

SIGMA UNIVERSITY

Office of Registrar

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April 30, 2024

Circular No. 14/2023-24

Subject: Constitution of Internal Quality Assurance Cell (IQAC)

Quality enhancement is a continuous process; the IQAC will become an integral part of the University system and work towards realizing the goal of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, continuous, and catalytic improvement in the performance of the University.

The following IQAC Cell is constituted at the University Level:

Name of the Person	Designation	E-mail/Mobile Nos.
Dr. Priyesh Gandhi Provost (Vice Chancellor)	Chairperson	provost@sigmauniversity.ac.in 7486033038
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All Deans of Constituent Faculties	Members	dl.deans@sigmauniversity.ac.in
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Mr. Vatsal Pandya Head, Marketing, Sigma University	Member	vatsal.us@sigmauniversity.ac.in 7405576905
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Dr. Ageetha Vanaamudan Director, IQAC	Member Secretary	director.iqac@sigmauniversity.ac.in 9228778355

Goals of IQAC

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.

The IQAC shall have the following functions.

1. Development and application of quality benchmarks/parameters for the various academic and administrative activities of the University.
2. 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.
3. Arrangement for feedback responses from students, parents, and other stakeholders on quality related institutional processes.
4. Dissemination of information on the various quality parameters of higher education.
5. Organization of inter and intra University workshops, seminars on quality related themes and promotion of quality circles.
6. Documentation of the various programmes/activities of the University, leading to quality improvement.
7. Acting as a nodal agency of the University for coordinating quality-related activities, including adoption and dissemination of good practices.
8. Development and maintenance of Institutional database through MIS for the purpose of maintaining /enhancing the institutional quality.
9. Development of Quality Culture in University.



10. Preparation of the Annual Quality Assurance Report (AQAR) of the University based on the quality parameters/assessment criteria developed by the relevant quality assurance body (like NAAC, NBA, AB) in the prescribed format.
11. Bi-annual development of Quality Radars (QRs) and Ranking of Integral Units of HEIs based on the AQAR.
12. Interaction with SQACs in the pre and post accreditation quality assessment, sustenance, and enhancement endeavours.



Mr. Priyank Patel
Registrar



To,

The Dean (FET, FPH, FNS, FSC, FCM, FDR, FPT, FDA, FCA, FSW, FSV, FHT, FHS) & Directors/Heads of Different Portfolios/Admin Head/OS/DR/AR (Statutory)/AR(Academics)/AR(Admin)/All Members of IQAC

Cc (For information)

1. Hon. President
2. Hon. Vice President
3. Hon. Managing Director
4. Hon. Provost
5. Hon. Pro-Vice Chancellor
6. Registrar's Office
7. CFAO
8. COE
9. HR
10. Account Section