



USHA MARTIN UNIVERSITY, JHARKHAND

NOTICE

Date: 17/10/2025

A meeting of the Internal Quality Assurance Cell (IQAC) is scheduled to be held on 28/10/2025 (Tuesday) at 2:30 PM in the Conference Hall, Dassam Block, UMU Campus, Angara.

Agenda:

- Confirmation of Minutes of the 15th IQAC Meeting
- Status Updates on Action Items from the Previous Meeting
- Post-Accreditation Quality Enhancement Plan (as per Peer Team Recommendations)
- Synchronization of Statutory and Academic Bodies
- Student Support, Progression, and Outcome Measures
- Academic Innovations & NEP-2020 Expansion
- IQAC Capacity Building & FDP Calendar 2025–26
- Preparation of the Annual Quality Assurance Report
- Institutional Social Responsibility (ISR) and Gender Equity Initiatives
- Any Other Matter with the Permission of the Chair

All concerned members are requested to kindly make it convenient to attend the meeting.

Thank you.


Dr. Md. Amir Khusru Akhtar
IQAC Coordinator


Cc to:

1. Hon'ble Vice-Chancellor
2. Pro Vice-Chancellor
3. Registrar
4. All IQAC Members
5. All Deans and Heads of Departments



Usha Martin University, Ranchi, Jharkhand

Internal Quality Assurance Cell

Minutes of Meeting

Ref. UMU/IQAC/2025/01

Date: 30/10/2025

The meeting of the Internal Quality Assurance Cell (IQAC) was convened promptly at 2:30 PM on 28/10/2025. The committee assembled in the Conference Hall, Dassam Block, UMU Campus, Angara, with the purpose of discussing and deliberating upon various dimensions of quality enhancement in the University's academic and administrative processes.

The Following members were present:

Prof. Madhulika Kaushik	Vice-Chancellor (Chairperson)
Prof. Arvind Hans	Faculty Member
Dr. Akanksha Anand	Faculty Member
Dr. P. C. Panda	Faculty Member
Dr. Anupama Verma	Faculty Member
Dr. Leena Shrivastav	Dy. Registrar
Ms. Tulika Sinha	Faculty Member
Mr. Mukesh Goel	Nominee from Management
Ms. Shipra Jain	Nominee from Employees
Dr. Md. Amir Khusru Akhtar	Coordinator, IQAC

Invited Members

Prof. Milind	Pro Vice-Chancellor
Prof. B. N. Sinha	Dean Academic
Dr. Shiv Pratap Verma	Registrar

1. Confirmation of Minutes of the 15th IQAC Meeting

The Chair welcomed the members and the meeting began with the review of the minutes of the 15th IQAC meeting held on 10/02/2025. The minutes were circulated to all members for their comments. As no observations or suggestions were received, the minutes were approved as circulated. (Refer: Annexure 1)

2. Status Updates on Action Items from the Previous Meeting

Agenda Item	Action Item	Status
NAAC Accreditation Status	Ensure all departments are fully prepared for Peer Team interaction with updated displays, staff orientation, and	The NAAC Peer Team visited from 19–21 February 2025; the University has been awarded an A Grade.

	soft/hard copies of essential data.	
Program-Wise Admission Report (2024–25)	Strengthen outreach and counselling to sustain/improve enrolments across programs.	Total enrolment: 1,088 students across 1–5-year programmes excluding Diploma in all major disciplines.
Status of NEP 2020 Implementation	Continue effective roll-out of OBE, ABC, CBCS, and field-based learning; operationalize introduced 4-year Honours (Commerce & Arts).	NPTEL Local Chapter has been established. Details of NPTEL courses completed in 2024–2025 are provided in Annexure 2, with student details of one course, “Introduction to Cyber Security (BFSE301)”, included as a sample. Outcome-Based Education (OBE) is already implemented; Academic Bank of Credits (ABC) registration is in process; Choice Based Credit System (CBCS) is active; and the 4-year Honours programme has been introduced.
Faculty Development for Quality Assurance	Conduct/plan FDPs on pedagogy, curriculum design, ICT integration, benchmarking; document sessions.	FDPs organised and all focus areas covered.
NIRF 2025 Submission Update	Maintain evidence repository and inter-department coordination for any clarifications; track acknowledgement under Overall, Management, Innovation.	Applications submitted for Overall, Management and Innovation categories; data compiled and verified across departments.
Mentorship & Feedback Mechanisms	Maintain 1:20 mentor-mentee ratio; collect & analyze feedback annually; implement refinements.	Ratio maintained; formal feedback mechanism functional; analysis used for curricular and teaching improvements.
Placement and Higher Studies (2023–24)	Strengthen industry tie-ups, soft-skills training, and career counselling.	Outcomes reported: 262 placed and 46 in higher studies.
Gender Sensitization and Inclusivity	Strengthen gender sensitization initiatives and establish a Gender Cell.	Activities conducted; recommendations include increased participation, curriculum integration, and formation of a Gender Cell.

3. Post-Accreditation Quality Enhancement Plan

The committee discussed the Post-Accreditation Quality Enhancement Plan prepared on the basis of the NAAC Peer Team recommendations. The Criterion-wise action points, responsibilities and evidence requirements were presented as detailed in Annexure 3. After a brief discussion, the plan was adopted for implementation across all departments.

4. Synchronization of Statutory and Academic Bodies

The committee discussed the need for streamlining the sequence of academic and statutory approvals. It was proposed to develop a *Master Academic & Compliance Calendar* covering IQAC, Academic Council, Board of Studies and Examination Section, with a clear process flow (BoS → Academic Council → Examination → IQAC). Standard templates for agenda, minutes

and evidence, along with a single evidence repository and monthly tracking system, were recommended. It was agreed that the Registrar will publish and update the calendar, IQAC will manage templates and evidence, the Controller of Examinations will set assessment and result timelines, and all Deans/HoDs will submit proposals and data as per the notified cut-off dates.

5. Student Support, Progression, and Outcome Measures

The committee noted that in 2024, 393 students were eligible for placement, of whom 262 secured placements, 46 progressed to higher education, and 84 students opted out of the placement process. To further strengthen alumni–student linkage and career readiness, it was decided to organise cultural events in December 2025 with active alumni participation, along with a parallel series of alumni-led guest lectures and interactive sessions to share practical insights and experiences. A coordination meeting in the 2nd week of December 2025 will be held to finalise the event blueprint and guest lecture schedule, including speaker confirmations, dates and communication plans.

6. Academic Innovations and NEP 2020 Expansion

The committee was informed that UMU has established an NPTEL Local Chapter (Coordinator: Dr. Shahnaaz Zabi) and that departments are enabled to offer SWAYAM/MOOC courses for up to 20% of a programme where alignment with the University syllabi is established. Academic Bank of Credits (ABC) activation is in progress and a Credit Transfer Policy is operational to allow inter-programme credit transfer upon application. After discussion, the committee approved the following: (i) constitution of a MOOC Vetting Committee; (ii) mandating full LMS usage for rubrics and assessments of MOOC-based courses across all departments; and (iii) activation of ABC IDs for all students with defined timelines and clear role ownership with Dean Academics, Controller of Examinations, Deans/HoDs and IT-Cell.

7. IQAC Capacity Building and FDP Calendar (2025–26)

To strengthen OBE compliance, research integrity and ICT-enabled pedagogy, the IQAC placed a proposal for a series of Faculty Development Programmes (FDPs): January 2026—CO-PO/PSO mapping and assessment design; March 2026—research ethics, authorship, data management and referencing; June 2026—digital pedagogy including MOOC integration, interactive video/OBS and quiz design. Each FDP will be organised as a 1–2-day hands-on workshop with pre-reads and post-tests. The proposal was approved, and it was decided that departments will ensure faculty participation while IQAC will track coverage and learning gains and place status reports before the committee for review.

8. Preparation of the Annual Quality Assurance Report (AQAR)

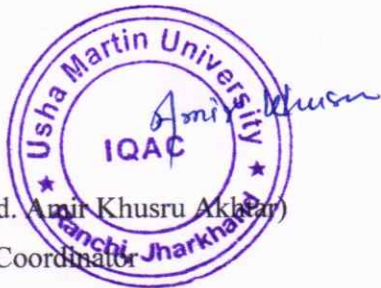
The IQAC Coordinator informed the members that the NAAC portal is not yet open for AQAR submission and that Criterion-wise data and evidence for C1–C7 remain pending from some Criteria Heads and departments. The committee suggested that until the portal opens, all Criteria Heads, departments and concerned members will finalise datasets and evidence folders, align materials with NAAC templates and remain ready for immediate upload. It was further approved to enforce internal timelines and to conduct weekly progress reviews until the AQAR is submitted.

9. Institutional Social Responsibility (ISR) and Gender Equity Initiatives

The committee reviewed ongoing activities related to gender sensitization, environmental sustainability, community engagement and inclusive practices, and discussed future plans. It was decided that departments and relevant cells will schedule regular ISR and gender equity programmes, ensure wider student participation and maintain proper documentation for reporting and accreditation purposes.

10. Any Other Matter with the Permission of the Chair

No additional matters were raised by the members.



(Dr. Md. Amir Khusru Akhtar)
IQAC Coordinator

Usha Martin University, Jharkhand

Copy to:

- Hon'ble Vice Chancellor
- Pro Vice Chancellor
- Dean Academic
- Registrar
- All IQAC Members
- All Deans and Heads of Departments