



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, INC & JNRC

Ref. No. : NSU/831/2024

Date : 26/09/2024

CIRCULAR

It is here by notify to all the member of **Internal Quality Assessment Cell (IQAC)** that a meeting has been scheduled on dated 28/09/2024 at 02:30 PM in conference room, Netaji Subhas University under the chairmanship of Vice Chancellor.

You are cordially notified to attend the meeting.

By the order of Vice Chancellor

Registrar
Netaji Subhas University
Jamshedpur, Jharkhand

Copy to:

1. Office of VC/Pro VC/Registrar, NSU
2. All Dean & HoD, NSU
3. All members concerned
4. IQAC Cell
5. Office Copy

MINUTES OF THE IQAC MEETING

Date - 28th Sep, 2024

Venue - Vice Chancellor's Conference Room.

AGENDA:-

- 1) Congratulate All Members for the Acceptance of SSR by NAAC Portal.
- 2) Arrangement of Documents in an Organised Manner by All Criteria Heads.
- 3) Preparation of List of Requirements (Infrastructure-related).
- 4) Vote of Thanks by Director, IQAC.

Minutes :-

1) Opening Remarks :-

The meeting commenced at 11:00 AM with the Vice Chancellor welcoming all attendees. He congratulated everyone present for the successful acceptance of the Self Study Report (SSR) on the NAAC portal. The Vice Chancellor appreciated the collective effort put in by all the criteria heads, the IQAC team, and the faculty in compiling and submitting the report.

2) Congratulatory Message :-

The Vice Chancellor praised the hard work and dedication of all members involved in the SSR preparation. He acknowledged the excellent coordination among departments and expressed confidence that the SSR will strengthen the university's NAAC accreditation process.

3) Arrangement of Documents :-

The Registrar emphasized the importance of having all supporting documents arranged in an orderly manner. He instructed the various heads to ensure that all documents related to their respective sections are collated and organized for easy reference. Each head was requested to cross-check the documents and ensure that all evidence, data, and references are properly aligned with the SSR content.

4) Preparation of List of Infrastructure Requirements :-

The Pro Vice Chancellor requested the criteria heads to prepare a comprehensive list of any infrastructure-related requirements or gaps that need attention. This list should include any pending or necessary infrastructural

developments, facilities or upgrades that may enhance the university's future growth and meet the standards for NAAC accreditation. The Registrar was tasked with coordinating the collection of this list from all criteria heads.

5) Final Steps and Future Planning :-

The Vice Chancellor encouraged all members to focus on the final steps necessary for the SSR submission. He requested that all documents be finalized and ready for review by 10th November 2024. He further emphasized that the criteria heads must ensure that any additional requirements (especially infrastructure) are properly identified and documented.

6) Vote of Thanks :-

The Director of IQAC, in his concluding remarks, expressed sincere gratitude to the Vice Chancellor, Pro Vice Chancellor, Registrar, all criteria heads, and the entire team for their collaborative efforts in preparing and submitting the SSR. He acknowledged the hard work put in by each member and thanked for their unwavering dedication to the University's growth and progress.

Meeting Adjourned :- 12:30 PM.

The meeting concluded with a vote of thanks to the chair.

The following members were present in the meeting :-

- 1)
- 2) Prof (Dr.) Acharya Rishi Ranjan - Pro VC
- 3) Dr. Ranjan Kumar Mishra - IQAC Head.
- 4) Mr. D. S. Home - Dean Academic.
- 5) Mr. Nazim Khan - Dean Administration
- 6) Dr. Pramod Kr. Singh - Dean Research.
- 7) Dr. Puja Prasad - HOD, Management.
- 8) Dr. Ishita Ghosh - HOD, Physics.
- 9) Dr. Shradha Verma - Comorbiter.
- 10) Dr. Vijaykant Pandey - HOD, Agriculture.
- 11) Dr. Shakti Prakash Singh - Member.