

No. EDN-H(8) A -1 – Policy Instruction
Director of Higher Education
Himachal Pradesh, Shimla-171001



Dated Shimla-1, the April 2024

To

All the Principals of
Govt. Degree/ Skt. & GIA Colleges,
GCTE Dharamshala, SCERT Solan in
Himachal Pradesh

Subject: Setting up and making functional the IQAC (Internal Quality Assurance Cell) in Colleges.

The IQAC is meant for planning guiding and monitoring quality assurance and quality enhancement activities of the college in a regular and systematic way. However, it has been observed that in some colleges the preparations for subsequent cycle of NAAC accreditation starts only in last year of previous cycle which adversely affects the prospects of the college for having higher NAAC score. No Annual Quality Assurance Report (AQAR) is submitted for each year subsequent to NAAC accreditation. No documentation of quality enhancement and sustenance measures undertaken in teaching, learning, research, extension and faculty achievements and support activities of the institution is done. AISHE data is filled in a very casual way. This lackadaisical approach and complacency leads to low NAAC grade of even the deserving Higher Education Institutions/Colleges in subsequent cycles.

Therefore, Principals of colleges are directed to constitute IQAC as per guidelines of NAAC and IQAC should meet at least once in every quarter. The agenda, minutes and Action Taken Reports are to be documented. Further, IQAC will create its exclusive window tab on its institutional website for keeping the records/files of NAAC, Peer Team Reports, AQAR and certificates of Accreditation outcomes and regularly upload reports on its activities and AQARs. Functioning of IQAC should not be hampered due to transfer of institutional Head or IQAC

Coordinator or any other member. Each member of IQAC should be acquainted with the role of IQAC and its activities. The ladder of leadership should be created. Status of the NAAC Accreditation Process should be updated regularly and it should be accessible to every stakeholders.

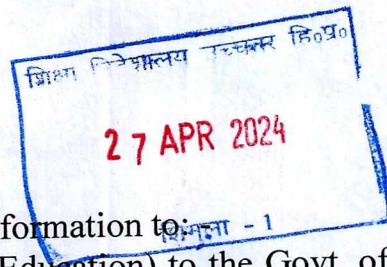
Each faculty member is required to actively contribute in quality enhancement and sustenance initiatives of the institution. IT and learning resources of the institution should be put to optimum use. Only official name of the institution should be used in each communication and document. Suitable action is required in each feedback.

The institution should focus on internship, on job training, project work, add on courses employability and entrepreneurship, students or alumni involvement in startups and incubators, collaborations at various levels, contribution to the sustainable development goals and research and innovation.

All the Principals are directed to submit action taken report on quality initiatives undertaken in their institutions. Role of each faculty in these endeavors and report on functionality of institutional IQAC be sent to the office of the undersigned on or before May 24, 2024 positively.

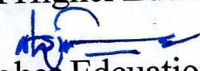


(Dr. Amarjeet K. Sharma)
Director of Higher Education
Himachal Pradesh



Copy forwarded for information to:

1. The Secretary (Education) to the Govt. of Himachal Pradesh, HP Secretariat, Shimla-2.
2. The P.S. to the Director of Higher Education, HP Shimla-1.
3. Addl. Directors (Colleges/Administration), Directorate of Higher Education, HP Shimla-1
4. The Officers on special Duty (Colleges), in the Directorate of Higher Education.



Director of Higher Education
Himachal Pradesh