



S. P. Sampathy's Siva Sivani Educational Society (2906/97)

SIVA SIVANI DEGREE COLLEGE

(Affiliated to Osmania University)

INTERNAL QUALITY ASSURANCE CELL (IQAC)

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:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- The 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 proper allocation of support structure and services.
- Sharing of research findings and networking with other institutions in India and abroad.

Functions:

- Development and application of quality benchmarks/parameters for various academic and 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.



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- Arrangement for quality-related feedback response from students, parents and other stakeholders on institutional processes.
- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra institutional 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 coordinating quality-related activities, including adoption and dissemination of best practices.
- Development of Quality Culture in the institution Benefits, IQAC will facilitate / contribute:
 - Ensure heightened level of clarity and focus on institutional functioning towards quality enhancement.
 - Ensure internalization of the quality culture.
 - Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices.
 - Provide a sound basis for decision-making to improve institutional functioning.
 - Build an organised methodology of documentation and internal communication.

Composition of the IQAC:

- IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.
- The composition of the IQAC may be as follows:
 1. Chairperson: Head of the Institution
 2. Teachers to represent all level (Three to eight)
 3. One member from the Management



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4. Few Senior administrative officers
 5. One nominee each from local society, Students and Alumni
 6. One nominee each from Employers/ Industrialists/ Stakeholders
 7. One of the senior teachers as the coordinator/ Director of the IQAC
- The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.
 - The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior/competent person with experience and exposure in quality aspects.



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