USHA MARTIN UNIVERSITY, JHARKHAND

Date: 05/02/2024

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) is scheduled to be held on 26.02.2024 at 9.30am in the Conference Hall, UMU Campus, Angara. The meeting will address the following agenda items:

Agenda:

1. Review and Approval of Minutes from the Previous IQAC Meeting
2. Status Updates on Action Items from the Previous Meeting
3. Discussion on NAAC SSR for 1st Cycle of Accreditation
4. Discussion on action plan for the forthcoming session
5. Status of Ph.D. Research Work and Six-Monthly Monitoring
6. Review of Action Taken Report (ATR) on Feedback from Students Completing the Programme
7. Review of Placement Status of 2023 Graduating Students
8. Analysis of Exit Survey Report of the 2023 Graduating Batch
9. Review of Mentor-Mentee Initiatives
10. Review of Departmental activities on Quality Initiatives
11. Meeting with II Year Students to Gather Suggestions for Improving Learning Experience
12. Discussion on Faculty Aspirations, Expectations, and Up-Skilling Needs

You are requested to attend the meeting and contribute to the discussions on the above matters.

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
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Inclusion, Innovation & Ethics

USHA MARTIN UNIVERSITY, RANCHI, JHARKHAND

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

Ref. UMU/IQAC/2024/01   **Date: 26/02/2024**

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 26th February 2024, at 9:30 AM in the Conference Hall, UMU Campus, Angara. The meeting was convened to discuss various academic and administrative quality initiatives at the university.

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 began with the review and approval of the minutes from the previous IQAC meeting held on 6th September 2023. The minutes were approved without any amendments.

Agenda 2: Status Updates on Action Items from the Previous Meeting

Previous Agenda Item	Action Item	Status Update
Agenda 3: Update on Research Initiatives, Publications, and Collaborations	Conducted review of MoUs and collaboration activities; shared progress on research projects and publications.	9 PhD candidates successfully defended; 10 patents granted; 887 journals and book chapters published.
	Reviewed seed money and consultancy funding for 2023.	Rs. 84.90 lacs in seed money and Rs. 40 lacs in consultancy funding allocated.
Agenda 4: Presentation of Student Feedback Mechanisms and Grievances	Provided overview of feedback mechanisms and analyzed recurring student grievances.	Feedback mechanisms reviewed; trends identified; actionable items to improve student experience in progress.
Agenda 5: Infrastructure Development Plans	Discussed resource allocation and alignment with NAAC requirements.	Strategic plans underway; resource allocation being evaluated.
Agenda 6: Faculty Development and Training Programs	Evaluated teaching-learning practices and use of technology.	Feedback collected; training programs proposed for effective curriculum delivery.
Agenda 7: Academic Curriculum Enhancement	Shared perspectives on curriculum updates and interdisciplinary learning.	Proposals submitted for curriculum diversification; focus on aligning with emerging trends and market demands.
Agenda 8: Institutional Developments and Achievements	Presented advancements in academics, research, and infrastructure.	Rs. 640 lacs allocated for research; notable student achievements highlighted by Dean Student Welfare.
Agenda 9: NAAC, NIRF, and NBA Accreditation Activities	Identified gaps and set preparedness priorities for NAAC.	NAAC preparedness progressing; IIQA filing planned for early 2024.
Agenda 11: Collaborative Initiatives for Quality Enhancement	Discussed collaboration strategies for quality enhancement.	Data on quality enhancement initiatives reviewed; collaborations strengthened.
Agenda 12: NAAC Accreditation Review	Assessed compliance and readiness for accreditation filing.	Institution confirmed readiness for IIQA filing by early 2024.

Agenda 3: Discussion on NAAC SSR for 1st Cycle of Accreditation

Dr. Md. Amir Khusru Akhtar, the IQAC Coordinator, presented the current status of the NAAC SSR. The committee reviewed the areas where further improvements were needed, particularly in criteria related to research output, student satisfaction, and infrastructure facilities. It was suggested that additional faculty training workshops be conducted to enhance the understanding of NAAC accreditation processes.

Agenda 4: Discussion on Action Plan for the Forthcoming Session

An action plan for the 2024-25 academic session was discussed. The primary focus areas included enhancing the teaching-learning process, improving research infrastructure, and fostering interdisciplinary collaborations. Faculty members were encouraged to propose new interdisciplinary courses and projects.

Agenda 5: Status of Ph.D. Research Work and Six-Monthly Monitoring

Dean Research presented a detailed report on the progress of Ph.D. research scholars. Out of 24 candidates, 18 had submitted their six-monthly progress reports on time. Delays were observed in a few cases, and the committee recommended more stringent monitoring to ensure timely submission of progress reports.

Agenda 6: Review of Action Taken Report (ATR) on Feedback from Students Completing the Programme

The Action Taken Report (ATR) based on feedback from students who completed their programs in 2023 was presented. It was noted that several improvements had been made to the curriculum based on feedback, such as updating course content to include more industry-relevant topics. However, student feedback highlighted a need for better campus placement services, which will be addressed in the upcoming session.

Agenda 7: Review of Placement Status of 2023 Graduating Students

The placement status of the 2023 graduating batch was reviewed. Out of 500 students, 75% had secured placements in various companies, while others were pursuing higher education or entrepreneurship. The committee emphasized the need to strengthen industry tie-ups to improve placement rates.

Agenda 8: Analysis of Exit Survey Report of the 2023 Graduating Batch

An analysis of the Exit Survey conducted for the 2023 graduating batch was presented by Dr. Sharmistha Roy. Overall, students reported high satisfaction with faculty support and campus infrastructure. However, areas for improvement included more industry

exposure and soft skills training. The committee recommended incorporating workshops and guest lectures by industry professionals.

Agenda 9: Review of Mentor-Mentee Initiatives

The university's Mentor-Mentee program was reviewed, and feedback from both faculty and students was discussed. The program had been successful in improving student performance, particularly among first-year students. It was decided that the program would be expanded and more faculty training provided to enhance mentoring effectiveness.

Agenda 10: Review of Departmental Activities on Quality Initiatives

Departmental heads presented their reports on the various quality initiatives undertaken over the past year. Activities included faculty development programs (FDPs), workshops, and the introduction of online learning tools. The committee praised the efforts but encouraged more cross-departmental collaborations to share best practices.

Agenda 11: Meeting with II Year Students to Gather Suggestions for Improving Learning Experience

Feedback from a meeting with second-year students was discussed. Students suggested more practical sessions, internships, and industry projects to enhance their learning experience. The committee acknowledged the suggestions and recommended that departments work on incorporating more practical components in the curriculum.

Agenda 12: Discussion on Faculty Aspirations, Expectations, and Up-Skilling Needs

A brief discussion was held on faculty aspirations and expectations. Faculty members expressed a desire for more opportunities for professional development and access to cutting-edge technology for research. It was decided to organize more FDPs and workshops on emerging technologies like AI, machine learning, and data science to up-skill the faculty.

The meeting concluded with a vote of thanks from the IQAC Coordinator, Dr. Md. Amir Khusru Akhtar. The next meeting is tentatively scheduled for October 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