

**SHRI SHIVAJI EDUCATION SOCIETY AMRAVATI'S**  
**SCIENCE COLLEGE, PAUNI, DIST. BHANDRA**

**Internal Quality Assurance Cell (IQAC)**

**Notification**

**(Restructuring of IQAC)**

Considering the enhancement of quality as a continuous process the institution has set up formal IQAC on **30<sup>th</sup> April, 2009**, for monitoring all the academic and administrative activities. Since, the Executive body of our parent organization has been changed, the IQAC has been restructured on **25<sup>th</sup> July, 2018** as per the recent guidelines of NAAC. The IQAC has set up to work towards realization of the goals of quality enhancement and sustenance. It was aimed to develop a system for conscious, consistent and catalytic improvement in the overall performance of the institution.

**OBJECTIVES OF IQAC:**

The restructured IQAC has to be worked with the undermentioned objectives:

- 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,
- To ensure timely, efficient and progressive performance of academic, administrative and financial tasks,
- To develop strategies relevant to quality in academic and other activities for the betterment of all stakeholders,
- To take initiative for plan and development of strategies for optimization and incorporation of modern tools, techniques and methods in teaching and learning process,
- To ensure the adequacy, maintenance and proper allocation of support structure and services,
- To integrate various activities and take measures for quality upliftment and to ensure quality culture for the overall development of the institution,
- Promotion of measures for institutional functioning towards quality enhancement through strengthening of internal network for quality culture and implementation of best practices as a unique identity of the institution.

**FUNCTIONS OF IQAC:**

- Development and application of quality benchmarks and parameters for various academic as well administrative activities of the institution,
- 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,
- Development of better environment for communication and effective curriculum delivery and all the decisions taken,

- Dissemination of information on various quality parameters to all stakeholders,
- Documentation of the various programmes and activities leading to quality enhancement,
- Ensure timely, efficient and progressive performance of academic, administrative and financial tasks,
- Provide equitable access to and affordability of academic programmes for various sections of the society,
- Optimization and integration of modern tools and methods for effective teaching and learning,
- Organization of workshops, seminars on quality related themes and promotion of quality circles,
- To promote and determine quality related activities and issues through various programmes and activities for all stakeholders,
- To plan for the upliftment of academic and administrative standards,
- To collect data on various activities for compilation of annual reports of the institution to be submitted to different agencies including NAAC,
- To collect feedback and analyse feedback obtained from different stakeholders and recommend to the managing body for the consideration of constructive suggestions,
- To act as nodal agency for taking major steps in pushing long-term standards and coordinating quality-related issues including adaptation and dissemination of best practices.
- To conduct periodical academic and administrative audit and its follow-up, and
- To prepare and submit the Annual Quality Assurance Report (AQAR) as per the guidelines provided by NAAC.

### **COMPOSITION OF IQAC:**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Posts</b>
1.	Dr. Vijay Lapse	Principal (Officiating)	Chairman
2.	Mr. Hemanbhau W. Kalmegh	Executive Representative	Member
3.	Dr. Kishor B. Nagarnaik	HOD, Zoology, Senior Faculty	Member
4.	Dr. Avinash K. Aney	HOD, Botany, Senior Faculty	Member
5.	Dr. Babukumar D. Gharde	HOD, Chemistry, Senior Faculty	Member
6.	Mr. Sanjay D. Raibole	Librarian, Senior Faculty	Member
7.	Dr. Vishawanath A. Kodape	Director, Physical Education	Member
8.	Mr. Vilasbhau Shringarpawar	Local Society Representative	Member
9.	Mr. Prasad Pande	Non-teaching Representative	Member
10.	Mr. Vishal D. Ingole	Alumni Representative	Member
11.	Dr. Bhuwanendra S. Rahile	Associate Professor, IQAC Coordinator	Member Secretary

**Date: 25<sup>th</sup> July, 2018**