



**Re-composition of
Internal Quality Assurance Cell (IQAC)**

**GSFC University
Academic Department**

Office Order No.Provost/092025/139

Date: 09.09.2025

1. Preamble:

The UGC's XII Plan Guidelines mandate the establishment and monitoring of Internal Quality Assurance Cells (IQAC) in all universities. IQAC serves as the institutional body responsible for ensuring an accurate and consistent flow of information regarding the quality and assurance measures undertaken by the institution. Its role extends to various aspects of education, including research, development, and record-keeping, thereby benefiting the overall academic environment. Drawing from the successful experiences of universities that have established IQACs as a post-accreditation quality sustenance activity, NAAC strongly advocates for the establishment of IQACs in all universities.

1.1 The objective of Re-composition and restructuring:

As part of our commitment to continuous improvement and adherence to quality standards, GSFC University recognizes the need to periodically review and optimize the composition of IQAC. The re-composition of the IQAC is necessitated by the following factors:

- Evolution of regulatory requirements and quality assurance standards.
- The emergence of new challenges and opportunities in higher education.
- Need to enhance diversity and inclusivity in IQAC representation.
- To update the list of new members.

2. Decision:

It has been decided to reconstitute an Internal Quality Assurance Cell (IQAC) at GSFC University consisting of the following members.



The composition of the IQAC is as follows:

Sr. No	Name & Designation	IQAC Designation	Email
1	Prof. G R Sinha, Provost	Chairperson	provost@gsfconiversity.ac.in
2	Mr. R B Panchal, Director (Admin)	Member	ramesh.panchal@gsfconiversity.ac.in
3	Mr. Naren Acharya, Assistant Director (Admin)	Member	assistant.director1@gsfconiversity.ac.in
4	Dr. Pujan Vaishnav, Head R&D, GSFC Ltd.	Member from Trust/Local Society	pujan.vaishnav@gsfcltd.com
5	Dr. Sanjukta Bose Goswami, Dean, School of Technology (SOT)	Members	dean.sot@gsfconiversity.ac.in
6	Prof. Ranjita Banerjee, Dean, School of Management Studies & Liberal Arts (SOM&LA)		dean.som-la@gsfconiversity.ac.in
7	Dr. Akhilesh Prajapati, Associate Dean, R&D Cell		associatedean.rdcell@gsfconiversity.ac.in
8	Prof. K Santoshkumar, HoD, Department of Chemical Science, School of Science (SOS)		hod.chemicalscience@gsfconiversity.ac.in
9	Dr. Prabal Sengupta, HoD, Department of Life Science, School of Science (SOS)		hod.lifescience@gsfconiversity.ac.in
10	Dr. Vidhita Sinha, HoD, SOM&LA		hod.mba@gsfconiversity.ac.in
11	Mr. A Srikrishnan, HoD, F&EHS and Chemical Engg, SOT		hod.fehs@gsfconiversity.ac.in
12	Ms. Shweta Rajput, HoD, CSE, SOT		hod.cse@gsfconiversity.ac.in



13	Prof. Amarnath Singh, Professor, CSE, SOT NAAC Coordinator		amarnath.singh@gsfconiversity.ac.in
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14	Ms. Hardi Makwana	Alumni	hardimkwn1409@gmail.com
15	Mr. Pritesh Darji		pjdarji@gsfcltd.com
16	Bhругु Yagnik, SoT	Student Member	22BT04015@gsfconiversity.ac.in
17	Tiya Patel, SoS		23SC04039@gsfconiversity.ac.in
18	Ms. Prapti Patel, HR Manager, Alembic Pharmaceuticals Ltd.	Member from Employer/ Industry	prapti.patel@alembic.co.in
19	Ms. Dhara C Panchal, HR Manager, Deepak Group, Vadodara		dcpanchal@godeepak.com
20	Dr. Jahanvi Bansal, Associate Dean, IQAC & Internationalization	Member Secretary, IQAC	assocdean.iqac.internationalcell@gsfconiversity.ac.in

Dr. Jahanvi Bansal has been entrusted with the responsibility of coordinating the activities of the IQAC and overseeing quality assurance initiatives. All concerned individuals are kindly requested to extend their full support and cooperation to the IQAC in fulfilling its objectives effectively. The functions and responsibilities of the IQAC are attached as *Annexure – 1*


**Provost
GSFC University**



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To:

All Concerned

CC :

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Director Campus & Dy. Director (Admin), GSFC University
Registrar Office, GSFC University
Deans/Associate Deans, GSFC University
HR Department, GSFC University
Department of Computer Science and Engineering
Department of Chemical Engineering
Department of Fire & EHS
Department of Chemical Sciences
Department of Life Sciences
Department of Computer Applications & Data Science
Department of Management Studies
Department of Student Affairs
Department of Examination & Assessment
Department of Account & Finance
Department of Internship & Placement
Department of ITes - To upload on GSFCU portal
Department of Administration
Teaching Staff, GSFC University
Non-teaching Staff, GSFC University
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Functions and Responsibilities:

The recomposed IQAC will retain its core functions while incorporating new responsibilities to address emerging needs:

- Meetings should be held at least once every quarter, with a quorum of two-thirds of the total members.
- The agenda, minutes, and action taken reports must be properly documented, signed, and maintained in both electronic and physical formats for easy retrieval.
- Coordinator and members are responsible for ensuring the effective functioning of the quality assurance cell and for supporting institutional progress.
- All initiatives aimed at enhancing the quality of higher education must be executed efficiently and effectively, with a strong focus on continuous improvement.
- To facilitate this, appropriate procedures and systems should be established for systematically collecting data and information across various academic and administrative functions.
- The institution should regularly review and update its **quality-related policies**, ensuring they are informed by stakeholder feedback, evaluation outcomes, and emerging best practices.
- All activities and documentation related to **NAAC**—including the preparation of the Self-Study Report (SSR), Data Templates, Annual Quality Assurance Reports (AQAR), Accreditation Certificates, and Peer Team Reports—will fall under the **purview of the IQAC**.
- A dedicated section or window on the institutional website should be maintained to host all relevant quality assurance and NAAC-related documents, ensuring transparency and accessibility.
- During NAAC visits, the peer team will interact with the quality assurance cell to understand its role, effectiveness, and the quality sustenance and enhancement measures undertaken by the institution.
- Institutions are expected to submit the AQAR annually through the designated NAAC online format.
- Promoting and embedding a culture of **quality consciousness**, accountability, and continuous improvement across all levels of the institution remains a key responsibility.