



**JAGAN NATH**  
UNIVERSITY

## **IQAC MANUAL\***

### **University Campus**

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*\*Recommended by the Academic Council vide Resolution No. 24.20.3 dated January 23, 2016 and approved by the Board of Management vide Resolution No. 24.10.1 dated January 30, 2016.*



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# IQAC MANUAL

## 1. INTRODUCTION

Quality development, enhancement and sustenance are the key words reverberating in most institutions of higher learning today. NAAC, NBA and various international bodies assess and accredit institutions for quality in education. These bodies advocate establishing Internal Quality Assurance Cell (IQAC). Since quality enhancement is a continuous process, the IQAC will become a part of University system and work towards realizing the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop and maintain a system for constant improvement in the performance of University.

## 2. QUALITY POLICY

JaganNath University, Jaipur is committed to impart quality education and strives to be a globally recognized centre of excellence in higher education. It aspires to achieve it by:

1. Ensuring topical and relevant curriculum;
2. Adept delivery mechanism;
3. Relevant research and consultancy;
4. State-of-the-art infrastructural and learning resources
5. Active involvement of stakeholders and industry experts in decision making;
6. Creation of congenial and conducive student centric work environment; and
7. An effective governance system.

## 3. ROLE AND RESPONSIBILITY

IQAC will facilitate/contribute:

- Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement
- Standardize activities and processes and strive for continuous improvements in standards and their achievement.
- Ensure internalization of the quality culture.
- Ensure enhancement and coordination among various activities of the institution and institutionalize best practices
- Provide a sound basis for decision-making to improve institutional functioning



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- Build an organised methodology of documentation and internal communication
- Communicate to stakeholders about all its initiatives and make available all the relevant, reports, documents

#### 4. FUNCTIONS

Some of the functions expected of the IQAC are:

- 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
- Arrangement for feedback response from students, parents and other stakeholders on quality-related 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 and maintenance of institutional database through MIS for the purpose of maintaining/enhancing the institutional quality
- Development of Quality Culture in the institution
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC

#### 5. COMPOSITION

The composition of the IQAC may be as follows:

- Chairperson: Head of the Institution
- A few senior administrative officers
- Three to eight teachers
- One member from the Management
- One/two nominees from local society, Students and Alumni
- One/two nominees from Employers /Industrialists/stakeholders
- One of the senior teachers as the coordinator/Director of the IQAC

(University IQAC - ANNEXURE)

IQAC may be expanded with the inclusion of more members as necessary.



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## 6. 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



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