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## Proceedings of the meeting of IQAC, Jharkhand Rai University

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The meeting of the members of Internal Quality Assurance Cell of the University was held on 18/03/2024 in the Conference Room, under the Chairmanship of Prof (Dr) Savita Sengar, Vice Chancellor, JRU

1. Prof (Dr) Savita Sengar, Vice Chancellor	Chairperson
2. Prof (Dr) Piyush Ranjan	Member
3. Dr Harmeet Kaur	Coordinator
4. Dr Shraddha Prasad	Member
5. Prof (Dr) Ashfaque Alam	Member
6. Mr. Sabyasachi Chakraborty	Member
7. Dr Sumit Kumar Pandey	Member
8. Mr. Ved Prakash Singh	Member
9. Mr. Amit Kushwaha	Member
10. Mr. Lalji Yadav	Member
11. Mr. Abhijeet Kumar	Alumni

The meeting started with the welcome address by the IQAC Coordinator Dr. Harmeet Kaur

The following agendas were discussed and the proceedings were drawn accordingly:

**1. To review the Action Taken Report (ATR) of previous meeting**

Dr Harmeet Kaur, IQAC Coordinator presented the Action taken Report of the previous meeting held on 10th November, 2023. The IQAC members expressed their satisfaction towards the progress. Dr. Sumit Pandey suggested to further encourage the organization of Conference at the Department level.

**2. To assign weightage to the Extracurricular & Co-Curricular Activities in the Continuous Internal Assessment**

Recognizing the importance of the Extracurricular & Co-Curricular activities in the overall development of the students Prof (Dr) Piyush Ranjan proposed to integrate the participation in these activities as one of the parameters for the Continuous Internal Assessment. The members deliberated on the proposal and suggested that maximum 5 Marks in each course should be assigned for participation in Extracurricular & Co-Curricular activities.

*[Handwritten signatures and initials]*



**3. Review regarding the progress of implementation of Outcome based Education**

Dr. Harmeet Kaur informed the stakeholders about the advancements in implementing Outcome-Based Education. In the next phase of this implementation, the ERP system is used to evaluate the achievement of the courses offered in diverse programs, gauging the extent to which students are meeting the defined learning outcomes. Additionally, students can access the outcomes of each course through their Dashboard on CAMU. Members expressed their satisfaction towards the advancement of OBE.

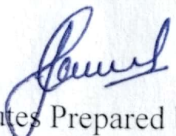
**4. Implementation of Digital Tracking of Lesson Plan on CAMU**

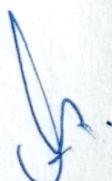
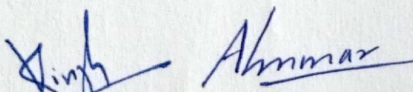
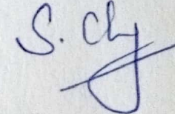
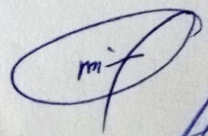
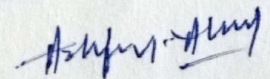
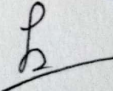
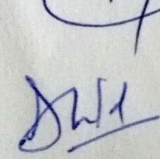
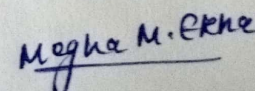

Dr Harmeet Kaur apprised the members regarding the implementation of Digital Tracking of Lesson Plan on CAMU-Higher Education ERP System. LMS is used to create lesson plans based on pre-set parameters such as course syllabus, learning objectives, available resources, and preferred teaching methods. Digital tracking of lesson plans provides a centralized and organized platform for teachers to plan, schedule, and monitor their teaching activities efficiently. This also helps the students to prepare for the session well in advance enabling the class/session to be more interactive. Further, it helps in ensuring that all necessary topics are covered in a structured manner. Members of the Committee appreciated this initiative to maintain consistency in curriculum delivery and assessment practices.

**5. To review the draft of Institutional Development Plan:**

Dr Harmeet Kaur shared the draft of Institutional Development Plan with the members. Following a thorough discussion, the members conveyed their approval of the draft IDP. Prof (Dr) Savita Sengar, the Vice Chancellor, suggested to share the Institutional Development Plan with experts external to the University and gathering their input on the document.

With no other points from the members, the meeting was concluded with the permission of the Chair.


  
(Minutes Prepared by)  
Dr. Harmeet Kaur

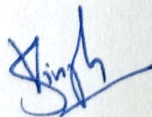
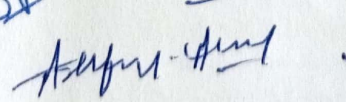


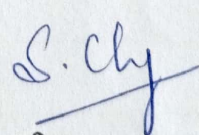
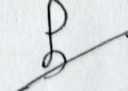
**Action Taken Report of IQAC held on 18th March 2024**

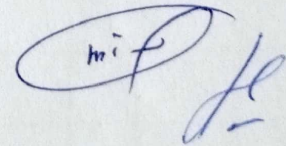
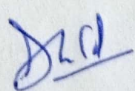
Agenda	Minutes of the Meeting	Action Taken
To review the Action Taken Report (ATR) of previous meeting	Suggestion to further encourage the organization of Conference at the Department level	International Conference on " Business, Management, Social and Economical Advancements" in collaboration with Management Institute, The Warsaw University of Life Sciences, Poland and Research Culture Society has been organized by Department of Management, Jharkhand Rai University on 11th-12th May, 2024
To award marks to Extracurricular & Co-Curricular Activities in the Continuous Internal Assessment	Suggestion to integrate the participation in Extracurricular & Co-Curricular activities as one of the parameters for the Continuous Internal Assessment	Maximum 5 Marks in each course has been assigned for participation in Extracurricular & Co-Curricular activities from AY 2023-24. Mentors are required to keep the record of their respective students & accord the marks according to the participation & achievement of students in Extracurricular & Co- Curricular activities
To review the draft of Institutional Development Plan	Suggestion to share the Institutional Development Plan with the experts external to the University and gather their input on the document	The Final draft of IDP will be shared with our students/ Alumni's & the External members from Industry & Academia, during the IQAC, BOM & BOG Meetings for their inputs & feedback

  
(Dr Harmeet Kaur)  
IQAC Coordinator



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