

Minutes of the Meeting

(13th Meeting of the Internal Quality Assurance Cell (IQAC).)

Meeting Title: Meeting of IQAC members and Invitees.

Date: 12-03-2026

Time: 12:00 Noon

Venue: Board Room, IU Raipur, Zoom Call (Hybrid)

Attendees:

IQAC CORE TEAM

1.Prof. (Dr.) S D Pandey, Vice-Chancellor

Chairman

2.Dr. Piyush Thakur

IQAC, Coordinator, Member
Secretary

SPECIAL INVITEE

1. Dr. Latha Pillai

Group Advisor NAAC

2. Dr. T. S. R. K Rao
Dean-Accreditations
IFHE, Hyderabad

Member IQAC Cell From
Management

IQAC Internal Members

S. No	Name of the Member	Department
1	Dr Archi Dubey	Head, FMS
2	Dr. Ramesh Yadav	Head, FOET
3	Dr Pyali Chatterjee	Head, FOL
4	Dr S S Dubey	Head, FOS
5	Dr Jaya Singh	Head, FOAH
6	Dr Shiv Narayan Singh	Head, FOE
7	Dr Abha Shukla	Head, FOC

NAAC Attribute In-Charges

No. of Attribute	Attribute	In-charge
Attribute-1	Curricular	Dr. Prachi Sharma
Attribute-2	Faculty Resources	Mr.. Sashank Sekhar Dayal
Attribute-3	Infrastructure	Dr. Ambarish Ghosh
Attribute-4	Financial Resources & Management	Dr. P. D. Sharma
Attribute-5	Teaching and Learning	Dr. Ruchi Gupta
Attribute-6	Extended Curricular Engagements	Dr. Abha Shukla
Attribute-7	Governance and Administration	Dr. Ritu Benjamin
Attribute-8	Student Outcomes	Dr. Shweta Dewangan
Attribute-9	Research and Consultancy	Dr. Pratik Kumar Jagtap

Absentees:

Dr. Palak Keshwani, Mr. Bhanu Moyal, Ms. Nelima Bramhe and Mr. Gaurav Thakur is taken leave of absence.

Agenda:

1. Review and Confirmation of the minutes of the 12th Meeting of the Internal Quality Assurance Cell (IQAC).
2. A detail discussion by Dr. Latha Pillai on hands on practice and the process of conducting real time data calculations up to the benchmark level in transformative accreditation processes.
3. Presentation and review of the Action Taken Report on the resolutions passed in the 12th IQAC Meeting.
4. Assessment of the status of transformative NAAC attributes to evaluate the level of institutional compliance.
5. Review of criterion-wise progress achieved since the last IQAC Meeting.
6. Discussion on advancements made toward achieving quality benchmarks in the areas of teaching–learning processes, research and innovation, and institutional governance.

Minutes of the Meeting

Welcome Note:

The Chairperson Honorable Vice-Chancellor Prof (Dr.) S D Pandey welcomed all members and appreciated the consistent efforts of the IQAC team in sustaining quality benchmarks.

The agenda items were then taken up for discussion.

1. Confirmation of the minutes of the 12th Meeting

Review and Confirmation of the minutes of the 12th Meeting of the Internal Quality Assurance Cell (IQAC) by all the members.

2. Action Taken Report

Dr. Piyush Thakur, IQAC Coordinator, presented the Action Taken Report (ATR) of the 12th IQAC Meeting. The members Prof T V Rao and Dr Latha Pillai reviewed the report and noted satisfactory progress on the points discussed previously.

3. Course Attainment Matrix (CO–PO Mapping)

Dr. Latha Pillai and Prof. T.R.S.K. Rao suggested the following points:

- **PSOs for Generic Degree:** Program Specific Outcomes (PSOs) may not be required for generic degree programs; however, this should be rechecked and formally validated.
- **Course Outcomes (COs):** Greater emphasis is needed on effective monitoring, and Course Outcomes (COs) should be properly aligned with Bloom's Taxonomy. Regular workshops should be conducted to ensure systematic implementation and better management of the teaching–learning process.
- **Assessment Clarity:** Direct and indirect/internal assessment methods should be clearly defined and aligned with the prescribed university guidelines.
- **Workshops and Corrections:** An additional workshop by Prof. Sindhuja Menon (IFHE Hyderabad) is required to calculate attainment of courses to enhance understanding of the Outcome-Based Education (OBE) framework.

4. Use of Rubrics for Evaluation

There are several approaches available for implementation of the rubrics method of assessment. Rubrics can be adapted using AI tools; however, this should be finalized after proper discussion or demonstration in a workshop with Prof. Sindhuja Menon (IFHE Hyderabad).

5. Strengthening MoUs

Prof. T.R.S.K. Rao further suggested publishing research articles in collaboration with MoU partners. He also recommended establishing MoUs with highly reputed universities and organizations, followed by organizing joint academic and research events with them.

6. Research and Publication Collaboration

- Prof. Rao proposed initiating **joint collaborations with IFHE Hyderabad** to encourage publication in **Scopus and ABDC-indexed in-house journals** published by the ICFAI Group, thereby improving institutional research and innovation scores.
- It has been observed that faculty members are primarily focusing on patent publication. The Research Cell should encourage them to proceed further toward **patent grants**. A target of at least **7 granted patents within the next five years** is recommended.
- Proper and systematic data should be maintained for publications indexed in **Scopus, Web of**

Science (WoS), and SCI.

- **Publications:** A curated and updated list of reputed journals should be provided and considered as an approved list for publication. The university should develop its own list of recommended journals to facilitate quality publishing.
- The number of research publications in the last three years is not satisfactory. It is suggested that each faculty member should publish at least two research papers per year, with a long-term target of four research papers annually.
- **Research Grants:** Faculty members should be encouraged to apply for research grants at **individual, departmental, and institutional levels**, as these are essential for strengthening research output and academic growth.

7. Institutional Development Plan

The Institutional Development Plan should be prepared on behalf of ICFAI University, Raipur, using institutional voice (avoiding third-person form), and must strictly follow UGC guidelines.

8. Attribute-Wise Progress Reports

Attribute-wise presentations were made as follows:

No. of Attribute	Attribute	Name of Faculty	Suggestions/Comments
Attribute 1	Curricular	Dr. Prachee Sharma	Focus on strengthening critical parameters.
Attribute 2	Faculty Resources	Dr. Shashank Dayal	Data should be presented in tabular form; NPTEL and FDP details must be included.
Attribute 3	Infrastructure	Dr. Ambarish Ghosh	Infrastructure requires regular updating and improvement.
Attribute 4	Financial Resources & Management	Dr. P. D. Sharma	Clearly define and address the identified issues. Like calculate the capital income and revenue generated.
Attribute 5	Teaching and Learning	Dr. Ruchi Gupta	Initiate certificate programs to increase low enrolment.
Attribute 6	Extended Curricular Engagements	Dr. Abha Shukla	Tabular presentation is required suggested format : S. No., Name of club, Department, Members, and Activity Name.
Attribute 7	Governance and Administration	Dr. Pratibha Barik	Improvement is required in the report; suggestions are not well-structured. AAA, ERP, and IDP should be properly implemented.

Attribute 8	Student Outcomes	Dr. Shweta Dewangan	Student–faculty ratio should be presented in numerical form.
Attribute 9	Research and Consultancy	Dr. Pratik Jagtap	Provide family-wise data and number of indexing

9. Other Item

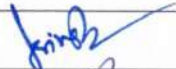
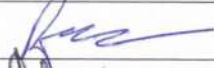
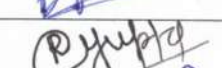
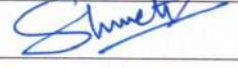
Dr. Latha Pillai also suggested that the IQAC Cell agenda should incorporate celebrations and activities directed by the headquarters, ensuring alignment with institutional objectives. She emphasized the importance of systematically including such events to enhance coordination, compliance, and overall quality assurance practices within the institution's academic and administrative framework.

Meeting Adjournment

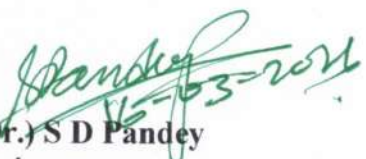
The meeting concluded with a vote of thanks at **2:15 PM**, with appreciation from the Chairperson for the active participation of all members.

Action Item	Responsible Person(s)	Timeline
Organization of OBE Workshop with Prof. Sindhuja Menon (IFHE Hyderabad)	Dr. Piyush Thakur	April 2026
Implementation of Rubrics-Based Assessment (including AI integration)	Dr. Jaya Singh & Dr. Jayant Issac	April 2026
Strengthening MoUs and Initiating Joint Academic/Research Activities	Dr. Jaya Singh, Mr. Abhinav Das & Dr. Pratik Jagtap	May-June 2026
Collaboration with IFHE Hyderabad for Scopus/ABDC Publications	Dr. Pratik Jagtap	March 2026
Encouraging Patent Grants (Target: Minimum 7 in 5 Years)	Dr. Pratik Jagtap	March 2026
Compilation and Maintenance of Scopus/WoS/SCI Indexed Data	Dr. Pratik Jagtap	March 2026
Preparation of Approved Journal List for Publications	Dr. Pratik Jagtap	March 2026
Improvement in Research Publications (Minimum 2 Papers/Faculty/Year)	All Faculty Members	March 2026
Promotion of Research Grants (Individual/Departmental/Institutional)	Dr. Pratik Jagtap & Dr. Nagaiah	May-June 2026
Preparation of Institutional Development Plan (IDP) as per UGC Guidelines	Dr. Ritu Benjamin	March 2026
Infrastructure Upgradation and Monitoring	Dr. Ambarish Ghosh & Administration	May-June 2026
Initiation of Certificate Programs to Improve Enrolment	Dr. Ruchi Gupta	May-June 2026
Improvement in AAA, ERP, and IDP Implementation	Dr. Ritu Benjamin	April 2026
Presentation of Student–Faculty Ratio in Numerical Format	Dr. Shweta Dewangan	March 2026

Submission of Family-wise Data and Indexing Details	Dr. Pratik Jagtap	April 2026
Inclusion of HQ-Directed Activities in IQAC Agenda	Dr. Piyush Thakur	Next quarter of IQAC meeting

List of Attendees		
Name	Dept	Signature
Dr Piyush Thakur	FOS	
Dr Archi Dubey	FMS	
Dr Ramesh Yadav	FOET	
Dr Pyali Chatterjee	FOL	
Dr S S Dubey	FOS	
Dr Jaya Singh	FOAH	
Dr Shiv Narayan Singh	FOE	
Dr. Abha Shukla	FOC	
Dr Prachi Sharma	FOAH	
Mr. Shashank Dayal	FOAH	
Dr. Ambarish Ghosh	FMS	
Dr. P. D. Sharma	FOE	
Dr. Ruchi Gupta	FOC	
Dr. Ritu Benjamin	FOAH	
Dr. Shweta Dewangan	FOC	
Dr. Pratik Jagtap	FOS	




Prof. (Dr.) S D Pandey
Chairman