

AMRITSAR GROUP OF COLLEGES

Autonomous status conferred by UGC under UGC act-1956, (2f), NAAC-A Grade,
(Formerly Known as Amritsar College of Engineering & Technology | Amritsar Pharmacy College)

Internal Quality Assurance Cell (IQAC)

OFFICE ORDER

AGC/PO/2022/00482

Dated: 23/06/2022

In continuation of the office order (ACET/DAA/514; Dated: 21/06/2018), office of the Principal is pleased to reconstitute the **Internal Quality Assurance Cell (IQAC)** with the following members. The tenure of these IQAC members is for two years i.e. **1st July 2022 to 30th June 2024**.

The reconstitution of the IQAC is necessary to promote measures for institutional functioning towards quality enhancement through institutionalization of quality culture and best practices and also to prepare **Annual Quality Assurance Report** for its onward submission to NAAC for the Academic years **1st July 2022 to 30th June 2023 and 1st July 2023 to 30th June 2024**.

List of Members

1. Chairperson	Dr. V.K. Banga, Principal
2. Senior Administrative Officers	Dr. Paramjit Singh Pannu, Registrar Dr. Sachin Saggar, Principal, Pharmacy Dr. Upain Bhatia, DAA & HOD, CE/ME Dr. Gaurav Tejpal, Prof. & Dean Admissions Mr. Rakesh Jaitly, Dean(T&P) Dr. Gurjeet Singh, DSA & HOD, ECE/EE Dr. Narinder Sharma, Dean(R&D) Dr. Sandeep Kad, HOD, CSE/AIML Dr. Sachin Khurana, HOD, DCA Mr. Purshotam Kainth, HOD, HMCT Ms. Binod Kaur, HOD, AS Ms. Pooja Puri, HOD, DMS
3. Teachers	Er. Bimal Kumar, Assoc. Prof., EE Er. Rajbir Singh, AP, ME Er. Tejinder Sharma, Assoc. Prof., CSE Dr. Sorabh Sehajpal, Assoc. Prof., Pharmacy

	Ms. Anujeet Kamal, AP, Applied Science Dr. Kalpana Jaggi, Assoc. Prof., Agriculture Ms. Yadwinder Kaur, AP, HMCT Mr. Amit Singh, AP, DCA Ms. Gurveen Kaur, Assoc. Prof., DMS Ms. Harmeet Kaur, AP, DFD
4. Management	Sh. Manoj Kumar, OSD to Chairman
5. (a) Nominee from local society, Community Representative	Col. (Retd.) Gurmukh Singh, GOG, Amritsar, Punjab
(b) Nominee from Students	Ms. Mehak, 4 th Sem., CSE Mr. Aditya, 4 th sem., EE
(c) Nominee from Alumni	Er. Deepak Luthra, CSE (BYJU) Er. Jayant Banjere, ME (Luminous Power)
6. (a) Nominee from Employers	Ms. Sonal Mehra, HR, Accenture
(b) Nominee from Industries	Mr. Gurpreet Singh, HR, Sopra Steria
7. Coordinator of IQAC	Dr. Namarta Kad, Prof., EE

The purpose and working of Internal Quality Assurance Cell (IQAC), constituted as above, will be as under:

- i. It shall help the institute in planning and monitoring and quality sustenance activities.
- ii. It gives stakeholders or beneficiaries a cross sectional participation in the institution's quality enhancement activities.
- iii. The committee constituted shall meet at least once in every quarter.
- iv. The quorum of meeting shall be two-third of the total numbers of members.
- v. The agenda, minutes and action taken reports are to be documented with official signatures and maintained in a retrieval format.
- vi. IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards.
- vii. The committee will have to establish procedures and modalities to collect data and information on various aspects of institutional functioning.
- viii. The role of coordinator will be to ensure effective functioning of all the members.
- ix. The operational features and monitoring mechanism are well defined in the guidelines and are to be followed strictly by all the members.
- x. The major assignment of IQAC is to submit Annual Quality Assurance Report (AQAR) to NAAC for the Academic Years starting from 1st July 2022 to 30th June 2023 and 1st July 2023 to 30th June 2024.
- xi. The membership of the nominated members for the composition of IQAC shall be for a period of two years.

- xii. The members of IQAC will have to shoulder the responsibilities of generating and promoting awareness in the institution and will have to devote time for working out the procedural details.
- xiii. IQAC will have to make arrangements for feedback from all the stakeholders i.e. students, parents, alumni, employers and faculty.
- xiv. The IQAC constituted will be responsible for the functions and benefits as detailed out in the revised guidelines of NAAC.



Dr. V. K. Banga
Chairperson, IQAC
(Principal)

Principal,
Amritsar Group of Colleges,
AMRITSAR.

Copy of Information is forwarded to:

1. All members concerned
2. PA to Principal
3. Registrar
4. All Heads of Departments