



**Maulana Azad College of Arts,
Science and Commerce,**

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**NAAC
Reaccreditation
3rd Cycle**

Composition of IQAC

DR. RAFIQ ZAKARIA CAMPUS

Internal Quality Assurance Cell (IQAC)

The internal assurance Cell (IQAC) was established on 5th September 2005. It's aim is to incorporate quality measures through well-defined quality objectives, monitor the achievement of goals and sustain the steady progress through a viable, comprehensive, well – planned strategy of IQAC.

Objectives:

As per guidelines of NAAC the clearly defined objectives of IQAC are as follows:

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

Strategies:

IQAC shall evolve mechanisms and procedures for:

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- b) Relevant and quality academic/ research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society; Optimization and integration of modern methods of teaching and learning.
- d) The credibility of assessment and evaluation process.
- e) Ensuring the adequacy, maintenance and proper allocation of support structure and services.
- f) Sharing of research findings and networking with other institutions in India and abroad.

Functions:

- 1) To develop strategies for systematic and structured curriculum delivery, ensure the highest quality in teaching-learning as well as research.
- 2) To focus on 360 degree growth of students , introduce more and more skill oriented courses for students so that they remain focused on higher studies as well as professional development. IQAC also will plan for faculty development programs so as to incorporate the required information and technology for participatory teaching and learning process.
- 3) To collect and analyze the feedback from all stakeholders on quality measures incorporated in the different processes of the institution.
- 4) To involve stakeholders in college activities and communicate information on various quality parameters.

- 5) To arrange conferences/ webinars/ workshops on quality related themes and foster a quality culture.
- 6) To execute the activities through plans, work allocation and IQAC report formats leading to proper execution and uniform documentation that will enhance the overall quality of activities.
- 7) To Act as a nodal agency of the HEI for coordinating quality-related activities, including adoption and dissemination of best practices.

- 8) To develop and maintain institutional database through MIS for the purpose of maintaining/enhancing the institutional quality.
- 9) To conduct periodically academic and administrative audit and its follow-up.
- 10) To prepare and submit the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Composition of IQAC:

- Principal (Chairperson)
- Administrative Officer
- Faculty Members
- Member (Management)
- Nominee (Local Society, Student, Alumni)
- Nominee (Employers, Industrialists, Stake Holders)
- Senior Faculty (IQAC Coordinator)