

## **Introduction**

In pursuance of the National Action Plan of the National Assessment and Accreditation Council (NAAC), Bangalore, for performance evaluation, assessment and accreditation and quality up gradation of institutions of higher education, the NAAC proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of an institution's system and work towards realizing the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the performance of institutions. The IQAC will make a significant and meaningful contribution in the post-accreditation phase of institutions. During the post-accreditation period, the IQAC will channelize the efforts and measures of an institution towards academic excellence.

The guidelines provided in the following pages will facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards the internalization and institutionalization of quality enhancement. Its success depends upon the sense of belongingness and participation it can inculcate in all the constituents of the institution.

It will not be yet another hierarchical structure or recordkeeping exercise in the institution; it will be a facilitative and participative voluntary system/unit/organ of the institution. The IQAC has the potential to become a vehicle for ushering in quality by working out intervention strategies to remove deficiencies and enhance quality. Quality circles in industries operate on similar lines.

**Objective:** The Primary aim of the IQAC is to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.

## **Strategies**

IQAC shall evolve mechanisms and procedures for:

Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks

The relevance and quality of academic and research programmes

Equitable access to and affordability of academic programmes for various sections of society

Optimization and integration of modern methods of teaching and learning

The credibility of evaluation procedures

Ensuring the adequacy, maintenance and functioning of the support structure and services

Research sharing and networking with other institutions in India and abroad.

## **Functions**

Some of the functions expected of the IQAC are:

Development and application of quality benchmarks/parameters for the various academic and administrative activities of the institution

Dissemination of information on the various quality parameters of higher education

Organization of workshops, seminars on quality related themes and promotion of quality circles

Documentation of the various programmes / activities leading to quality improvement

Acting as a nodal agency of the institution for quality-related activities

Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.

### **Benefits**

IQAC will facilitate / contribute:

To a heightened level of clarity and focus in institutional functioning towards quality enhancement and facilitate internalization of the quality culture NAAC for Quality and Excellence in Higher Education

To the enhancement and integration among the various activities of the institution and institutionalize many good practices

To provide a sound basis for decision making to improve institutional functioning

To act as a change agent in the institution

To better internal communication.

### **Composition of the IQAC**

The IQAC may be constituted in every institution under the chairmanship of head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists/ representatives of local committee. The composition of the IQAC may be as follows:

Chairperson: Head of the Institution

A few senior administrative officers

Three to eight teachers

One or two members from the Management

One/two nominees from local society

One of the teachers as the coordinator of the IQAC.