



6.5.1 Institution has a streamlined Internal Quality Assurance Mechanism

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MAHE INSTITUTE OF DENTAL SCIENCES & HOSPITAL
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CERTIFICATE OF THE HEAD OF INSTITUTION



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Dr.ANIL MELATH, MDS.,
PRINCIPAL

TO WHOMSOEVER IT MAY CONCERN

This is to certify that, our Institution has streamlined Internal Quality Assurance Mechanism details are given:




DR ANIL . M
Principal
Mahe Institute of Dental Sciences & Hospital
MAHE



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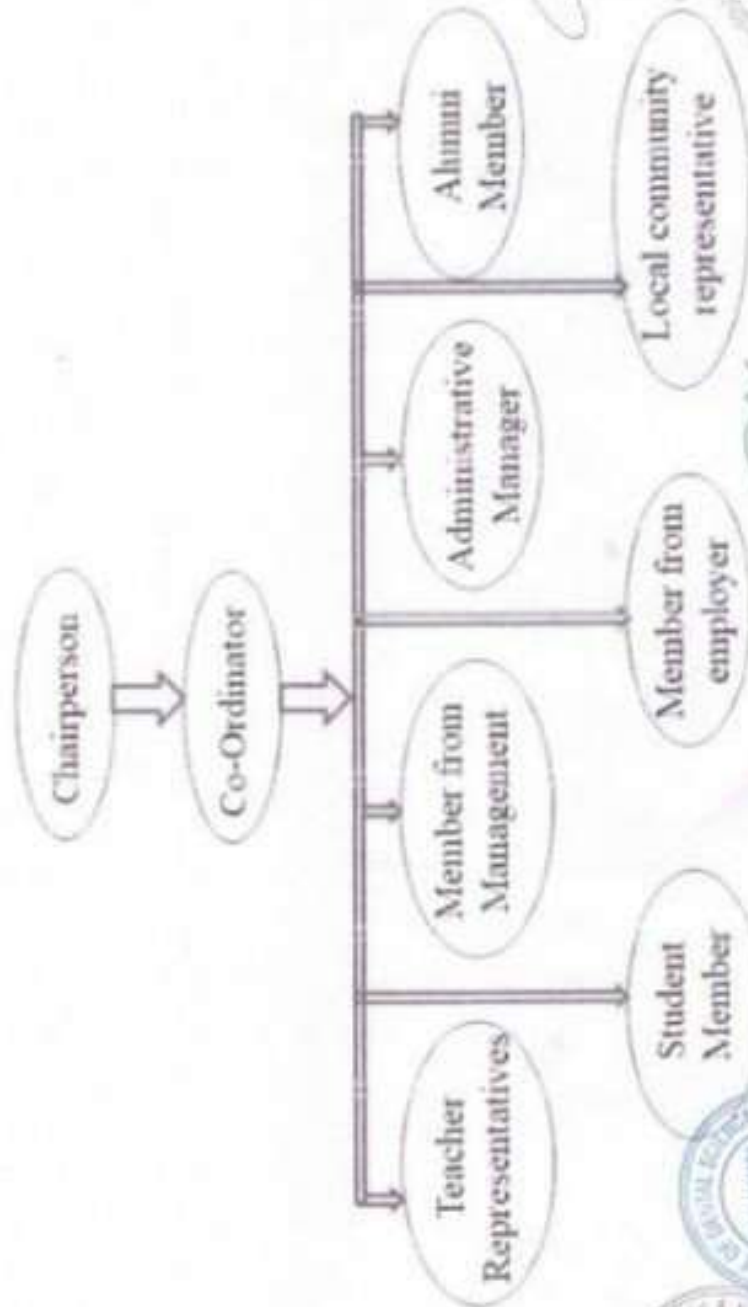
STRUCTURE AND MECHANISM FOR INTERNAL QUALITY ASSURANCE



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IQAC ORGANIZATION STRUCTURE



Principal
MAHE Institute of Dental Sciences & Hospital
MAHE



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IQAC- MECHANISM

The Internal Quality Assurance Cell (IQAC) serves as a catalyst for fostering and maintaining a culture of quality within an institution. It is responsible for planning, directing, and overseeing Quality Assurance (QA) and Quality Enhancement (QE) initiatives in colleges.

The IQAC has streamlining and structuring institutional efforts toward academic excellence, the IQAC plays a crucial role in implementing strategies to address shortcomings and improve overall quality.

THE IQAC STRUCTURE:

The IQAC shall be established under the leadership of the Principal as its Chairperson. A senior faculty member may assist as the coordinator, either as an additional responsibility or as a full-time designated position of Director/Coordinator. Alternatively, a senior faculty member may be appointed through redeployment.

COMPOSITION OF THE IQAC:

The IQAC shall be constituted as per UGC guidelines with the following members:

- a) The Principal or a senior faculty member nominated by the Principal – **Chairperson**
- b) Five senior teachers and one senior administrative official – **Members**
- c) Two external experts from Quality Management, Industry, or the Local Community – **Members**
- d) Director/Coordinator – **Member Secretary**

The members listed in (b) and (c) shall be nominated by the principal in consultation with the academic body of the College (Academic Committee). The tenure for these nominated members shall be **two years**.

The IQAC must convene at least **once every quarter**, with a quorum of **two-thirds of the total members**.



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The agenda, minutes, and Action Taken Reports should be **officially documented, signed, and stored electronically in a retrievable format.**

GOALS

1. To develop a structured mechanism that ensures deliberate, consistent, and impactful actions to enhance the academic and administrative performance of the College.
2. To implement strategies that drive institutional growth by embedding a culture of quality and adopting best practices for continuous improvement.

FUNCTION:

- Establish and implement quality benchmarks for academic and administrative activities within the College.
- Collect feedback from students, parents, and other stakeholders to assess and improve institutional quality processes.
- Share information on quality standards and best practices in higher education.
- Conduct inter- and intra-institutional workshops, seminars, and quality circles to foster a culture of continuous improvement
- Maintain documentation of various programs and initiatives aimed at enhancing quality.
- Serve as a central coordinating body for quality-related activities, including the adoption and dissemination of best practices.
- Develop and manage an institutional database through MIS to support quality monitoring and enhancement.