

# SIDO KANHU MURMU UNIVERSITY

DUMKA -814110

Phone No : 06434 - 222495

Email : s.k.m.university.dumka@gmail.com



Fax : 06434 - 223006

Website : www.skmu.ac.in

Ref. SKMU/RG/82/2020

Date 04/02/2020

## Internal Quality Assurance Cell

### Plan to ensure better performance on the grading parameters of NAAC

Following committees have been constituted to focus exclusively on various functions to ensure better performance on the grading parameters designed by NAAC –

1. **Syllabus Review Committee** – Vice Chancellor (Chairman), DSW, Dean (Science), Dean (Social Science), Dean (Humanities) and IQAC Coordinator (Convenor)
2. **Board of Studies** of each department would meet at least once in a year in the first week of April to review the existing curriculum for UG as well as PG programs and introduce changes in line with new developments in their discipline.

Following submission of the reports of Board of Studies of departments, Syllabus Review Committee will review and grant its approval with/without changes. After the approval of syllabi of different departments by the Academic Council, teaching will commence in accordance with the approved syllabi.

3. **Committee to promote courses focused on Employability/Entrepreneurship/Skill Development** – DSW (Chairman), HOD Economics, HOD Commerce, HOD English, HOD Mathematics, HOD Physics, HOD Chemistry, HOD Botany, HOD Zoology, HOD Political Science, HOD History, HOD Psychology, HOD Philosophy, HOD Santali, HOD Hindi, HOD Geography, HOD Sociology, RUSA Coordinator and IQAC Coordinator (Convenor)

The Committee would meet at least once in a year in the first week of April each year to deliberate over various emerging/popular courses focused on employability/entrepreneurship/skill development and recommend the adoption of courses depending upon the availability of physical and human resources in our University.

4. **Committee on Value Added Courses** – DSW (Chairman), HOD Economics, HOD Commerce, HOD English, HOD Mathematics, HOD Physics, HOD Chemistry, HOD Botany, HOD Zoology, HOD Political Science, HOD History, HOD Psychology, HOD Philosophy, HOD Santali, HOD Hindi, HOD Geography, HOD Sociology, RUSA Coordinator and IQAC Coordinator (Convenor)
5. **Committee to promote Field Projects/Internships** – DSW (Chairman), HOD Economics, HOD Zoology, HOD Botany, HOD Sociology and HOD Commerce
6. **Student Mentoring Cell:** Dr. Sanjeev Kumar Sinha – Convenor, Ms. Amita Kumari, Dr. Rajesh Yadav, Dr. S. L. Bondya, Dr. Sushil Tudu, Ms. Mary Margaret Tudu
7. **Feedback System:**

A. Each department will constitute its Council to review, analyze and dispose of complaints/suggestions received from students/parents/stakeholders.

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- B. If the complainant is not satisfied by the remedy provided to him/her at the departmental level, then such complainant may submit his/her complaint to the University Grievance Redressal Cell.
- C. **University Grievance Redressal Cell** will be constituted under the chairpersonship of Vice Chancellor. Other members of this cell will be Pro Vice Chancellor, Dean (Science), Dean (Social Science), Dean (Commerce) and Proctor (Convenor).
8. **Committee on Research Promotion** – Dr. D. N. Garain (Chairman), Dr. Hashmat Ali, Dr. Anil Kumar Verma, Dr. Bijoy Kumar and Dr. Rajesh Yadav
9. **Committee on Publication** - Dr. V. K. Jha (Chairman), Dr. Hashmat Ali, Dr. Anil Kumar Verma, Dr. Rajesh Yadav, Ms. Amita Kumari, Dr. Ajoy Sinha and IQAC Coordinator (Convenor)
10. **Committee on Seminar/Workshop** – Dr. T. P. Singh (Chairman), Dr. Jainendra Yadav, Dr. Sudhanshu Shekhar, Dr. Rajesh Yadav, Ms. Amita Kumari, Dr. Snehlata Murmu, Dr. Ajoy Sinha and IQAC Coordinator (Convenor)
11. **Committee on Seminar/Workshop on Intellectual Property Rights (IPR) and Industry-Academia Innovative Practices** – HOD (Economics), HOD (Commerce), Dr. Ajoy Sinha and Dr. Rajesh Yadav
12. **Committee on Consultancy and Revenue Generation** – Pro Vice Chancellor (Chairman), Dean (Science), Dean (Social Science), Dean (Commerce), Finance Officer, RUSA Coordinator (Convenor)
13. **Committee to promote social outreach programs** – DSW (Chairman), Dean (Science), Dean (Social Science), Dean (Commerce), Sri Sujit Kr. Soren, Unnat Bharat Abhiyan Coordinator, NSS Coordinator, RUSA Coordinator and IQAC Coordinator (Convenor)
14. **Committee to promote sports activities** – Pro Vice Chancellor, Sports Officer, NSS Coordinator, Dr. Rajiv Kumar, Dr. Sushil Tudu, Dr. J. K. Sah, Dr. Rajiv Kerketta, and RUSA Coordinator (Convenor)
15. **Committee to promote cultural activities** – Ms. Amita Kumari (Chairperson), Dr. Nirmala Tripathy, Dr. Snehlata Murmu, Dr. Rajiv Kerketta and Dr. Ranjana Tripathy
16. **Committee on Maintenance of Infrastructure and Academic Facilities** – CCDC (Chairman), Proctor, College Inspector, AR I, and OSD (VC) – Convenor
17. **Library Committee** – Dr. V. K. Jha (Chairman), Dr. Navin Kumar Singh, Dr. Hashmat Ali, Dr. Nilesh Kumar, Dr. T. P. Singh, Dr. Abdul Sattar, Dr. Bijoy Kumar and RUSA Coordinator (Convenor)
18. **Student Counseling Cell:** HOD (Psychology ) – Chairman, Dr. Abdul Sattar, Dr. Jainendra Yadav, Ms. Amita Kumari, Dr. N. K. Mandal, and IQAC Coordinator (Convenor)

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19. **Student Placement and Coaching Classes Committee:** DSW (Chairman), Dr. D. N. Garain, Dr. Bijoy Kumar, Dr. Rajesh Yadav, Dr. T. P. Singh, and IQAC Coordinator (Convenor)
20. **Committee to promote faculty empowerment:** Pro Vice Chancellor (Chairman), Dean (Science), Dean (Social Science), RUSA Coordinator and IQAC Coordinator (Convenor)
21. **Committee on Best Practices** – Pro Vice Chancellor (Chairman), HOD Economics, HOD Commerce, HOD English, HOD Mathematics, HOD Physics, HOD Chemistry, HOD Botany, HOD Zoology, HOD Political Science, HOD History, HOD Psychology, HOD Philosophy, HOD Santali, HOD Hindi, HOD Geography, RUSA Coordinator and IQAC Coordinator (Convenor)

First meeting of each committee must be convened before 15<sup>th</sup> February 2020. Report of such meeting shall be submitted to Vice Chancellor latest by 25<sup>th</sup> February 2020.

*Shri Narayan Singh*  
REGISTRAR 4.2.2020

REGISTRAR  
S. K. M. UNIVERSITY  
DUMKA

*Akshay*  
04/02/2020