



Ref.: RTCIT/P/417/03566.

Date: 29/08/2022

## OFFICE ORDER

### Sub.: Constitution of Internal Quality Assurance Cell (IQAC)

The Internal Quality Assurance Cell (IQAC) is hereby reconstituted with the following primary objectives:

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

The composition of the committee is as mentioned below:

Name	Designation	IQAC Composition
Dr. T. K. Das	Principal, RTCIT	Chairperson
Mr. Sumeet Raj	Managing Director, RTCIT	Member (Management)
Mr. Rajesh Singh	HoD (CSE), RTCIT	Member (Faculty)
Dr. Jai Prakash	HoD (ME), RTCIT	Member (Faculty)
Mrs. Sarita Kumari	Assistant Professor (ECE), RTCIT	Member (Faculty & Alumni)
Mr. Amit Kumar Kedia	In-charge, Accounts Department, RTCIT	Member (Administration)
Mr. Amar Kr. Chaudhary	Registrar, JUT Ranchi	Member (Higher Education)
Prof. R. P. Sharma	Professor, BIT Mesra, Ranchi	Member (Higher Education)
Mr. Bikash Kr. Singh	Partner, M/s Rare Metals & Chemicals	Member (Industry)
Mr. Praveen Kumar	Director, ARF Design, Ranchi	Member (Employer)
Mr. Randhir Choudhary	Representative, Local Community	Member (Local Community)
Mr. Ramesh Kr. Bhasin	Guardian	Member (Parent)
Mr. Amit Kr. Saw	Student [B.Tech. (EEE)], RTCIT	Member (Student)
Mr. Hare Krishna	Assistant Professor (ECE) & CoE, RTCIT	IQAC Coordinator

### **Functions**

*Some of the functions expected of the IQAC are:*

- a) Development and application of quality benchmarks.
- b) Parameters for various academic and administrative activities of the institution.
- c) 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.
- d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes.
- d) Dissemination of information on various quality parameters to all stakeholders.
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- f) Documentation of the various programmes/activities leading to quality improvement.



# RTC INSTITUTE OF TECHNOLOGY

Anandi, Ormanjhi, Ranchi – 835219, Jharkhand

Approved by AICTE and Affiliated to Jharkhand University of Technology  
(ISO 9001:2015 Certified)

- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality.
- i) Periodical conduct of Academic and Administrative Audit and its follow-up.
- j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Copy to:

- 1. Director Emeritus / MD
- 2. Committee members
- 3. NAAC Coordinator

*Principal*  
**Principal** 29/08/2022  
 RTC INSTITUTE OF TECHNOLOGY  
 ANANDI, ORMANJHI  
 RANCHI-835219

Name	Designation
Mr. K. Das	Principal, RTCT
Mr. Suman Raj	Managing Director, RTCT
Mr. Rajesh Singh	HOD (CSE), RTCT
Dr. Jai Lakshmi	HOD (ME), RTCT
Mrs. Sarita Kumar	Assistant Professor (ECE), RTCT
Mr. Anil Kumar Reddy	In-Charge Accounts Department, RTCT
Mr. Anuraj Choudhary	Registrar, IIT Ranchi
Prof. R. Sharma	Professor, IIT Ranchi
Mr. Bhashi K. Singh	Partner, M/S. Bhashi & Co. Ranchi
Mr. Viveen Kumar	Director, ARI Design, Ranchi
Mr. Randeep Choudhary	Representative, Local Community
Mr. Rajesh K. Bhasin	Guardian
Mr. Anil K. Saw	Student In-Charge (EED), RTCT
Mr. Harjeet Singh	Assistant Professor (ECE) & Co-Ordinator, RTCT

**Functions**

Some of the functions expected of the IQAC are:

- (a) Development and application of quality benchmarks.
- (b) Parameters for various academic and administrative activities of the institution.
- (c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty motivation to adopt the required knowledge and technology for participatory teaching and learning process.
- (d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes.
- (e) Dissemination of information on various quality parameters to all stakeholders.
- (f) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- (g) Documentation of the various programmes/activities leading to quality improvement.