



Usha Martin University, Ranchi, Jharkhand

Internal Quality Assurance Cell

Minutes of Meeting

Ref. UMU/IQAC/2023/01

Date: 15/02/2023

The meeting of the Internal Quality Assurance Cell (IQAC) was convened promptly at 9:30 AM on 15/02/2023. The committee gathered in Conference Hall, UMU Campus, Angara, with the purpose of discussing and deliberating upon the multifaceted aspects of quality enhancement in the institution's academic and administrative processes.

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: Review and approval of minutes from the previous IQAC meeting

The Chair welcomes the members with warm greetings. The committee members were updated about the previous meeting and the item agendas were approved by all.

Agenda 2: Status updates on action items from the previous meeting

The action taken on each of the agenda items were reported and with few suggestions it was recommended by the members of the committee.

Agenda 3: Collaborative Initiatives with Other Institutions

The Collaborative Initiative with other institutions was shared and several ideas were proposed for joint initiatives, including research projects, academic exchanges, and collaborative events. The committee presented a report on existing MoUs with Vedant Knowledge System Pvt. Ltd. which was providing training sessions and Jharkhand Rai University for Student Exchange Program. Responsibilities for initiating contact with potential partners were assigned, and a follow-up plan was established to evaluate the feasibility and benefits of these collaborations.

Agenda 4: Review on the implementation of Outcome-Based Education (OBE)

The meeting encompassed discussions on the alignment of course objectives with desired outcomes, the effectiveness of assessment methods, and faculty development initiatives. Members shared their observations and concerns, emphasizing the importance of continuous improvement in OBE practices. A plan for ongoing monitoring and refinement of the OBE framework was devised, with designated responsibilities and timelines. Dean Academics updated on the review Course Outcomes of the departments

Agenda 5: Update on research initiatives, publications, and collaborations.

Promising partnerships with external institutions and potential opportunities for joint research ventures were highlighted. Attendees acknowledged the importance of disseminating research outcomes and discussed strategies for publication and knowledge sharing. An update was given on the research activities at the university. It was presented that a total 4 patents were granted in the past six months. Total 71 research papers and 10 book chapters were published last year. Total 21 students PhD scholars were receiving fellowship from different sources to carry out their research work. Faculties of concerned department provided a report of the seed money and the research funding allocated which amounted to Rs. 84.90 lacs and Rs. 5.87 crores approximately for the academic session.

Agenda 6: Discuss strategies to promote research and innovation within the University

Dean Research initiated the discussion on the creation of a supportive infrastructure, funding mechanisms, and incentives to encourage faculty and student research. Dr. Amir suggested ideas for fostering interdisciplinary collaborations and partnerships with industry and other academic institutions to be explored. The suggestions were approved by VC Madam and members also confirmed the same.

Agenda 7: Discussion of any infrastructure development plans and improvements to campus facilities.

Hon VC and the members were apprised about the infrastructure development status from the last meeting. Faculty seating requirements and classroom requirements were also raised along with other mandatory facilities for the staff and students. Registrar, Dr. Mishra presented the progress report on infrastructure plan and also added the suggestions provided by all.

Agenda 8: To review on NAAC, NIRF and NBA Accreditation and Assessment Activities

Hon VC Madam inquired about the preparedness for the NBA status for the MBA program from the HOD of Management. The IQAC members were updated about NAAC preparedness by Dr. Amir. The Criteria Heads have started taking initiative in their criteria areas in monitoring the documentation process. The discussion covered progress and compliance with accreditation criteria, rankings in national frameworks, and assessment outcomes.

Agenda 9: Discussion on Academic Curriculum Enhancement

The members discussed about enhancing course content, incorporating innovative teaching methodologies, and aligning programs with industry and societal needs. Faculty members and administrators shared their perspectives on the relevance of existing courses and proposed changes to better prepare students for the dynamic job market.

The IQAC members suggested guest lectures and experts from industry. It was also suggested for Industrial tour and field visit for the students. These suggestions were based on student's feedback analysis. Based on feedback analysis report, the members also suggested outreach and extension activities for students overall development.

Agenda 10: Discussion on updating ERP on regular basis

The discussion highlighted the advantages of regular updates, including improved functionality, enhanced security, and the incorporation of new features to streamline

operations. Attendees acknowledged the need for a well-structured update schedule and resource allocation. It was unanimously agreed that frequent updates are vital to maintain the ERP's effectiveness in supporting our institution's administrative and academic functions. The meeting concluded with a commitment to establish a systematic update process and ensure that our ERP system remains a reliable and cutting-edge tool for the organization

The meeting ended with vote of thanks.

Amir Khuram

(Dr. Md. Amir Khuram Akhtar)

IQAC Coordinator

Copy to

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

