

**PROCEEDINGS OF THE PRINCIPAL Dr. DHARMAMBAL GOVERNMENT POLYTECHNIC
COLLEGE FOR WOMEN (AUTONOMOUS)**

THARAMANI, CHENNAI 600 113

**Present: Tmt. Hepzhiba Angela Durairaj, M.Tech.,
Principal**

Proceedings No. 315/A3/2024-4. Dated:16.12.2025

Sub: Technical Education - Dr.Dharmambal Government Polytechnic College for Women, Chennai-113 -
AICTE - Internal Quality Assurance Cell(IQAC) Constituted from the year 2024 – 2025 onwards –
Revised Order - Reg.

Ref: AICTE Hand Book

As per the reference cited above Internal Quality Assurance Cell (IQAC) is constituted with the following members from the year 2024 - 2025 onwards. The constituted committee comes into effect from 11.06.2024.

S.No	Acted As	Name (Thiruvallargal)	Designation	Email-Id	Contact No
1	Chairperson	Hepzhiba Angela Durairaj	Principal	hepzhibaangela@gmail.com	9444426086
2	Administrative Member	K Jayalaxmi	PA to Principal	jayapandian265@gmail.com	9551698085
3	Member	M.A.Karthick	HOD / AA	karthickmaha@gmail.com	9384802400
4	Member	M. Kalaiselvi	HOD/Civil	mkalaiselvi2005@gmail.com	8754497977
5	Member	Dr. P. Kurinchi	HOD / Computer	kurinchisenthilkumar@gmail.com	9840242989
6	Member	Dr.K. Sudhamathi	HOD / ECE	sudhamathi1972@gmail.com	9444050746
7	Member	G.A. Fatima Rani	HOD / ICE	fattyfungroup@gmail.com	9444549346
8	Member	Dr. B. Balachandran	HOD / CP	bsri2512@gmail.com	9790534308
9	Member	Dr. R. Kanagarajammal	HOD i/c / COS	kanaka7373@gmail.com	9841984424
10	Member	R.Caroline	Lecturer / Physics	caroline_premkumar@yahoo.in	9566038825
11	Member	Dr. A.R. Saravanan	HOD i/c / GT	arskavi@gmail.com	9788524313
12	Member	R. Krishnamoorthy	Lecturer / Civil, Exam cell member	krishhrajendran@gmail.com	8056215155
13	Member	N. Karthik	Lecturer / ECE Exam cell member	karthik.rnatarajan@gmail.com	9840298486
14	Member	R.Kavinmathy	Lecturer / Civil Exam cell member	er.kavin21@gmail.com	8946027494
15	Member	J.Amirthavalli	Lecturer / English Exam cell member	amuthajayasankaran932gmail.com	6369088914
16	Administrative Staff	A.Varalakshmi	Superintendent	tamilselvanvaralakshmi@gmail.com	9080024543

17	Administrative Staff	S.Shakira	Superintendent	shakirazuvi@gmail.com	9894859140
18	Local people	M. J. Anitha	HOD / ECE Central polytechnic College, Tharamani, Chennai-113	anithakarunakaran80@gmail.com	9865384941
19	Student	A. Suhana	III yr / GT	aalimun314@gmail.com	9841080656
20	Alumni Member	Dr. K. Umarani	DEAN(Academics) MeenaakshiSundara jan Engineering College	fruit_1954@ahoo.co.in	9444169280
21	Industrialist	S.M. Balaji PG Equipments India Pvt. Ltd., #257, South Mint Street, Park Town, Chennai - 3	Managing Director	sm.balaji@gmail.com	9444033654

The Committee is constituted for a period of two years from the date of issue of order.

Functions:

Some of the functions expected of the IQAC are:

- Parameters for various academic and administrative activities of the institution.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Collection and analysis of feedback from all stakeholders on quality-related institutional processes.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various activities leading to quality improvement.
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality.
- Periodical conduct of Academic and Administrative Audit and its follow-up.
- Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Benefits IQAC will facilitate / contribute to

- Ensure clarity and focus in Institutional functioning towards quality enhancement.
- Ensure internalization of the quality culture.
- Ensure enhancement and coordination among various activities of the Institution and institutionalize all good practices.
- Provide a sound basis for decision-making to improve institutional functioning.
- Act as a dynamic system for quality changes in HEIs.
- Build an organized methodology of documentation and internal communication.

To:

All HODs & HOD's (i/c), (For information and necessary action by way of circulation to faculty and staff).

Copy To:

Above Committee Members.

Principal

(Signature)