MINUTES OF THE THIRTY FIRST MEETING OF ACADEMIC COUNCIL

The Thirty-first Meeting of Academic Council was held on **August 31, 2024** at 11.30 AM at ARKA JAIN University in the Chairmanship of Hon'ble Vice-Chancellor, Prof. (Dr) Easwaran Iyer (Chairperson).

The following members were present in the meeting:

Sl. No	Name and Designation	Designation
1	Prof. (Dr.) Easwaran Iyer, Vice-Chancellor	Chairperson
2	Prof. (Dr.) S. S. Razi, Former Vice-Chancellor	Member
3	Col. (Hony.) Dr. N. Sundararajan, Pro Chancellor, JAIN (Deemed-to-be-University), Bengaluru	External Member
4	Prof. (Dr.) Angad Tiwary, DSW	Member
5	Mrs. Richa Garg – CFO	Member
6	Dr. Pompi Das Sen Gupta, Asst. Dean, SCoM	Member
7	Dr. Urvashi Thakur, HoD- MBA	Member
8	Prof. (Dr.) Praveen Kumar Thakur – CoE	Member
9	Mrs. Ginu Anie Joseph, Principal, School of Nursing	Member
10	Dr. Sonia Riyat, Department of Research	Member
11	Prof. (Dr.) Jyotirmaya Sahoo, Dean, School of Health & Allied Science	Member
12	Dr. Ashwini Kumar, HoD, Department of Mechanical Engineering	Member
13	Dr. RajKumari Ghosh, HoD, Department of English	Member
14	Dr. Rahul Amin, HoD, Department of Journalism and Communication	Member
15	Ms. Usha Kiran Barla, HoD, Department of Fashion Design	Member
16	Dr. Arvind Kumar Pandey, Director, Centre for Distance & Online Education	Member
17	Mr. Himanshu Sinha – Dean, Training & Placement	Member
18	Mr. Ashis Some – Librarian	Member
19	Dr. Amit Kumar – Associate Professor	Member
20	Mr. Kumar Abhishek – Head, Outreach Program	Member
21	Dr. Sweta Kumari – Assistant Professor	Member
22	Dr. Jasbir Dhanjal, Joint Registrar	Member
23	Dr. Amit Kumar Shrivastav, Registrar	Member Secretary
24	Mr. Rajesh Kumar Shukla, Syndicate Member, Kolhan University, Jharkhand	External Member (ABSENT)
25	Prof. (Dr.) Danish Ali Khan, NIT Jamshedpur	External Member

a.k. shrivastav

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PROCEEDINGS

Before starting the deliberations on the agenda items, the Registrar & Member Secretary of the Academic Council welcomed all the members of the Academic Council and expressed conviction that the University will certainly be benefited by the valuable inputs of the learned members of the council related to all academic matters thus improving the academic functioning of the University.

The Vice-Chancellor & Chairperson of the Academic Council also welcomed all the members and thanked them for sparing their valuable time to attend the thirtieth meeting of the Academic Council.

Thereafter, the agenda items were taken up for discussion.

1.1 To confirm the minutes of the 30th meeting of the Academic Council held on May 02, 2024.

The Academic Council confirmed the minutes of the 30th Academic Council meeting held on May 02, 2024 after taking note that no objections were raised by the members on the minutes of the meeting.

1.2 To apprise the Academic Council about the Action Taken Report on the decisions made in its 30th meeting held on May 02, 2024.

The Academic Council was apprised by the member secretary about the Action Taken Report (ATR) on the decisions taken in its earlier meeting held on May 02, 2024.

1.3 To approve the proposal of offering B Com Degree Program in Online Learning (OL) mode

Resolved that the proposal brought forward by Director, Centre for Distance and Online Education to offer B. Com Degree program in Online Learning (OL) mode through the Centre for Distance and Online Education with the due approval from the Distance Education Bureau of UGC was considered and approved for the submission of Board of Management.

Decision – Resolved and approved and recommended for ratification by BoM

1.4 To request the Board of Studies to prepare the Scheme of Study (SoS), Syllabus, and e-Learning Material of Online B Com Degree Program

Registrar
ARKA JAIN University
Jharkhand

The Director of Centre for Distance and Online Education requested the Board of Studies (Department of Commerce) to prepare the Scheme of Study (SoS), Syllabus, and e-Learning Material of Online B Com Degree Program. The same may be placed in the Board of Management of University for ratification.

1.5 To approve the Academic Calendars of various Schools and Departments for the Academic Year 2024-25.

The academic calendars of the various Schools and Departments, Examination, Training & Placement, Registrar Office for the session 2024-25 were presented before the members of the Academic Council. It was informed to the Council that the academic calendars have been prepared keeping into consideration the University Calendar, prepared by IQAC, for the session 2024-25, which was approved in the 30th Academic Council dated May 02, 2024. They were discussed and subsequently approved by the members of the Academic Council.

Decision – Resolved & approved and recommended for ratification by BoM

1.6 To apprise the Academic Council about the Successful Completion/ Ongoing Status of Aarambh 2024, the Induction-cum-Orientation Program for the first-year students of Batch 2024 as per UGC Guidelines as well as completion of Welcome Function

The Academic Council was apprised that Aarambh 2024, the welcome function for the first-year students of the Batch 2024 has been successfully completed on August 03 and August 07 during which all the students who have joined the university as a part of the Batch 2024 were welcomed by their seniors.

Further, the Council was apprised that Aarambh 2024, the Induction-cum-Orientation Program for the first-year students of Batch 2024 has been successfully completed/ is ongoing for the different programs. It was informed to the Council that the program is being organized for a duration of 7-21 days as per UGC guidelines issued in this regard by the name Deeksharambh – Student Induction Program.

It was informed that the IQAC guidelines for conducting Aarambh 2024 **(Annexure I)** various sessions on topics such as examination, library, anti-ragging, yoga and wellness, code of conduct, grievance handling, gender sensitization and gender equity, professional ethics and human values, mentor-mentee system, innovations, Indian knowledge system, VACs, sports, clubs and committees have been/ are being/ would be organized by the Schools/ Departments. Further, it was informed that all the Schools/Departments/Cells have submitted/ would be submitting the reports of the various sessions conducted as well as of the entire Student Induction Program, School-wise. The Council took note of the same and praised the efforts of everyone involved.

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ARKA JAIN University
Jharkhand

1.7 To apprise the Academic Council about the Successful Completion of Outbound Training Programme for the Newly Admitted Students of the 2024 Batch

The Academic Council was apprised that a one-day outbound training program called "Rediscovering Self, Exploring Persona" was organized by the Centre for Capacity Building and Human Resource Development for the newly admitted students of the 2024 batch spread across five days. The venue of the program was the Kannelite Hotel, Sakchi, Jamshedpur and external domain experts were invited for the sessions. The members of Academic Council took note of the same and appreciated the efforts in this regard.

1.8: Approval of statutory body for ensuring Same Entry Level Qualifications, Same Curriculum, Same Teaching-Learning Scheme, Same Pattern of Question Papers for End Semester Examination or Term End Examination, Same Pass or Fail Criteria for the Programmes B. Com offered in OL Mode

Discussion: Resolved that the proposal brought forward by Director - Centre for Distance and Online Education for ensuring Same Entry Level Qualifications, Same Curriculum, Same Teaching- Learning Scheme, Same Pattern of Question Papers for End Semester Examination or Term End Examination, Same Pass or Fail Criteria for the OL Programmes such as B.Com with the due approval from the Distance Education Bureau of UGC-in dual mode was considered and approved for the submission of Board of Management.

1.9 To apprise the Academic Council about the Action Taken Report by the Various Schools/ Departments based on the Course Curriculum related Feedback received from the Students during the Feedback Process for the Session 2023-24

The members of Academic Council were informed about the action taken report in the form of a comprehensive school-wise report sheet **(Annexure II)** in which the feedback related to the course curriculum was shared with the council along with the action taken by the school/department in the form of activity/program/session and the objective of organizing the same. The members of Academic Council took note of the same and appreciated the efforts in this regard.

1.10 Discussion on, and Approval of, the list of Faculty members eligible for Research Allowance for the period January to June 2024.

The members of Academic Council discussed and approved the research allowance for the period January to June 2024 as per the list of eligible faculty members. The same was further recommended for the subsequent approval of the Board of Management.

a. k. srivastav
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ARKA JAIN University
Jharkhand

Decision – Resolved & approved and recommended for ratification by BoM

1.11 Discussion on Submission of Induction-cum-Orientation Program write-up by the newly admitted students after the completion of the induction program.

The members of Academic Council were apprised that all the newly admitted students need to submit write-up on the induction & orientation program conducted by their Schools/ Departments. The School/ Department would identify the best write-up and that student will be felicitated by the university. The Council took note of the same.

1.12 Update on Anti-Ragging Day Observance (August 12) and Anti-Ragging Week Observance (August 12-18) as per UGC by Various Schools/ Departments

The members of the Academic Council were apprised that as per the UGC notification, Anti-Ragging Day Observance (August 12) and Anti-Ragging Week Observance (August 12-18) by various Schools/ Departments. It was mentioned that majority of the Schools/ Departments organized events around this important day as a part of the ongoing/completed induction-cum-orientation program meant for the first-year students of Batch 2024 whereby the menace of ragging was highlighted through various activities like nukkad natak, play, sensitization sessions, sessions where anti-ragging videos were played, along with administering of pledge where the students affirmed that they wouldn't indulge any such activity which would result in ragging. The Council took note of the same.

1.13 Update on Publication of Admission Notification in Local Newspapers and other Media Channels

The members of the Academic Council were updated that the admission notification has been prepared and routinely published in the local/regional/national newspapers and other media channels such as social media for admission announcements to various programmes at Diploma/ UG / PG & PhD levels for the Academic Year 2024-25. They were informed that this exercise was carried out in an extensive manner and would be continued till the admission are going on for the present academic session. The Council took note of the same.

1.14 Update on the University Rankings in the latest India Today-MDRA Best Universities 2024 Ranking and Outlook I-Care India's Top Colleges Rankings 2024

The Academic Council was updated about the rankings, as obtained by the University, in some of the recent surveys in which it participated.

The members were updated that ARKA JAIN has been ranked as the 52nd Best Private University in India in the latest India Today-MDRA Best Universities 2024

Registrar
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Jharkhand

Rankings. The Council was informed that it was for the first time that the university participated in this survey and got featured in this illustrious list.

Further, the council members were informed that the University participated in the Outlook-ICARE India's Top Colleges 2024 Rankings in which the BBA program ranked 96th among Top-130 Institutes in the Country offering the BBA program. Last year, it was ranked 100th in this category. Similarly, the B Com (Hons.) program ranked 93rd among Top-140 Institutes in the Country offering Commerce domain program/s. Last year, it was ranked 100th in this category. Lastly, the BCA program was ranked 95th among Top-109 Institutes in the Country offering the BCA program. Last year, it was ranked 98th in this category.

The Council members were pleased to note the same.

1.15 Discussion and Approval of Establishment of the Centre for Capacity Building and Human Resource Development

The Council Members were apprised about the establishment of the Centre for Capacity Building and Human Resource Development **(Annexure III)**. The members were updated that the purpose of establishing CCHRD is to create a supportive environment for continuous learning and professional advancement for faculty and staff members as well as external stakeholders. The Registrar updated the Council about appointment of **Dr Charu Wadhwa as the Assistant Director (In-charge) of CCHRD for an initial period of one year with effect from 01.07.2024**.

Decision – Resolved & approved and recommended for ratification by BoM

1.16 Discussion about UGC Guidelines about offering MOOCs for credit equivalence (substituting some of the offline courses with online ones) and Coursera for Campus being made Available to the Students from Session 2024-25

The Council Members were apprised about the UGC Guidelines regarding offering 40% course to be delivered through MOOCs (SWAYAM/ NPTEL/ Online Learning Portals) **(Annexure IV)**. The members were informed that the University has resolved to follow the UGC Guidelines in this regard. To effectively implement it, the council was informed that the university has evaluated different MOOCs being offered by various universities to gauge which MOOC would be suitable for the students. After a comprehensive evaluation, the university decided to tie up with Coursera, a leading online learning portal and to offer online learning courses through its Coursera for Campus initiative from the session 2024-25.

Also, it was informed that some of the courses which are being offered to the students of the various programs would be suitably substituted by an online course from Coursera thus enabling the students towards making the right move to learning through MOOCs. In this regard, the newly formed Centre for Capacity Building and Human Resource Development was assigned the responsibility to coordinate with the

a.k. shrivastava
Registrar
ARKA JAIN University
Jharkhand

Coursera for Campus Team and prepare a detailed matrix of courses **(Annexure V)** across the various programs which could be substituted with online courses. For such programs where it was not possible to substitute the courses, students were made aware of the additional online courses which they can opt for apart from the regular offline courses. . The same was further recommended for the subsequent approval of the Board of Management.

Decision – Resolved & approved and recommended for ratification by BoM

1.17 Discussion about Break-up of Credits and Scheme for Internal Assessment Marks for the Online Courses which are to be offered through Coursera for Campus

The Council Members were apprised about the proposals as received from Department of Management (MBA) of School of Commerce and Management, Department of Management (BBA) and Department of Commerce, School of Commerce and Management; School of Engineering & IT and School of Law with regard to offering online courses in lieu of specific offline courses for the academic session 2024-25. The members were briefed that letters **(Annexure VI)** in this regard have been received from them mentioning the names of online courses, scheme for internal assessment marks of such courses as well as percentage of online courses vis-à-vis offline courses for each of the programs (as applicable), year-wise. The same was further recommended for the subsequent approval of the Board of Management.

Decision – Resolved & approved and recommended for ratification by BoM

1.18 Discussion and Approval of the New Scholarship Policy of the University

The Council Members were apprised about the new Scholarship Policy **(Annexure VII)** of the University to be implemented from the current academic session. The council was informed that the need to revise the existing scholarship policy was felt so as to include more categories under which students can avail scholarships as well as to broaden the scope of the existing scholarship policy. Further, it was informed that the new policy caters to such aspects like withdrawal or termination, communication, renewal, review and amendment (if needed) in detail. The same was further recommended for the subsequent approval of the Board of Management.

Decision – Resolved & approved and recommended for ratification by BoM

1.19 Discussion and Approval of the New Leadership Structure of School of Engineering and IT

The Council Members were apprised about the new leadership structure of School of Engineering and IT **(Annexure VIII).** The members were updated that the purpose of the new leadership structure is to ensure that the work can be judiciously distributed and decentralization can be done in a reasonable manner. The Registrar informed the

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Jharkhand

Council that Dr. Arvind Kumar Pandey continues to be the Dean of the School and Dr. Ashwini Kumar, the Asst. Dean. Both of them are the reporting heads in the new leadership structure. The newly-appointed Program Coordinators (In-charge) would be reporting to Dr. Ashwini Kumar. Dr Anupam Kumari would be the Program Coordinator (In-charge) of B Tech – Mechanical Engineering, Dr Keerti Rai would be the Program Coordinator (In-charge) of B Tech – Electrical and Electronics Engineering, Dr Viranshu Kumar Singh would be the Program Coordinator (In-charge) of Diploma – Mechanical Engineering and Dr (Mohd.) Irfan would be the Program Coordinator (In-charge) of Diploma – Electrical and Electronics Engineering and Computer Science and Engineering. The Registrar updated the Council about the appointments being **for an initial period of one year with effect from 01.07.2024**.

Decision – Resolved & approved and recommended for ratification by BoM

1.20 Discussion and Approval regarding University and City Office being closed on Two Saturdays every Month

The Council Members were apprised by the Registrar that **effective 01.08.2024**, the university would remain closed on first and fourth Saturdays and city office on second and third Saturdays **(Annexure IX)** of the month. All other Saturdays, as applicable, would be fully functional.

Decision – Resolved & approved and recommended for ratification by BoM

1.21 Update on Fashion Show/ Graduation Show '24 for the graduating batch 2021-24 at Beldih Club and Exhibition of Design by Department of Fashion Design

The Council Members were apprised of the Fashion Show/Graduation Show '24 for the graduating batch 2021-24 organized by the Department of Fashion Design which took place on June 29, 2024. It was informed that such a grand event took place for the first time at a prominent venue such as Beldih Club. Many sponsors and external stakeholders took interest in the same and hence it attracted a lot of media coverage. The members were pleased to note the same and appreciated the efforts of the Department for organizing such a pioneer event at a grand scale.

1.22 Updates regarding the MoUs Signed by the University

The members of the Academic Council were updated about the MOUs signed by the ARKA JAIN University in the intervening period between the present and preceding academic council meetings.

1. Department of Optometry, School of Health and Allied Science signed an MoU with Trilochan Netralaya dated May 17, 2024.
   The purpose of the MoU is to jointly organize academic activities such as conferences, workshops, symposia, guest lectures by renowned

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Registrar
ARKA JAIN University
Jharkhand

Ophthalmologists, etc. apart from joint research projects, provide students with training and placement opportunities, FDPs for continuous learning opportunities.

2. The Department of Management (BBA), School of Commerce and Management signed an MoU with International Skill Development Corporation Limited (ISDC) to start a new programme, BBA in Digital Marketing from the session 2024-25 in addition to the regular BBA programme.
3. The Department of Management (BBA) and the Department of Commerce, School of Commerce and Management signed an MoU with Stock Market Institute, Bengaluru to offer two new programs, that is, BBA in Capital Market & B Com Hons. in Capital Market from the session 2024-25 in addition to the regular BBA and B Com Hons. programs.
   It was mentioned that experts from ISDC and SMI would be visiting the university to take sessions thus providing the students with necessary inputs
   Further, ISDC and SMI would be actively organizing frequent activities to provide students with learning opportunities
4. School of Pharmacy signed an MoU with Hibrow Healthcare Private Limited, Tamil Nadu on 25th June 2024. The purpose of the MoU area as follows:
   To jointly organize Workshops/ Seminars and Conferences as well as e/Virtual exchange of Classes/ Faculty Exchange Programmes
   To offer Continuing Education and Training programmes for faculty members, research scholars and students.
   To undertake students and conduct joint research projects which are mutually beneficial.
   To take selected students for training every year.
5. School of Nursing signed an MoU with Brahmanandam Hospital, Kagal Nagar, Sonari, Jamshedpur on 13th July 2024. As a part of this MoU, students of nursing would get the opportunity to complete their training at the partner hospital. The MoU partner would receive suitable support from the University with regard to its professional commitments such as putting up health check-up camps, etc.
6. School of Pharmacy signed an MoU with Holy Child Central Colleges Inc., Philippines, Allah Valley Dr, Surallah, 9512 South Cotabato, Philippines on 6th August 2024.
   To jointly organize e-Workshops/ Seminars and e-Conferences as well as e/Virtual exchange of Classes/ Faculty Exchange Programmes
   Extend cooperation with regard to developing the curricula of Continuing Education Programmes
   Any other academic activity which can be organized virtually
7. School of Pharmacy signed an MoU with School of Pharmaceutical Education and Research, Berhampur University, Bhanja Bihar, Berhampur, Odisha on 17th August 2024.
   To jointly organize Workshops/ Seminars and Conferences as well as e/Virtual exchange of Classes/ Faculty Exchange Programmes
   To offer Continuing Education and Training programmes conducted by both parties for faculty members, research scholars and students.

A. S. Srinivasan
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ARKA JAIN University
Jharkhand

Both parties agreed to undertake students and conduct joint research projects which are mutually beneficial.
Extend cooperation with regard to developing the curricula of Continuing Education Programmes
Both parties would take selected students for training every year.

The Academic Council members were pleased to note the same and appreciated the efforts of the Schools/Departments for getting these MoUs signed and hoped that the respective School/Department would stand benefitted because of these MoUs.

1.23 Any other Information/ Update

a. Update about Conferences /Conclaves conducted in-between the previous and present Academic Council Meetings

Members of the Academic Council were informed/ updated about the various significant academic activities carried out by different Schools/ Departments during the intervening period between the last and present Academic Council meetings.

1. Department of Commerce, School of Commerce and Management, organized one-day Commerce Conclave titled COMMERCIA 2K24 1.O on 14th June 2024 on the topic "**Navigating the Digital Economy - Strategies for Growth and Sustainability**". Participants from various walks of life graced the conclave and shared their wisdom and knowledge with the audience who stood benefitted from the same.
2. School of Commerce and Management organized two-day International Conference during 26-27 June 2024 on the topic "**Navigating the Global Landscape: Embracing Sustainable Strategies in Business and Economy**" in the hybrid mode.
3. Department of Mechanical Engineering, School of Engineering and IT organized National Conference on "**Recent Trends in Machine, Manufacturing, Modelling and Technology (RTMMMT-2024)**" during 28th-29th June 2024
4. School of Pharmacy organized International Conference on "**Emerging Trends in Drug Discovery & Designing (ETDDD)**" during 18th-20th July 2024 in blended mode. The conference was organized in collaboration with the MoU partners of the Schools as well as the Industry Institute Interaction Cell of ARKA JAIN University.
5. Two days National Virtual Conference by Department of English on **Crisis in Literature and Cultural Studies**-on 27th & 28th June 2024.

The members were pleased to note the same and appreciated the efforts of the Schools/Departments for organizing such academic events.

a. K. Srivastav
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Jharkhand

b. Update about the Completed Academic Audit for the academic session 2023-24

The Academic Council was apprised that the academic audit for the academic session 2023-24 has been successfully completed.

It was informed to the Council that different Audit Teams were formed for this purpose which carried out the academic audit in the various Schools and Departments by interacting with the faculty members on a one-to-one basis.

The Council took note of the same and appreciated the efforts of IQAC and the auditors for the successful completion of the audit.

c. Update about the events organized/conducted by the various Schools/Departments/Cells during the intervening period between the last Academic Council and Present Academic Council

The Academic Council was updated about the various events organized/conducted by the different Schools/Departments/Cells **(Annexure X)** during the intervening period between the last 30th Academic Council (held on May 03, 2024) and the present Academic Council (held on August 31, 2024). The members took note of the same

The Meeting ended with a vote of thanks to the Chair.

a. K. Shrivastav

Dr. Amit Kumar Shrivastav
Registrar & Member Secretary

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CONFIRMATION OF MINUTES OF MEETING OF THE 31st ACADEMIC COUNCIL HELD ON 31.08.2024 HELD AT AJU CAMPUS, GAMHARIA

Sl. No	Name	Signature
1	Prof. (Dr.) Easwaran Iyer	
2	Prof. (Dr.) S. S. Razi	
3	Col. (Hony.) Dr. N. Sundararajan	
4	Prof. (Dr.) Angad Tiwary	
5	Mrs. Richa Garg	
6	Dr. Pompi Das Sen Gupta	
7	Dr. Urvashi Thakur	
8	Prof. (Dr.) Praveen Kumar Thakur	
9	Mrs. Ginu Anie Joseph	
10	Dr. Sonia Riyat	
11	Prof. (Dr.) Jyotirmaya Sahoo	
12	Dr. Ashwini Kumar	
13	Dr. RajKumari Ghosh	
14	Dr. Rahul Amin	
15	Ms. Usha Kiran Barla	
16	Dr. Arvind Kumar Pandey	
17	Mr. Himanshu Sinha	
18	Mr. Ashis Some	
19	Dr. Amit Kumar	
20	Mr. Kumar Abhishek	
21	Dr. Sweta Kumari	
22	Dr. Jasbir Dhanjal	
23	Dr. Amit Kumar Shrivastav	
24	Mr. Rajesh Kumar Shukla	
25	Prof. (Dr.) Danish Ali Khan	