



# PONJESLY COLLEGE OF ENGINEERING

(A Christian Minority Institution, Approved by All India Council for Technical Education, New Delhi,  
Permanently Affiliated to Anna University, Chennai and Recognized  
by University Grants Commission under section 2(f) & 12(B), Act 1956)

Nagercoil - 629 003, Tamilnadu. Phone : 04652-259680, Mobile : 94899 86220  
Web Site : www.ponjesly.ac.in, E-mail : office@ponjesly.com, ponjeslyce@yahoo.co.in

<b>INTERNAL QUALITY ASSURANCE POLICY</b>	<b>Policy No.</b> :PJCEPL03
	<b>Issue No.</b> :02
	<b>Date</b> : 20-09-2021
<b>Frequency/Next Revision</b>	<b>5 years / Academic Year: 2026-2027</b>

## Objectives:

Quality is paramount importance in every field including education. The policy intends to guide the faculty members and others on college's concern for quality and the mechanisms through which college intends to achieve quality in education and research.

## Scope:

The quality is to be built into the system and quality can be achieved through assessment of quality. University Grant Commission advocates the establishment of Internal Quality Assurance Cell (IQAC) in every higher education institute. Ponjesly College of Engineering is much concerned about the quality of educational programmes. It has established IQAC following UGC guideline. IQAC is most powerful body of the institution and has access to all activities. In fact, IQAC is the watch dog of the institute. Everyone in the institute should cooperate and respect IQAC.

## General Guidelines:


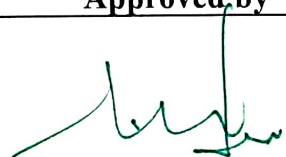
- The college establishes Internal Quality Assurance Cell (IQAC) which will not only function as watch dog on quality related issues but also as catalyst promoting quality culture in the college.
- IQAC designs its own SOP for various activities.
- The IQAC may be formed with the following members:
  - Chairperson: Principal
  - Teachers to represent all level (Three to eight)
  - One member from the Management
  - Few Senior administrative officers
  - One nominee each from local society, Students and Alumni
  - One nominee each from Employers /Industrialists/Stakeholders
  - One of the senior teachers as the coordinator/Director of the IQAC



The IQAC should meet at least once in every halfyearly. The quorum for the meeting is two-third of the total number of members.

- The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.
- Activities: The IQAC may design formats for documentation of academic activities, cocurricular and extracurricular activities. It periodically reviews the activities.
- Internal Quality Assurance Cell (IQAC) is reconstituted with the following composition.
  - Chairperson: Head of the Institution
  - One Management Representatives and IQAC Coordinator
  - A few senior administrative officers
  - five to nine teachers
  - One member from the Management
  - One/two nominees from local society, Alumni
  - One/two nominees from Employers /Industrialists
  - One of the student members and parent members



Verified by	Approved by
 IQAC Coordinator	 Principal

**IQAC Coordinator,**  
**Ponjesly College of Engineering,**  
**Nagercoil-629 003.**

**PRINCIPAL**  
**PONJESLY COLLEGE OF ENGINEERING**  
**NAGERCOIL 629 003**