



## USHA MARTIN UNIVERSITY, JHARKHAND

Date: 13/02/2023

### NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) is scheduled to convene on 15/02/2023, at 9:30 AM. The meeting will take place in Conference Hall, UMU Campus, Angara.

#### Agenda:

1. Review and approval of minutes from the previous IQAC meeting
2. Status updates on action items from the previous meeting
3. Feedback on Teaching-Learning Practices
4. Collaborative Initiatives with Other Institutions
5. Review on the implementation of Outcome-Based Education (OBE)
6. Update on research initiatives, publications, and collaborations.
7. Faculty Development and Training Programs
8. Discuss strategies to promote research and innovation within the university.
9. Discussion of any infrastructure development plans and improvements to campus facilities.
10. Review of NAAC, NIRF and NBA Accreditation and Assessment Activities
11. Feedback on Teaching-Learning Practices
12. Discussion on Academic Curriculum Enhancement
13. Discussion on updating ERP on regular basis

Thank you and looking forward to your presence.



- Cc to:
1. Hon. Vice Chancellor
  2. Registrar
  3. IQAC members, All HoDs



**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. 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. Lecna 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**

Previous Agenda Item	Action Item	Status Update
Agenda 3: Remarks on Instructional Techniques	Incorporate more student participation and assess stakeholder feedback for action planning.	Teaching methodologies discussed; stakeholder feedback analyzed; action plan with roles and due dates prepared.
Agenda 4: Partnership Initiatives with Organizations	Contact potential partners for collaborative research, academic exchanges, and events.	Responsibility assigned for outreach and follow-up; benefits and feasibility under evaluation.
Agenda 5: Review of Outcome-Based Education (OBE)	Review Course Outcomes and conduct an FDP on CO-PO mapping for recently joined faculty members.	Course Outcomes review directed by Hon VC; FDP on CO-PO mapping organized under Dean Faculty Dr. Hans.
Agenda 6: Update on Research Projects and Publications	Present progress on publications, knowledge-sharing programs, and research findings dissemination.	Publication updates shared; plans for regular updates and commitment to fostering research excellence announced.
Agenda 7: Promote Research and Innovation	Develop a detailed plan for training, mentoring, and integrating new technologies into the classroom.	Training preferences gathered; plan for workshops, seminars, and mentoring opportunities finalized; implementation dates set.
Agenda 8: Infrastructure Enhancements	Review existing facilities, expansion plans, and construction phases for the upcoming academic year.	Infrastructure discussed; phases of construction briefed; constraints and plans for the next academic year shared.
Agenda 9: Accreditation and Evaluation Activities	Examine ongoing activities for NIRF, NBA, and NAAC accreditation and ensure alignment with goals.	Accreditation processes progressing; discussions on sustainability, accessibility, and facility upgrades held.
Agenda 10: Academic Curriculum Enhancement	Review curriculum, invite industry experts, and offer value-added courses based on feedback.	Curriculum enhancement discussed; feedback-based modifications suggested; value-added course suggestions reviewed.
Agenda 11: Routine ERP Updates	Implement routine updates to the ERP system for improved performance, security, and functionality.	ERP updates shared; new features for enrollment and scheduling introduced; further upgrades planned to enhance processes.

### **Agenda 3: Feedback on Teaching-Learning Practices**

During the feedback on Teaching-Learning practices members discussed the feedback received from the stakeholders regarding teaching learning practices. Area to be improved identified and in continuation the faculty members shared challenges they

encountered and suggested improvements. An action plan devised to address the identified issues, with responsibilities and timelines assigned.

#### **Agenda 4: 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 5: 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 6: 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 7: Faculty Development and Training Programs**

The schedule prepared for the year was shared by Dean Faculty. Various training and development initiatives were discussed, ranging from pedagogical training to the integration of new technologies in teaching. Attendees shared valuable insights into their training needs and preferences. A comprehensive plan was devised to address these needs, including workshops, seminars, and mentoring opportunities. Responsibilities for organizing and facilitating these programs were assigned, and timelines were set for implementation. The members of the Committee confirmed the FDP schedule and details.

### **Agenda 8: 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 9: 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 10: Review of 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 11: 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 12: 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

(Dr. Md. Aminul Hossain Akhtar)  
IQAC Coordinator  
Ranchi, Jharkhand



Amir Khusm

Cc to

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