



## **Usha Martin University, Ranchi, Jharkhand**

### **Internal Quality Assurance Cell**

#### **Minutes of Meeting**

Ref. UMU/IQAC/2021/02

Date: 26/11/2021

The meeting of the Internal Quality Assurance Cell (IQAC) was convened at 9:30 AM on 26/11/2021. The committee was conducted in Conference Hall, UMU Campus, Angara, in the Hybrid mode for distance participants. The meeting started with a warm greetings and welcome note from the chair.

Following members were present:

Prof. S.C Garg	Chairman
Dr Viplaw Kishore Pandey	Senior Administrative Officer
Dr. Abhishek Pandey	Faculty Member
Dr. Arvind Hans	Faculty Member
Dr. P.C. Panda	Faculty Member
Dr. Lopamudra Satapathy	Faculty Member
Dr. Vinay Singh	Faculty Member
Dr. Sharmishtha Roy	Faculty Member
Dr. Anupama Verma	Faculty Member
Dr. Ritushree Narayan	Faculty Member
Dr. Jayantika Pal	Faculty Member
Dr. Md. Amir Khusru Akhtar	Coordinator IQAC

**Agenda 1: Review and approval of minutes from the previous IQAC meeting**

The meeting began with a review of action items from the previous meeting, indicating significant progress in ongoing initiatives, academic audits, and safety measures post-COVID. The refund policy of the University was deliberated, considering transparency and fairness. A comprehensive report on activities conducted by IQAC during the previous session was presented, highlighting achievements and areas for improvement. The Academic Audit and Safety Audit discussions reflected the commitment to maintaining high standards and ensuring a secure environment for resuming classes post-COVID. Updates on NAAC accreditation processes were noted, demonstrating progress towards accreditation goals. The extension activities report showcased the university's community engagement, while discussions on mentor-mentee interactions emphasised enhancing student support. The floor was open for any other matters, promoting an open dialogue for continuous improvement. The IQAC members confirmed the minutes of the previous IQAC meeting.

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

A detailed report on IQAC activities from the previous session was presented, highlighting successful initiatives and events. The report outlined achievements and identified areas for further improvement in quality assurance measures. The academic audit review showcased advancements in aligning educational processes with quality benchmarks. Identified areas for improvement are being addressed, contributing to ongoing enhancements in academic standards. The discussion on conducting a safety audit yielded actionable outcomes. Protocols and measures for a safe resumption of classes post-COVID have been implemented, ensuring the well-being of the university community. Significant progress was reported on the NAAC accreditation front. The institution is on track with accreditation-related activities, showcasing a commitment to meeting the established standards. To achieve the NAAC accreditation criteria specific tasks assigned creating criteria coordinators to monitor documentation process.

The report on extension activities highlighted the university's community engagement and social responsibility. The activities have contributed positively to the university's outreach and impact. Strategies for capacity building through mentor-mentee interaction have been implemented. The mentorship programs aim to enhance student support and foster holistic development.



**Agenda 3: Discussion on enhancing industry relationship**

The IQAC meeting centered on a crucial agenda item, fostering an insightful discussion on enhancing industry relationships. The discussion encompassed the identification of potential industry partners, the formulation of collaborative projects, and the development of internship and placement programs. Participants shared insights on aligning academic curricula with industry demands to enhance students' employability.

**Agenda 4: Discussion on enhancing alumni relationship**

The IQAC meeting focused on enhancing alumni relationships, recognizing the valuable role that alumni play in contributing to the institutional legacy. Members suggested on strategies to strengthen connections with alumni and leverage their experiences for the benefit of current students. The dialogue included considerations on organising alumni networking events, mentorship programs, and collaborative initiatives. The alumni feedback analysis highlighted on relevance of course outline and materials enhancement. It also suggested to integrate Value based strategies into lectures and lab sessions.

**Agenda 5: Discussion on policy and provisions for supporting economically weak/needly students**

The Hon VC suggested to review the policies and provisions to support economically weak and needy students. Recognizing the importance of inclusivity and equal opportunities, participants explored strategies to ensure access to quality education for all to support during the pandemic phase.

**Agenda 6: Update on Research Initiatives, Publications, and Collaborations**

The IQAC meeting was centered on a critical agenda item, providing an update on research initiatives, publications, and collaborations within the university. The meeting showcased achievements in publications, underscoring the scholarly contributions of faculty and researchers. It was reported that the university made a remarkable progress in its research endeavours by publishing over 167 journals and book chapters which was double the previous academic session. It was a proud moment for the university as one of the faculties was granted a patent. The Chairman extended wishes for the faculty

and the department. Moreover, the faculties and students benefiting from seed money allocation (Rs. 96.49 lakhs for 81 projects) and research funding from Govt. and non govt. sources (Rs. 870 lacs) had increased as compared to previous academic year.

The committee was updated of the MoU signed with Patent Minder Intellectual Property Associates for 5 years with an intent of providing online workshop and lecture sessions to the students. Further, the ongoing talks on signing MoUs with Global Jurix LLP, New Delhi; Candidlex Advisors LLP, Noida were also discussed. Collaborative efforts with other external institutions and industry partners were also explored, fostering a culture of knowledge exchange and innovation.

**Agenda 7: Discuss strategies to promote research and innovation within the university.**

The discussion included exploring avenues to incentivize faculty and student research, providing resources, and creating collaborative platforms. Participants shared insights on incorporating emerging technologies and interdisciplinary approaches to foster innovation. Strategies for enhancing research visibility, both within and outside the institution, were deliberated, aiming to showcase the scholarly contributions of the university community.

**Agenda 8: Report on Infrastructure development in the University**

The IQAC members were apprised about the developing infrastructure facility of the University and the plans ahead to facilitate the teachers and learners.

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

The feedback collected from various stakeholders have been placed before IQAC committee for analysing. Based on feedback analysis report, subsequent Action Taken Report has been prepared by respective departments which is placed before departments BoS committee for finalization and suggestions were adopted keeping in view the institution's dedication to fostering an open and constructive feedback culture, promoting transparency and accountability at the departmental level. The ATR is implemented for 2021-22 AY to enhance the academic curriculum which will certainly improve the teaching learning process.