

United Institute of Technology

Office Order

Formation of Internal Quality Assurance Cell (IQAC)

United Institute of Technology (UIT) has established an Internal Quality Assurance Cell (IQAC) in the campus. The motive of this IQAC is to plan, guide and monitor the Quality Enhancement and Quality Assurance activities of college. IQAC systematize and channelize the measures and efforts towards academic excellence.

Internal Quality Assurance Cell (IQAC) as a quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of 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 overall performance of institutions. For this, during the post-accreditation period, institutions need to channelize its efforts and measures towards promoting the holistic academic excellence including the peer committee recommendations

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Strategies

IQAC shall evolve mechanisms and procedures for

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
- b) Relevant and quality academic/research programmes
- c) Equitable access to and affordability of academic programmes for various sections of society
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of assessment and evaluation process
- f) Ensuring the adequacy ,maintenance and proper all ocation of support structure and services
- g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

Some of the functions expected of the IQAC are:

- a) Development and application of quality benchmarks
- b) Parametersforvariousacademicandadministrativeactivitiesoftheinstitution;
- c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology forparticipatory teaching and learning process;
- d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes

- d) Dissemination of information on various quality parameters to all stakeholders
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Periodical conduct of Academic and Administrative Audit and its follow-up
- j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Benefits

IQAC will facilitate/contribute to

- a) Ensure clarity and focus in institutional functioning towards quality enhancement
- b) Ensure internalization of the quality culture
- c) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices
- d) Provide a sound basis for decision-making to improve institutional functioning
- e) Act as a dynamic system for quality changes in HEIs
- f) Build an organized 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: Prof. (Dr.) Sanjay Srivastava (Principal)
2. Coordinator- Mr. Amitabh Srivastava
3. Teachers to represent all level (Member)-
 - (a) Dr. Abhishek Malviya-Dean academics
 - (b) Prof. A. K. Mishra- Academic Advisor
 - (c) Dr. Amit Kumar Tiwari- HoD-CSE
 - (d) Dr. Manas Pandey-Dean Students Welfare
 - (e) Dr. Sudhanshu Pandey-HoD-AS
 - (f) Dr. Santosh Kumar Singh-HoD-ME/CE
 - (g) Mr. Swaroop Mallick-HoD-EE
 - (h) Mr. Dhananjay Kumar Sharma-HoD-TT
 - (i) Ms. Shruti Sharma-HoD-CRC
 - (j) Mr. Devesh Jaiswal-COE

- (k) Mr. Sandeep Pandey-Registrar
(l) Mr. Ankit Gupta-Cultural Head
4. Mr. Gaurav Gulati-Senior Vice President (Member from Management)
 5. Mr. Utkarsh Mishra-Alumni
 6. Mr. Sanjay Sharma-Senior President (Baidyanath)
 7. Dr. Mukesh Shukla-Chief Proctor
 8. Ms. Harshita Srivastava

The Internal Quality Assurance Cell (IQAC) has a crucial role in ensuring and enhancing the quality of education at UIT.

Key roles and responsibilities of IQAC:

Quality Assurance: IQAC is responsible for developing and implementing mechanisms to ensure quality in all aspects of the institution, including teaching, research, infrastructure, and governance.

Continuous Improvement: IQAC facilitates continuous improvement by identifying areas of weakness or inefficiency and recommending appropriate measures for enhancement. It encourages a culture of self-assessment, feedback, and learning within the institution.

Performance Evaluation: IQAC monitors and evaluates the performance of various departments, faculty members, and support staff. It establishes benchmarks and indicators to assess the effectiveness and efficiency of different academic and administrative processes.

Documentation and Reporting: IQAC maintains comprehensive documentation related to the academic and administrative activities of the college. It prepares periodic reports on the quality assurance initiatives, progress, and achievements, which are submitted to relevant stakeholders and authorities.

Faculty Development: IQAC promotes faculty development programs to enhance the teaching and research capabilities of the faculty members. It organizes workshops, seminars, and training sessions on pedagogy, research methodology, and emerging technologies.

Student Feedback and Grievance Redressal: IQAC collects feedback from students regarding various aspects of their academic experience and uses this feedback to identify areas for improvement. It also addresses student grievances.

Accreditation: IQAC typically coordinates the accreditation process of the Institute by national or international accrediting bodies. It ensures that the college meets the required standards and criteria set by these bodies.

Stakeholder Engagement: IQAC fosters meaningful engagement with various stakeholders, including students, parents, alumni, employers, and the community. It seeks their input and participation in quality enhancement initiatives and ensures their concerns are addressed effectively.

Innovation and Best Practices: IQAC encourages innovation and the adoption of best practices in teaching, research, and administration. It promotes interdisciplinary collaboration, industry partnerships, and the integration of cutting-edge technologies into the curriculum.

Compliance: IQAC ensures compliance with regulatory requirements and guidelines issued by statutory bodies such as AICTE (All India Council for Technical Education) and UGC (University Grants Commission). It monitors the implementation of these regulations and takes corrective actions as necessary.

The office order is effective immediately. All concerned stakeholders are requested to extend their full cooperation and support.

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