USHA MARTIN
UNIVERSITY
Inclusion Innovation & Ethics

USHA MARTIN UNIVERSITY, JHARKHAND

Date: 04/09/2023

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) is scheduled to convene on 06/09/2023, at 9:30 AM. The meeting will take place in Conference Hall, UMU Campus, Angara. The primary purpose of this meeting is to discuss and deliberate upon important matters outlined in the agenda provided below:

Agenda Items:

1. Review and approval of minutes from the previous IQAC meeting
2. Status updates on action items from the previous meeting
3. Update on research initiatives, publications, and collaborations.
4. Presentation of student feedback mechanisms and the analysis of student grievances
5. Discussion of any infrastructure development plans and improvements to campus facilities.
6. Faculty Development and Training Programs
7. Discussion on Academic Curriculum Enhancement
8. Report on institutional developments and achievements
9. Review of NAAC, NIRF and NBA Accreditation and Assessment Activities
10. Discussion on Collaborative Initiatives for Quality Enhancement
11. Review of NAAC Accreditation and Assessment Activities
12. Any other matter with the permission of the chair

Thank you and looking forward to your presence.

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/2023/02   **Date: 06/09/2023**

The meeting of the Internal Quality Assurance Cell (IQAC) was convened promptly at 9:30 AM on 06/09/2023. 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. 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 meeting commenced with a review of the minutes from the previous IQAC meeting held on 15th February 2023. The minutes were unanimously approved without any modifications.

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

Agenda No. & Item	Action Item	Status Update
Agenda 3: Feedback on Teaching-Learning Practices	Address stakeholder feedback, identify improvement areas, and develop an action plan.	Improvement areas identified, action plan created, responsibilities assigned, and timelines set. Implementation is in progress.
Agenda 4: Collaborative Initiatives with Other Institutions	Explore potential joint initiatives and strengthen existing MoUs (e.g., Vedant Knowledge System Pvt. Ltd., Jharkhand Rai University).	New proposals for research projects and academic exchanges shared; follow-up with potential partners initiated.
Agenda 5: Review on the Implementation of OBE	Align course objectives with outcomes, refine assessment methods, and organize faculty training sessions.	Course outcomes reviewed by Dean Academics; a refinement plan for the OBE framework devised with assigned responsibilities and timelines.
Agenda 6: Update on Research Initiatives, Publications, and Collaborations	Report on publications, patents, funding, and collaborations.	4 patents granted, 71 research papers, and 10 book chapters published; Rs. 84.90 lacs seed money and Rs. 5.87 crores research funding allocated; fellowship updates shared.
Agenda 7: Faculty Development and Training Programs	Finalize FDP schedule and address training needs for pedagogical and technological advancements.	FDP schedule finalized; comprehensive training plan with workshops and mentoring opportunities planned. Implementation is set to begin as per the schedule.
Agenda 8: Strategies to Promote Research and Innovation	Develop supportive infrastructure, funding mechanisms, and incentives for research.	Interdisciplinary collaboration ideas and industry partnerships approved; Dean Research is exploring implementation strategies.
Agenda 9: Infrastructure Development Plans	Review progress of infrastructure plans and address staff/student requirements.	Progress report presented; faculty seating and classroom requirements acknowledged; suggestions incorporated into development plans.
Agenda 10: NAAC, NIRF, and NBA Accreditation Activities	Monitor NAAC, NIRF, and NBA-related activities and documentation.	Criteria Heads have initiated documentation; NBA status for the MBA program and overall NAAC preparedness progressing satisfactorily.
Agenda 11: Academic Curriculum Enhancement	Enhance course content, introduce innovative teaching methods, and align with industry needs.	Suggestions for guest lectures, industrial tours, field visits, and outreach activities approved. Departments to finalize schedules and initiate collaboration efforts.
Agenda 12: Regular Updates for ERP	Establish a regular update schedule to improve ERP functionality and security.	A systematic update process initiated, and resource allocation underway. Updates being monitored for effectiveness.

Agenda 3: Update on research initiatives, publications, and collaborations

During the update on research initiatives, publications, and collaborations previous meeting, participants received comprehensive updates on our institution's research endeavors. Faculty members and researchers shared progress on ongoing projects, recent publications, and collaborative efforts, fostering a rich exchange of ideas and knowledge. Total 9 PhD candidates had successfully defended their thesis. 8 patents were granted in the year 2022 and 18 patents had been granted since January. Furthermore, the university had made a remarkable progress by publishing over 887 journals and book chapters contributed by the faculty members and the students. Noteworthy partnerships with external institutions were highlighted, underscoring the institution's commitment to expanding its research network. A review was conducted on the MoUs signed with Jamshedpur Cooperative College; Divine Super Specialty Hospital, Ranchi; Graphic Era University, Dehradun; Adama Science and Technology University, Adama; of the activities going under the collaborations. The committee had a discussion on the seed money amounting to Rs. 84.90 lacs and the consultancy funding amounting to Rs. 40 lacs allocated for the year 2023.

Agenda 4: Presentation of student feedback mechanisms and the analysis of student grievances

During the meeting focusing on the Presentation of student feedback mechanisms and the analysis of student grievances, conducted on 15-02-2023 attendees were provided with a comprehensive overview of the current student feedback mechanisms in place. Subsequently, a detailed analysis of student grievances was presented, outlining recurring issues and trends.

Agenda 5: Discussion of any infrastructure development plans and improvements to campus facilities.

The discussion of infrastructure development plans and improvements to campus facilities provided information to all members. The meeting highlighted the need for efficient resource allocation and strategic planning to ensure that infrastructure development aligns with the institution's academic and operational requirements as well as fulfills NAAC accreditation requirements.

Agenda 6: Faculty Development and Training Programs

During the Feedback on Teaching-Learning Practices meeting, held previously participants focused on evaluating the current teaching and learning methodologies within our institution. The feedback encompassed various aspects, including instructional techniques, curriculum relevance, and the use of technology in education.

Agenda 7: Discussion on Academic Curriculum Enhancement

Dean Faculty shared perspectives on enhancing course content, adapting to emerging trends, and fostering interdisciplinary learning. The meeting underscored the importance of regularly updating and diversifying the curriculum to meet the evolving demands of our students and the job market.

Agenda 8: Report on institutional developments and achievements

The presentation encompassed advancements in various domains, including academic excellence, research contributions, infrastructure development, and community engagement. The university was showing a continuous growth in research related activities with over Rs. 640 lacs allocated for various research projects including seed money. The members were informed by Dr. J. Pal, Dean Student Welfare about the student's achievements and milestones in the year.

Agenda 9: Review of NAAC, NIRF and NBA Accreditation and Assessment Activities

Hon'ble VC Madam and the members were updated about the preparedness of NAAC by Dr. Amir. He also discussed about the gaps identified by the NAAC Executive Committee. He was suggested to take it as top priority

Agenda 10: Discussion on Collaborative Initiatives for Quality Enhancement

The discussion on Collaborative Initiatives for Quality Enhancement meeting previously, provided a platform for fruitful dialogue among participants about fostering collaborations to elevate the quality of education and services provided by our institution. Dr. J. Pal updated on the data of Collaborative Initiate for Quality Enhancement.

Agenda 11: Review of NAAC Accreditation and Assessment Activities

During the Review of NAAC Accreditation and Assessment Activities meeting held on 15-02-2023, discussion encompassed the institution's adherence to quality standards, compliance with accreditation criteria, and the status of assessment activities. The committee were apprised by the NAAC coordinator, about the NAAC preparedness and informed that the institution is ready for IIQA filing in start of 2024.

(Dr. Md. Amir Khusru Akhtar)
IQAC Coordinator

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