



# भारतीय समुद्री विश्वविद्यालय INDIAN MARITIME UNIVERSITY

(Central University, Govt. of India)

HEADQUARTERS

No. IMU-HQ/R/12/31/2/2021-Admin (HQ)

03<sup>rd</sup> Jan, 2023

## Office Order

Sub: Establishment and monitoring of an Internal Quality Assurance Cell (IQAC) in IMU – Reg.

1. To help establish a quality culture in the University as propagated by the National Assessment and Accreditation Council (NAAC), the Competent Authority has constituted an IQAC at IMU, with the following composition:

I.	Chairperson - The Vice Chancellor	Dr. Malini V Shankar Vice Chancellor, IMU.
II.	A few Administrative Officers (Members)	
a.	Registrar	Shri. K. Saravanan Registrar, IMU.
b.	Dean	Dr. Rajoo Balaji Campus Director, IMU Chennai Campus & Dean (i/c).
c.	Controller of Examinations	Cmde. Kishore Dattatraya Joshi (Retd.) Controller of Examinations, IMU.
d.	Finance Officer	Shri. M. Saravanan Finance Officer (i/c), IMU.
e.	Campus Directors	Dr. Rajoo Balaji Campus Director, IMU Chennai Campus. Cmde.(Dr.) Vivek Chawla (Retd.) Campus Director, IMU Mumbai Port Campus. Capt. Subroto Khan Campus Director, IMU Navi Mumbai Campus. Dr. Kesavadev Varikkattu Karottu Campus Director (i/c), IMU Visakhapatnam Campus. Shri. Md. Shaji. E Associate Professor & Campus Director (i/c), IMU Kochi Campus. Shri. Eswara Arun Kishore Associate Professor & Campus Director (i/c), IMU Kolkata Campus.

III.	Senior Teachers and other administrative official (Members)	
	a.	HoD's of the 4 Schools
		Dr. B. Swaminathan Associate Professor School of Maritime Management. IMU Chennai Campus.
		Dr. K. Sivasami Associate Professor School of Marine Engineering & Technology. IMU Chennai Campus.
		Capt. Mihir Chandra Associate Professor School of Nautical Studies. IMU Navi Mumbai Campus.
		Dr. Sheeja Janardhanan Associate Professor School of Naval Architecture & Ocean Engineering. IMU Visakhapatnam Campus.
	b.	Associate Dean (Research & Consultancy)
		Dr. Yeditha Veera Venkata Satyanarayana Murthy Associate Professor (Marine) IMU Chennai Campus.
	c.	Associate Dean (Faculty Welfare)
		Shri. R. Prasanna Kumar Associate Professor (Marine) IMU Kolkata Campus.
	d.	Associate Dean (Students Welfare including Sports)
		Capt. Vinod Naveen Associate Professor (Nautical) IMU Kochi Campus.
	e.	Associate Dean (Alumni Affairs)
		Capt. Vinod Naveen Associate Professor (Nautical) IMU Kochi Campus.
	f.	Associate Dean (Training & CPDA)
		Dr. B. Swaminathan Associate Professor (L&SCM) IMU Chennai Campus.
	g.	Associate Dean (Industry Interactions & Outreach)
		Dr. Bhanu Prakash. N Associate Professor (L&SCM) IMU Visakhapatnam Campus.
	h.	Assistant Dean (MoU & Policy issues)
		Dr. Amruthaluru Sai Kiran Assistant Professor (Mech.) IMU Chennai Campus.
	i.	Assistant Librarian
		Shri. Anil Kumar Mishra Assistant Librarian IMU Mumbai Port Campus.

*N. S. Srinivasan*

<b>IV.</b>	Nominees from the Local Society/Industry (Members)	
	a.	Dr. (Capt.) Suresh Bhardwaj Resident Director & Principal, MASSA Maritime Academy, Chennai.
	b.	Capt. Anoop Sharma Ex-CMD, Shipping Corporation of India Ltd.
<b>V.</b>	Co-ordinator for the Internal Quality Assurance Cell (Member Secretary)	
	a.	Dr. Sheeja Janardhanan Associate Professor (NAOE) IMU Visakhapatnam Campus.

2. **Goals of the IQAC:**

- a. To develop a quality system for conscious, consistent, and catalytic programmed action to improve the academic and administrative performance of the University;
- b. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

3. **The IQAC shall have the following functions:**

- a. Development and application of quality benchmarks/parameters for the various academic and administrative activities of the University;
- b. Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- c. Arrangement for feedback responses from students, parents, and other stakeholders on quality related institutional processes;
- d. Dissemination of information on the various quality parameters of higher education;
- e. Organization of inter and intra University workshops, seminars on quality related themes and promotion of quality circles;
- f. Documentation of the various programmes/activities of the University, leading to quality improvement;
- g. Acting as a nodal agency of the University for coordinating quality-related activities, including adoption and dissemination of good practices;
- h. Development and maintenance of Institutional database through MIS for the purpose of maintaining/enhancing the institutional quality;
- i. Development of Quality Culture in University;

- j. Preparation of the Annual Quality Assurance Report (AQAR) of the University based on the quality parameters/assessment criteria developed by the relevant quality assurance body (like NAAC, NBA, AB) in the prescribed format;
- k. Bi-annual development of Quality Radars (QRs) and Ranking of Integral Units of HEIs based on the AQAR;
- l. Interaction with SQACs in the pre and post accreditation quality assessment, sustenance, and enhancement endeavours.
- m. Development and maintenance of Institutional database through MIS for the purpose of maintaining/enhancing the institutional quality.

4. **Follow up:**

- a. The AQAR shall be approved by the statutory bodies of the University (such as Academic Council & Executive Council) for the follow up action for necessary quality enhancement measures.
- b. IMU shall regularly submit the AQARs to the NAAC/ other accreditation bodies.
- c. The IQAC must create its exclusive window on University website, to regularly report on its activities, as well as for hosting the AQAR.

This issues with the approval of the Vice-Chancellor.

**To:**

The Chairperson and members concerned.

**Copy to:**

- 1) DR (A, L & S)/ DR (VC's Secretariat), IMU HQ.
- 2) AR (Admin-II), IMU HQ.
- 3) File.

*M. M. M. M. M.*  
Registrar

*Chp*  
*23/1*

*13.01.2023*