



NETAJI SUBHAS UNIVERSITY JAMSHEDPUR

(A Unit of Sitwanto Devi Mahila Kalyan Sansthan)
Estd. Under Jharkhand State Private University Act, 2018

Approved by UGC under Section 2(f), AICTE, PCI, BCI, NCTE, INQ, JNRC

Date: 25/03/2024

Ref. No.: NSU/234/2024

Circular

It is hereby notified to all the members of **Internal Quality Assessment Cell (IQAC)** that a meeting has been scheduled on dated **28/03/2024** at 03:00 PM in Conference Hall, Netaji Subhas University under the chairmanship of Vice Chancellor.

You are cordially notified to attend the meeting.

By the order or Vice Chancellor

Registrar

Registrar
Netaji Subhas University
Jamshedpur, Jharkhand

Copy to

1. Office of Vice-Chancellor
2. Office of Pro Vice Chancellor
3. Office of Registrar
4. All Deans and HoDs of faculty for information
5. All members concerned for information and compliance
6. IQAC Cell
7. Office copy



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MEETING NO:- 13Minutes of MeetingInternal Quality Assurance Cell (IQAC)

Date:- 28/03/2024

Venue: Conference Room, Netaji Subhas University.

Agenda:

1. Preparation of SSR
2. Library Related Work for NAAC

Minutes:1. Welcome Address:

- The meeting commenced with a welcome address by the Vice Chancellor, Prof. (Dr.) Gangadhar Panda. He congratulated the team on the successful approval of the IQA by NAAC and highlighted the importance of the next steps in the accreditation process.

2. Preparation of SSR:

- Report by IQAC Head: Dr. Ranjan Kumar Mishra provided an overview of the requirements and the structure of the Self-study Report (SSR).
- Current status: The initial framework for the SSR has been developed, and

data collection has begun in earnest.

• Action Points:

• Data Collection: Departments are to continue collecting and submitting the required data promptly. Specific attention must be given to ensuring accuracy and completeness.

• Coordination Meeting: Regular coordination meeting will be scheduled to monitor progress and address any issues that arise.

• Submission Timeline: The target date for completing the SSR draft is June 30, 2024. All departments are to adhere to this timeline to ensure timely submission to NAAC.

3. Library Related Work for NAAC

• Library Enhancement Plan: The University librarian presented a detailed plan for enhancing the library's resources and services in line with NAAC requirements.

• Current Status:

• Resource Upgradation: Procurement of additional books, journals and e-resources is underway. The digital library infrastructure is also being upgraded.

- User Services: Steps are being taken to improve user services, including extended library hours, training sessions for students and faculty on using digital resources, and improving the overall library experience.
- Action Points:
 - Documentation: All enhancements and upgrades should be thoroughly documented, including purchase records, user statistics, and feedback reports.
 - Coordination with Departments: Departments are encouraged to collaborate with the library to ensure their specific resource needs are met.
 - NAAC Compliance: Ensure all library-related documentation and resources align with NAAC criteria.

4. Other Discussion:

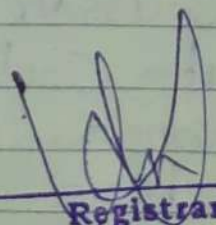
- Quality Initiatives: The Committee discussed additional quality initiatives that could be implemented to further enhance the academic and administrative functions of the university.
- Workshops and Seminars: Plans for organizing workshops and seminars on quality enhancement and the accreditation process were proposed.

5. Closing Remarks.

- The Vice Chancellor Prof (Dr.) Gangadhar Panda, thanked all members for their dedication and hard work. He reiterated the importance of meeting deadlines and maintaining high standards in all submissions and documentation.
- The meeting concluded with a vote of thanks to the Chair.

The following members were present in the meeting:-

1. Prof (Dr.) Gangadhar Panda - VC
2. Prof (Dr.) Acharya Rishi Ranjan - Pro VC
3. Dr. Ranjan Kumar Mishra - ISAC Head
4. Mr. D. Shome - Dean Academic
5. Mr. Nazim Khan - Dean Administration
6. Dr. Pramod K. Singh - Dean Research
7. Dr. Pooja Prasad - HOD Management
8. Dr. Ishita Ghosh - HOD Physics
9. Dr. Shraddha Verma - Commerce
10. Dr. Vijaykant Pandey - HOD Agriculture


Registrar
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Jamshedpur, Jharkhand