



Usha Martin University, Ranchi, Jharkhand

Internal Quality Assurance Cell

Minutes of Meeting

Ref. UMU/IQAC/2018/01

Date: 14/11/2018

The meeting of the Internal Quality Assurance Cell (IQAC) convened on 14/11/2018 at 9:30 AM at UMU Campus, Hardag, with the purpose of discussing and deliberating upon the multifaceted aspects of quality enhancement in the institution's academic and administrative processes.

The meeting started with a warm greetings and welcome note from the chair. Following members were present:

Prof. S.C. Garg	Chairman
Dr. Viplaw Kumar Pandey	Senior Administrative Officer
Mr. Abhishek Pandey	Faculty Member
Dr. Anupama Verma	Faculty Member
Dr. Vinay Singh	Faculty Member
Dr. Sharmishtha Roy	Faculty Member
Mrs. Ritushree Narayan	Faculty Member
Dr. Jayantika Pal	Faculty Member
Dr. Arvind Hans	Coordinator IQAC

Highlighting the significance of continuous professional growth for the faculty, members, Dr. V Pandey suggested strategies to incorporate faculty development. The discussion was focused on ways of identifying relevant training topics, sourcing external trainers or experts, and creating a structured plan for ongoing development initiatives. The meeting underscored the institution's commitment to fostering a supportive environment for faculty growth and improving teaching quality. The members agreed to establish a committee to oversee the implementation of faculty development programs and the development of a comprehensive training calendar.

Item 5: To discuss on strategies to promote research culture in the university

The discussion, focused on the agenda item on Strategies to Promote Research Culture spurred exchange of ideas regarding strategies for motivating faculty and students to actively participate in research activities. Chairperson pointed out categorically the establishment of research mentorship programs, increasing research funding opportunities, fostering interdisciplinary collaboration, and providing access to research resources and infrastructure. The significance of aligning research goals with the university's mission and vision was pointed out by the Chairperson. One of the members stressed on commitment to formulate a comprehensive plan to promote research culture and monitoring progress towards achieving research excellence within the university. The committee discussed on initiating talks on collaborations and MoUs with other organizations/institutions for students activities such as training, internship etc.

Item 6: To review the feedback collected for curriculum from different stakeholders

The University has a good practice of collection of feedback from various stakeholders like faculty and students. IQAC has initiated a robust feedback analysis mechanism and the feedback collected for 2017-18 AY is analysed and the reports are circulated to all the different departments for preparing Action Taken Report (ATR) by reviewing the curriculum of the existing programs. This initiative helps in maintaining and enhancing the quality of education. The ATR has been placed before department BoS for implementation of the revised curriculum in respective programs from 2018-19 AY.

Item 7: To discuss and finalize the mentoring process

The various departments of the University have adopted the Mentor-Mentee process to foster a healthy development process among the students for benefitting them with teaching learning process and overall development process. The mentors are given the responsibilities for regular interacting and maintaining the records of the students.

Item 8: Future Plans and Goals for Quality Enhancement

Attendees engaged in a comprehensive dialogue concerning the identification of strategic goals and action plans aimed at enhancing the overall quality of education and services. Key areas of discussion included curriculum development, faculty development, student support, research initiatives, and infrastructure enhancements. Participants emphasized the need to align future plans with the institution's mission and the evolving needs of the academic community. It was decided to further refine and prioritize the identified goals, establish a clear roadmap for implementation, and ensure regular monitoring and evaluation to track progress toward quality enhancement.

Item 9: Any other agenda with the permission of the chair

The meeting adjunct with discussion various aspects of the University development initiatives.

(Dr. Arvind Hans)

IQAC Coordinator

Copy to

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

