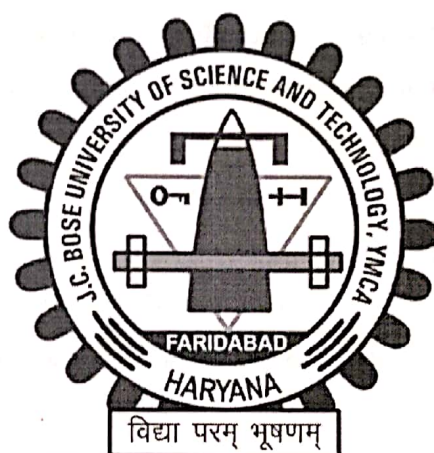


# STRATEGIC PLAN

(2018-2023)



## Internal Quality Assurance Cell

**J.C. BOSE UNIVERSITY OF SCIENCE AND TECHNOLOGY,  
YMCA, FARIDABAD**

*(Formerly YMCA University of Science and Technology)*

NAAC 'A' Grade accredited State University

Sector-06, Delhi Mathura Road, Faridabad -121006 (Haryana)

## 1. ABOUT INTERNAL QUALITY ASSURANCE CELL:

J. C. Bose University of Science and Technology, YMCA Faridabad, is poised to grow with built-in quality systems in all processes of the University. Maintaining the momentum of quality consciousness is crucial in Universities. Internal Quality Assurance Cell, in fact, was established on 22.09.2015 as per 12<sup>th</sup> Plan Guidelines of UGC with a grant of Rs. 4,50,000/- as a mechanism to build and ensure a quality culture at the institutional level.

The internal quality assurance mechanism of any institution/university called as “Internal Quality Assurance Cell (IQAC)” is meant for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the same. National Assessment and Accreditation Council (NAAC) – an autonomous body established by the University Grants Commission (UGC) of India advocates that the IQAC has the potential to become a vehicle for ushering in quality by working out intervention strategies to remove deficiencies and enhance quality.

“Its success depends upon the sense of belongingness and participation it can inculcate in all the constituents of the institution. It will not be yet another hierarchical structure or recordkeeping exercise in the University. It will be a facilitative and participative voluntary system/unit/organ of the University”.

The IQAC has the potential to become a vehicle for ushering in quality by working out intervention strategies to remove deficiencies and enhance quality. Quality circles in industries operate on similar lines.

## 2. IQAC COMPOSITION:

As per the guideline of NAAC, composition of IQAC comprises of the following;

1. Chairperson: Head of the Institution
2. A few senior administrative officers
3. Three to eight teachers
4. One/two nominees from local society, Students and Alumni
5. One/two nominees from Employers /Industrialists/stakeholders
6. One of the senior teachers as the Director of the IQAC



As per the above mentioned guidelines, following is the current IQAC composition as approved by competent authority

S. No.	Name	Designation
1.	Vice Chancellor, YMCAUST, Faridabad	Chairman
2.	Registrar, YMCAUST, Faridabad	Member- Administration
3.	Prof. Sandeep Grover, YMCAUST Faridabad	Member
4.	Prof. Tilak Raj, YMCAUST Faridabad	Member
5.	Prof. Komal Bhatia, YMCAUST, Faridabad	Member
6.	Dr. Manisha Goel, YMCAUST, Faridabad	Member
7.	Dr. Anuradha Sharma, YMCAUST, Faridabad	Member
8.	Dr. Neetu Gupta, YMCAUST, Faridabad	Member
9.	Dr. Shailender Gupta, YMCAUST, Faridabad	Member
10.	Dr. Sakshi Kalra, YMCAUST, Faridabad	Member
11.	Controller of Finance, YMCAUST, Faridabad	Member- Administration
12.	Prof. Dinesh Kumar, Deptt. of Geophysics, Kurukshetra University, Kurukshetra	Member/Outside Expert-Peer group
13.	Prof. Z. A. Khan, Deptt. of Mech. Engg., Jamia Millia Islamia, New Delhi	Member/Outside Expert-Peer group
14.	Prof. Naresh Grover, Deptt. of Electronics, Manav Rachna Int. Institute of Research and Studies, Faridabad	Member/Outside Expert-Local Society
15.	Mr. Sukhdev Singh- Managing Director & Chief Executive Officer, Hind Hydraulics Pvt. Ltd., Faridabad	Member/Outside Expert-Alumnus and Employer
16.	Prof. Hari Om, YMCAUST, Faridabad	Director IQAC / Member Secretary



### 3. IQAC OFFICE STRUCTURE:

At J.C. Bose University of Science and Technology, YMCA, Faridabad, the Internal Quality Assurance Cell (IQAC) has the following workforce to carry out routine work including data collection for AQAR, coordinating activities of IQAC such as meetings, workshops, seminars feedback process etc.

S. No.	Name of Officer	Designation	Duties Assigned
1	Prof. Hari Om	Director IQAC	Head of the Cell
2	Dr. Shailender Gupta	Coordinator IQAC	To coordinate activities of IQAC along with other coordinators
3	Dr. Shailender Gupta	AQAR Coordinator	NAAC Criterion 1
4	Dr. Anushree Chauhan	AQAR Coordinator	NAAC Criterion 2, IQAC meetings
5	Dr. Sakshi Kalra	AQAR Coordinator	NAAC Criterion 3, IQAC meetings
6	Dr. Preeti Sethi	AQAR Coordinator	NAAC Criterion 4, Conduct of Workshops
7	Dr. Mahesh Chand	AQAR Coordinator	NAAC Criterion 5, CAS Files
8	Dr. Reena Garg	AQAR Coordinator	NAAC Criterion 6, Conduct of Workshops
9	Dr. Arun Kumar	AQAR Coordinator	NAAC Criterion 7, CAS Files
10	Dr. Shruti Sharma	Feedback Coordinator	Collection of feedback and analysis of the same
11	Support staff	Clerk	Data entry and other maintenance of office record
		Peon	File movement and other assistance



#### 4. STRATEGIC GOALS/OBJECTIVES:

1. To develop a quality system for conscious, consistent and catalytic programmed action to improve the academic and administrative performance of the University.
2. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

#### 5. STRATEGIC ACTION PLAN OF IQAC:

The prime aim of the University is to see that every student has equal access to competent and qualitative teaching which leads to vibrant academic, social and personal growth on the campus and off the campus.

The IQAC would function on the basis of following strategic action plan:

- a. Development and application of quality benchmarks/parameters for the various academic and administrative activities of the University.
- b. Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- c. Initiate documentation of the various programs/activities of the University, leading to quality improvement.
- d. Inculcate a system of transparency and mutual trust among stakeholders.
- e. Sensitization and dissemination of information on the various quality parameters of higher education.
- f. Collection and analysis of feedback from all stakeholders on quality-related institutional processes.
- g. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- h. Periodical conduct of Academic and Administrative Audit and its follow-up.
- i. Coordinating quality-related activities, including adoption and dissemination of best practices.
- j. Preparation and submission of the Annual Quality Assurance Reports (AQAR)
- k. Verification of API score of Faculty member who have applied for promotion under CAS
- l. To propose new Quality Initiatives time to time



## 5.1 Activities Conducted During Year 2017-18

1. State level workshop on 'AICTE model Curriculum for UG engineering Programmes' held on 15.02.2018
2. Expert talk on 'NBA accreditation for PG engineering programmes : An Overview' held on 24.04.2018
3. Two days' Workshop on 'Outcome based Accreditation for Under Graduate Engineering Program' held from 02.05.2018 to 03.05.2018 in association with Mechanical Engineering department
4. Conduct of IQAC meeting
5. Verification of API score for CAS cases, as and when required
6. Conduct of Academic audit (Internal) at the end of semester
7. Conduct of feedback on curricula
8. Conduct of 360 degree feedback through departments
9. Conduct of class room student feedback during mid semester by respective departments
10. Participation in NIRF through NIRF coordinator

## 5.2 Activities Planned During 2018-19

1. Orientation Program for newly recruited teachers during August, 2018
2. Seminar on Higher Education in Haryana: A Perspective on Quality during August, 2018
3. To organize Research award day in association with R&D Branch during April, 2019
4. To work on revision of policy documents
5. External AAA during March-April, 2019
6. To constitution of new IQAC composition
7. Conduct of IQAC meeting at regular interval
8. Conduct of Feedbacks on curricula
9. Conduct of 360 degree feedback through departments
10. Conduct of Expert lectures/seminar/workshops
11. Verification of API score for Promotion under CAS
12. Participation in NIRF through NIRF Coordinator



### 5.3 Activities Planned During 2019-20

1. Conduct of orientation program for newly appointed faculty and staff as and when required
2. Conduct of orientation/induction program for newly admitted students
3. Conduct of NAAC sponsored workshop on appropriate topic
4. Conduct of workshops/seminars/training programs for faculty and staff
5. Conduct of IQAC meeting at regular interval
6. Preparation of Mid Term ATR on the observations of NAAC peer team during Cycle-1 visit on 13-15 October, 2016
7. Conduct of Feedbacks on curricula and follow-up action
8. Conduct of AAA
9. Conduct of 360 degree feedback through departments
10. Conduct of Expert lectures/seminar/workshops
11. Verification of API score for Promotion under CAS as and when required
12. Participation in NIRF through NIRF Coordinator

### 5.4 Activities Planned During 2020-21

1. Conduct of orientation program for newly appointed faculty and staff as and when required
2. Conduct of orientation/induction program for newly admitted students
3. Conduct of NAAC sponsored workshop on appropriate topic
4. Conduct of other workshops/seminars/training for students faculty and staff in association with other departments/offices/branches
5. Conduct of IQAC meeting at regular interval
6. Constitution of next IQAC Composition
7. Conduct of AAA
8. Conduct of Feedbacks on curricula and follow-up action
9. Conduct of 360 degree feedback through departments
10. Conduct of Expert lectures/seminar/workshops
11. Verification of API score for Promotion under CAS as and when required
12. Participation in NIRF through NIRF Coordinator
13. Initiate the preparation for NAAC Cycle 2 Accreditation Visit due in A. Y. 2021-22

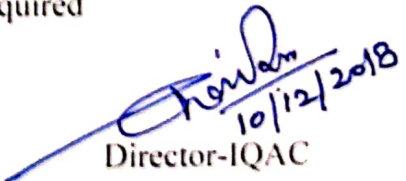


## 5.5 Activities Planned During 2021-22

1. Conduct of orientation program for newly appointed faculty and staff as and when required
2. Conduct of orientation/induction program for newly admitted students
3. Conduct of other workshops/seminars/training on quality issues
4. Conduct of IQAC meeting at regular interval
5. To propose new initiatives for quality enhancement
6. Conduct of AAA
7. Conduct of Feedbacks on curricula and follow-up action
8. Conduct of 360 degree feedback through departments
9. Conduct of Expert lectures/seminar/workshops
10. Verification of API score for Promotion under CAS as and when required
11. Participation in NIRF through NIRF Coordinator
12. Prepare Action Taken Report on Observation of NAAC peer team during Cycle-1 visit on 13-15 October, 2016
13. To initiate the online application for NAAC Cycle-2 Accreditation

## 5.6 Activities Planned During 2022-23

1. Conduct of orientation program for newly appointed faculty and staff as and when required
2. Conduct of orientation/induction program for newly admitted students
3. Conduct of other workshops/seminars/training on quality issues
4. Conduct of IQAC meeting at regular interval
5. To propose new initiatives for quality enhancement
6. Conduct of AAA
7. Conduct of Feedbacks on curricula and follow-up action
8. Conduct of 360 degree feedback through departments
9. Conduct of Expert lectures/seminar/workshops
10. Verification of API score for Promotion under CAS as and when required
11. Participation in NIRF through NIRF Coordinator

  
10/12/2018  
Director-IQAC