



## Usha Martin University, Ranchi, Jharkhand

### Internal Quality Assurance Cell

#### Minutes of Meeting

Ref. UMU/IQAC/2022/02

Date: 25/11/2022

The Internal Quality Assurance Cell (IQAC) meeting was called to order on Friday, November 25, 2022, at 9:30 AM. The committee convened at the UMU Campus in Angara's Conference Hall in Hybrid mode. The meeting started with warm greetings to all members from the Chair.

Following members were present:

Prof. S.C Garg	Chairman
Registrar	Senior Administrative Officer
Dr Arvind Hans	Faculty Member
Dr Akanksha Anand	Faculty Member
Dr PC Panda	Faculty Member
Dr. Anupama Verma	Faculty Member
Dr. Leena Shrivastav	Faculty Member
Ms Tulika Sinha	Faculty Member
Mrs Rojalini Samanta	Faculty Member
Mr. Mukesh Goel	Nominee from Management
Ms. Shipra Jain	Nominee from employee
Dr. Md. Amir Khusru Akhtar	Coordinator IQAC

**Agenda 1: A review and acceptance of the prior minutes from the IQAC meeting**

The committee discussed about the institution's readiness for the NAAC review under the direction of Prof. Madhulika Kaushik Chairman IQAC. Prof. highlighted the need of meticulous data gathering, perceptive analysis, and detailed documentation in giving a successful evaluation conclusion with her significant experience. The IQAC coordinator, Dr. Amir, briefed the members about the different NAAC criteria and its requirements.

**Agenda 2: Updates on the last meeting's action items**

This goal, which was influenced by the expertise of the Dean of Academic, focused on strengthening the institution's teaching-learning strategies. The Dean emphasized the necessity to establish a rich learning environment that would actively promote active student engagement and support the development of critical thinking skills.

**Agenda 3: Partnership initiatives with other organizations**

The IQAC coordinator updated the committee on partnership initiatives with other organizations. It was suggested to combine activities of research projects, as well as academic exchanges and collaborative events. Responsibility was assigned to one person for contacting potential partners and for follow-up program to evaluate the benefits and feasibility of these connections.

**Agenda 4: A review of the application of outcome-based education (OBE)**

Hon VC directed for the review of Course Outcomes prepared by all faculties in different departments and also suggested Dean Faculty Dr. Hans to organize a FDP on CO PO mapping for the internal faculty members joined recently.

**Agenda 5: To discuss and promote the collaborative works, publications, and research projects.**

The Coordinator, Dr. Amir presented publication and knowledge-sharing programs while acknowledging the importance of disseminating research findings. Plans for regular updates on these projects in future sessions and a reiteration of the commitment to creating a culture of excellence in research were announced as the conversation came to a close.

**Agenda 6: To discuss strategies for promoting research and innovation at the university.**

Initiatives for training and development, such as pedagogical training and integrating new technologies into the classroom, were discussed. Members provided information regarding



their training preferences and requirements. A thorough plan that included mentoring opportunities, workshops, and seminars was developed to address these needs. Dates for the implementation of these projects' planning and facilitation were determined by Dean Faculty in suggestion of Committee members.

**Agenda 7: To discuss the infrastructure developments and expansion of the University.**

The University existing infrastructure facilities was discussed along with the expansion plans to meet the requirement for the next Academic Year. Registrar Dr. A K Mishra briefed about the different phases of construction and constraints associated with each.

**Agenda 8: To review and provide the updates on activities related with NIRF, NBA, and NAAC accreditation and evaluation activities**

Hon VC inquired about the The discussion covered ongoing and upcoming construction projects, upgrades to current infrastructure, and sustainability-related initiatives. Participants talked on improving teaching and research facilities as well as the campus' accessibility and environmental sustainability. Following the meeting, a commitment was made to prioritize the necessary infrastructure renovations, spend money wisely, and ensure that the physical environment of the institution serves both its educational goal and the evolving needs of its community.

**Agenda 9: To consider the feedback analysis based on various stakeholders and action taken by various departments**

The feedback collected from different stakeholders across all departments has been analyzed by IQAC committee members to enhance the academic curriculum of the programs.

The members discussed about the enhancement of academic curriculum and to invite experts from different relevant industries and academia experts for betterment of student's placement opportunities. Course objectives and outcomes of few programmes was suggested to be modified based on feedback analysis. Value added course to be offered was also reviewed and suggestions was provided based on student's feedback. The ATR has been placed in respective department BoS for approval and the same has been implemented for 2022-23 AY.

**Agenda 10: Review the process of ERP system**

Update on the ERP System of the University was shared. Coll Poll, the University ERP started functioning providing student enrollment and class scheduling features. It was shared in the meeting the other advance and required features of ERP for the institution. The advantages of routine upgrades were covered, including better performance, more security, and the addition

of new features to speed up procedures. Everyone agreed that routine upgrades are necessary to maintain the ERP's effectiveness in assisting our school's administrative and academic activities. The meeting came to a close with a commitment to develop a systematic update process and ensure that our ERP system remains a dependable and cutting-edge tool for the business.

The meeting ended with vote of thanks

*Amir Khusrum*

(Dr. Md. Amir Khusrum Akhtar)

**IQAC Coordinator**



Copy to

- Vice Chancellor for his kind information
- Pro-Vice Chancellor
- Registrar
- Deans and HoDs
- IQAC Members