Vimala College (Autonomous)
Thrissur

Quality Policy

VIMALA COLLEGE (AUTONOMOUS), THRISSUR

KERALA 680009

Policy No.	VC/ Policy/ 02				
Policy Name:	Quality Policy				
Drafted by	Internal Quality Assurance Cell (IQAC)	Adopted:	2018-19	Revised:	2020-21
Approved by	Governing Council	Date:	08 April 2021		
Next Revision			2022-23		

PRINCIPAL IN-CHARGE,
VIMALA COLLEGE
(AUTONOMOUS)
THRISSUR-680 009

Purpose:

Vimala College is committed to serve the society as a centre of excellence by providing quality education and services to meet the expectations of all its stakeholders. The college operates on a quality management system through rigorous self-assessment for continual improvement, complying relevant national and international standards and utilising opportunities in a systematic, planned, evidence based, sustainable and, monitored manner.

The Quality Policy of Vimala College is intended to guide activities that will contribute to development of an institution-wide culture of ongoing quality assurance, quality enhancement and conformity with recommended and required higher education standards .This policy formulates the strategies that will help construct and maintain a system of quality assurance and sustenance, in every activity undertaken by Vimala College, leading to the progress of all stakeholders and development of the community, and thereby contributing towards the College's evolution into a world class Institution.

- **Vision and Mission**: Vimala College has a written vision and mission statement that shows the institution's values and guiding principles, day to day operational objectives, and its commitment towards students, community, and nation.

- **Policies and Procedures**: The College is committed to developing, implementing, reviewing, and disseminating policy documents for good governance. The institution ensures that all the policies remain current, are available for use and are well understood by the stakeholders

- **Internal Quality Assurance Cell**: Vimala College has a well-functioning Internal Quality Assurance Cell (IQAC) established with the vision to ensure sustained growth of the Institution maintaining high standards of quality in education, research and in its contribution towards nation building. The Cell is committed to benchmarking its activities, meeting relevant national and international

standards in its activities, identifying opportunities for improvement through rigorous self-assessment, and to pursuing these opportunities in a planned and monitored way. The IQAC engages in introducing quality enhancement activities and continuously monitors all endeavours of the College, both academic and non-academic. It plays a catalytic role in the functioning of various committees, units, cells, and forums in the College.

- **Teaching and Learning**: The central focus of the institution is high quality teaching and learning implemented through regularly updated quality curriculum, learning materials, conducive learning environments, and support services.

- **Approval and Monitoring**: The College has formal mechanisms for approval, monitoring and review of its programmes and activities. There are mandatory committees like Boards of Studies of various disciplines, Academic Council, Governing Council, Governing Body and Staff Council to take appropriate decisions and ensure timely execution of resolutions. There are committees dedicated towards ensuring the proper implementation of its academic, co-curricular and extracurricular activities.

- **Participatory Planning and Good Governance**: The institution is committed to equitable work distribution and deployment of responsibilities amongst its staff. Various committees are formed to undertake tasks related to curricular, co-curricular and extracurricular activities. The institution ensures democratic decision making, transparency, responsiveness, and accountability.

- **Academic Integrity**: The College is committed to upholding high standards of academic integrity across its members. The College supports students, faculty and administrative staff to develop awareness on academic integrity and provides tools and resources. The institution considers academic misconduct unacceptable as it undermines institutions core values.

- **Assessment of Students**: The College has formal mechanisms of formative and summative assessments of students including manual for examination and rules and regulations. The College conducts results analysis and remedial coaching for the academic improvement of students.

- **Quality Assurance of Faculty Members**: The College follows standards set by the Government and University for the recruitment of competent faculty members. The performance of the staff is evaluated periodically using mechanisms that include the feedback provided by students. The institution also identifies competency needs and providing appropriate training and professional development for faculty to meet those needs

- **Student support**: The College is committed towards providing adequate and appropriate student support services in the form of a sound mentoring system, scholarships, remedial education, and counselling. The institution ensures day-to- day personal interaction with each student by the Tutor/Mentor to meet or exceed the stated or implied expectation of our student community

- **Administrative Support**: The College ensures the availability of qualified and committed administrative and support staff in all areas of its functioning.

- **Capacity Building:** The College delivers capacity building programmes for administrative staff members on a continuous basis.

- **Information Systems:** The College collects analyses and utilises relevant data for continuous evaluation and development.

- **Information, Education Technology:** The College is committed to embrace ICT as a developmental, educational, and administrative tool that should be widely accessible and utilised by the entire academic community.

- **Public Information:** The College regularly updates its websites and disseminates information through press, media, social media, and other means of communication.

- **Auditing, Accreditation and Certification**: The College submits self-study reports for various accreditation and certification in order to enhance its quality. The College conducts periodical peer reviews, internal and external academic and administrative auditing to facilitate ongoing self-evaluation and continuous improvement.

- **Stakeholder Feedback and Grievance Redressal**: The College maintains dialogue with students, and other stakeholders to determine their level of satisfaction and to understand their needs and expectations through formal feedback mechanism. The institution also has formal grievance redressal mechanisms.

- **Promotion of Research and Extension**: The College promotes research, collaborations, and extension activities with active involvement of students and research scholars and faculty members. The institution uses every opportunity to support its neighbourhood through needs-based outreach activities.

- **Resource Mobilisation and Management**: The institution continuously review its resources to check its sufficiency to meet requirements. The institution identifies and analyses the resources available for programme priorities and tries to augment new legitimate areas of resource mobilisation.

- **Equity and Inclusion:** The institution responds to the diversity of needs among students and ensures support services to divyangjan (differently abled students), and those who are vulnerable, at risk or hard to reach. The institution has mechanisms to eliminate all forms of discrimination, harassment, and exclusion.

- **Commitment to Nation:** Contributing to national development has always been a priority for the institution. The College inculcates human values and social responsibilities among its academic community through various clubs, forums, cells and other community initiatives.

PRINCIPAL IN-CHARGE,
VIMALA COLLEGE
(AUTONOMOUS)
THRISSUR-680 009