USHA MARTIN UNIVERSITY, JHARKHAND

Date: 23/11/2022

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) is scheduled to convene on 25/11/2022, at 9:30 AM. The meeting will take place in Conference Hall, UMU Campus, Angara in the Hybrid mode. The primary purpose of this meeting is to discuss and deliberate upon important matters outlined in the agenda provided below:

Agenda:
1. A review and acceptance of the prior minutes from the IQAC meeting
2. Updates on how the last meeting's action items are progressing
3. Remarks on Instructional Techniques
4. Partnership initiatives with other organizations
5. A review of the application of outcome-based education (OBE)
6. An update on ongoing relationships, publications, and research projects.
7. Discuss strategies for promoting research and innovation at the university.
8. A discussion of any intentions for reworking the school's facilities and improving the infrastructure.
9. An examination of NIRF, NBA, and NAAC accreditation and evaluation activities
10. Discuss the enhancement of the academic curriculum
11. An examination of routine ERP updates
12. Additional items with chair approval

We value and anticipate your participation.

IQAC Coordinator

Cc to

1. Hon'ble Vice chancellor
2. Registrar
3. IQAC members
4. All HoDs

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. Madhulika Kaushik	Chairperson
Dr. Anil Kumar Mishra	Registrar
Ms. Renu Lal	Finance Officer
Ms. Priyanka Pallavi	Head Training and Placement
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 meeting began with the review and approval of the minutes from the previous IQAC meeting held on 30th March 2022. The minutes were approved without any amendments.

Agenda 2: Updates on how the last meeting's action items are progressing

Previous Agenda Item	Action Item	Status Update
Agenda 3: Comments on Teaching-Learning Methods	Implement Hybrid Mode, address stakeholder feedback, introduce entrepreneurship and skill development courses/workshops.	Hybrid Mode implemented; stakeholder feedback analyzed; new course proposals and workshops underway.
Agenda 4: Joint Projects with Other Organizations	Contact potential partners for collaborations in research, academic exchanges, and cooperative events.	Initial outreach completed; evaluation of collaboration feasibility in progress.
Agenda 5: Review of Outcome-Based Education (OBE)	Collect, review, and align Course Outcomes with objectives and outcomes. Develop continuous improvement strategies.	Course Outcomes collection completed; review in progress; strategy draft under development.
Agenda 6: Update on Research Projects	Present progress on research activities, patents, publications, and collaborations. Finalize MoUs with proposed partners.	Updates shared: 26 patents, 175 articles, 22 book chapters published; MoUs partially finalized.
Agenda 8: Infrastructure Enhancements	Address infrastructure requirements (e.g., hostel construction, furniture). Review and approve semester plans.	Construction progressing; procurement ongoing; semester plan approved with minor modifications.
Agenda 9: Accreditation Review	Continue preparations for NAAC, NIRF, and NBA accreditation for the MBA program.	Preparation progressing as planned; regular updates and monitoring in place.
Agenda 12: ERP Updates	Establish structured ERP update procedures and ensure regular updates for improved functionality and security.	Update procedures implemented; updates scheduled and resources allocated.

Agenda 3: Remarks on Instructional Techniques

The feedback on teaching-learning practices, members discussed the teaching methodologies and was suggested to incorporate more of student's participation. Student representative members shared their own experience on learning while faculty

members acknowledged student's suggestions. The stakeholder's feedback was assessed for key areas, and an action plan with roles and due dates was made to address.

Agenda 4: 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 5: 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 department and also suggested Dean Faculty Dr. Hans to organize a FDP on CO PO mapping for the internal faculty members joined recently.

Agenda 6: An update on ongoing relationships, 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 7: 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 8: A discussion of any intentions for reworking the school's facilities and improving the infrastructure.

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 9: An examination of 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 10: Discuss the enhancement of the academic curriculum

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 students feedback

Agenda 11: An examination of routine ERP updates

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.

(Dr. Md. Amir Khusru Akhtar)
IQAC Coordinator

Amir khusru

Cc to

1. Hon'ble Vice Chancellor
2. Pro-Vice Chancellor
3. Registrar
4. Members
5. Deans and HoDs