



INTERNAL QUALITY ASSURANCE CELL -IQAC

Roles and Responsibilities:

1. Establish quality benchmarks and parameters for various academic and administrative activities.
2. Contribute to the formulation and review of academic and administrative policies to ensure quality standards are met.
3. Maintain records of various academic and administrative activities, including minutes of meetings, decisions, and other relevant documents.
4. Facilitate the process of self-assessment and accreditation of the institution.
5. Monitor the implementation of quality enhancement initiatives.
6. Evaluate the effectiveness of academic and administrative processes.
7. Develop and implement mechanisms for collecting feedback from stakeholders, including students, faculty, and staff.
8. Conduct periodic quality audits to assess the overall performance of the institution.
9. Identify areas for improvement and propose corrective measures.
10. Promote faculty development programs to enhance the teaching and research capabilities of the faculty.
11. Monitor and enhance support services for students, including counseling, career guidance, and academic assistance.
12. Publish quality documents, including the Annual Quality Assurance Report (AQAR), and share them with stakeholders.
13. Collaborate with other cells and committees within the institution to ensure a holistic approach to quality assurance.
14. Submit reports and recommendations to higher authorities, including the management and governing body.



A.K.T MEMORIAL COLLEGE OF ENGINEERING & TECHNOLOGY



(Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai, Accredited by NAAC with 'A' Grade)

A.K.T Nagar, Neelamangalam, Kallakurichi Dt., Tamilnadu - 606 213

(Tel : 04151 - 223577, Mobile : 9524742999, Email : aktengg@yahoo.in, Website : www.aktmect.in)

Composition:

| Sl.No | Name of the Member | Designation | Composition of IQAC Members Specified by NAAC |
|--|--------------------------------|---|---|
| Member from the Management | | | |
| 1. | Thiru.A.K.T.M. Rajendiran | Managing Director | Member |
| Chairperson: Head of the Institution | | | |
| 2. | Dr. T.S. Sivakumaran | Principal | Chairperson |
| Teachers to represent all level | | | |
| 3. | Dr.J. Vengadesh Marshall Raman | HoD - Civil. | Member |
| 4. | Mr. K. Sekar | HoD - CSE | Member |
| 5. | Mr. S.S. Raju | HoD - ECE | Member |
| 6. | Mr. A. Alaudeen | HoD – EEE | Member |
| 7. | Mr. P. Karunanidhi | HoD – IT | Member |
| 8. | Mr. K. Manikandan | HoD – Mech. | Member |
| 9. | Dr. M.P. Prabakaran | ASP - ECE | Member |
| Senior administrative officer | | | |
| 10. | Mr. P. Ramachandran | AO/Office | Member |
| Nominees each from local society, Students and Alumni | | | |
| 11. | Mr. P. Ramkumar | Lions Club Member | Member |
| 12. | Mr. V.Vignesh Kumar | III Year-EEE | Member |
| 13. | Ms.R. Kayalvizhi | Alumni | Member |
| 14. | Mr.K.Kalaivanan | AE/TANGEDCO | Member |
| Nominee each from Employers /Industrialists / Stakeholders | | | |
| 15. | Mr.M. Ajay Viswanathan | Founder and CEO Super Fact Solution | Member |
| 16. | Mrs.V.Veeralakshmi | M/O Mr. V.Vignesh Kumar, III Year- EEE | Member |
| One of the senior teachers as the Co-ordinator / Director of the IQAC | | | |
| 17. | Dr. S. Sivakumar | HoD – Mech. | IQAC - Coordinator |