

Ref. No.: UMU/NO/C-11/2018-19

Date: 12.11.2018

OFFICE CIRCULAR

Vice Chancellor is pleased to nominate the following members for the Internal Quality Assurance Cell (IQAC) of Usha Martin University, Ranchi with effect from 12/11/2018 for a period of 02 years. They should perform all necessary activities related to the cell as per the terms of reference.

| Internal Quality Assurance Cell (IQAC) | | |
|--|-------------------------------------|--|
| 1 | Chairperson | Vice Chancellor |
| 2 | Senior Administrative Officer | Registrar, Head Training and Placement |
| 3 | Faculty Member | Dr. Anupama Verma Dr. Vinay Singh Dr. Sharmistha Roy Dr. Ritushree Narayan Dr. Jayantika Pal |
| 4 | Board of Management | Shri Mukesh Goel |
| 5 | Student Representative | Ms. Shipra Jain - MBA Mr. Koylada Deepankar - MBA |
| 6 | Nominee from Employers/Stakeholders | Mr. Amit Kumar, NJ India Pvt. Ltd. |
| 7 | Expert | Prof. A. P. Padhi, Former VC Sambalpur University |
| 8 | IQAC Coordinator | Dr. Arvind Hans |

The terms of reference of the Cell include-

1. Development and application of quality, benchmarks/parameters for the various academic and administrative activities of the University.
2. Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
3. Arrangement for feedback responses from students, parents and other stake holder on quality related institutional processes.
4. Dissemination of information on the various quality parameters of higher education.
5. Organization of inter and intra University workshops, seminars on quality related themes and promotion of quality circles.
6. Documentation of the various programs/activities of the University, leading to quality improvement.
7. Acting as a nodal agency of the University for coordinating quality related activities including adoption and dissemination of good practices.
8. Development and maintenance of institutional database through MIS for the purpose of maintaining or enhancing the institutional quality.
9. Development of Quality Culture in University
10. Preparation of the Annual Quality Assurance Report (AQAR) of the University based on the quality parameters or assessment criteria developed by the relevant quality assurance body (like NAAC, NBA, AB) in the prescribed format.
11. Bi-annual development of Quality Radars (QRs) and Ranking of Integral Units of HEIs based on the AQAR.
12. Interaction with SQACs in the pre and post accreditation quality assessment, sustenance and enhancement endeavours.
13. Any other with the permission of Hon'ble Vice Chancellor



PVC

Usha Martin University, Ranchi