



YBN UNIVERSITY

Established by the Act of Government of Jharkhand Act 15, 2017 Gazette Notification No. 505, Dated 17th July 2017 As per section (f) of UGC Act 1956



Ref.No.YBNU/IQAC/08052023/001

Date:08/05/2023

Notification

This is to inform all the members of IQAC that the meeting of the Internal Quality Assurance Cell (IQAC), YBN University scheduled to be held on 10th May 2023.

The Agenda for the meeting is as follows:

1. Review of the implementation of the previous meeting's discussion.
2. Action taken report on the discussion of the previous meeting.
3. Enhancement of Research and Publication Culture
4. Curriculum Enrichment through Value-Added and Skill-Based Courses
5. Student and Alumni Feedback Mechanism Strengthening
6. Green Campus and Sustainability Initiatives
7. Any other item with the permission of chair.

Director IQAC,

YBN University, Ranchi

Dr. ASHISH SARKAR

Director, IQAC

YBN University, Ranchi



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Ref. No .YBNU/IQAC/10052023/001

Date.10/05/2023

IQAC Members. YBN, University. Ranchi

Sl.No.	Name	Designation	Signature
1.	Hon' Vice- Chancellor	Chairperson	
2.	Dr. Kamal Kant Patra, Asst. Registrar, YBNU	Ex-officio	
3.	Dr. Arpana Sharma , Dean Academics, YBNU	Member	
4.	Dr.Srawan Kumar Singh, COE, YBNU	Member	
5.	Dr. Rachna Kumari, Assistant Professor, School of C&M, YBNU	Member	
6.	Dr.Sammikesh Roy, Dean School of Legal Studies, YBNU	Member	
7.	Dr. A. Sumathy, Dean School of Nursing, YBNU	Member	
8.	Dr. Anjani Singh, Dean I/C School of Eng. & Tech YBNU	Member	
9.	Dr. Arti Gupta, HoD EnglishSoAH, YBNU	Member	
10.	Dr. Asha Mishra, Dean I/C School of Science, YBNU	Member	
11.	Dr. Kailash Nath Singh, HOD School of Education , YBNU	Member	
12.	Dr Ajit Kumar Mahato, Principal MKHMCH, YBNU	Member	
13.	Dr. Dipak Jha, Principal School of Physiotherapy, YBNU	Member	
14.	Dr.Ravibhusan, Dean R&D, YBNU	Member	
15.	Dr.Guolam Mursalin Ansari, Dean Computer Science & IT, YBNU	Member	



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16.	Shri Ravi Shankar Kumar, Social worker & Politician	External Member	<i>[Signature]</i>
17.	Dr. B.K. Jha, Principal Scientist, ICAR-RCER	External Member	<i>[Signature]</i>
18.	Dr. Deepak Kumar, Director, Akriti Biotech Pvt. Ltd.	External Member	<i>[Signature]</i>
19.	Dr. Mahesh Kumar Gupta, Principal, JGTR, Ranchi	External Member	<i>[Signature]</i>
20.	Miss Rani Kumari, 2 nd Year, SOP, YBNU	Student Member	<i>[Signature]</i>
21.	Mrs. Anita Yadav, YBNU	Alumini Member	<i>[Signature]</i>
22.	Mrs. Sapna Keshri, Principal, YBN School Of Pharmacy, YBNU	Co-ordinator IQAC	<i>[Signature]</i>
23.	Prof.(Dr.) Ashish Sarkar, YBNU	Member Secretary/ Director IQAC	<i>[Signature]</i>

Regards

[Signature]
Prof. (Dr.) Ashish Sarkar
Director IQAC
YBN University, Ranchi

DR. ASHISH SARKAR
Director, IQAC
YBN University, Ranchi

Copy to:

1. The Honorable Chancellor/ Chairman/CEO
2. PA to VC/Registrar/ Asst. Registrar
3. Director I-IRINAAC&E&P/NEP
4. All Members of IQAC, YBN University
5. Website, YBNU, Ranchi



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Ref. No. YBNU/IQAC/10052023/001

Date: 10/05/2023

Minutes of meetings

The Minutes of meeting of IQAC members for the academic Year 2022-2023 was held on 10th May 2023 at 12.00 P.M. in conference Hall, YBN University, Ranchi.

Date: 10/05/2023

Time: 12.00 P.M

Venue: Conference Hall, YBNU, Ranchi, Jharkhand

The Director, IQAC welcomed all the members of IQAC and explained the reasons for calling meeting. Thereafter agenda items were taken up for discussion.

AGENDA DISCUSSED IN IQAC MEETING IS AS FOLLOWS:

Sl.No.	Agenda	Proceeding/Discussion
01	Review of the minutes of the previous meeting and action taken report.	The committee discussed about the last meeting and the progression, The IQAC members discussed thoroughly about the agendas.
02	Enhancement of Research and Publication Culture	Need for sustainable research-fostering culture: Use of quality assurance mechanisms: peer review, self-evaluation, KPIs Embedding student involvement via undergrad research/internships
03	Curriculum Enrichment through Value-Added and Skill-Based Courses	Board of Studies updates on value-added modules, industry feedback, and student enrollments. Importance of practical, industry-aligned learning for employability. Mechanism for periodic reviews with alumni and external experts.
04	Student and Alumni Feedback Mechanism Strengthening	Challenge: feedback timeliness, clarity, and follow-through Best Practice: use "feed forward" for continuous improvement, peer feedback, dialogic approaches



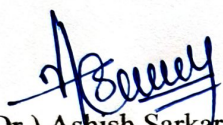
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05	Green Campus and Sustainability Initiatives	Campus as a living lab: embed sustainability into operations, research, and curriculum Facilities team reports: recycling stations, solar panels, campus tree-planting, awareness workshops.
06	Any other item with the permission of chair.	Suggestions were made for Free food for everyone" include teaching staff.

Regards


Prof. (Dr.) Ashish Sarkar
Director, IQAC
YBN University, Ranchi
Dr. ASHISH SARKAR
Director, IQAC
YBN University, Ranchi

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1. The Honorable Chancellor/ Chairman/CEO
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3. Director I-IRINAAC&P/NEP
4. All Members of IQAC, YBN University
5. Website, YBNU, Ranchi



ACTION TAKEN REPORT

Sl.No.	Agenda	Action Taken
01	Review of the minutes of the previous meeting and action taken report.	The minutes of the previous meeting were reviewed and circulated to all stakeholders. Departments submitted compliance updates, and pending actions have been assigned with revised timelines.
02	Enhancement of Research and Publication Culture	<ul style="list-style-type: none">➤ Faculties were encouraged to publish in reputed journals (UGC-CARE/Scopus/SCI).➤ A Research Committee was reconstituted to mentor and monitor research proposals and collaborations.➤ A series of workshops on research methodology and publication ethics have been conducted.
03	Curriculum Enrichment through Value-Added and Skill-Based Courses	<ul style="list-style-type: none">➤ Proposals for new value-added and skill-based courses were invited from all departments.➤ Several departments launched certified courses in line with industry requirements.➤ A committee is reviewing all courses for integration into the academic framework.
04	Student and Alumni Feedback Mechanism Strengthening	<ul style="list-style-type: none">➤ Online feedback forms were updated and circulated among current students and alumni.➤ Feedback analysis reports have been generated and shared with academic heads for action.➤ Alumni meet and online engagement activities were initiated for stronger connect.



05	Green Campus and Sustainability Initiatives	<ul style="list-style-type: none">➤ Tree plantation drives, e-waste collection, and water conservation initiatives were implemented.➤ Departments are encouraged to adopt paperless documentation where feasible.➤ Environmental Awareness campaigns have been organized involving NSS and Eco Club.
06	Any other item with the permission of chair.	<p>The suggestion to extend the value-based, non-commercial meal service to include teaching staff has been reviewed.</p> <p>The suggestion to extend the value-based, non-commercial meal service to teaching staff was reviewed in the recent meeting. After careful consideration, the proposal was positively acknowledged by the committee. The management appreciated the inclusive approach and its potential impact on staff welfare. It was decided that the final implementation plan will be formulated after further internal discussions. The management will take the final decision and communicate it in the upcoming meeting.</p>



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Ref.No.YBNU/IQAC/14122022/001

Date:14/12/2022

Notification

This is to inform all the members of IQAC that the meeting of the Internal Quality Assurance Cell (IQAC), YBN University scheduled to be held on 15th December 2022.

The Agenda for the meeting is as follows:

1. Review of the implementation of the previous meeting's discussion.
2. Action taken report on the discussion of the previous meeting.
3. To discuss the Faculty publication and submission of proposal.
4. Review the Association activity and other club activity.
5. Preparation of HR Manual and grand manual of the university.
6. Academic and administrative audit.
7. Guest talk from course relevant Industry experts'.
8. Updating the University website.
9. Any other item with the permission of chair.


Director IQAC,

YBN University, Ranchi

Dr. ASHISH SARKAR

Director, IQAC

YBN University Ranchi



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IQAC Members. YBN, University. Ranchi

Sl.No.	Name	Designation
1.	Hon'ble Vice- Chancellor	Chairman
2.	Shri Sanjay Tiwari, Deputy Registrar	Ex-officio
3.	Dr. Chandrajeet Kumar, COE, YBNU	Member
4.	Dr. Brajesh Kumar, Dean, SoC&M, YBNU	Member
5.	Dr. Sammikesh Roy, Dean School of Legal Studies, YBNU	Member
6.	Dr. Misfiqua, Assistant Professor, SOS, YBNU, Ranchi	Member (Society Representative)
7.	Mr. Dilip Kumar, Assistant Professor, School of Engineering and technology, YBNU, Ranchi	Member
8.	Dr. Srishti Dora, Assistant Professor, SOP, YBNU	Member
9.	Mrs. Diptishikha, Lecturer, TCN, Ranchi	Member
10.	Dr. Deepak Kumar, Director, Akriti Biotech Pvt. Ltd.	External Member
11.	Dr. B.K. Jha, Principal Scientist, ICAR-RCER	External Member
12.	Dr. Mahesh Kumar Gupta, Principal, JGTR, Ranchi	External Member
13.	Mr. Harsh Kumar	Student Representative
14.	Mrs. Anita Yadav, YBNU	Alumini Representative
15.	Dr. Kamal Kant Patra, Director- IQAC	Member Secretary

Regards


Director IQAC
YBN University, Ranchi
YBN University, Ranchi

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Ref.No.YBNU/IQAC/15122022/001

Date:15/12/2022

Minutes of meetings of the Year 2022

Minutes of meeting of IQAC members for the Year 22-23 was held on 15th December 2022 at 2.00 P.M. in meeting Hall, Administrative building of the university.

Date:15/12/2022

Time:2.00 P.M

Venue: Meeting Hall, Administrative Building, YBNU, Ranchi, Jharkhand
The Director, IQAC welcomed all the members of IQAC and explained the reasons for calling meeting. Thereafter agenda items were taken up for discussion.

AGENDAS DISCUSSED IN IQAC MEETING IS AS FOLLOWS:-

Sl.No.	Agenda	Proceeding/Discussion
01	To confirm the previous minutes of the meeting of IQAC.	The previous minutes of meeting of the IQAC were placed and approved by IQAC.
02	To report action taken on minutes of the meeting of previous IQAC meeting.	The action taken report of the minutes of the meeting of previous IQAC meeting were presented and approved by IQAC.
03	To discuss the Faculty publication and submission of proposal.	<p>IQAC Reviewed the faculty publications over the designated period (quarterly, annually, etc.)</p> <p>And discussed the quality and quantity of publications in peer-reviewed journals and conferences also Recognized and celebrate faculty achievements in research and scholarship</p> <p>Focused on the present data on research proposal</p>



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		<p>submissions for grants and funding</p> <ul style="list-style-type: none">- Discuss faculty involvement in research projects and collaborations- Explore ways to encourage and support faculty in their research endeavors.- Share updates on the university's research proposal review and submission process.- Discuss strategies to increase the number of research proposals submitted
04	To review the Association activity and other club activity.	<p>IQAC Focused to Provide an overview of the various student associations and clubs on campus</p> <ul style="list-style-type: none">- Present highlights of activities and events organized by these associations and clubs- Share feedback from students and members regarding the impact and effectiveness of these activities- Discuss the alignment of association and club activities with the university's goals and values- Evaluate the level of student participation and engagement in these extracurricular activities- Explore opportunities for collaboration between associations, clubs, and academic departments- Review budgets and resources allocated for association and club activities- Discuss the inclusion of diversity and inclusivity in club events and initiatives- Consider ways to promote leadership and skill development through these activities- Allocate resources and support for improving and expanding association and club activities- Set goals and action items for enhancing student association and club engagement- Assign responsibilities for overseeing and coordinating these activities



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		<p>By including this agenda item, the IQAC can ensure that student association and club activities contribute positively to the overall student experience and the university's community-building efforts.</p>
05	Preparation of HR Manual and grand manual of the university.	<p>Discuss the need for an HR manual and an operations manual for the university</p> <ul style="list-style-type: none">- Present an overview of the current status and contents of the manuals.- Identify areas where clarity and consistency are needed in HR policies and operational procedures- Discuss the involvement of relevant stakeholders, including HR professionals and department heads, in manual preparation- Review the legal and compliance aspects related to HR and university operations- Consider best practices and benchmarks for HR and operational manuals in higher education- Allocate resources and support for the creation and maintenance of these manuals- Discuss the timeline and milestones for drafting, reviewing, and finalizing the manuals- Consider the importance of accessibility and user-friendliness in the manuals- Set goals and action items for completing and regularly updating the HR and operations manuals- Assign responsibilities for overseeing the manual preparation process <p>By including this agenda item, the IQAC can ensure that the university has well-documented HR policies and operational procedures that support</p>



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		transparency, consistency, and compliance with legal requirements. These manuals can serve as valuable resources for both staff and administrators.
06	Academic and administrative audit.	<p>Review the objectives and scope of academic and administrative audits</p> <ul style="list-style-type: none">- Discuss the importance of conducting periodic audits for quality assurance- Present the audit findings from the previous audit cycle (if applicable)- Identify areas that require attention or improvement based on previous audit results- Discuss the selection of an external audit agency or internal audit team- Outline the audit process, including the scope, methodology, and timeline- Allocate resources and budget for the audit process- Discuss the involvement of relevant stakeholders in the audit, including faculty and administrative staff- Explore ways to ensure data integrity and confidentiality during the audit- Set goals and action items for addressing audit recommendations and improving university operations- Consider the role of the IQAC in monitoring and facilitating the audit process- Assign responsibilities for coordinating and overseeing the audit
07	Guest talk from course relevant Industry experts'	<p>IQAC discussed the importance of inviting industry experts for guest talks</p> <ul style="list-style-type: none">- Review the objectives and benefits of these guest lectures for students and faculty- Present a list of potential guest speakers and their areas of expertise



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		<ul style="list-style-type: none">- Discuss the relevance of the topics to the courses and programs offered at the university- Outline the process for inviting, scheduling, and coordinating guest lectures- Allocate resources, if needed, for organizing these guest talks- Share the schedule and proposed dates for upcoming guest lectures- Consider recording or live-streaming talks for wider accessibility- Evaluate the feedback and impact of previous guest lectures- Discuss ways to promote student participation and interaction during the talks- Set goals and action items for the successful implementation of guest lectures- Assign responsibilities for coordinating and hosting guest speakers
08	Updating the University website.	<p>Discuss the importance of maintaining an up-to-date and user-friendly website</p> <ul style="list-style-type: none">- Review the current status of the university website, including content and design- Identify areas of improvement or outdated information on the website- Discuss the inclusion of essential information such as program details, admissions, faculty profiles, and campus resources- Evaluate the accessibility and responsiveness of the website on various devices- Consider the integration of multimedia elements, such as videos and images- Discuss the website's role in supporting academic and administrative functions- Determine a schedule for regular content review



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Date: 15/12/2022

IQAC Members. YBN, University. Ranchi

Sl.No.	Name	Designation	Signature
1.	Hon'ble Vice- Chancellor	Chairman	
2.	Shri Sanjay Tiwari, Deputy Registrar	Ex-officio	
3.	Dr. Chandrajeet Kumar, COE, YBNU	Member	
4.	Dr. Brajesh Kumar, Dean, SoC&M, YBNU	Member	
5.	Dr. Sammikesh Roy, Dean School of Legal Studies, YBNU	Member	
6.	Dr. Misfiqua, Assistant Professor, SOS, YBNU, Ranchi	Member (Society Representative)	
7.	Mr. Dilip Kumar, Assistant Professor, School of Engineering and technology, YBNU, Ranchi	Member	
8.	Dr. Srishti Dora, Assistant Professor, SOP, YBNU	Member	
9.	Mrs. Diptishikha, Lecturer, TCN, Ranchi	Member	
10.	Dr. Deepak Kumar, Director, Akriti Biotech Pvt. Ltd.	External Member	
11.	Dr. B.K. Jha, Principal Scientist, ICAR-RCER	External Member	



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12.	Dr. Mahesh Kumar Gupta, Principal, JGTR, Ranchi	External Member	
13.	Mr. Harsh Kumar	Student Representative	
14.	Mrs. Anita Yadav, YBNU	Alumini Representative	
15.	Dr. Kamal Kant Patra, Director- IQAC	Member Secretary	

Regards

Dr. Kamal Kant Patra
Director IQAC
YBN University, Ranchi

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3. Director I-IRINAAC&P/NEP
4. All Members of IQAC, YBN University



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		and updates - Consider the involvement of a web development team or external contractors By including this agenda item, the IQAC can ensure that the university website remains an effective tool for communication, information
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Director IQAC
YBN University, Ranchi

DIPAK KISHOR SARKAR
Director, IQAC
YBN University, Ranchi



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ACTION TAKEN REPORT

Sl.No.	Agenda	Action Taken
01	To confirm the previous minutes of the meeting of IQAC.	All points discussed in the previous meeting were circulated among concerned departments. A follow-up mechanism has been initiated for timely compliance and review.
02	To report action taken on minutes of the meeting of previous IQAC meeting.	Reports from individual departments and cells were collected and reviewed. Progress was noted on most items, with pending actions flagged for the next review cycle.
03	To discuss the Faculty publication and submission of proposal.	A circular was issued encouraging faculty members to publish research papers in UGC-CARE/Scopus journals. Proposal submission guidelines were shared, and a support desk was formed to assist faculty with grant proposals.
04	To review the Association activity and other club activity.	All departmental associations/clubs submitted activity reports. Notable events were successfully conducted. A calendar for upcoming club events is under preparation.
05	Preparation of HR Manual and grand manual of the university.	Drafting of the HR Manual is in progress under the supervision of the HR Cell and IQAC. Committees have been formed to develop the Grand Manual with defined timelines.
06	Academic and administrative audit.	Academic and administrative audit for the last semester has been partially completed. External auditors will be invited for the final phase by the end of the next quarter.
07	Guest talk from course relevant Industry experts'	Multiple departments organized guest lectures. Additional sessions are planned, and an annual calendar of expert talks is being developed.
08	Updating the University website.	A committee was formed to oversee website updates. Initial content review has been done, and



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		updates regarding faculty profiles, events, and achievements are underway.
09	Any other item with the permission of chair	Additional suggestions were received regarding student internship facilitation and digital documentation practices. These are under consideration for incorporation into the next meeting.