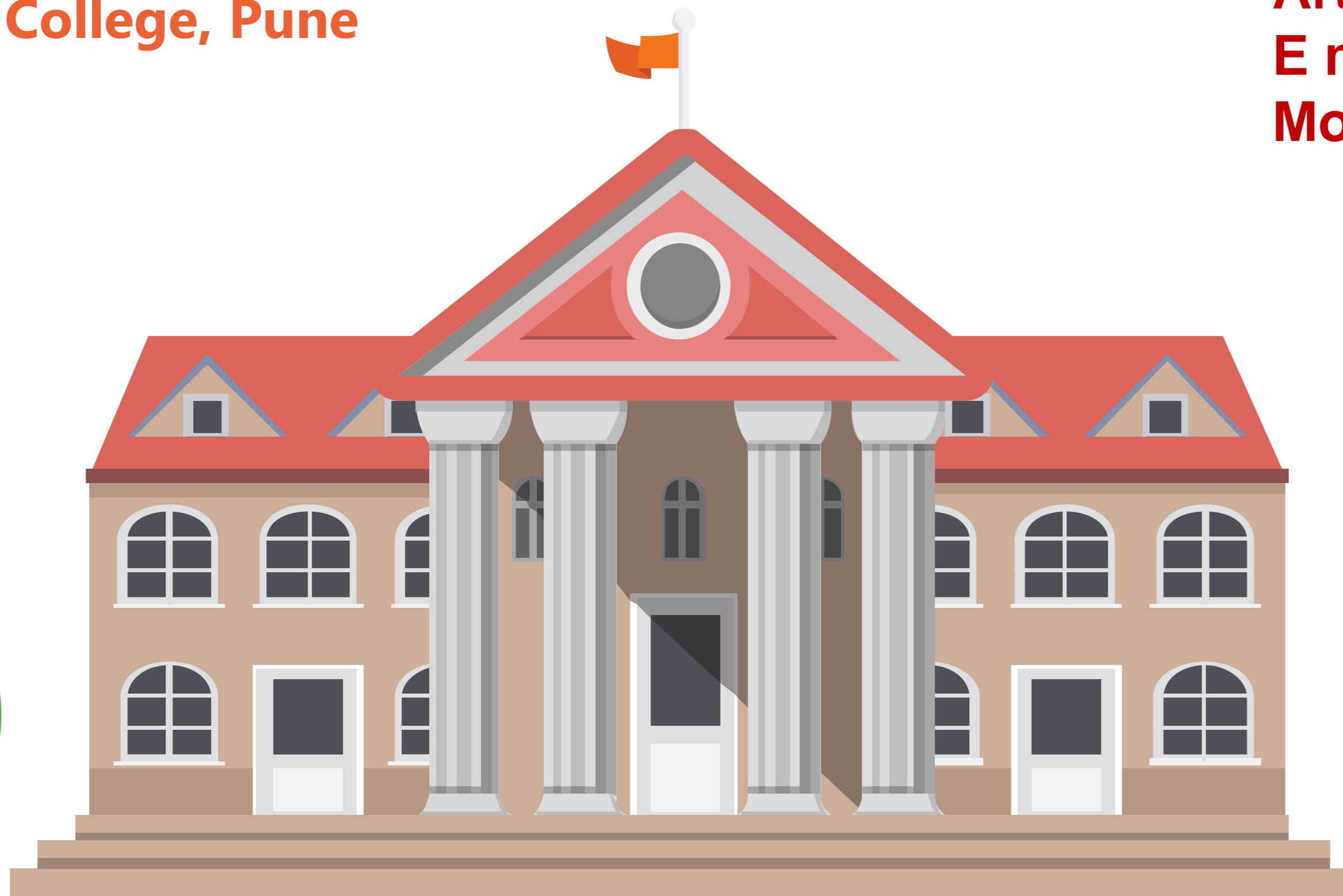


# Institutionalization of IQAC



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# Institutionalization of IQAC

Literal Meaning: The action of establishing something as a convention or norm in an organization or culture

what are other  
words for  
institutionalization?



division, uniformity,  
strictness, classification,  
standardization, harmonization,  
arrangement, regulation



**Endorsed By  
NAAC**

**Approved In  
University  
Act**

**IQAC**

**Authorization of  
CAS: Govt.**

**Representation in  
CDC-Management**

# In an HEI.....

- **Institutionalization promotes acceptance of authority**
- **Uniformity: In rules and norms**
- **Standardization: Policies and Procedures**
- **Harmonization: Among Stake holders**
- **Arrangement: Academics/Administration**
- **Regulation: Of Functioning**
- **Strictness: In Quality Assurance**
- **Division/Classification: Of Duties**

## GOAL CONGRUENCE

The goals of the organization's individual members should be in alignment with the goals of the organization.

In a goal congruence process, the actions people are led to take in accordance with their perceived self-interest are also in the best interest of the organization.



# LEADING ACTIONS TOWARDS



## **IQAC: GOAL CONGRUENCE**

**IQAC executes Goal Congruence through:**

**.Planning and Development**

**.Augmentation and Enrichment**

**.Execution and Compliance**

**.Evaluation and Appraisal**

ADMINISTRATION

ACADEMICS

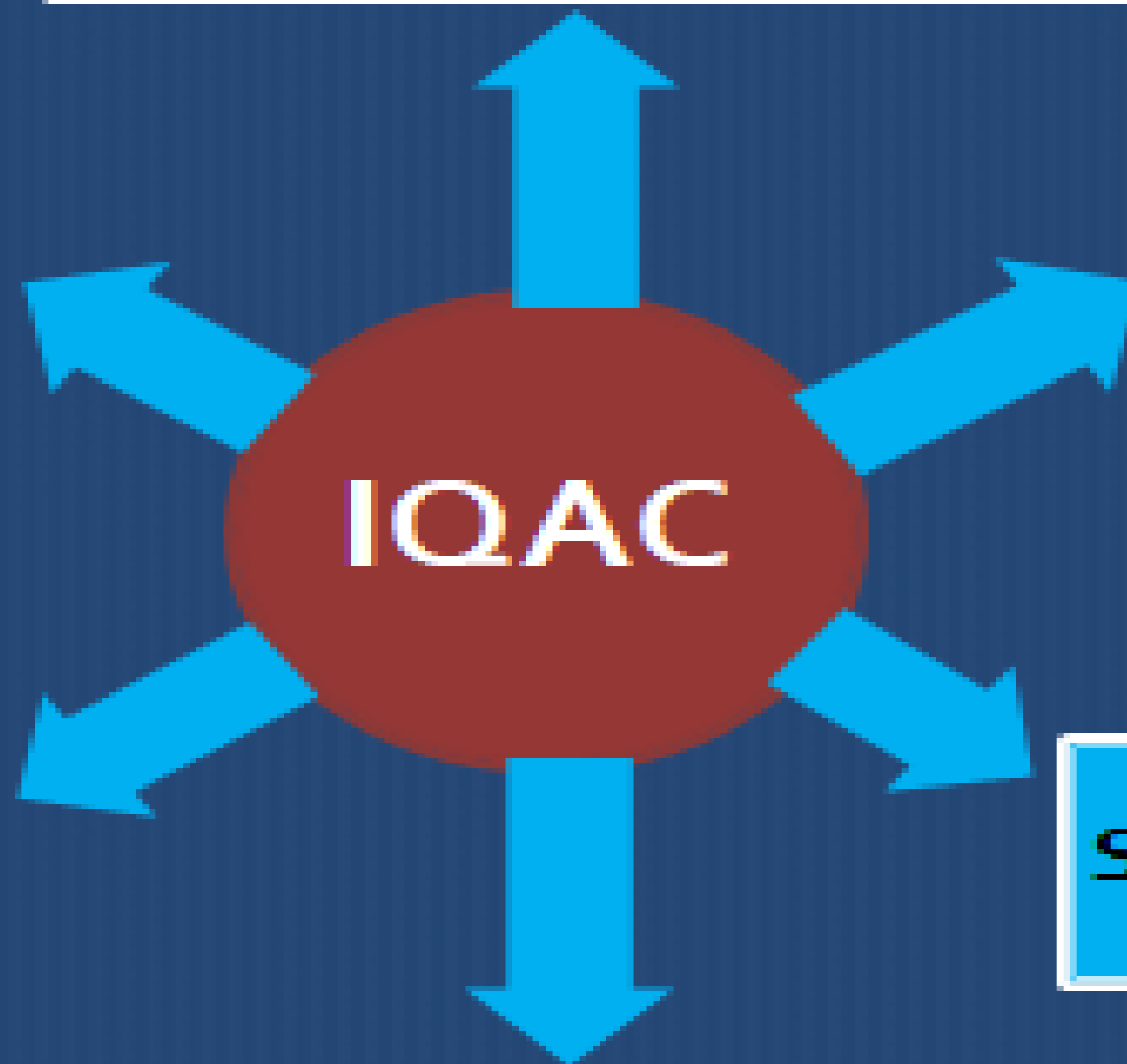
QUALITY INITIATIVES

IQAC

STUDENT SUPPORT

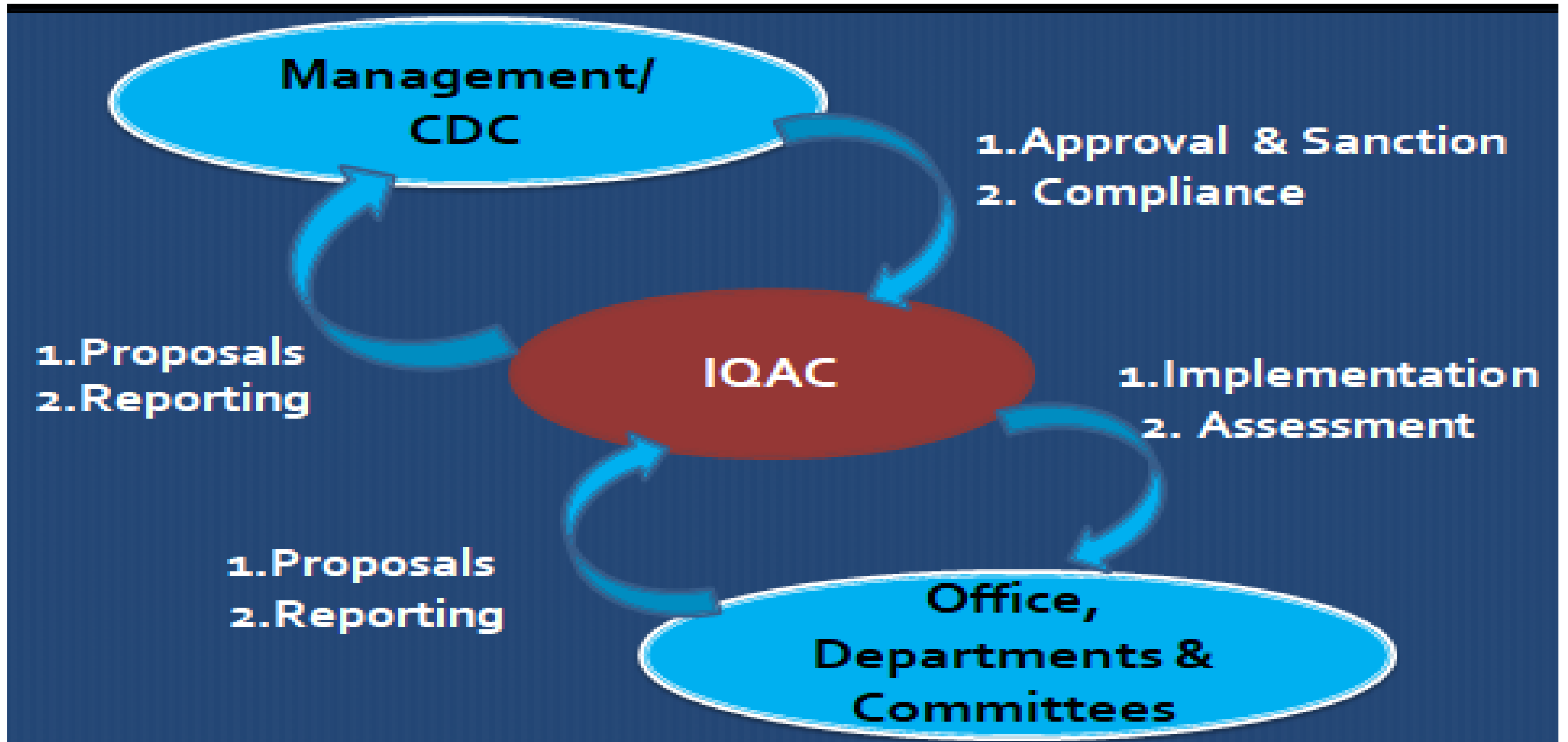
RESEARCH

EXTENSION





# HOW DOES IQAC WORK : 2 STEPS





# IQAC at work: 1. Periodic Assessments & Audits



## 2. Stimulating Academic and Administrative mechanisms.



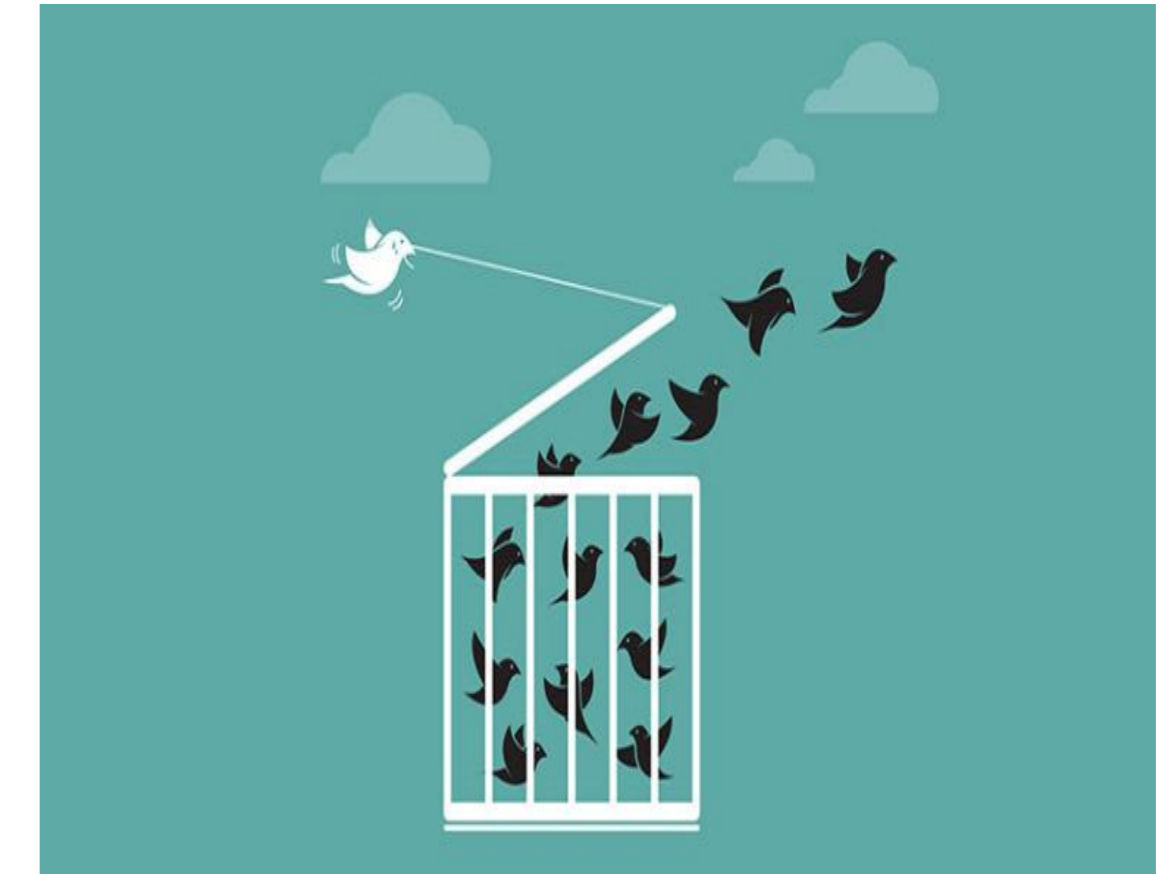
**General  
Administration**



**Academic  
Environment**



# 3. Accountability & Collaboration



 Encourage self evaluation, accountability, autonomy and innovations.



 To collaborate stake holders related to higher education

# 4. Promoting Value Frame Work



Speak at least two languages proficiently

Think creatively and critically to address big issues

# Global Competence

Keep an open mind to diverse perspectives and cultures

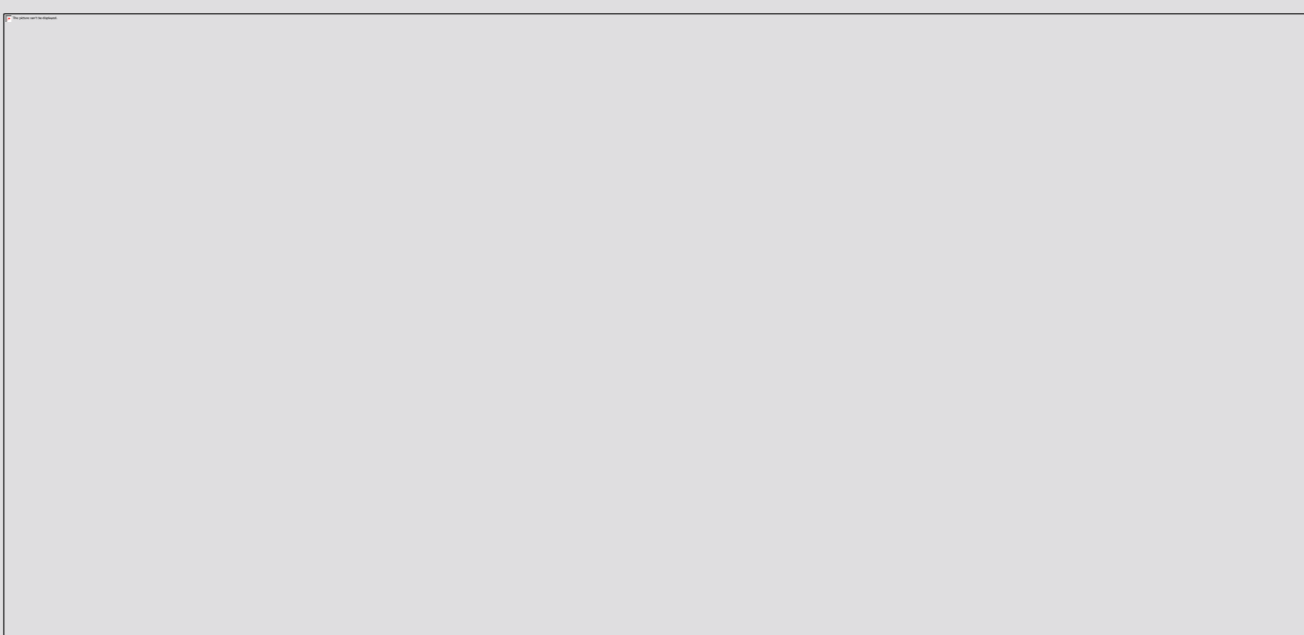
Develop new skills and harness technology to support growth



# CORE VALUES

golden rule, vision, customers, corporate, purpose, culture, innovation, industry, plan, teamwork, organization, statement, value, charter, mission, integrity, ethics, goals, accountability, service, firm, principles, employees, business, customer, one company, rules, live by, values, code, ideology, customer service, firm, principles, employees, integrity, example

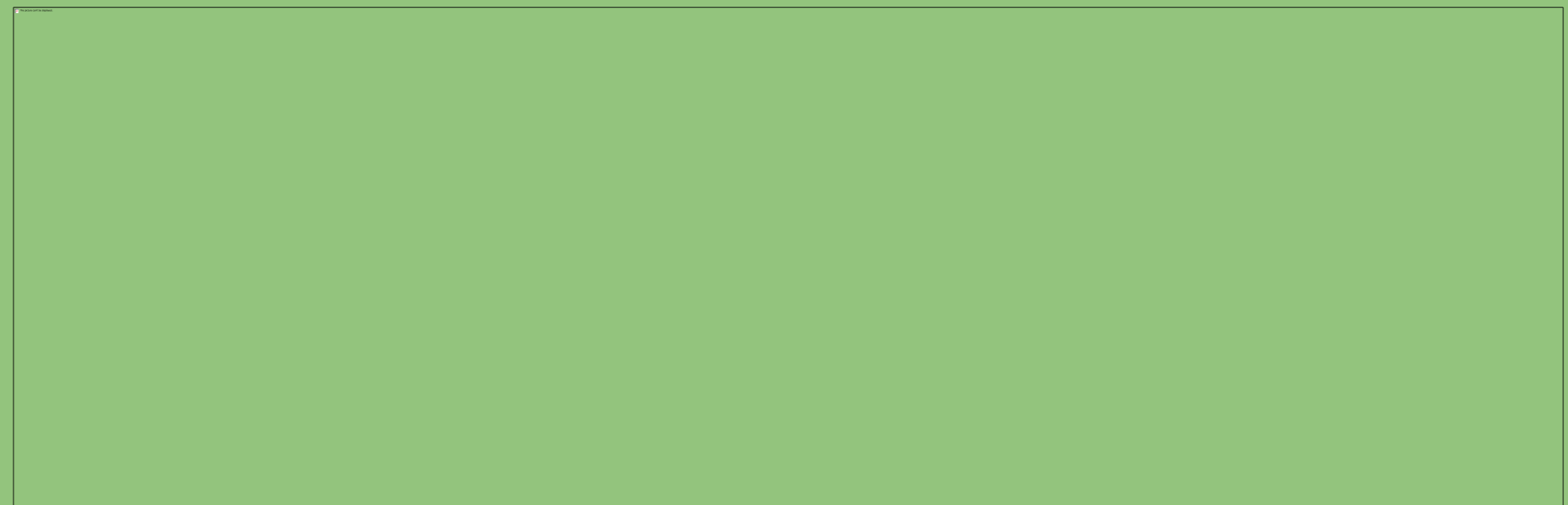
## QUEST FOR EXCELLENCE



# ND



# 4. Global Competencies



Collaboration

Problem Solving

Management

Common Core

**Common Core**

Ensuring students are college-, career-, and world-ready

Focus on what students can do with the language.

Research, media & literacy skills embedded



# 5. Policies and Processes

IQAC needs create good policies needed for organization

Identify & work out the processes, and then procedures

Policy leads to making a bench mark statement – to execute it - committee – methodology – awareness - implementation



# IQAC WORK METHODOLOGY

Policy

To

Benchmarking

**QUALITY**  
POLICY





# 6. Bench marking with Ethics & Values not competition



**BENCHMARKING**



# Ethicality & Benchmarking

## 1st

- Mission, Vision, Values
- Integrated governance
- Division of work
- Compliances
- Ethics
- Core values

## 2nd

- Demonstrate leadership
- Code of conduct
- Accountability
- Openness to talk issues
- Measuring performance & results

## 3rd

- Updating of policies, processes & procedures
- Comprehensive training.
- Audits & compliances
- Plagiarism checks

**UNETHICAL**

**X** PLAGIARISM

**X** BLACK PROPAGANDA

**X** AUTOMATED TOOLS

**X** BLACK HAT SEO



# Benchmarking Tips

Benchmarking should be ....

Intentional & Deliberate

Planned & Action-oriented

Results in change -adapt and adopt for improvement

Ongoing and continuous

Commit adequate time and resources to plan and execute

Involve the right people Select good benchmarking partners

Don't limit to organizations that you consider to be superior or those that appear to be most similar.

Collect relevant data

Keep an open mind



# 8. Technological Solutions

TECHNOLOGICAL SOLUTIONS FOR  
PENETRANCE & EXPRESSIVITY

Reaching every student and  
getting the desired effect is  
mass learning. IQAC  
promotes penetrance of the  
content and gets the desired  
expressions.



# 9. IQAC : Teaching Learning & Evaluation

## A Constructivist Approach

- The teacher needs training because student has some experiences.

- Hence new methods of teaching.



# TL&E: A Constructivist Approach

## 1st

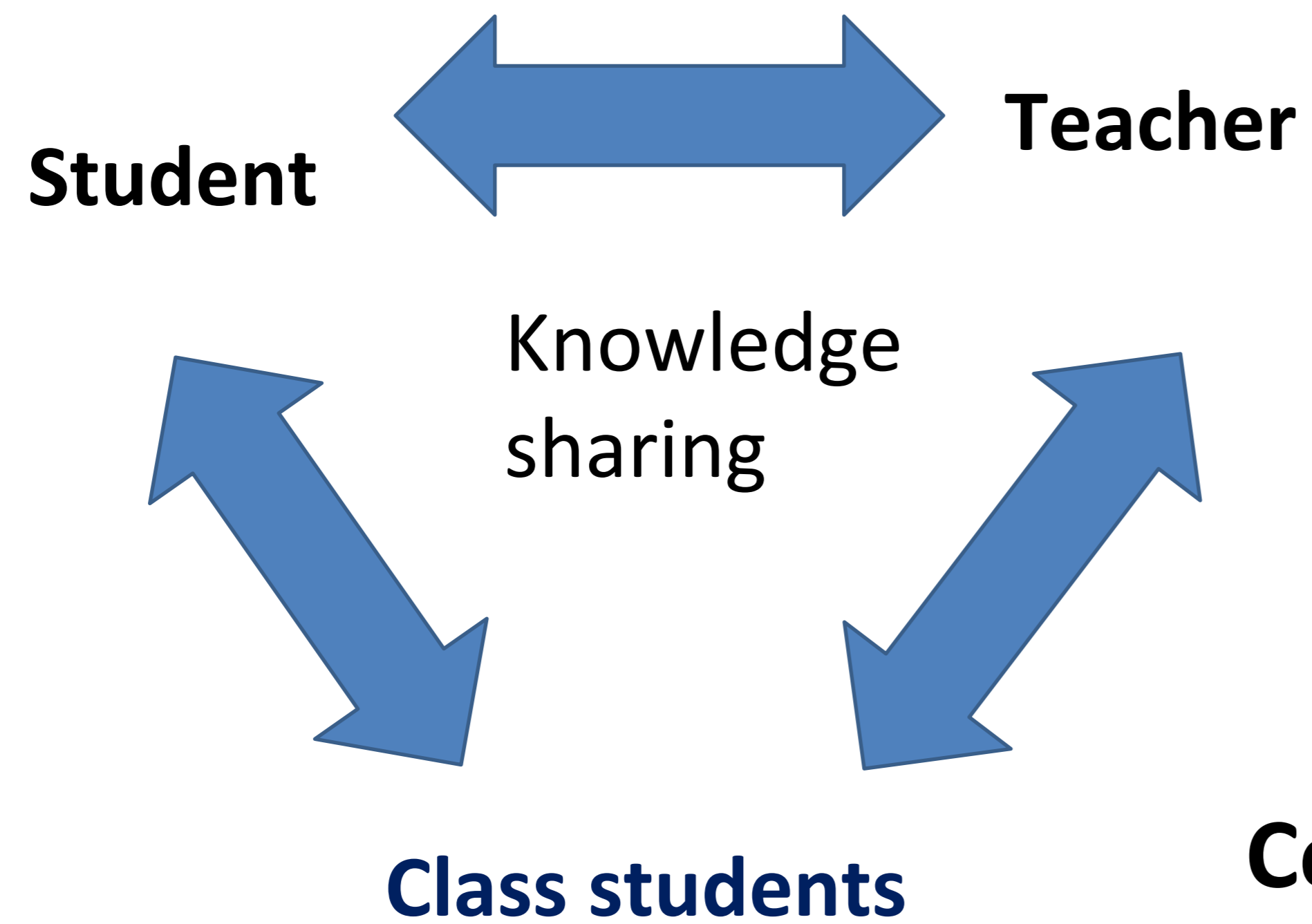
- Promoting new teaching methodologies
- Updating teachers through FDP's, Trainings, Lectures, exchange programs, research promotions
- Innovations in teaching, learning

## 2nd

- Feedbacks from students on teaching & learning
- Resource generation in the libraries by the teachers
- Focusing on the delivery mechanism of teachers.

## 3rd

- Promoting camps for creation of new questions.
- Promoting learner centric environments
- Creating creative situations for teachers to focus on T&L



## Constructivist Role of IQAC in Teaching, Learning & Evaluation

# 10. Feedback



**Feedback mechanisms & Student satisfaction surveys are the heart of the quality and is an important function analysing the feedbacks and surveys.**





# some other Functions Of IQAC

Benchmarking procedures and processes in academics and administration

- ✓ Creating conducive environment for learning.
  - ✓ Creating learner centric environment by
  - ✓ Faculty maturation, Knowledge & Technology use.
  - ✓ Participatory teaching and learning processes.
- Feedbacks – students, parents, stakeholders on quality related processes
  - Documentation
  - Coordination of Quality related activities and best practices.
  - MIS for institutional quality

AQAR & NAAC repots



# IQAC Working is related to

## IQAC Working

- Understanding the college, its staff, students, stakeholders, and coordinating them for improving quality.
- It is a suggestive body to the Principal and Management
- It ensures the internalization of Quality Culture.

## IQAC Work

- Documentation.
- AQAR & NAAC reports.
- Focuses on teaching, learning, research and administration.



# IQAC Does not

Conduct events

Govern the organization keeping the Principal/  
Management aside

Does not work in collecting funds

Conducting examinations

Preparing college magazines



**IQAC IS THE THINK TANK OF THE ORGANIZATION to make the organization a better place.**

# How to Choose IQAC Committee



1

The Principal and the IQAC coordinator should choose the team wisely.

2

Alumni should preferably be well settled and available

3

Social field person could be from NGO or from News paper editor or some top person.

4

These people should be able to relate situations to the kind of students we cater.

5

At least one should be a technology wizard and should know Excel and computers in general well.

6

At least one should be good in communication with staff

7

One should be a staff with good english

8

Student representative could be a good data entry and maintenance operator. Alternately a young staff with excellent typing skills

9

There should be at least 40 to 50% representation of women.



# Policies for good documentation



Good Planning



Giving Sufficient time  
for documentation



Continous small  
recommmendation about  
the documentation



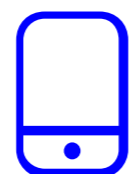
Promoting good work



Excellent communication



Big ice on head & Sweet  
sugar coated tounge



Helping hand in  
documentation initially



# Behavior and Attitude of IQAC coordinator



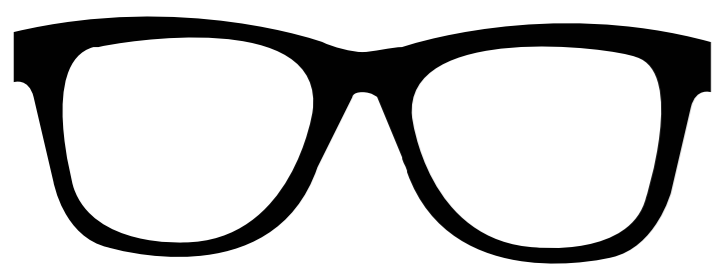
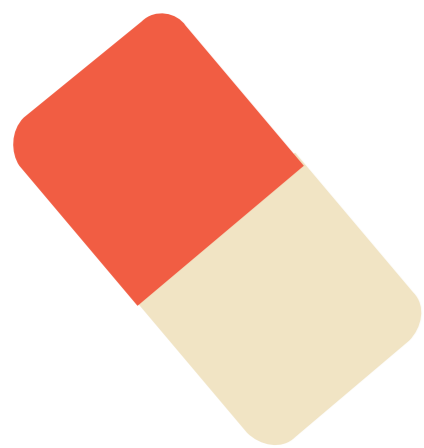
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2



3



# Types of Documentation



**A**

Student records : Caste, M/F ratio, class wise, faculty wise, etc.

**F**

Checklists

**B**

Policy Documents: Student Policy, Examination Policy, Anti ragging Policy, Research Policy, Women Safety Policy, etc

**G**

Classified Documents / Activity sheets

**C**

Protocols – CDC, Convocation Ceremony Protocols, student election protocols.

**H**

Forms/Log sheets /Training Assessments / formats

**D**

Standard Operating Procedures (SOPs): Admission procedure, Examination related Standard operating Procedure.

**J**

Compliance, Peer Assessments, Feedback forms, Analyses forms / Result Analyses

**E**

Certificate of Analyses (CoA) or Certificate of Compliance (CoC) , NAAC Certificate, etc.

**K**

AQAR reports / Previous SSR







POOL



*Thank you*

