



## **Gokaraju Rangaraju Institute of Engineering and Technology (Autonomous)**

### **Duties of Internal Quality Assurance Committee (IQAC) Coordinator**

Internal Quality Assurance Committee Coordinator is directly responsible to the Principal for development of quality culture in the institution through Internal Quality Assurance Committee.

The duties and responsibilities of IQAC are as follows:

- Development of quality benchmarks/parameters for various academic and administrative activities of the institution and carry out the gap analysis for GRIET.
- 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 carrying out periodic check of course outcome attainment and action taken from each faculty and its mapping on to POs, PEOs.
- Monitor the action taken by departments on 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 coordinating quality-related activities, including adoption and dissemination of best practices;
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- Development of Quality Culture in the institution;
- Preparation of the Annual Quality Assurance Report (AQAR) and submit to NAAC.

**Principal**