QUALITY POLICY OF MSME TC , BHOPAL (AS PER AICTE NORM)

1. Primary Goals of Shality Policy

- To develop a quality systems for conscious, consistent and catalytic programmed action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of best practices

2. Functions of IQAC

- Development and application of quality benchmarks/parameters for the various academic and administrative activities of the HEI.
- Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process
- Arrangement for feedback respomes from student, and other stakeholder son quality-related institutional processes
- Dissemination of information on the 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 programs/activities of the HEI, leading to quality improvement
- Acting as a modal agency of the HEI for coordinating quality-related activities, including adoption and dissemination of good practices

3. IQAC COMMITTEE 2023-2024

The quality policy and program shall be implemented through the following IQAC Committees:

S.NO	NAME	DESIGNATION	ROLE	CONTACT NO.
1	Mr. R. D. Patil	Principal/General Manager	Chairperson	0755-3501078
2	Mr. Debjyoti Roy	Manager	Member	9817916766
3	Mr. Devendra Parora	Senior Engineer(Training)	Member	8983124588
4	Mr. Rabindra Prasad	Senior Engineer(Design)	Member	8956881230
5	Mr. Subodh Kumar	Engineer	Member	8976205645

4. The roles/duties of main stake holders such as students, Alumni, Faculty and college management are indicative in nature as given below:

I. Role of Students

- Students are required to abide by norms, rules, guidelines related to discipline, Punctuality and regularity.
- They have to meet the benchmarks to maintain good attendance, results and to develop required presentation skills.
- Students to provide their feedback to remove any deficiencies in the course curriculum, teaching-learning process.

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II. Role of Alumni

- The alumni should maintain good communication with faculty and the institution by providing market feedback, technology trends and job opportunities.
- They will maintain goodwill of the college.

III. Role of Faculty

- Faculty should maintain discipline according to the institutions rules and guidelines.
- Faculty should ensure quality teaching and learning processes.

IV. Role of Management

- Embed quality as an important component of vision/mission of the institution.
- Faculty is encouraged to attend national and international conference and workshops to knowledge and skills.
- Faculty is supported financially to go for higher studies and research.
- Set up necessary empowered committees for maintaining/assuring highest levels of quality of teaching Infrastructure etc.
- Provide support in term of infrastructure, Manpower and Financial Support.

5. **Periodicity of the meeting of IQAC:** - The IQAC committee should meet on Quarterly basis or at least once in a semester.



R. D. Patil
General Manager,
IGTR Aurangabad & Mentor MSME Technology Centre, Bhopal



To: a) Notice Board of MSME TC Bhopal, Training Building:
b) Notice Board of Girls & Boys Hostel Building:
c) Staff Members on circulation

C.C: 1) Deputy General Manager, Principal, HOD, Asst. Professor