

SHRI JAGDISHPRASAD JHABARMAL TIBREWALA UNIVERSITY

(Conducted by Shri Rajasthani Seva Sangh, Mumbai)

(Established U/S 2(f) of UGC Act, 1956 vide Act No. F2(5) Vidhi/2/2009 of 5-2-2009, Govt. of Rajasthan)
(UGC & AICTE Approved)

DATE: 10th JUNE 2016

REF. NO.: JJTU/ADM/2016/JUNE/010

NOTIFICATION

Subject: Meeting for Internal Quality Assurance Cell

In pursuance of the guidelines issued by UGC and NAAC, the **10th meeting** of all Teaching and Administrative staff of the University has been scheduled on Saturday, **11th June 2016 at 3:00 PM** in conference hall to discuss the progress of the University under the aegis of Internal Quality Assurance Cell (IQAC).

The meeting has been convened to discuss the following agenda:

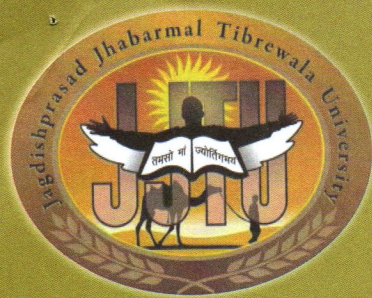
1. Confirmation of the meeting decided to held on Saturday, **11th June 2016**
2. To decide the mode of ensuring the credibility of teaching, learning, evaluation examination procedures through regular but internal academic, administrative and physical audits on annual basis.
3. Sports board of Shri J.J.T. University has registered at AIU (Association of Indian University)
4. Discussion about inter-university competition: University 1st time participated in inter-university competition at All India Interim (West Zone)
5. Discussion about Rajasthan Bharat Scout Guide: where formed unit (in 2015) within university.
6. Discussion about Notice of Re-Evaluation for Main Exam Dec-2015 , last date of form filling, assignment submission record, exam date time table seating arrangement everything need to be consider with proper order as per exam policy.
7. Discussion on Order constitution of committee, Joint Secretary Higher Education (Gr-4) order along with Performa received need to be filling. Require documents of constituted committee will be filling this Performa and submit timely to Higher Education.

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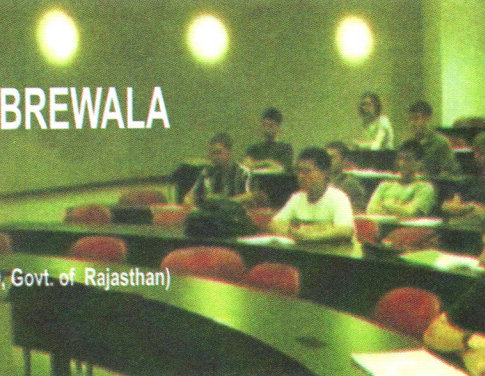
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8. To consider and approved the proposal of one day workshop/seminars on quality related themes and promotion of academic quality related activities of the university during academic year 2016-17.
9. To improve the quality of teaching, research and examination.

All the Teaching and Administrative staff is requested to kindly make it convenient to attend the meeting.

Dr. Surender Kumar

CONVENER

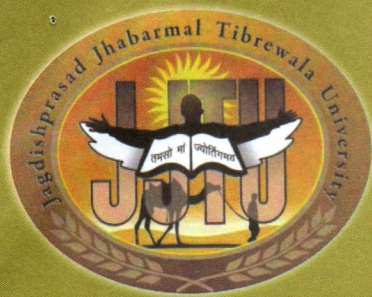


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MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

A 10th meeting of teaching and administrative staff of the university was held on Saturday, June 11th 2016 at 3:00PM in conference hall to constitute the Internal Quality Assurance Cell (IQAC) as per UGC and NAAC guidelines.

Following members were present for the meeting:

Sr.No.	Name	Designation	Signature
1	Dr. Avinash Mehta	Management Representative	<i>Avinash Mehta</i>
2	Dr. Surender Kumar	Chairperson	<i>[Signature]</i>
3	Dr. Anju Singh	Coordinator	<i>[Signature]</i>
4	Hon. Balkishan Tibrewala	Member- Representative Teaching staff	<i>[Signature]</i>
5	Dr. Ikram Qureshi	Member- Representative Teaching staff	<i>[Signature]</i>
6	Dr. Anil Kumar	Member- Representative Teaching staff	<i>[Signature]</i>
7	Mr. Ajit Kaswan	Member- Representative Teaching staff	<i>[Signature]</i>
8	Dr. Ramanik Jain	Member- Representative Teaching staff	<i>[Signature]</i>
9	Mr. Aman Gupta	Member Finance Committee	<i>[Signature]</i>

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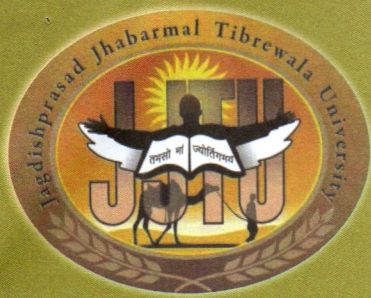
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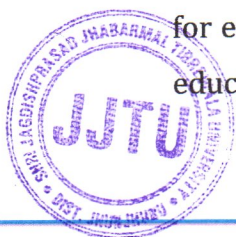
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10	Dr. Imran Khan	Member- Representative Teaching staff	
11	Dr. S.K. Yadav	Member External Expert	
12	Dr. Omprakash Sharma	Member Industry Expert	
13	Amzad Khan	Member Student Representative	
14	Monika Kaler	Member Alumni Association	

At the outset the Chairperson welcomed all committee members and the following agenda of the meeting was taken. The respective resolution was passed as discussed following minutes of meeting:

1. Confirmation of the meeting decided to held on **Saturday, June 11th 2016**
2. To decide the mode of ensuring the credibility of teaching, learning, evaluation examination procedures through regular but internal academic, administrative and physical audits on annual basis. Administrative staff will maintain the quality responsibility while maintaining records of files and documentations of concern area of academic as well as non-academic events within campus. Teaching learning evaluation and examination related process will be followed as per set rules by controller of examination.
3. Sports board of Shri J.J.T. University has registered at AIU (Association of Indian University): University has done registration with AIU for Sports Board. It will help to devise the process of dissemination of all relevant information to all stakeholders for effective sports facilities on the various quality parameters of higher & technical education students.

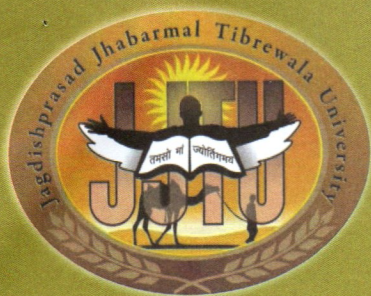


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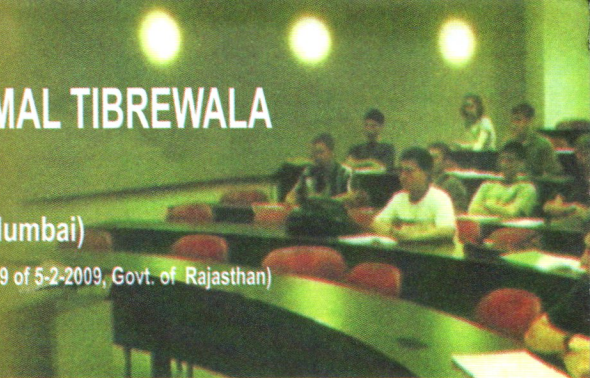
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“Resolved that, action plan will be organized to this newly registered sports board and its benefits for students activities.”

The resolution was passed unanimously

4. Discussion about inter-university competition: University 1st time participated in inter-university competition at all India Interim (West Zone) played Athletics Championship 2016 Koyamtoor Tamilnadu where student performing in respective sports activities.

“Resolved that, action plan will be organized about participating in All India Interim – (WZ) Sports activities.”

The resolution was passed unanimously

5. Discussion about Rajasthan Bharat Scout Guide: where formed unit (in 2015) within university has male and female unit. Namely Roar and Ranger. This work to enhance awareness among student through the Scout guide initial step through the act of student involvement.

“Resolved that, action plan will be organized about workflow for Scout Guide unit.”

The resolution was passed unanimously

6. Discussion about Notice of Re-Evaluation for Main Exam Dec-2015 , last date of form filling, assignment submission record, exam date time table seating arrangement everything need to be consider with proper order as per exam policy. To work out the mechanism for ensuring timely, efficient and periodic-progressive performance of academic, administrative, research and extension activities on regular basis.

“Resolved that, action plan will be organized about Re-Evaluation examination activities.”

The resolution was passed unanimously



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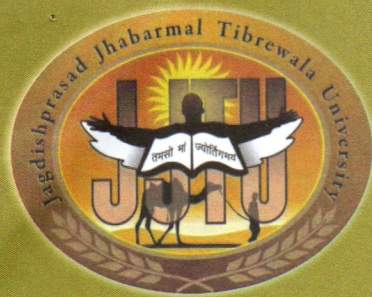
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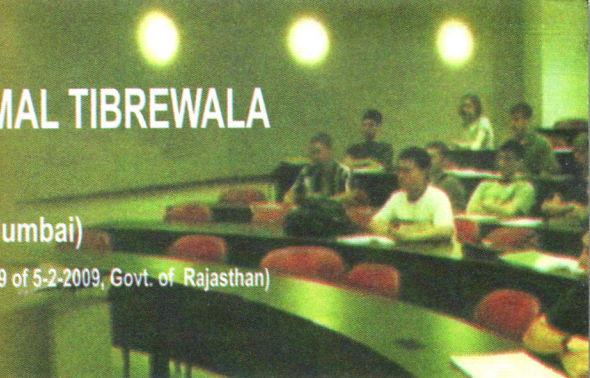
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7. Discussion on Order constitution of committee, Joint Secretary Higher Education (Gr-4) order along with Performa received need to be filling. Require documents of constituted committee will be filling this Performa and submit timely to Higher Education.

“Resolved that, action plan will be organized about Constitution committee of Higher Education.”

The resolution was passed unanimously

8. To consider and approved the proposal of one day workshop/seminars on quality related themes and promotion of academic quality related activities of the university during academic year 2016-17. All data of conferences and faculty involve in this task will further manage the participant data as well as guest speaker speech interpretation in report form for report preparation.

“Resolved that, action plan will be organized about workshop and seminar activities.”

The resolution was passed unanimously

9. To improve the quality of teaching, research and examination. This involves filling up of the available position, improvement of infrastructure, including construction of building, enhancing laboratory facilities and introduction of credit based system of continuous assessment at least in some departments, maintaining the academic calendar and publishing result in time. To devise the mechanism for the wider publicity, timely promotion and aggressive-cum-competitive marketing of university's academic and research strengths to all stakeholders' especially potential scholars and students.

“Resolved that, action plan will be organized about academic and research activities.”

The resolution was passed unanimously

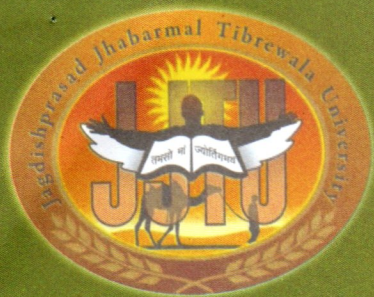


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The meeting was concluded as there was no any other matter for further discussion


Dr. Surender Kumar

Chairperson IQAC

Place JJTU, Jhunjhunu Rajasthan

Date: June 11, 2016




Dr. Anju Singh

Coordinator IQAC

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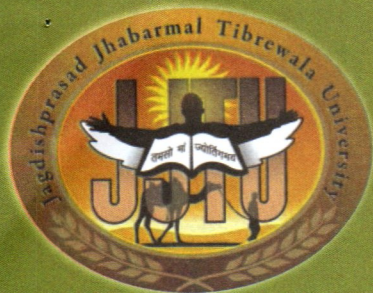
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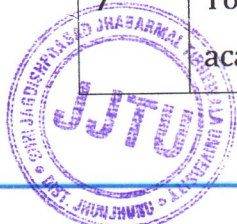
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**Action taken report the 10th meeting of Internal Quality assurance cell held on
Saturday, June 11th 2016 at 3:00PM**

No.	Resolution No	Action Taken
1	Sports board of Shri J.J.T. University has registered at AIU	Management will be organized to this newly registered sports board and its benefits for students activities
2	Discussion about inter-university competition: University 1 st time participated in inter-university competition	Coach has to take care about all India Interim (West Zone) played Athletics Championship 2016 Koyamtoor Tamilnadu where student performing in respective sports activities.
3	Discussion about Rajasthan Bharat Scout Guide: where formed unit (in 2015) within university has male and female unit.	Physical Education staff will be organized about workflow for Scout Guide unit."
4	Discussion about Notice of Re-Evaluation for Main Exam Dec-2015	Management will be organized about Re-Evaluation examination activities
5	Discussion on Order constitution of committee, Joint Secretary Higher Education (Gr-4) order	Management will be organized about Constitution committee of Higher Education.
6	To consider and approved the proposal of one day workshop/seminars	Administrative team and organizing committee manage activity about workshop and seminar activities.
7	To improve the quality of academic activities	Academic Committee will be organized about academic and research activities.

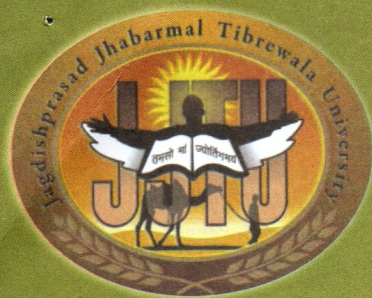


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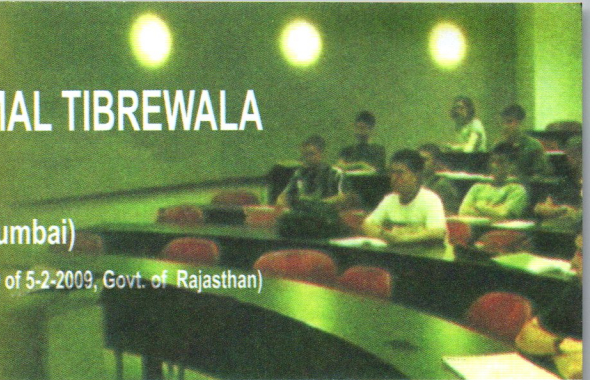
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Dr. Surender Kumar

Chairperson IQAC

Place JJTU, Jhunjhunu Rajasthan

Date: June 11, 2016



Dr. Anju Singh

Coordinator IQAC



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