

# Islamia Arts & Science College

(Affiliated to Kakatiya University),

Warangal, Telangana state

## Internal Quality Assurance Cell

(IQAC)

Internal Quality Assurance Cell has been established at Islamia Arts & Science College, Warangal, with the purpose of enhancing the quality of higher education at this institution.

The main function of IQAC is to conduct various activities that lead to enhancing the quality of education and maintaining the quality standard of this Educational Institution as prescribed by NAAC.

All the institutions under 2(f) and 12B of the UGC will be eligible to receive financial assistance for establishment and strengthening of IQAC.

The main functions of Internal Quality Assurance Cell (IQAC) are:

- To establish quality assurance mechanism with appropriate structure and application of quality benchmarks for various activities.
- To conduct quality enhancement and assurance activities to meet needs of diversified stake holders such as students, parents, management, alumni, etc.
- To organize workshops, seminars and quality circles in the institute.
- To maintain the momentum of quality consciousness among the students and teachers.
- To act as facilitative and participative organ of this institution.
- As driving force for ushering the quality, and creation of learner centric environment
- To work out interventional strategies for ushering the quality standard of this institution.
- Consistent catalytic programmed actions for academic and administrative improvements.
- To identify and implement measures that help in overall quality enhancement.
- To get a feed back from students, parents, alumni etc.

- To implement the best practices.
- To develop and maintain a database of all the above activities.
- To conduct bi-annual quality radars (QR) /rankings of integral units of the college based on annual AQAR report.
- To interact with SQAR for pre and post accreditation assessment.
- Dissemination of information for the stake holders.
- To act as a nodal agency to coordinate in quality related activities

### Activities of IQAC:

1. To Meet at least once in quarter with at least two thirds of members being present
2. To document the Agenda, Minutes and Action Taken report of various activities with official signatures
3. To maintain and store the quality improvement activities electronically in retrievable form.

### Follow up:

1. To get AQAR approved by Statuary bodies
2. To submit AQAR to affiliating university/state level quality assurance bodies
3. To submit quality radars (QR) and follow up reports of AQAR to UGC when called for.
4. To Create exclusive window on its institution's website.
5. To Host AQAR and other activities

### Composition of Internal Quality Assurance Cell

#### Islamia Arts & Science College, Warangal

As per the prescribed norms, the organization setup of IQAC is as follows.

The following have been nominated by the principal in consultation with the management of **Islamia Arts & Science College, Warangal** for the IQAC organization of this institute. The membership of such nominated members shall be for a period of two years.

Sl. No.	Name	Designation
1	Dr.MeerKowkab Ali, M A (pub Adm), M A (Pol. Sci), P h D Principal, Islamia Arts & Science College, Warangal	Chairperson
2	Dr. Khaja Azhar Hussain, M Sc, Ph D in Chemistry Lecturer in the Department of Chemistry, Islamia Arts & Science College, Warangal	Coordinator
3	Mr. ShaikBasheer Ahmed. Leather.Technologist Senior Industrialist, Exporter and Management Expert	External_expert
4	Mr.P.ChandBasha, Industrialist Management Expert	External expert
5	Dr. Syed Tajuddin, M A, M Com, Ph D Lecturer in the Department of Urdu Islamia Arts & Science College, Warangal	Member
6	Mohd. Minhajuddin, M A, M Lib Lecturer in Library Science Islamia Arts & Science College, Warangal	Member
7	Mohd. Azmatullah Khan Javed, M A in Eng, M A in Urdu Senior Administrative Official Islamia Arts & Science College, Warangal	Member
8	Mohd. Kamal Ahmad Farooqi, M C A, PG DCA Lecturer in Computer Science, Islamia Arts & Science College, Warangal	Member
9	Miss. ArshiyaTabassum, M Com Lecturer in Commerce Islamia Arts & Science College, Warangal	Member

Various activities conducted in our institute shall be uploaded/updated regularly on the institute's IQAC window.

## Plan for the academic year 2015-16

1. To conduct seminars and extension lectures.
2. To provide improved amenities to girl students.
3. To conduct Interclass and Intra class debates and quizzes competitions.
4. To work towards the improvement of English language and communication skills.
5. To conduct regular assignments for the students (Quarterly, Half-yearly, Pre-final examinations)
6. To conduct parents contact programmes to review the academic performance of the students.
7. To create awareness about AIDS and Clean and Green.
8. To develop learner centric environment for students and teachers.
9. To conduct cultural activities, games.
10. To conduct study hours to the academically weak students.
11. To help students in career & counseling.
12. To conduct health awareness programmes for girl students.