



ST FRANCIS DE SALES COLLEGE

Permanently Affiliated to Bangalore University || AICTE Approved Electronic City, Bengaluru - 100

Reaccredited by NAAC with 'B++' Grade || Recognised under section 2(f) & 12(b) of the UGC Act || An ISO 9001: 2015 Certified Institution

A FRANSALIAN INSTITUTE OF HIGHER LEARNING

Internal Quality Assurance Cell

Objectives:

The primary aim of the Cell is to develop a system for conscious, consistent, and catalytic action to improve the academic and administrative performance of the institution.

- To heighten the level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of quality culture and excellence in higher education.
- To bring enhancement and integration among the various activities of the institution and institutionalize many best practices
- To act as a change agent in the institution.
- To better internal communication.
- To provide a sound basis for decision-making to improve institutional functioning

Roles and Responsibilities:

1. Conduct meetings with various stakeholders and get feedback for the improvement of the institution.
2. Undertake the feedback process and action to be taken on the feedback received.
3. Initiate participation of the institution in NIRF and other ranking frameworks.
4. Conduct an External Academic Audit.
5. Monitor the academic plans of the departments and do a follow-up on the execution of the same.
6. Monitor the filing system of the departments and maintain the data.
7. Conduct quality-related programs for the students and staff.
8. Conduct regular meetings with IQAC members and coordinate with the departments.
9. Submit the reports of the activities of the departments to the management from time to time.
10. Gather regular information on the NAAC process.

PRINCIPAL
St. Francis de Sales College
Electronics City Post, Bengaluru - 560077



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Academic Audit and Accreditation Cell

Objectives:

1. The primary aim of the Cell is to support and furnish the management with analysis, recommendations, and information concerning the quality development of the institution in line with the NAAC process.
2. To assist the organization's members in effectively discharging their responsibilities through policy management.
3. To maintain the institutional data and provide the same to the management for all the auditing processes.

Roles and Responsibilities:

1. Set benchmarks for the quality improvement of the institution.
2. To function as a NAAC Core team during the NAAC process.
3. Conduct planning meetings with various Cells/Committees.
4. Conduct Internal and Quality Audits.
5. Monitor the academic plans of the Cells/Committees and do a follow-up in the execution of the same.
6. Monitor the filing system of the Cells/Committees and maintain the data.
7. Conduct quality programs on topics related to NAAC criteria.
8. Conduct regular meetings with AAA members and coordinate with the Cells/Committees.
9. Submit the reports of the activities of the Cell/Committees to the management from time to time.
10. Gather regular information on the NAAC process.

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