

A meeting of the IQAC under the Chairmanship of Honorable Vice Chancellor, Prof (Dr.) Sonzharie Khing, was held today, i.e., 4.8.21, following members of IQAC were present in the meeting.

- ① Vice Chancellor, Chairperson - *[Signature]* 04/08/2021
- ② NSS Coordinator, Ms. Margaret Tudor, Member - *[Signature]* 04/8/2021
- ③ Dr. Binay Kumar Saha, Member - *[Signature]* 4.3.21
- ④ Dr. Nitesh Kumar, Member - *[Signature]* 04/8/21
- ⑤ Mr. Sujit Kumar Soren, Member - *[Signature]* 04.08.2021
- ⑥ Ms. Anjali Kumari, Member *[Signature]* 4/8/21
- ⑦ Dr. Dhimi Soren, Member Online from England
- ⑧ Dr. Sangam Kumar Saha, Coordinator - *[Signature]* 4.8.21

- Agenda :
- 1) Report of the workshop on the focus of NAAC accreditation (held in June 2021)
  - 2) Plan of action for the academic year 2021-22
  - 3) Quality initiatives
  - 4) Any other item

Resolutions :

- 1) It was resolved that the student-feedback or questionnaire should be put on the University website. It was also decided that Departments should counsel the students about the questionnaire to get a better feedback.
- 2) It was decided that there should be an alumni corner in the University website where a Google-form should be placed, so that the alumni of our University from different corners of India could reach out to the

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University and become a part of the Alumni association by filling up the Google-form.

3) Ms. Mary Margaret Tudu was given the responsibility to initiate the process of registration of the University Alumni Association.

4) Dr. Nilesh Kumar was given the responsibility to restart the publication of University Bulletin and Newsletter.

5) It was also resolved that different Faculties of the University would endeavour to introduce add-on courses for an enhancement of necessary skills in the students.

6) It was resolved that each member of the IQAC should have a copy of the AQAR of last cycle as well as the report of the recently concluded NAAC ~~work~~ workshop.

### ACTION TAKEN REPORT

As decided by the sixth resolution of the meeting held on 4.8.21, hard copies of the AQAR of last cycle and the NAAC workshop report were distributed amongst all the members of the IQAC.

A meeting of the IQAC was held today, i.e., 18.8.21, under the Chairmanship of Honourable Vice Chancellor, Prof. (Dr.) Sanjharina Singh. Following members of IQAC were present in the meeting:

- ① Vice-Chancellor, Chairman
  - ② NSS Co-ordinator, Member
  - ③ CCDC, Member
  - ④ Dr. Binay Singh, Member
  - ⑤ Dr. Nilesh Kumar, Member
  - ⑥ Mr. Sigit H. Soren, Member
  - ⑦ Ms. Anika Kumari, Member
  - ⑧ Dr. Sanjeev K. Singh, Member.
  - ⑨ Dr. Dhruv Soren, Member (online)
- 18/08/2021  
18/8/21  
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18-8-21

### Agenda:

- 1) Confirmation of the minutes of the meeting held on 4.8.2021.
- 2) Action taken report for matters arising out of previous meeting.
- 3) Plan of action for the academic year 2021-22.
- 4) Quality initiatives.
- 5) Any other item.

### Resolutions:

- 1) It was resolved that a University level cell may be established to facilitate the induction/admission of students from foreign countries to our University.

2) It was also resolved that the University should prepare a sound policy with regard to a) water management, b) waste management, and c) e-waste.

3) It was also decided that in order to make effective preparations for the next round of NAAC team visit, the University should explore potential mentors from other higher educational institutions who can be consulted.

4) It was resolved that preparations for remedial and coaching [UGC-NET & other competitive exams] must be expedited.

A meeting of the IQAC was held today, i.e., 6.10.21, under the Chairmanship of IQAC Coordinator, Dr. Sanjeev Kumar Sinha. Following teachers were present in the meeting:

- ① Ms. Anila Kumari, Dept. of History - Jun 6/10/21
- ② Dr. Rajana Tripathi Dept of Philosophy - Rohith
- ③ Dr. Snehla Murmu Dept of History - 06.10.21
- ④ Dr. Sachin Sinha. Dept. of Botany - 05/10/21
- ⑤ Dr. Venod Kumar Sharma. Dept. of Phy - 6.10.21
- ⑥ Dr. P. P. Singh Dept. of English - 6/10/21
- ⑦ Dr. Binay Kumar Borah - Ho - BHU 06/10/21
- ⑧ Dr. S. L. Bandyopadhyay - Indya 6/10/21
- ⑨ Dr. Niranjana Kumar Mandal - NOV 06.10.21
- ⑩ Dr. Champakali Soren - 06.10.2021
- ⑪ Mr. Aman Kumar Pandey - aman 06.10.21
- ⑫ Ms. Amit Murmu - 06.10.21
- ⑬ Mr. Santosh Kumar - 06/10/21
- ⑭ Dr. Hashmat Ali - 06/10/21
- ⑮ Dr. Sharmila Soren - 06/10/21
- ⑯ Dr. Jai Kumar Sah - 06/10/2021 06/10/2021
- ⑰ Dr. Abhishek Sutar - 06.10.21
- ⑱ Rajiv Kerketta - 06/10/21
- ⑲ Dr. T. P. Singh - 06/10/21
- ⑳ Dr. Nibesh Kumar - 06/10/21
- ㉑ Dr. Rajeev Ranjan Sinha - 06.10.2021
- ㉒ Dr. Nirmala Tripathi - 06.10.2021
- ㉓ Mr. Dipak K. Das - 06/10/21
- ㉔ Dr. R. K. Yadav - 06.10.21
- ㉕ Dr. Jaenendra Yadav - 06.10.2021
- ㉖ Dr. Sanjeev Kumar Sinha - 06.10.21

- Agenda :
- i) To discuss the process of filling up the AQAR (2020-21).
  - ii) To discuss the reports of different sub-committees of IQAC.

Resolutions:

- i) It was resolved that all the Heads would submit the remaining required data for AQAR within a month.
- ii) The co-ordinators of different sub-committees presented the reports, and it was resolved that the same shall be discussed with the Honourable Vice-Chancellor to initiate the process of the implementation of suggested measures in the reports.

# S.K.M. UNIVERSITY, DUMKA

## IQAC

Resolutions of meeting held on 04.08.21, 18.08.21, 06.10.21 & 09.12.21

### A. Meeting held on 04.08.2021 (Chaired by Hon'ble Vice Chancellor)

| AGENDA  | RESOLUTIONS  | ACTION TAKEN REPORT (ATR)  |
|---|--|--|
| 01. Report of the workshop on the process of NAAC accreditation, held in June 2021. | 01. Student Feedback/questionnaire should be put up on University Web Site and obtain the feedback (SSS)                         | All departments submitted duly filled Feedback Forms of students which were computed and sent to the NAAC. It is also uploaded on University Web Site. |
|   | 02. There should be an alumni Corner having Google form so that they remain connected with the university.                       | Still awaited  |
| 02. Plan of action for academic year 2021-22  | 03. Mrs. Mary Margret Tudu was given the responsibility to initiate the process of Registration of University Alumni Association |  |
|   | 04. Dr. Nilesh Kumar was given the responsibility of publication of University Bulletin & News Letter                            | Still awaited  |
| 03. Quality initiative  | 05. To introduce add-on courses for an enhancement of necessary skills in the students.  | Awaited  |
| 04. Any other item  | 06. Each member should have a copy of AQAR of the last cycle as well as recently concluded work shop.                            | Hard copies of AQAR of last cycle and NAAC workshop report were distributed amongst all members of IQAC.   |



**B. Meeting held on 18.08.2021 (Chaired by Hon'ble Vice Chancellor)**

| Agenda   | RESOLUTIONS  | ACTION TAKEN REPORT (ATR)  |
|--|--|--|
| 01. Confirmation of minutes of the meeting held on 04.08.2021            | 01. To facilitate the induction/admission of students from foreign countries to out university.                                  | Dr. Abdus Sattar has been appointed as Foreign Students Advisor to facilitate the process.   |
| 02. Action Taken Report (ATR) for matter arising out of previous meeting | 02. University should make a policy with regard to:<br>a) Water management<br>b) Waste management<br>c) e-Waste                  | Awaited  |
| 03. Quality initiative   | 03. For next NAAC visit, the university should explore potential mentor from higher education institutions who can be consulted. | State Govt. had asked for sending two names for visiting some reputed universities to learn best practices. Names have been sent.                |
| 04. Any other item   |  | Again, a letter was received on 04.07.2022 asking to nominate an academician to study best practices in Punjab University from 18-20 July, 2022. |
|  | 04. Remedial and coaching for NET and other competitive examinations.  | Partially implemented by some departments.   |





**A. Meeting held on 06.10.2021 (Chaired by IQAC Coordinator)**

| AGENDA  | RESOLUTIONS   | ACTION TAKEN REPORT (ATR)       |
|---|---|---------------------------------|
| 01. To discuss the process of filling up the AQAR (2020-21) | 03. All heads would submit the remaining required data for AQAR within a month  | Submitted as AQAR 2020-21 sent. |
| 02. To discuss the reports of different sub-committees      | 04. Coordinators of different sub-committees submitted the reports for implementation after discussion with Hon'ble Vice Chancellor to initiate the process of implementation of suggested measure. | In Process                      |

**B. Meeting held on 09.12.2021 (Chaired by incumbent IQAC Coordinator)**

| RESOLUTIONS  | ACTION TAKEN REPORT (ATR)            |
|--|--------------------------------------|
| 01. Called all heads and faculty members to make available data from all Sections and Departments of University. | Data so furnished were sent to NAAC. |
| 02. Discussion over progress of AQAR 2020-21   | Progress satisfactory                |


Proposals of sub-committee of IQAC, SKMU, Dumka constituted to look after **Criterion-7, Institutional values and Best Practices** to be adopted and enacted by the university in conformity with the requirements of NAAC.

A seven member sub-committee on discussion has put forward 13 proposals in light of augmenting the ambience along with multidimensional facilities and amenities in the campus.

The proposals are classified under different heads as per their homogeneity and resource mobilization:

**A. Infrastructural Development consisting of allied minor constructions and purchase incurring expenditure over them:**

01. **Construction of Water Harvesting System** as an adjunct to each building in the university campus has been felt necessary as a measure to improve ground water level. **For this Plan & Estimate of water harvesting system for each building in the campus and respective fund allocation are needed.**
02. **Solar Panels:** Solar Panels are needed on the roof of each building and therefore they should be purchased by the university with prevailing heavy subsidy.
03. **Installation of Sanitary Napkin Machine** in each department for meeting emergent use by female students.
04. **Facilities for Divyang/Physically Challenged Students:** Wheel chairs, Ramps and Lifts in all buildings, Braille Script availabilities in library have been kept on the top of the priority list to ensure equal access to teaching-learning process to those students who are physically challenged/Divyang.
05. **Girls' Common Room:** Special attention has been given on facilities for girls and for this a Girls' Common Room with toilet facility/washroom has been envisaged.
06. **Reconstruction of Damaged Boundary Wall:** Protection of plants from cattle grazing has been felt necessary for effective plantation programme. The damaged boundary wall of the university campus needs to be repaired as a measure to protect plants and prevent trespass.

  
(Convener)  
Sub-Committee, IQAC  
Criterion -7 of NAAC

**B. Administrative approval of some proposals in conformity with Criterion-7 (Institutional Values and Best Practices) of NAAC, mooted by the members of Sub-Committee of IQAC, SKMU, Dumka:**

01. **Plantation Programme:** Plantation in the campus will be enhanced with the help of Forest Department, Dumka.

Spaces in the campus are to be identified for this purpose keeping in view of new constructions in future. A committee may be constituted for survey of the campus and submit the report with suitable plant species vis-a-vis social forestry so that systematic plantation programme could be accomplished.

02. **Bulletin of Information:** Bulletin of information requires to be published before the admission process begins and the same to be uploaded on the website which will serve as guidelines note book at the time of admission.

03. **Handbook:** Handbooks are proposed to be published and provided to the students at the time of admission.

04. **Placement Cell:** Placement cell is to be revitalized to bring about employment generation among the students.

05. **Certificate Course on Professional Ethics:** This course may be started by the Department of Philosophy and/or allied ones.

06. **Green Audit:** A committee of teachers from concerned departments of science faculty, Economics, Commerce etc may be constituted for conducting Green Audit of the university campus annually.

  
(Convener)  
Sub-Committee, IQAC  
Criterion-7 of NAAC

C. **Some proposals in conformity with Criterion-7 (Institutional Values and Best Practices) of NAAC, mooted by the members of Sub-Committee of IQAC, SKMU, Dumka, to be undertaken by the HODs and Faculty members:**

01. **Gender Equity Program:** Gender equity programs need to be organized either by each department or faculty wise fortnightly/monthly/on special occasions to commemorate the contributions of women of repute in the past or present on special days such as their birth anniversaries (Jayanti), day of their achievements in different fields etc. Painting, Essay/Speech competition, Quiz and such other creative activities can be held accordingly. The reports of all events are to be sent subsequently to the coordinator IQAC, SKMU, Dumka.

02. **Lectures by Foreign Academicians, Scientists, lecture series on literary personalities, Philosophers, historians and such other activities** for enriching the academic matrix of departments may be arranged periodically under the aegis of IQAC, SKMU, Dumka.



(Convener)

Sub-Committee, IQAC  
Criterion-7 of NAAC

09.12.21

A meeting of IQAC has been held today i.e., 09.12.2021 under the chairmanship of IQAC Coordinator, Dr. Nilesh Kumar. Following teachers are present in the meeting along with representatives of different sections of the University.

1. Dr. S. L. Bondya — Botany — Bondya 9/12/21
2. Ravi Praveesh Sahni - Computer Sec (Em) — Sahni 9/12/21
3. Jai Kunnorsah H.O.D. (Eco) — Jai 9.12.21
3. Dr. Swastika K. Singh. H.O.D. Psychology — Singh 9/12/21
4. Dr. Sanjeev Kumar Sinha — Pol. Sc. — Sinha 9.12.21
5. Dr. Vinod K. Sharma. Psychology — Sharma 9.12.21
6. Dr. T. P. Singh → Economics — Singh 9.12.21
7. Dr. V. K. Jha — English — Jha 09.12.21
8. Pallabi Chowdhury — Geography — Chowdhury 09.12.21
9. Krishna Kumar — Cee. — Krishna 9.12.21
10. Dr. Champawati Soren — H.O.D. (philosophy) — Soren 09.12.21
11. Jaenendra Yadav — Pol. Sc. — Jha 9.12.21
12. Suraj Kumar Pathak — D.S.W. office — Suraj Pathak 9.12.21
13. Mary Margaret Tudu, NSS Programme Coordinator — Tudu 9.12.21
14. Dr. Amir Hasan — Hindi (P.H.) — Hasan 9/12/21
15. Dipak Kumar Das — University Dept of Comm. — Das 9/12/21
16. Rajiv Kerketta — Economics — Kerketta 9/12/21
17. Dashrath Singh Nig — Central Library — Nig 9/12/21
18. Dr. Bijay Kumar — Cee. — Kumar 9/12/21
19. Dr. S. N. Mishra — Central Lib — Mishra 09.12.21
20. Dr. S. N. Adhikary P. Mathematics — Adhikary 09/12/21
21. Ashish Koushik — Library & Info. Sec — Koushik 09/12/21
22. Dr. Snehata Munim — Munim 09/12/21
23. Dr. Nilesh Kumar — Nilesh Kumar 9.12.21

Unanimously resolved that:

1. Data not available at present be sought from different sections of the University.

Key indicator & matrix no. be sent for their convenience. The report is directed to be submitted to IQAC by 11.09.21 (Sunday)

2. All felt satisfaction over the progress of AQAR.

3. All departments will furnish the wanting data in accordance with the new template

12/12/21  
09/12/21

**S.K.M. UNIVERSITY, DUMKA**  
**IQAC**

**MEETING**

Date: 8<sup>th</sup> July 2022

Duration: 03 hrs. (1:00 pm to 4:00 pm)

A meeting of the Internal Quality Assurance Cell was held on 8<sup>th</sup> July 2022 under the Chairpersonship of Hon'ble Vice Chancellor, Prof. (Dr.) Sonajharia Minz.

Hon'ble Pro Vice Chancellor, Prof. (Dr.) Bimal Prasad Singh, was a special invitee to the meeting.

Following members were present in the meeting:

- 1) Hon'ble Vice Chancellor *[Signature]* 08/07/2022
- 2) Dean of Students' Welfare *[Signature]* 08/07/2022
- 3) CCDC *[Signature]* 08/07/2022
- 4) Dr. Binay Kumar Sinha *[Signature]* Binay Kumar Sinha 8/7/22
- 5) Prof. (Dr.) Ravindra Kumar Singh Choudhary *[Signature]* Ravindra Singh 8/7/22
- 6) Dr. Sanjeev Kumar Sinha *[Signature]* S.K. Sinha 8.7.22
- 7) Dr. Abdus Sattar *[Signature]* 08/07/22
- 8) Dr. S N Adhikari *[Signature]* S N Adhikari 08/07/22
- 9) Dr. S L Bondya *[Signature]* S L Bondya 8/7/22
- 10) Dr. Rajeev Kerketta *[Signature]* Rajeev Kerketta 8/7/22
- 11) Mr Sujit Soren *[Signature]* Sujit Soren 8/7/22
- 12) Dr. Sharmila Soren *[Signature]* Sharmila Soren 8/7/22
- 13) Ms Mary Margret Tudu *[Signature]* Mary Margret Tudu 8/7/22
- 14) Ms Amita Kumari *[Signature]* Amita Kumari 8/7/2022
- 15) Dr. Dhuni Soren *[Signature]* - Online from England
- 16) **Special Invitee:** Hon'ble Pro Vice Chancellor
- 17) IQAC Coordinator *[Signature]* 08/07/22

**Agenda:**

- i) To discuss the AQAR Report (2020-21)
- ii) To chart out plans for streamlining the performance of the University in the light of seven criteria of NAAC with special reference to criterion-7
- iii) Discussion over Google Feedback Forms
- iv) Formation of different Sub-Committees for enhancing the efficiency of IQAC
- v) Miscellaneous items, if any with permission of Vice Chancellor

## Resolutions:

- i) IQAC Coordinator, Dr. Nilesh Kumar, in his elaborate presentation, discussed the following points of NAAC AQAR (2020-21) – 1.1.1, 1.3.1, 1.3.4, 1.4.1, 2.2.1, 2.3.1, 2.6.1, 3.1.1, 3.1.2, 3.1.3, 3.1.5, 3.2.1, 3.2.1, 3.2.2, 3.3.1, 3.3.2, 3.4.1, 3.4.8, 3.7.1, 3.7.2, 4.1.2, 4.2.4, 4.3.4, 4.4.2, 5.5.1, 5.1.2, 5.1.3, 5.1.4, 5.2.2, 5.4.1, 6.2.3, 6.3.2, 6.3.3, 6.4.2, 6.4.3, 6.5.2, and other minor points as well. In the light of this presentation it was resolved to make efforts towards better performance in the ensuing academic year.  
All expressed satisfaction over the AQAR (2020-21) which was duly accepted by the NAAC.
- ii) It was also resolved to make an effort towards implementation of the following proposals made by the IQAC Sub-committee for NAAC Criterion 7:
  - a) **Construction of Water Harvesting System** as an adjunct to each building in the university campus has been felt necessary as a measure to improve ground water level.
  - b) **Solar Panels: Solar Panels are needed on the roof of each building and therefore they should be purchased by the university with prevailing heavy subsidy.**
  - c) Installation of **Sanitary Napkin Machine** in each department for meeting emergent use by female students.
  - d) **Facilities for Divyang/Physically Challenged Students: Wheel chairs, Ramps and Lifts in all buildings, Braille Script availabilities in library** have been kept on the top of the priority list to ensure equal access to teaching-learning process to those students who are Physically Challenged/Divyang.
  - e) **Girls' Common Room:** Special attention has been given on facilities for girls and for this a Girls' Common Room with toilet facility/washroom has been envisaged.
  - f) **Reconstruction of Damaged Boundary Wall:** Protection of plants from cattle grazing has been felt necessary for effective plantation programme. The damaged boundary wall of the university campus needs to be repaired as a measure to protect plants and prevent trespass.
  - g) **Plantation Program:** Plantation in the campus will be enhanced with the help of Forest Department, Dumka



- h) **Bulletin of Information:** Bulletin of information requires to be published before the admission process begins and the same to be uploaded on the website which will serve as guidelines note book at the time of admission.
  - i) **Handbook:** Handbooks are proposed to be published and provided to the students at the time of admission.
  - j) **Placement Cell:** Placement cell is to be revitalized to bring about employment generation among the students.
  - k) **Certificate Course on Professional Ethics:** This course may be started by the Department of Philosophy and/or allied ones.
  - l) **Green Audit:** A committee of teachers from concerned departments of science faculty, Economics, Commerce etc may be constituted for conducting Green Audit of the university campus annually.
  - m) **Gender Equity Program:** Gender equity programs need to be organized either by each department or faculty wise fortnightly/monthly/on special occasions to commemorate the contributions of women of repute in the past or present on special days such as their birth anniversaries (Jayanti), day of their achievements in different fields etc. Painting, Essay/Speech competition, Quiz and such other creative activities can be held accordingly. The reports of all events are to be sent subsequently to the coordinator IQAC, SKMU, Dumka.
  - n) **Lectures by Foreign Academicians, Scientists, lecture series on literary personalities, Philosophers, historians and such other activities** for enriching the academic matrix of departments may be arranged periodically under the aegis of IQAC, SKMU, Dumka.
- iii) As per the suggestion made by the Hon'ble VC, it was resolved that the Department of Hindi can propose a **Certificate Course in Hindi proficiency**, so that the reading, speaking and writing skills of students, who mostly come from non-Hindi background, could be improved.
- iv) There was a long discussion over **three feedback Google forms:** Teacher-syllabi, Student-syllabi and Student feedback forms. It was resolved to make efforts towards getting the forms filled on time and then a concise report of the information in forms will be uploaded as part of AQAR-2021-22.
- v) It was further resolved to constitute the following Committees for a more efficient performance of IQAC:
- a) **Sub-Committee for Constitution of University Alumni:** Ms Mary Margret Tudu and Dr. S N Adhikari
  - b) **Sub-Committee for collection of NAAC related data:** Dr. Rajeev Kerketta, Mr Sujit Soren and Ms Amita Kumari
  - c) **Sub-Committee for Data analysis:** Dr. Abdus Sattar and Dr. S L Bondya

d) **Sub-Committee for Student Support:** Dr. Sanjeev Kumar Singh  
Kumar

The sub-committee members will actively participate in filling  
IIQA and SSR as per the responsibilities assigned to them.

(Coordinator)

  
Coordinator  
IQAC

(Internal Quality Assurance Cell)  
Sido Kanhu Murmu University  
(Dighi) Dumka - 814110  
(Jharkhand)