



# NIRMALA INSTITUTE OF EDUCATION

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[NAAC Accreditation : GRADE: 'B' CGPA 2.84]

## **OFFICE ORDER**

The undersigned is pleased to re-constitute the Internal Quality Assurance Cell (IQAC) of this College under her Chairmanship comprising of the following Members. (The IQAC is constituted as per the latest guidelines). This committee shall come into effect from June 4, 2019 for the next one year (June 2019 – May 2020).

### Chairperson

- Dr. Delia Antão – Officiating Principal

### Members of the Management

- Ms Maria Fernandes – Vice President, NES
- Dr. Rita Paes – Ex-Principal & Director, NIE

### Senior Teacher

- Mrs. Suvarna Gauns – Associate Prof ., NIE
- Mrs. Ximena Fonseca – Associate Prof., NIE
- Ms Eutemia Fernandes – Assistant Prof., NIE
- Mr Subodh Haldankar – Assistant Prof., NIE
- Dr. Cindy D'Silva – Assistant Prof. , MAWC

### Senior Admin Staff

- Mrs. Lia D'Souza – Head clerk
- Mrs. Karla Maria D'Sa – LDC

### External Experts

- Dr. Ubaldina Gomes – Assoc. Prof , St. Xaviers College, Mapusa
- Dr. Sabha D'Silva – Principal, Govind Ramnath Kare College of Law, Margao
- Dr. Vikas Pissurlekar – Principal, PES College Arts & Science, Ponda
- Dr. Marianho Pinheiro – Former Vice President –Raffles University, Rajasthan & Former Dean – Faculty of Law, Goa University.
- Dr. Denzil Martins, Ex-Principal, Nirmala Institute of Education

### Coordinator of IQAC and Member Secretary

- Dr. Russell D'Souza - Assistant Prof.,NIE

The IQAC shall perform the following functions:

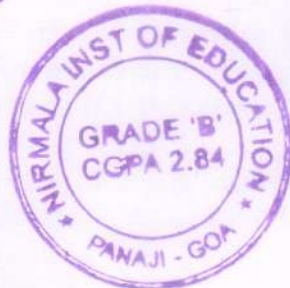
1. Development and application of quality benchmarks/ parameters for various academic and administrative activities of the institution
2. Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required

- knowledge and technology for participatory teaching and learning process
3. Collection and analysis of feedback from all stakeholders on quality related institutional processes
  4. Dissemination of information on various quality parameters to all stakeholders.
  5. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles
  6. Documentation of the various programmes/ activities leading to quality improvement.
  7. Documentation of the various programmes/activities leading to quality improvement
  8. Acting as a nodal agency of the Institution for coordinating quality-related
  9. Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality
  10. Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC
  11. Any other related matter pertaining to IQAC.

To  
All the members

Copy to:

1. Chairperson, Nirmala Institute of Education
2. Staff Notice Board
3. IQAC File
4. NAAC File
5. Guard File



A handwritten signature in blue ink that reads "Antao".

Dr. D. ANTÃO  
(OFFG. PRINCIPAL/ CHAIRPERSON)