



Dr. Vithalrao Vikhe Patil Foundation's

College of Nursing

Internal Quality Assurance
Cell

INTERNAL QUALITY ASSURANCE CELL (IQAC)

1. Introduction

In pursuance of the National Action Plan of the National Assessment and Accreditation Council (NAAC), Bangalore, for performance evaluation, assessment and accreditation, and quality up-gradation of institutions of higher education, the NAAC proposes that every accredited Institution should establish an Internal Quality Assurance Cell (IQAC) as a post accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of an institution's system and work towards realizing the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent, and catalytic improvement in the performance of institutions. The IQAC will make a significant and meaningful contribution to the post-accreditation phase of institutions. During the post-accreditation period, the IQAC will channel the efforts and measures of an institution toward academic excellence.

2. Definition:

The IQAC plans, guides, and monitors Quality Assurance (QA) in various academic programs/activities and Quality Enhancement (QE) activities of the various Schools and departments of the University by the Vision and Mission defined by the University.

The IQAC to develop a system for conscious, consistent, and catalytic action to improve the academic and administrative performance of the Institution.

3. Objectives:

- i. To develop a system for conscious, consistent, and catalytic action to improve the academic and administrative performance of the Institution.
- ii. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practice.

4. Functions /Procedure

- i. Development and application of quality benchmarks/parameters for various academic and administrative activities of the Institution.
- ii. 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.
- iii. Arrangement for feedback response from students, parents, and other stakeholders on quality-related institutional processes.
- iv. Dissemination of information on various quality parameters of higher education.

- v. Organization of inter and intra-institutional workshops, seminars on quality-related themes, and promotion of quality circles.
- vi. Documentation of the various programs/activities leading to quality improvement.
- vii. Acting as a nodal agency of the Institution for coordinating quality-related activities, including the adoption and dissemination of best practices.
- viii. Development of Quality Culture in the Institution.
- ix. Periodical conduct of Academic Audit and its follow-up.
- x. Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters

5. Roles and Responsibilities:

- i. It is advisable to choose persons from different backgrounds who have earned respect for their integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.
- ii. It is advisable to change the Coordinator every two/three years to usher in new thoughts and activities in the Institution.
- iii. It would be appropriate to choose senior administrators and persons in charge of institutional services such as a library, computer center, estate office, student welfare, administration, academic tasks, examination, and planning and development.
- iv. The management representative should be aware of the Institution's objectives, strengths, and limitations and should be committed to its improvement. The local Society/Trust representatives should be of high social standing and should have

6. Composition of the IQAC

The IQAC should be constituted in every Institution under the chairpersonship of the Head of the Institution with heads of key academic and administrative units and a few teachers, and a few distinguished educationists and representatives of the local management and stakeholders as members.

The composition of the IQAC should be as follows:

1. Chairperson: Head of the Institution
2. Teachers to represent all levels (Assistant Professor and Associate Professor) (Three to eight)
3. One member of the management
4. The senior administrative officer (Office Superintendent/Manager)
5. One nominee each from the Local Society/Trust, Students, and Alumni
6. One nominee each from the Employer/Industrialists/Stakeholders
7. One of the senior teachers as the Coordinator of the IQAC

The composition of the IQAC will depend on the size and complexity of the Institution, and accordingly, the representation of teachers may vary. The IQAC helps the Institution in planning and monitoring quality-related activities. It ensures the various stakeholders' and beneficiaries' cross-sectional participation in the Institution's quality-enhancement activities. The guidelines given here are only indicative and will help the institutions in their quality-sustenance activities.

The membership of the nominated members shall be for a period of two years. The IQAC should meet at least once every quarter. The quorum for the meeting shall be two-thirds of the total number of members. The Agenda, Minutes, and Action Taken Reports are to be documented and maintained electronically in a retrievable format.

While selecting these members, several precautions need to be taken. A few of them are listed below: made significant contributions to society and to education, in particular.

Internal Quality Assurance Cell (IQAC) Committee 2022-23

Sr. No.	Composition	Name of the Members
1.	Chairperson	Dr. Pratibha A. Chandekar Principal Dr.V.V.P.F's College of Nursing, Ahmednagar
2.	Senior Administrative officers	Mr. Vilas K. Ghule Deputy Registrar, Dr.V.V.P.F's Institute of Medical Sciences, Ahmednagar
3.	Teacher Representative	Dr. Yogita P. Autade Vice Principal Dr.V.V.P.F's College of Nursing, Ahmednagar Mr. Amit V. Kadu Associate Professor Dr.V.V.P.F's College of Nursing, Ahmednagar Ms. Salome Teldhune Associate Professor Dr.V.V.P.F's College of Nursing, Ahmednagar Mrs. Kavita Bhoknal Associate Professor Dr.V.V.P.F's College of Nursing, Ahmednagar
4.	Member from the management	Dr. Abhijit D. Diwate Director (Medical) Dr.V.V.P.F's Institute of Medical Sciences, Ahmednagar.
5.	Nominees from Local Society, Students and Alumni	Ms. Mohini R. Sonawane Assistant Professor Dr.V.V.P.F's College of Nursing, Ahmednagar Ms. Snehal R. Bhalerao Student Representative Dr.V.V.P.F's College of Nursing, Ahmednagar
6.	Nominees from Employers /Industrialists /stakeholders	Mrs. Jyoti P. Jadhav Parent Representative
7.	IQAC Coordinator	Mr. Amol C. Temkar Professor Dr.V.V.P.F's College of Nursing, Ahmednagar