

Our Lady of Grace Trust's

ST. GONSALO GARCIA COLLEGE OF ARTS AND COMMERCE, VASAI



QUALITY POLICY

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To uphold the vision and mission of this institution by pursuing quality and developing a system that is geared towards a culture of quality in all academic and non-academic endeavours through the institutionalization of best practices and policies, while remaining accountable to all stakeholders and adhering to globally accepted standards. The Quality Policy formulates the strategies that will help construct and maintain a system of quality assurance and sustenance, in every activity undertaken by the institution. The institution ensures and improvises quality in its mechanism through the following heads:

Internal Quality Assurance Cell: Internal Quality Assurance Cell (IQAC) is committed to benchmark the college's activities, identify opportunities for improvement through rigorous self-assessment, and to pursue 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, cells, and forums, associations in the College.

Teaching and Learning: The main focus of the institution is to provide quality teaching and learning implemented through regularly updated curriculum, learning materials, use of ICT tools, 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 committees 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 through the code of conduct for various stakeholders. The institution considers academic misconduct unacceptable as it undermines the institution's core values.

Assessment of Students: The College has formal mechanisms of formative and summative assessments of students including examination policy stating the rules and regulations. The College conducts CO mapping 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 self-appraisal, feedback provided by students and performance-based appraisal system. 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 mentoring system, scholarships, remedial education. The institution encourages and supports personal interaction with mentees by the Mentor to meet the 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 faculty, students, administrative staff members on a continuous basis by organising programmes, guest lectures, seminars and encourage participation in capacity building programmes in other institutions.



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.

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

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 need-based outreach activities.

Resource Mobilization 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 mobilization.

Equity and Inclusion: The institution responds to the diversity of needs among students and ensures support services to divyangjan students, and those who are vulnerable, at risk or hard to reach. The institution has mechanisms like the IC committee, Grievance Redressal Cell, RTI committee , to eliminate all forms of discrimination, harassment, and exclusion.




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