

**Designation:** Head, Quality Assurance and Corporate Interaction

**Roles and Responsibilities**

1. Create and update the Quality Control Policies and procedures of Quality Management System (QMS) based on seven quality principles and the guidelines of, All India Council for Technical Education (AICTE), National Board of Accreditation (NBA), National Institutional Ranking Framework (NIRF), University Grants Commission (UGC) and affiliating university Visvesvaraya Technological University.
2. Coordinate all the activities of Institute Quality Assurance Cell (IQAC), Industry Institute Partnership Cell (IIPC) and Training & Placement Cell (TPC).
3. Select and train Quality assurance coordinators / auditors of respective programmes.
4. Schedule and conduct academic audit and submit the report to the stakeholders for evidence based decision-making.
5. Conduct academic audit review meeting with stakeholders to improve the QMS.
6. Develop, Recommend and Monitor corrective and preventive actions.
7. Prepare reports to communicate outcomes of quality activities.
8. Monitor Risk management activities.
9. Identify the industrial expectation and promotes institutional preparation for meeting industrial needs by facilitating sponsored R&D projects, seminars, workshops and various other industrial training programmes.
10. Arrange and coordinate technical consultancy to the specific needs of the industries.
11. Invite and Arrange industry expert lecture and seminar for knowledge sharing.
12. Disseminate technical advances through informal educational techniques.
13. Introduce courses on the latest developments in engineering and technology to practitioners.
14. Publish and circulate technical bulletins newsletter and course material with latest technological developments.
15. Carry out development activities (Product development) in collaboration with industries and governments.
16. Arrange and coordinate in-plant training to students and faculty members at industries.
17. Arrange industry and public sector sponsored project assignments for students.

18. Coordinate and Organize seminars, symposium, exhibitions and workshops in collaboration private and public sector organization.