

**GUJARAT BIOTECHNOLOGY UNIVERSITY**  
**ACADEMIC DEPARTMENT**

File no. - GBU/Adm/e-file/265/2024/0352/Admin

Date: 23/08/2024

Ref.: GBU / ADM / GAD /132 / 2021-22 / 488 Dt. 08/08/2022

**NOTIFICATION**

As per the above-mentioned file no. and ref., the competent authority of GBU has approved the reconstitution of IQAC of GBU as per the following.

Sr. No.	Designation in Committee	Description	Member Name
1	Chairperson of IQAC	Chairperson of IQAC	DG, GBU, Ex-Officio
2	Director of IQAC	Convener & Member Secretary	Director of GBU, Ex-Officio
3	Three to Eight Senior Faculty Members	Plant Biotechnology	Academic HoD of PBT, Ex-Officio
4		Environment Biotechnology	Academic HoD of EBT, Ex-Officio
5		Industrial Biotechnology	Academic HoD of IBT, Ex-Officio
6		Medical Biotechnology	Academic HoD of MBT, Ex-Officio
7		Animal Biotechnology	Academic HoD of ABT, Ex-Officio
8		Dean of Academic	Ex Officio
9		Dean of Research	Ex Officio
10	Staff & Women Representative	Chairperson of ICC	Ex Officio
11	Few Senior Administrative Official of GBU	Registrar, GBU	Ex- Officio
12		HoD, Academic Dept., GBU	Ex- Officio
14	Three External Experts	Dr. Taslimarif sayad CEO of C-CAMP	As Nominated by DG, GBU from BoG
15		Prof. David Leach University of Edinburgh	As Nominated by DG, GBU from UoE
16		Prof. P. N. Gajjar Gujarat University	As Nominated by DG, GBU

The terms of reference of IQAC shall be as prescribed by UGC / NAAC in line with the overall objectives of GBU.

- a) Development and application of quality benchmarks
- b) Parameters for various academic and administrative activities of the institution.
- c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes.

- e) Dissemination of information on various quality parameters to all stakeholders.
- f) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- g) Documentation of the various programmes/activities leading to quality improvement.
- h) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
- i) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality.
- j) Periodical conduct of Academic and Administrative Audit and its follow-up
- k) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.
- l) Single Window Mechanism for CAS of Academicians of GBU

The Director of GBU, being the convener and member secretary of IQAC shall initiate the process of the meetings of IQAC as per the terms of reference of IQAC as prescribed by UGC / NAAC in line with the norms of Govt. of Gujarat.

This notification supersedes all the other office orders and notifications issued in the past to this effect.

This notification is issued after having approval of the competent authority on e-sarkar office note.

Shri Vimal Shah  
Deputy Registrar &  
HoD, Academic Department, GBU

1. Copy with compliments to all the respected members of the committee.
2. Copy Forwarded to All Concerned
3. Copy Forwarded to IT Department to post it on GBU Website and ERP