QUALITY POLICY

Policy code: **IQP25**

1. INTRODUCTION

In the classical language Sanskrit, Naipunnya means 'expertise' or 'mastery'. Naipunnya, as the name signifies, aims at professionalism, discipline and holistic development of the student. The institute is unique in its approach towards professionalism whereby all get a platform to refine and mould their talents. Expansion of knowledge is an ongoing process here. **Naipunnya School of Management, Cherthala (NSMC)**, a project of the Archdiocese of Ernakulam-Angamaly, was established in 2003 under the visionary leadership of His Excellency Mar Thomas Chakkiath and Naipunnya affiliated to the University of Kerala in 2005. Within a decade of its establishment, Naipunnya became synonymous with academic and professional excellence.

2. PROFILE OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

As a post-accreditation quality sustenance measure prescribed by NAAC, the college established the Internal Quality Assurance Cell (IQAC) under the auspices of NSMC, in 2016. The IQAC being an integral part of the college works towards realizing the goals of quality enhancement by developing a system for conscious, consistent and catalytic improvement in different aspects of functioning of the college.

The IQAC assures the stakeholders i.e., students, parents, teachers, staff, Management, employers and society, accountability and transparency in the quality management system of the institution and its concern for ensuring high quality of education is being imparted.

2.1 Vision

To establish methodical and transparent quality processes in the college for maturing, strengthening and upholding eminence in its academic and administrative practices and to set benchmarks for their cyclic evaluation.

2.2 Mission

IQAC of the college will ensure a learner-centric environment furnished with the latest techniques and technologies of learning, teaching, research and sharing knowledge. It will endeavor to facilitate ICT tools for teaching and learning process and also to inculcate value–based education systems. IQAC will always strive to evolve a reliable, uniform and catalytic quality improvement system that supports the pursuits of the staff and students of the college.

2.3 Objectives

IQAC aims to develop a system for conscious, consistent and catalytic action and to improve the academic and administrative performance of the institution. It promotes measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

3. IQAC QUALITY POLICY

IQAC works to disseminate knowledge and develop tactics to improve academic performance based on learner-centric approaches.

In order to ensure high-quality teaching, learning, research, and outreach services that are pertinent to the requirements of the institution and society, IQAC is dedicated to implementing proactive and positive activities.

IQAC aims to create globally competent and ethical professionals and meet the emerging needs of the industries and society through,

i. Innovations in teaching and learning
ii. Applied research in terms of quality publications, patents & sponsored projects
iii. Industry interaction for experiential learning & consultancy activities for students and faculty
iv. Innovation, Entrepreneurship and Start-ups
v. Outreach activities for community development

4. FUNCTIONS OF IQAC

IQAC assures the stakeholders - students, faculty, administrative staff, quality circle members and society in general - of the accountability and transparency in the quality management system of the institution. IQAC is actively involved in the following functions.

i. Development and application of quality benchmarks

ii. Parameters for various academic and administrative activities of the institution

iii. Securing NAAC accreditation/reaccreditation

iv. Facilitating the creation of a learner-centric environment conducive to quality education and evolution of faculty to adopt the requisite knowledge and technology for participatory teaching and learning process

v. Collection and analysis of feedback from all stakeholders on quality-related institutional processes

vi. Dissemination of information on various quality parameters to all stakeholders

vii. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles

viii. Documentation of the various programmes/activities leading to quality improvement

ix. Acting as a nodal agency for coordinating quality-related activities, including adoption and dissemination of best practices

x. Development and maintenance of institutional database.

xi. Annual review on the achievements in terms of Strategic Plan – performance targets set and recommending appropriate revisions of strategies / targets.

xii. Periodical conduct of Academic and Administrative Audit and its follow-up.

xiii. Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

xiv. Organise Performance appraisal process.

xv. Organise programmes for capacity building on teaching pedagogy, OBE and awareness on NEP etc.

5. COMPOSITION OF IQAC

The composition of the institution's IQAC is as recommended by NAAC;

i. Chairperson: Head of the Institution

ii. A few senior administrative officers

iii. Three to eight teachers

iv. One member from the Management

v. One/two nominees from local society, students and alumni

vi. One/two nominees from employers /industrialists/stakeholders

vii. One of the senior teachers as the coordinator/Director of the IQAC

viii. The membership of such nominated members shall be for a period of three years.

ix. The IQAC Core committee should meet at least twice in an academic year.

x. The minutes of the meetings and action taken reports are documented periodically

Amendments/Review: This policy shall be reviewed periodically and may be amended as and when required to retain its contemporary relevance. Any stakeholder of the institution may submit proposal for the improvement of policy to the IQAC. The proposed changes shall be reviewed by IQAC and, if found suitable, shall be forwarded to the higher authorities for consideration.

Indicative time of Review: 06/11/2025

Administering Entity: Principal, Vice principal, Executive director, IQAC Coordinator

Approval Authority: College council

Fr. Baiju George Ponthempilly, Principal