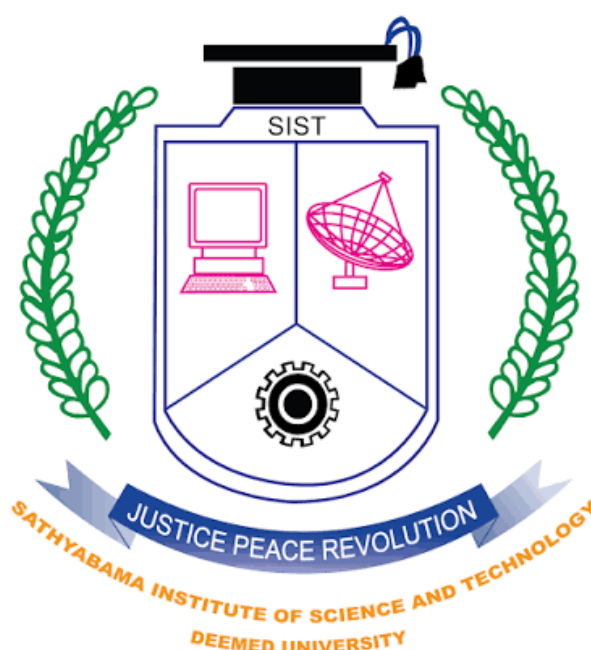


INTERNAL QUALITY ASSURANCE CELL (IQAC) POLICY

2026 Edition

Policy No. : EOMS 21001: 2018/Pol/G&FE/2025-2026/10



**Sathyabama Institute of Science and Technology
(Deemed to be University)**

Rajiv Gandhi Salai, Chennai – 600119, Tamil Nadu, India

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DOCUMENT CONTROL SHEET

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DOCUMENT CLASSIFICATION : This document constitutes an official policy of the Deemed to be University. The provisions of this policy shall be implemented and interpreted in accordance with the applicable statutory and regulatory requirements, and in conjunction with other relevant policies, regulations, ordinances, and guidelines of the Institution.



SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY
(DEEMED TO BE UNIVERSITY)

CATEGORY - 1 UNIVERSITY BY UGC

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INTERNAL QUALITY ASSURANCE CELL (IQAC) POLICY

1. PREAMBLE

Sathyabama Institute of Science and Technology is committed to achieving excellence in higher education through continuous quality enhancement in teaching, learning, research, innovation, extension, governance, and institutional services. The Institution recognizes quality as a dynamic and continuous process that requires systematic planning, implementation, monitoring, evaluation, and improvement across all academic and administrative functions.

In alignment with the guidelines of the University Grants Commission, National Assessment and Accreditation Council, and other statutory and professional regulatory bodies, the Internal Quality Assurance Cell (IQAC) serves as the central mechanism for institutional quality assurance and continuous improvement.

This policy establishes a framework to institutionalize quality culture, strengthen accountability, promote innovation, and ensure sustainable excellence in all institutional activities.

2. VISION OF IQAC

To develop and sustain a culture of quality, innovation, excellence, and continuous improvement that enhances academic standards, research productivity, institutional effectiveness, and societal impact.

3. MISSION OF IQAC

The IQAC shall strive to:

- Institutionalize quality assurance mechanisms across academic and administrative processes.
- Promote excellence in teaching, learning, research, innovation, and extension activities.
- Facilitate continuous quality improvement through systematic monitoring and evaluation.
- Encourage stakeholder participation in institutional development.
- Support accreditation, ranking, benchmarking, and quality enhancement initiatives.
- Foster a culture of evidence-based decision-making and data-driven governance.
- Ensure compliance with national and international quality standards.

4. OBJECTIVES OF THE POLICY

The objectives of this policy are to:

1. Establish a comprehensive quality assurance framework.
2. Promote continuous improvement in academic and administrative performance.
3. Enhance student learning outcomes and graduate employability.
4. Strengthen research, innovation, entrepreneurship, and consultancy activities.
5. Facilitate stakeholder engagement and satisfaction.
6. Support accreditation, ranking, and institutional benchmarking initiatives.
7. Promote institutional transparency, accountability, and governance effectiveness.
8. Ensure compliance with statutory and regulatory requirements.
9. Foster sustainable development and institutional social responsibility.
10. Strengthen data management and evidence-based quality monitoring.

5. SCOPE OF THE POLICY

This policy shall apply to:

- Academic Departments and Schools
- Research Centres and Centres of Excellence
- Administrative Offices
- Examination and Evaluation Systems
- Innovation and Entrepreneurship Ecosystem
- Extension and Outreach Activities
- Students, Faculty, Staff, and Research Scholars
- Institutional Governance and Support Services
- Collaborating Stakeholders and External Agencies

6. IQAC GOVERNANCE STRUCTURE

The IQAC shall function under the guidance of the Vice Chancellor and shall comprise representatives from:

- Senior Academic Administrators
- Faculty Members
- Administrative Officers
- Industry Representatives
- Alumni
- Employers
- Community Representatives
- Students
- Quality Experts

The IQAC shall act as the nodal agency for planning, coordinating, and monitoring quality-related activities within the Institution.

7. FUNCTIONS OF IQAC

The IQAC shall:

- Develop quality benchmarks and institutional performance indicators.

- Facilitate creation of a learner-centric environment.
- Coordinate quality enhancement initiatives.
- Conduct Academic and Administrative Audits (AAA).
- Promote best practices and institutional innovations.
- Collect, analyze, and utilize stakeholder feedback.
- Monitor implementation of quality assurance measures.
- Facilitate accreditation and ranking activities.
- Prepare and submit quality assurance reports.
- Promote quality culture across the Institution.

8. ACADEMIC QUALITY ASSURANCE

The Institution shall ensure academic excellence through:

8.1 Curriculum Quality

- Periodic revision of curriculum based on industry and societal needs.
- Adoption of Outcome-Based Education (OBE).
- Integration of multidisciplinary and interdisciplinary learning.
- Inclusion of skill-based, value-added, and certification courses.
- Alignment of curriculum with emerging technologies and global trends.

8.2 Teaching-Learning Quality

- Student-centric teaching methodologies.
- Experiential and project-based learning.
- Digital learning and blended learning practices.
- Effective mentoring and academic support systems.
- Continuous faculty development programmes.
- Utilization of Learning Management Systems (LMS).

8.3 Assessment and Evaluation Quality

- Transparent and continuous evaluation processes.
- Mapping of Course Outcomes and Programme Outcomes.
- Assessment of learning effectiveness.
- Examination reforms and automation.
- Analysis of student progression and achievement.

9. RESEARCH, INNOVATION AND CONSULTANCY QUALITY ASSURANCE

The Institution shall promote quality research and innovation through:

- Strengthening research governance and ethics.
- Encouraging interdisciplinary and translational research.
- Promoting funded research projects.
- Facilitating patent filing, Technology transfer, and commercialization.
- Establishing Centres of Excellence and advanced research facilities.
- Supporting consultancy and industry-sponsored projects.
- Enhancing national and international research collaborations.
- Monitoring research productivity and impact.

Key Performance Indicators

- Publications in indexed journals
- Citations and research impact

- Patents and other IPR filed/published and granted
- Funded research projects
- Consultancy and industry sponsored projects revenue
- Technologies developed/transferred/licensed/commercialised
- Start-ups and innovation outcomes

10. EXTENSION, OUTREACH AND INSTITUTIONAL SOCIAL RESPONSIBILITY

The Institution shall ensure quality and impact in community engagement activities through:

- NSS, NCC, Unnat Bharat Abhiyan, and outreach programmes.
- Rural development and community welfare initiatives.
- Environmental sustainability programmes.
- Healthcare and awareness campaigns.
- Social innovation and community-based projects.
- Collaboration with NGOs, industries, and government agencies.

The IQAC shall periodically assess the societal impact of extension activities and recommend improvements.

11. STUDENT-CENTRIC QUALITY ASSURANCE

The Institution shall strengthen student support systems through:

- Academic mentoring and counselling.
- Career guidance and placement support.
- Scholarships and financial assistance.
- Student grievance redressal mechanisms.
- Entrepreneurship and innovation support.
- Student participation in governance and quality initiatives.
- Holistic development programmes.

12. ADMINISTRATIVE QUALITY ASSURANCE

The Institution shall ensure administrative effectiveness through:

- ERP-enabled governance systems.
- Standard Operating Procedures (SOPs).
- Digital documentation and workflow automation.
- Timely service delivery mechanisms.
- Internal process audits.
- Performance monitoring and review systems.
- Transparency and accountability in administration.

13. INFRASTRUCTURE AND RESOURCE QUALITY ASSURANCE

The Institution shall ensure continuous enhancement of:

- Classrooms and laboratories
- Research facilities
- Computing and networking infrastructure
- Library and learning resources

- Hostel and residential facilities
- Sports and recreational facilities
- Accessibility and inclusiveness measures
- Green campus infrastructure

14. STAKEHOLDER FEEDBACK AND SATISFACTION

The IQAC shall establish structured mechanisms for obtaining feedback from all interested parties like:

- Students
- Faculty
- Alumni
- Employers
- Parents
- Industry Experts

The feedback shall be systematically analyzed and utilized for institutional improvement.

15. QUALITY AUDITS AND BENCHMARKING

The Institution shall undertake:

15.1 Internal Quality Reviews

- Academic Audits
- Administrative Audits
- Research Audits
- Examination Audits
- Environmental Audits

15.2 External Benchmarking

- NAAC Accreditation
- NBA Accreditation
- NIRF Ranking
- QS and International Rankings
- National and International Best Practices

The findings shall be used for continuous quality enhancement.

16. RISK MANAGEMENT FOR QUALITY ASSURANCE

The IQAC shall support institutional risk management by:

- Identifying quality-related risks.
- Monitoring academic and operational risks.
- Assessing compliance-related risks.
- Recommending preventive and corrective actions.
- Strengthening business continuity and quality sustainability measures.

17. DATA MANAGEMENT AND EVIDENCE-BASED GOVERNANCE

The IQAC shall maintain reliable institutional data for:

- Accreditation and ranking submissions.

- Academic and administrative reviews.
- Strategic planning and policy formulation.
- Performance monitoring and benchmarking.
- Quality assurance reporting.

Data integrity, confidentiality, and security shall be ensured at all times.

18. CONTINUOUS IMPROVEMENT STRATEGIES

The IQAC shall promote continuous improvement through:

- Annual Quality Assurance Reports (AQAR).
- Quality circles and best practice initiatives.
- Benchmarking with leading institutions.
- Faculty and staff capacity-building programmes.
- Innovation in teaching-learning and governance.
- Corrective and preventive action mechanisms.
- Outcome assessment and impact evaluation.

19. COMPLIANCE AND ACCREDITATION

The Institution shall maintain compliance with:

- UGC Regulations
- NAAC Quality Framework
- AICTE Regulations
- NMC, PCI, INC, COA, BCI and other statutory bodies
- National Education Policy (NEP)
- Relevant national and international quality standards

The IQAC shall coordinate all accreditation and ranking-related activities.

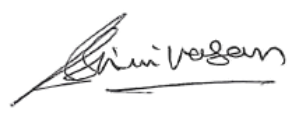
20. MONITORING AND REVIEW

The IQAC shall:

- Review quality indicators periodically.
- Monitor implementation of quality initiatives.
- Present quality reports to the competent authorities.
- Recommend corrective and preventive actions.
- Evaluate effectiveness of quality enhancement measures.

Annual quality reviews shall be conducted and documented.


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