



**COLLEGE OF ENGINEERING & TECHNOLOGY**

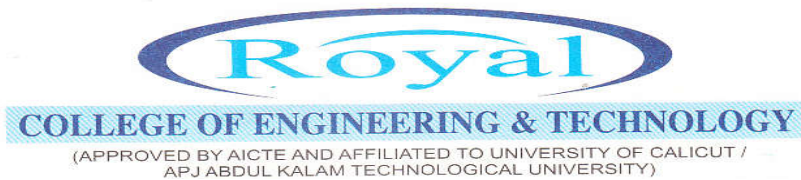
(APPROVED BY AICTE AND AFFILIATED TO UNIVERSITY OF CALICUT /  
APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY)



# **IQAC INITIATIVES IN BRIEF**



**PRINCIPAL  
ROYAL COLLEGE OF ENGINEERING & TECHNOLOGY  
AKKIKAVU**



### **IQAC Contribution towards Teaching-Learning**

The following are some of the contributions of IQAC to improve Teaching-learning process in the college.

- 1) Systems have been developed for result analysis and attainment of COs, POs and PSOs.
- 2) Standards are set for various processes for monitoring the academic planning and implementation process.
- 3) Coordinates Internal Audit and assist in external auditing.
- 4) Planning and execution of staff quality improvement programmes (Trainings, Hands-on workshops, mentoring, Research activities etc.)
- 5) Facilitates automation of various teaching learning evaluation systems.
- 6) Advises various committees such as Library committee, website committee, Research committee etc. of the college on quality requirements.
- 7) Conducts Internal examination Bench marking
- 8) Does periodic review of the documentation system.
- 9) Extra classes are arranged, when institution faces challenges

### **ICT Enabled Teaching**

(<https://www.youtube.com/channel/UCz8TQ6REQhC277krCDwGb1Q>). Several activities are planned and implemented for fostering critical thinking, creative and innovative engagements and developing scientific temper and technical approach among students. The college provides an academic atmosphere for the growth of each student and offers excellent learning resource support for the achievement of optimal learning outcomes. Faculty development initiatives, CO-PO linked course plan, creative assignments, industrial visits, industry interaction, teacher evaluation, internals, academic result analysis, and teachers' feedback, etc.



## **PRE-ACCREDITATION INITIATIVES**

### **1. Accreditation :**

With the decision to go for NAAC accreditation, the College is taking several measures under the leadership of the Principal and IQAC, supported by the management. Different committees to lead the accreditation processes are formed and they are sensitized about their roles and duties to fulfill and comply with NAAC guidelines. The accreditation process will reveal the strength of the institution and will identify the weak areas where more efforts are to be put in for further improvement. This will ensure over all development of the institution in terms of physical, mental and cultural transformation of the students and the institution at large.

The process of preparation for NAAC accreditation has significantly influenced the continuous quality enhancement of RCET. Taking clues from the revised NAAC Manual for Self-Study Report, RCET has developed the quality improvement processes in the campus from a systems perspective. The various systems evolved by the IQAC are at different phases of implementation. Through the quality enhancing programmes to uplift and sustain quality, RCET is progressively improving their capability to achieve their Vision, viz., “To continuously grow as a Resourceful, Outstanding, Youthful, Adaptive institution in the field of engineering and technology habituating Lifelong learning.”.

The RCET family - the Students, the teaching and administrative staff, other stakeholders and the management- is working together to achieve their Mission of “grooming the youth into eminent technocrats with, lifelong learning skills to meet the future requirements, deep sense of social responsibility, strong ethical values and a global outlook to face the challenges of the changing world.

The IQAC of the college had several meetings (<http://royalcet.ac.in/wp-content/uploads/2016/08/IQAC-Meeting-Minutes.pdf>) during last one year as the institution is planning to apply for accreditation. The decisions taken by the IQAC in these meetings were the following.

1. To sensitize, the whole team of staff members, administration, management, students and all other stakeholders, of the need for urgent initiatives for quality improvement and it's certification by accreditation. As the first step, it was proposed to reframe the IQAC. IQAC member of respective departments will communicate the departmental recommendations to the IQAC, for discussion and review of progress of preparatory action plan for accreditation. Members assigned with various preparatory works are also invited in the meeting for updating the progress of their work. This decision of the IQAC to reframe it, redefine the process and increasing the quality consciousness of the whole institution have been implemented by the Institution to start with.
2. It was decided and implemented that ‘the minutes of the meetings of the IQAC will be communicated to the IQAC members after the meetings and major decisions will be intimated to all staff through mail ([royalstaff@royalcet.ac.in](mailto:royalstaff@royalcet.ac.in)) directly from the Principal.



3.

The

IQAC constituted subcommittees to frame the following documents

- (i) Revision of Quality policy for the college as and when needed
  - (ii) An [HR Policy](#) document
  - (iii) An R&D Policy document: Dr. Suresh ASH
  - (iv) Strategies for displaying achievements of the institution and to increase the visibility of the campus.
  - (v) Planning awareness programmes for increasing intake of the institution
  - (vi) To conduct internal audit in a serious manner with more members added to the audit committee.
  - (vii) It was decided and implemented that the IQAC frames deadlines for the submission of the documents required from each department or committee so that the next meeting of the IQAC can deliberate on these and communicate its recommendations to the management in a faster mode.
  - (viii) The IQAC made recommendations to IEDC-RCET for improving entrepreneurial skills of the students and devise mechanisms to make them suitable for working in industries straight away from institution through add-on courses with the help of RACE, departmental associations and technical societies of RCET. Necessary steps to implement these recommendations are already initiated.
4. IQAC suggested developing software for automation of library to record per day entry to the library. This was approved and the Principal entrusted the job to IEDC –RCET.
  5. IQAC recommended the need for a technical magazine RCET to publish technical achievements of staff and students and sharing the knowledge and developments in the respective fields. This is approved and entrusted with CSE Department for implementation.
  6. The initiatives and recommendations of the IQAC facilitate the institution to promote sustainable environment.

**Communication and Engagement of Staff from different constituents of the institution by the IQAC.**

Meetings and Seminars at regular intervals helps effective communication among the different sections in the institute and with members of the IQAC.



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## IQAC at RCET

### Composition of IQAC:

The structure of IQAC at RCET is as per the composition instruction of KTU. The term of an IQAC Committee is two years. The committee constitutes :

- Chairperson/Administrative Official( Head of the Institution)
- Director(Senior most professor)

Chairperson and Administrative Official- Head of the Institution	Principal- Dr. S. P Subramanian
Director	Prof (Dr.) Devi V.
Coordinator	Ms. Shiji K. (AP-ECE)
Members	Ms. Radhika (AP-ECE) Mr. Ajeesh (AP-ME) Ms. Ihsana (AP-CSE) Mr. Sabith (AP-CE) Mr. Bineesh K A (AP/ASH) Mr. Sajeesh N (AP-ME) Ms. Siji TS/AEI, Member
One member from the Management	Mr. V.P Salim (CEO,RCET)
One nominee each from local society, students and alumni	1. Mr. Prasad (Local member): Member ward number 1, Kadangodu Gramapachayath. 2. Mr. Nidhish.T.Sunny (Alumni: 2016 Batch): Assistant Engineer (on contract) KSEB(Ltd) 400kV Substation, Madakathara 3. Ms. Aiswarya .P.B ( Student – Civil Engineering 2016 Admission)
One nominee each from Industry and Professional body	1. Mr. Praveen P.P, (Inspection engineer/Trainer): Decibel NDE Inspections and Training Institute. (Specialized in Radiographic testing, Radiographic film interpretation, Welding inspection, Piping inspection, HVAC and MEP) 2. Mr. ABU.K.A (Professional Body member-IE(I)- F-122605-5; ISTE- LM99380)



Royal

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- Coordinator
- Teachers from all departments
- CEO, representing the management
  
- A nominee each from local society, students and alumni
- A nominee each from Industry and Professional body

#### IQAC Committee:

The IQAC meets before commencement of each semester, and after first and second series tests in addition to evaluation meeting after each semester and in between based on requirements. The quorum for the meeting shall be two-third of the total members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and preserved in soft as well as hard copies. The IQAC shoulders the responsibility of promoting quality consciousness and need for accreditation and also works for timely completion of the procedural requirements. Since the Committee constitutes representatives from all the departments, feedback on the progress of works/achievements/constraints faced/need for improvement etc is communicated to and from the coordinator/director and the members from time to time. IQAC conducts a pre audit before the external audit by KTU, to ensure that shortcomings are avoided/ minimized by taking immediate steps for rectification/improvement.