

## **Composition of IQAC**

The IQAC may be constituted in every institution under the chairmanship of head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists/ representatives of local committee. The composition of the IQAC may be as follows:

1. Chairperson : Head of the Institution
2. Teachers to represent all level (Three to eight )
3. One member from the Management
4. Few senior administrative officers
5. One nominee each from local society, Students and Alumni
6. One nominee each from Employers /Industrialists / stakeholders
7. One of the senior teachers as the Co-ordinator / Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution. It helps the colleges in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities. It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

- It is advisable to choose from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.
- It would be appropriate to choose as (senior administrators) in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination, planning and development.

- The management representatives should be persons who are aware of the institution's objectives, limitations and strengths and are committed to improvement. The local society representatives should be of high standing and should have made significant contributions to society, and, in particular, to education.