

**2013**

# IQAC Policy

## Concept Note

Dr. Ambedkar Institute of Management Studies & Research (DAIMSR) is committed to imparting quality management education. As our quality policy states, *“We, the members of DAIMSR family are committed to develop the institution into a model in business education for learning, practicing, and building knowledge, raising the quality of education to global standards, catering to the expectations of stakeholders, while addressing the dynamics of corporate environment.”* We shall work relentlessly for enabling our students to become creative decision makers by imparting knowledge which is relevant, contemporary and application oriented. With this perspective the IQAC has been constituted, to review and advise on academic, administrative as well as financial matters, keeping in mind the dynamic global environment.

## Basic Principles

IQAC, at DAIMSR, shall work on the following principles:

1. Identification and articulation of the Key Performance Indicators in academic, administrative and financial areas, gradually increasing its scope over a period.
2. Setting of long term as well as short term benchmarks based on the institute’s VMOs and stakeholder expectations. Long term benchmarks to be achieved by small increments on achieving the short term benchmarks.
3. Provisioning for the necessary inputs and periodic review and monitoring of the systems and procedures.

## Objectives

1. To focus on continuous enhancement in the quality of functioning, both academic and administrative, of the Institute.
2. To facilitate the internalization of quality culture and act as a change agent in the institution.
3. To continuously seek useful and relevant feedback from the stakeholders.
4. To contribute towards developing best practices in academics and administrative functions of the institute.

## Functions

1. Develop a perspective plan of the institute for achieving the goals as stated in the institute's mission and vision.
2. Develop quality benchmarks/parameters for various academic activities such as Teaching – Learning process, student support, research and development, etc.
3. Develop quality processes and procedures of various functions of the institute.
4. Disseminate information on various quality parameters to the relevant stakeholders.
5. Organize workshops, seminars on quality related themes.
6. Documenting, auditing, reviewing and monitoring of the various programs / activities leading to quality improvement.
7. Act as a nodal agency of the institution for quality-related activities.
8. Prepare the quality assessment documents on a periodic basis and share with various stakeholders.

## Composition

Based on the guidelines given by NAAC, the composition of IQAC at DAIMSR shall be as below:

1. Director – DAIMSR shall be the chairperson of the IQAC
2. Two senior faculty members (Preferably, Dean Academics & Dean Administration) shall be the senior administrative officers of the IQAC.
3. Five to eight teachers shall be the members of the IQAC. At least one teacher from each program must be represented in the cell.
4. At least one member from the Management must be a member of the cell.
5. One/two nominees from local society, Students and Alumni.
6. One/two nominees from Employers /Industrialists/stakeholders.
7. One of the senior teachers shall act as the Coordinator of the IQAC.

Approved By:

NAME	SIGNATURE	DATE
<b>Dr. Sudhir Fulzele,</b> (Director)		12-Jul-2016
<b>Dr. Mujahid Siddiqui</b> (IQAC - Coordinator)		12-Jul-2016

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