USHA MARTIN UNIVERSITY, JHARKHAND
Internal Quality Assurance Cell (IQAC)

Minutes of the 17th IQAC Meeting

Ref. No.: UMU/IQAC/2026/02 Date: 24/04/2026

The 17th meeting of the Internal Quality Assurance Cell was held on 24 April 2026 at 1:00 PM in the Board Room, Dassam Block, Usha Martin University, Angara, under the chairmanship of the Hon'ble Vice-Chancellor.

The following members were present:

1. Prof. Madhulika Kaushik – Vice-Chancellor and Chairperson
2. Prof. Arvind Hans – Faculty Member
3. Dr. Akanksha Anand – Faculty Member
4. Dr. P. C. Panda – Faculty Member
5. Dr. Anupama Verma – Faculty Member
6. Dr. Leena Shrivastav – Deputy Registrar
7. Ms. Tulika Sinha – Faculty Member
8. Ms. Shipra Jain – Nominee from Employees
9. Dr. Md. Amir Khusru Akhtar – Coordinator, IQAC

Invited Members

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

The Chair welcomed all the members. Thereafter, the agenda items were taken up for discussion.

1. Confirmation of Minutes of the 16th IQAC Meeting

The minutes of the 16th IQAC Meeting held on 28/10/2025 were circulated among the members. No observations or suggestions were received.

Resolution: The minutes of the 16th IQAC Meeting were confirmed and approved as circulated.
Refer: Annexure 1

2. Status Updates on Action Items from the Previous Meeting

The IQAC Coordinator presented the status of the action items decided in the previous meeting. The Action Taken Report was discussed as follows:

Agenda Item	Action Item	Status
Post-Accreditation Quality Enhancement Plan	Department-wise quality enhancement activities were to be initiated based on the recommendations of the NAAC Peer Team.	Departments prepared action plans and initiated implementation.
Student Support, Progression and Outcome Measures	Placement, career guidance, alumni engagement and student development activities were to be strengthened.	Departments reported the conduct of placement, career guidance and alumni-related activities. Further activities are being continued as per departmental plans.
Academic Innovations and NEP 2020 Expansion	Implementation of OBE, ABC, CBCS, SWAYAM/NPTEL and interdisciplinary learning was to be strengthened.	OBE and CBCS are already in place. ABC registration and participation in SWAYAM/NPTEL courses are being monitored by the concerned departments.
IQAC Capacity Building and FDP Calendar 2025–26	Faculty Development Programmes were to be organized as per the approved calendar.	FDPs were organized as per the calendar.
Preparation of Annual Quality Assurance Report	Criteria-wise data and supporting documents were to be collected for AQAR preparation.	Data collection and document compilation are in progress. Criteria Heads were advised to submit the pending information.
Institutional Social Responsibility and Gender Equity Initiatives	ISR and gender equity activities were to be conducted and properly documented.	Departments conducted relevant activities and maintained reports and supporting records.

The committee noted the progress and advised all concerned departments to complete the pending activities within the prescribed time.

3. Review of NAAC Committee Members

The committee reviewed the composition of the NAAC Executive Committee and the committees constituted for different NAAC Criteria.

The members discussed the responsibilities of the Criteria Heads, Coordinators and Members. It was observed that the members should remain actively involved in data collection, documentation and verification throughout the year.

The Chair advised that:

1. Each Criteria Head should distribute the work among the committee members.
2. Records and supporting documents should be maintained regularly.
3. Any correction in the name, designation, department or role of a member should be reported to IQAC.
4. Vacancies or changes in the committees should be filled after obtaining approval from the competent authority.

Resolution: The existing NAAC Committee was reviewed. Necessary corrections and changes, wherever required, shall be incorporated and the revised list shall be circulated after approval of the competent authority.

Refer: Annexure 2

4. Discussion on Research Chairs and Progress of Activities

The committee reviewed the following Research Chairs established by the University:

1. Naresh Goyal Chair for Innovations and Entrepreneurship
2. Birsa Munda Chair for Sustainable Agriculture and Tribal Affairs
3. Amitabh Choudhary Chair for Sports

The committee was informed that the concerned Chair Heads had initiated planning of activities under their respective Research Chairs. The need for conducting academic programmes, invited lectures, research activities and community-oriented programmes was discussed.

The Chair advised that each Research Chair should prepare an annual activity plan and maintain proper records of all activities.

Resolution: The Research Chairs shall organize activities as per the approved plan, submit periodic progress reports, and their progress shall be reviewed periodically by IQAC.

5. Review of Existing Policies and Committee Structures

The committee discussed the review of the existing institutional policies and committee structures. The Hon'ble Vice-Chancellor advised that the existing policies be reviewed and updated, wherever required. Accordingly, the review of the policies was assigned to the concerned officers and faculty members.

Refer: Annexure 3

6. Any Other Matter with the Permission of the Chair

No additional matter was raised by the members.

There being no other matter, the meeting concluded with a vote of thanks to the Chair.

Amir Khusru

Dr. Md. Amir Khusru Akhtar
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Usha Martin University, Jharkhand

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Copy to:

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