



NU/IP/Cir/IQAC/20- 383  
Date : 13.07.2020

**CIRCULAR**

It is circulated for the information of all concern that in pursuance to the guidelines of National Assessment & Accreditation Council (NAAC), the Director, Institute of Architecture & Planning has constituted Internal Quality Assurance Cell (IQAC) at the institute.

The constitution of the committee are as under ;

| Sr. No. | Category of nomination           | Name of member   | Position                              |
|---------|----------------------------------|--|---------------------------------------|
| 1       | Chairperson                      | Prof. Utpal Sharma<br>Director, Inst. of Arch. & Planning  | Ex. Officio                           |
| 2       | Coordinator and Member Secretary | Ar. Vibha Gajjar<br>Asso. Professor, IA&P  | Nominated by Hol (Member)             |
| 3       | University Representative        | Shri.G.R.Nair,<br>Executive Registrar, NU  | Nominated by University (Ex. Officio) |
| 4       | Senior administrative officer    | Shri B J Patel<br>I/c Dy. Registrar, IA&P  | Nominated by Hol (Member)             |
| 5       | Nominated faculty members        | Prof. Jaydeep Bhagat<br>IA&P<br>Ar. Jitendra Menghani<br>Asso. Professor, IA&P<br>Dr. Aparna<br>Asst. Prof., IA&P<br>Mr. Ratnil Shrivastava<br>Asst. Prof., IA&P   | Nominated by Hol (Member)             |
| 6       | Student Representative           | Ms. Neha Surana (16BAR007)<br>email : <a href="mailto:16BAR007@nirmauni.ac.in">16BAR007@nirmauni.ac.in</a><br>Ms. Neha Devdikar (17BPL008)<br>email : <a href="mailto:17BPL008@nirmauni.ac.in">17BPL008@nirmauni.ac.in</a> | Nominated by Hol (Member)             |
| 7       | Alumni Representative            | Ar. Ayushi Sanghavi<br>Sahjanand Residency, Helmet Cross Road, 132 ft Ring Road, Memnagar Ahmedabad<br>(m) 92272 88212<br>email : <a href="mailto:sanghviaayushi@yahoo.in">sanghviaayushi@yahoo.in</a>                     | Nominated by Hol (Member)             |

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8 Industry Representative Ar. Lokendra Balsaria Nominated by Hol  
Principal Architect – LaSpazio (Member)  
Design Pvt. Ltd.  
F-51, Amaltas Appt. B/h Fun  
Republic, Satellite Road,  
Ahmedabad – 380 015  
(m) 98240 80909  
email : [labalalaria@hotmail.com](mailto:labalalaria@hotmail.com)

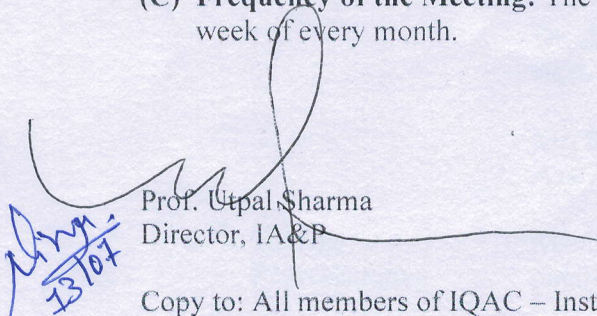
**(A) The basic purposes of Internal Quality Assurance Cell at institute level are as under;**

1. To ensure continuous improvement in the entire operations of the institution.
2. To assure stakeholders connected with higher education namely, students, parents, teachers, staff, would be employers, funding agencies and society in general of the accountability of the institution for its own quality and probity.
3. To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
4. To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

**(B) Functions of the Internal Quality Assurance Cell at institute level are as under;**

1. Significant and meaningful contribution in pre & post accreditation phase.
2. Act as a change agent in the institution for stimulating culture of continuous improvement.
3. Development and application of quality bench marks / parameters for the various academic and administrative activities of the institution.
4. Organization of workshops and seminars on quality – related themes and promotion of quality circles and institutions.
5. Wide dissemination of the proceedings of such activities.
6. Recording and monitoring quality measures of the institution.
7. To develop annual plan and to compile annual quality assurance report (AQAR) and submit to Director ADR Cell (IQACU-Coordinator)
8. To consider related matters as suggested by Director, ADR Cell (IQACU-Coordinator)

**(C) Frequency of the Meeting:** The committee shall meet once in a month preferably third week of every month.

  
Prof. Utpal Sharma  
Director, IA&P

Copy to: All members of IQAC – Institute level

c.f.w.c. to:

1. Vice President, Nirma University
2. Director General, Nirma University
3. Executive Registrar, Nirma University
4. CQAAD, Nirma University