

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

- Director** : Prof. (Dr.) Renu Bhardwaj  
**Assistant Directors** : Dr. Swati Mehta, Dr. Gagandeep Kaur Gahlay  
**Assistant System Analysts** : Mr. Bhupinder Singh Thakur, Mr. Harpreet Singh

In pursuance of the National Assessment and Accreditation Council's (NAAC) Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education an Internal Quality Assurance Cell (IQAC) was established as a post-accreditation quality sustenance measure in 2002. As per NAAC's "*Guidelines for the Creation of the Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Reports (AQAR) in Accredited Institutions*", the Office of IQAC is to work with specified objective and strategies to perform expected functions as per the following:

### OBJECTIVE

**The primary aim of IQAC is**

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- 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**

1. Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;
2. The relevance and quality of academic and research programmes;
3. Equitable access to and affordability of academic programmes for various sections of society;
4. Optimization and integration of modern methods of teaching and learning;
5. The credibility of evaluation procedures;
6. Ensuring the adequacy, maintenance and proper allocation of support structure and services;
7. Sharing of research findings and networking with other institutions in India and abroad.

### FUNCTIONS

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

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. Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
4. Dissemination of information on various quality parameters of higher education;

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. Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
8. Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
9. Development of Quality Culture in the institution;
10. Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

**COMMITTEE MEMBERS FOR INTERNAL QUALITY ASSURANCE CELL  
(01.04.2017 to 31.03.2018)**

1.	Chairperson	Vice-Chancellor
2.	Administrative Officers	Dean Academic Affairs Registrar
3.	Faculty Members	Prof. Subodh Kumar, Dept of Chemistry Prof. Hardeep Singh, Dept of Computer Science Prof. Suninder Tung, Dept of Psychology Prof. Gurpreet Bal, Dept of Sociology Prof. Sudha Rani, Dept of Hindi Prof. Raminder Kaur, School of Punjabi Studies Prof. M.L. Singh, Dept of Electronics Technology Prof. Palwinder Singh, Dept of Chemistry
4.	Syndicate Member	Prof. Avinash Kaur, Dept of Botanical & Environmental Sciences
5.	Members from local society/students/alumni	Dr. Inderjit Kaur, Chairperson, All India Pingalwara Society, Amritsar Mr. Hilal Ahmed Dar, PhD Scholar, Dept of Sociology Dr. Manwinder Singh, Joint Director, Irrigation & Power Research Institute, Amritsar
6.	Members from the employers/industrialists/stakeholders	Director of Research Mr. Amit Gupta, Vice President, TCS Consultancy, Gurugram
7.	Member Secretary	Director (IQAC)
8.	Assistant Directors (IQAC)	Dr. Swati Mehta Dr. Gagandeep Kaur Gahlay

## OPERATIONAL FEATURES OF THE IQAC

	<b>Quality objectives</b>	<b>Achievement parameters/ indicators</b>	<b>Person responsible/ assessor</b>
1.	(i) To impart education as defined in university act “ <i>to make provision for imparting education and for promoting research in learned professions, sciences, especially of applied nature, technology and such other branches of learning and courses of study as it may think fit.</i> ” And to  (ii) To produce world class competent professionals	Design of new curriculum based on the needs of industry and society	Board of control/ Board of studies
		Frequent revision of course curriculum and syllabus	Faculty of a Department
		Invitation to experts to departments for interaction with students/faculty	Head of the department/ Principals of colleges
		Industrial visits (where needed)	Head of the Department/Principals of colleges
		Visit of industries for placements	Director, Placements
		Number of student seminars conducted in a semester	Faculty members in association with HOD/Principals of colleges
		Number of student events conducted in a year	Dean student welfare and Director, Youth welfare
2	To promote research	Number of projects obtained from funding agencies	Faculty members/Director research
		Number of research papers/reviews published in high impact SCI journals	Faculty members
		Number of conferences/symposia workshops attended/conducted and papers presented	Faculty members
		Number of patents filed/obtained	Faculty members
		Number of book chapters/books published	Faculty members
		Number of students got research degrees	Faculty members

3	To promote consultancy	No. of consultancy projects accomplished	Faculty member/coordinator UILP/consultancy
		Amount of funds generated	-do-
		Type of facility created/objective achieved	-do-
4.	To promote synergistic relationship with industry and society	No. of university-industry interaction programmes conducted	Director UILP
		Number of joint ventures achieved/MoUs signed	Director UILP
		Other achievements related to society	Director UILP
5.	To appoint well endowed faculty and to upgrade their acumen	Achievements of the faculty/contribution in education/research	Vice-Chancellor/ DAA/Principals in case of colleges /DCDC
		Number of faculty members sponsored for conferences/workshops etc.	Vice-Chancellor/ DAA/Registrar/ FDO DCDC/Principals in case of colleges
6.	To develop <i>state-of-the-art</i> infrastructure	Amount of money spent towards developmental activities	Vice-Chancellor/ DAA/Principals in case of colleges
		New equipment/sophisticated instruments etc. installed	Vice-Chancellor/ DAA/Principals in case of colleges
		Internet/video conferencing facility	Vice-Chancellor/ DAA/Principals in case of colleges
		Amenities for faculty and students	Vice-Chancellor/ DAA/Principals in case of colleges
7.	To impart knowledge through team work and relentless efforts	Number of internal audits conducted in each department	Dean faculty, HOD through a constituted team
8.	To improve administrative skills of supporting staff/officers of the university etc.	Attendance of laboratory and supporting staff, employees in their respective work places	HODs in case of departments/Principal in case of colleges/ Registrar/AR/DR in case of branches in administration
		Efficiency monitoring	Registrar/AR/DR in case of branches in administration/HOD in case of departments