



The Internal Quality Assurance Cell (IQAC)

The Internal Quality Assurance Cell (IQAC) in the college is responsible for ensuring and enhancing the quality of education, promoting a culture of continuous improvement, and facilitating the accreditation and assessment processes. IQAC plays a pivotal role in maintaining and enhancing the institution's quality standards.

| Sr. No. | Name | Designation |
|---------|---------------------------|----------------------------------|
| 1 | Dr. U.C. Rathod | Chairman |
| 2 | Dr. N.S. Padmavat | Director IQAC |
| 3 | Dr. M.S. Shinde | Head of English Dept. |
| 4 | Mr. V.R. Tengse | Head of Commerce Dept. |
| 5 | Dr. R. M. Khadap | Head Dept. of Zoology |
| 6 | Dr. P.R. Kanthale | Co-coordinator IQAC |
| 7 | Mr. V.B. Patare | Co-coordinator IQAC |
| 8 | Dr. K.K. Kadam | Director Physical Education |
| 9 | Dr. M.R. Katkar | Librarian |
| 10 | Miss. U.R. Kadam | Office Superintendent |
| 11 | Dr. S.M. Loya | Institution Representative, NVVS |
| 12 | Mr. Nandkishor Baheti | Industrialist |
| 13 | Mr. Jayprakashji Bihani | Alumni Representative |
| 14 | Miss. Sangita Kute | Alumni Representative |
| 15 | Miss. Vaishnavi Borade | Students' Representative |
| 16 | Mr. Banshilal N. Padmavat | Parent Representative |
| 17 | Dr. V.K. Kothekar | Educationalist |
| 18 | Mr. Bharat Nana Borade | External Expert |

Following are the roles and responsibilities of the IQAC in the College:

1. Develop and Implement Quality Policies:

- Formulate quality policies, strategies, and action plans aligned with the college's mission and vision.
- Establish mechanisms to ensure that quality objectives are integrated into various aspects of the college.

2. Accreditation and Assessment:

- Prepare the college for accreditation processes by collecting and organizing necessary documentation.
- Facilitate the self-assessment and peer review processes required for accreditation.
- Collaborate with external quality assurance agencies for institutional assessment and accreditation.

3. Continuous Monitoring and Evaluation:



- Monitor academic and administrative processes to ensure adherence to quality standards.
- Conduct regular reviews of academic programs, curricula, teaching-learning practices, and assessment methods.
- Gather and analyze data to assess the effectiveness of quality enhancement measures.

4. Quality Enhancement Initiatives:

- Identify areas for improvement and recommend measures to enhance the quality of education.
- Develop and implement strategies to improve teaching, learning, and research processes.
- Promote innovative practices that contribute to the enhancement of overall quality.

5. Faculty and Staff Development:

- Coordinate professional development programs to enhance the competencies of faculty and staff.
- Facilitate workshops, seminars, and training sessions on pedagogical techniques, research methodologies, and quality assurance practices.

6. Student-Centric Initiatives:

- Monitor and address student feedback, grievances, and suggestions related to academic and support services.
- Implement measures to enhance student engagement, learning outcomes, and overall student experience.

7. Institutional Feedback Mechanism:

- Establish mechanisms to gather feedback from stakeholders, including students, faculty, alumni, and employers.
- Use feedback to identify areas of improvement and initiate corrective actions.

8. Research and Innovation:

- Promote research culture within the institution by facilitating research projects, seminars, and conferences.
- Encourage interdisciplinary research and collaboration among faculty and students.

9. Documentation and Reporting:

- Maintain comprehensive records of quality assurance initiatives, reviews, and evaluations.
- Prepare periodic reports on the institution's quality enhancement activities for internal and external stakeholders.

10. Collaboration and Networking:

- Collaborate with other IQACs and quality assurance agencies to share best practices and exchange ideas.
- Participate in national and international quality enhancement forums and conferences.



11. Promoting Ethical Practices:

- Ensure academic integrity, ethical behaviour, and fair practices in all aspects of the institution's operations.

12. Leadership and Advocacy:

- Advocate for the importance of quality assurance and its role in institutional development among various stakeholders.

Thus, the IQAC's roles and responsibilities encompass a wide range of activities aimed at maintaining, enhancing, and assuring the quality of the college. By fostering a culture of continuous improvement and accountability, the IQAC contributes to the holistic development of students, faculty, and the college as a whole.

A Purchase Committee:

A Purchase Committee plays a crucial role in ensuring transparent and accountable procurement processes. The committee's primary responsibilities include overseeing the purchase of goods, services, and equipment needed by the institution. Following are the role and responsibilities of a Purchase Committee in higher education in India:

Role:


- Regulatory Compliance:** The Purchase Committee ensures that all procurement activities are conducted in line with relevant laws, regulations, and institutional policies.
- Transparency:** The committee maintains transparency by following standardized procedures, documenting decisions, and providing clear justifications for procurement choices.
- Efficiency:** The committee strives to ensure that the procurement process is efficient, minimizing delays and ensuring timely availability of resources.
- Cost-effectiveness:** The committee aims to achieve value for money by evaluating different options, negotiating favourable terms, and selecting suppliers that offer competitive pricing.
- Quality Assurance:** The committee considers the quality and reliability of goods and services, ensuring that the institution receives products that meet its standards.
- Vendor Management:** The committee establishes and maintains relationships with vendors, managing the vendor selection process and evaluating their performance.

Responsibilities:

- Reviewing Requisitions:** The committee reviews and evaluates purchase requisitions submitted by various departments or units within the institution.
- Sourcing and Vendor Selection:** The committee identifies potential vendors, evaluates their capabilities, and selects those that align with the institution's requirements.



- c. **Request for Quotations (RFQs) and Bids:** The committee prepares and sends out RFQs or bid requests to vendors, facilitating competitive bidding.
- d. **Bid Evaluation:** The committee reviews and evaluates received bids based on predefined criteria such as cost, quality, delivery time, and compliance.
- e. **Negotiation:** If necessary, the committee negotiates terms and conditions with vendors to ensure favourable pricing and contractual terms.
- f. **Selection and Award:** Based on the evaluation, the committee selects the most suitable vendor and awards the contract.
- g. **Documentation:** The committee maintains thorough documentation of the procurement process, including bid responses, evaluation reports, and vendor communications.
- h. **Approval and Authorization:** The committee seeks necessary approvals from higher authorities or management before finalizing procurement decisions.
- i. **Monitoring and Follow-up:** The committee monitors the progress of procurement activities, ensuring that deliveries are made on time and in accordance with agreed-upon terms.
- j. **Conflict Resolution:** In cases of disputes or issues with vendors, the committee may help mediate and resolve conflicts.
- k. **Reporting:** The committee provides regular reports to institutional leadership or management regarding procurement activities, highlighting key decisions and outcomes.


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