



Modern Education Society's
Neville Wadia Institute of Management Studies & Research, Pune
(Permanently affiliated to Savitribai Phule Pune University, Accredited by NAAC
Approved by AICTE, recognized under 2 (f) & 12 (b) sections of UGC Act)
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Dr. A. B. Dadas Director

Master of Business Administration (MBA)

INTERNAL QUALITY ASSURANCE (IQAC) POLICY

(Amended as on 1st July 2019 and applicable from 2nd July, 2019)

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Authorized by	Director

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Internal Quality Assurance Cell (IQAC) Policy

1. Introduction

The Internal Quality Assurance Cell (IQAC) is established in accordance with the guidelines of the **National Assessment and Accreditation Council (NAAC)** to promote and ensure continuous improvement in the overall performance of the institution. This policy outlines the framework and functioning of the IQAC to achieve academic and administrative excellence.

2. Vision

To develop a quality system for conscious, consistent, and catalytic improvement in the academic and administrative performance of the institution.

3. Objectives

- To develop a system for conscious, consistent, and catalytic improvement in the performance of the institution.
- To promote institutional quality enhancement and sustenance initiatives.
- To integrate modern methods of teaching, learning, and evaluation.
- To ensure continuous improvement in curricular, co-curricular, and extracurricular activities.

4. Composition of IQAC

The IQAC shall be composed of:

- Chairperson: Head of the Institution (Principal/Director)
- Coordinator: A senior faculty member
- Members from:
 - Faculty from different departments
 - Administrative staff
 - Management representative
 - Local society/alumni/industry/student representatives
 - External experts


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5. Functions of IQAC

- Development and application of quality benchmarks.
- Organization of workshops and seminars on quality-related themes.
- Documentation of various programs/activities.
- Preparation of Annual Quality Assurance Report (AQAR) and its timely submission to NAAC.
- Conducting internal academic and administrative audits.
- Facilitating the creation of a learner-centric environment.
- Promoting research, consultancy, and extension activities.
- Encouraging innovations and best practices.

6. Strategies

- Ensuring timely, efficient, and progressive performance of academic and administrative units.
- Optimization and integration of modern teaching-learning methods.
- Ensuring the adequacy, maintenance, and proper allocation of support structure and services.
- Sharing of research findings and networking with other institutions.

7. Benefits

- Ensures a structured and consistent improvement mechanism.
- Enhances coordination between academic and administrative activities.
- Fosters a culture of innovation and quality.
- Helps prepare for NAAC and other accreditations.

8. Reporting and Review

- IQAC shall meet at least once every quarter.
- An annual report will be submitted to the Governing Body and uploaded to the institutional website.
- AQAR shall be submitted annually to NAAC as per prescribed format.

9. Policy Review

This policy will be reviewed and revised periodically based on the feedback from stakeholders and evolving quality assurance norms and practices.


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