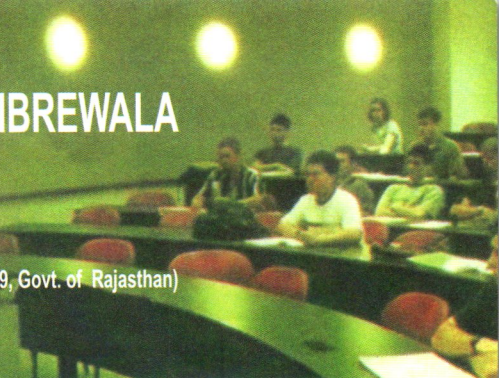


SHRI JAGDISHPRASAD JHABARMAL TIBREWALA UNIVERSITY

(Conducted by Shri Rajasthani Seva Sangh, Mumbai)

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(UGC & AICTE Approved)



REF. NO.: JJTU/ADM/2018/JUN/018

DATE: 11th June 2018

NOTIFICATION

Subject: Meeting for Internal Quality Assurance Cell

In pursuance of the guidelines issued by UGC and NAAC, the **18th meeting** of all Teaching and Administrative staff of the University has been scheduled on **Wednesday, 13th June 2018 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 **Wednesday, 13th June 2018**
2. To initiate the process of construction of new buildings other required physical infrastructure.
3. To organize international conferences along with National level Seminars/ workshops/Symposium
4. To overview and follow new marking system in decided courses under the credit based marking system
5. Computerization of other offices and branches Revised Web designing and Virtual Library, Digital Library
6. Data base preparation for Advance Study in Technical Education
7. Discussion about the compliance of uploading of DCF-I for AISHE 2017-18 as per mail Higher education

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


DR. ANIL KUMAR



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(UGC & AICTE Approved)

REF. NO.: JJTU/ADM/2018/JUN/018

DATE: 13th June 2018

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

A 18th meeting of teaching and administrative staff of the university was held on Wednesday, June 13th 2018 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	Mr. Ramakant Tibrewala	Management Representative	
2	Dr. Anil Kumar	Chairperson	
3	Dr. Shashi Morolia	Co-ordinator	
4	Dr. S.K. Yadav	Member- Representative Teaching staff	
5	Mr. Ajit Kaswan	Member- Representative Teaching staff	
6	Dr. Ikram Qureshi	Member- Representative Teaching staff	
7	Dr. Rakesh Jat	Member- Representative Teaching staff	
8	Dr. Surender Kumar	Member- Representative Teaching staff	
9	Mr. Aman Gupta	Member Finance Committee	
10	Dr. Trishla Mehta	Member External Expert	
11	Dr. Madhu Gupta	Member Industry Expert	
12	Rajesh Sharma	Member Student Representative	
13	Krishan Kumar	Member Alumni Association	

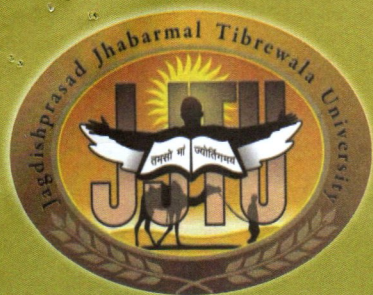
At the outset the Chairperson welcomed all committee members and the following agenda of the meeting was taken. The respective resolution was passed as discussed following minutes of meeting:

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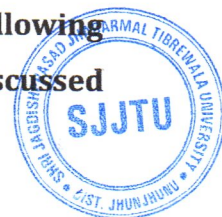
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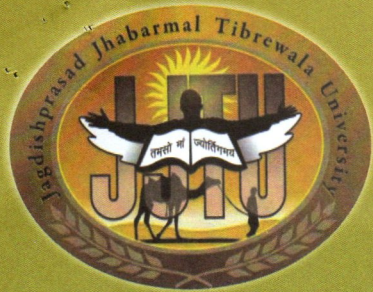


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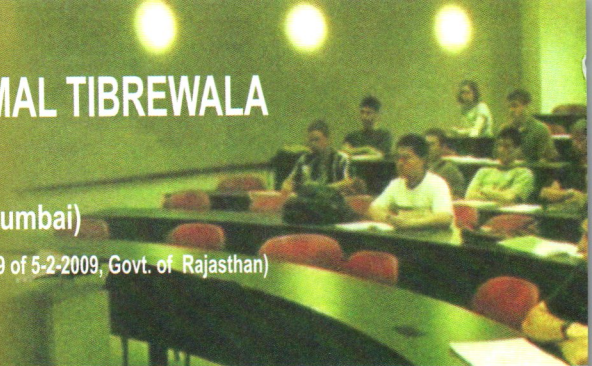
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1. Confirmation of the meeting decided to held on **Wednesday, 13th June 2018**
2. **To initiate the process of construction of new buildings other required physical infrastructure:** New construction within campus for canteen building as well as hostel construction for new room and its requiring fixture. Management will take plan of action with concern authority and set date of completion so that further reallocation and accommodation facilities can be decided further on the basis if new hostel building construction and respective other plans of construction in campus"

"Resolved that, action plan to initiate the process of construction of new buildings other required physical infrastructure"

The resolution was passed unanimously

3. **To organize international conferences along with National level Seminars/ workshops:** as per management decision every month there must be one or two conference has to be set department wise conference theme and subtitle set, organizing committee will take the role of supervision and administration for overall program. Conference committee will take care about guest invitation and entire conference responsibility.

"Resolved that, action plan to organize international conferences along with National level Seminars/ workshops"

The resolution was passed unanimously

4. **To overview and follow new marking system in decided courses under the credit based marking system** as per CGPA system course syllabus set according to the new policy applicable to the respective institute of university. All subject exam and its result must be followed by department as per the new circular which will



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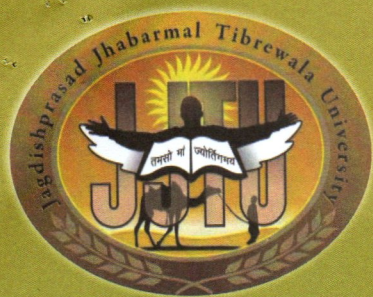
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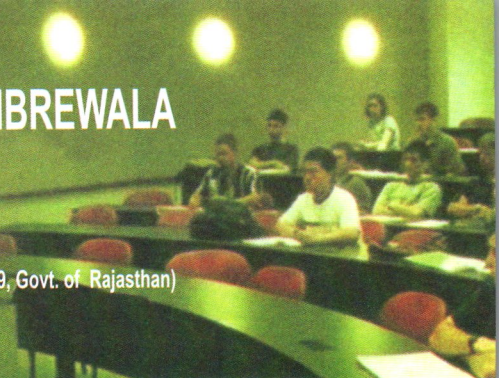
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apply on decided specialization adhere with rules and regulation as per exam section and academic administration.

“Resolved that, action plan organized to introduce, new marking system in decided courses under the credit based marking system.”

The resolution was passed unanimously

5. **Computerization of other offices and branches Revised Web designing and Virtual Library, Digital Library:** as per need of techno awareness and usage of database maintenance has to be followed by each department members in respective role they are working with. All records of institute student syllabus, attendance leave details everything must be on softcopy record as well.

“Resolved that, action plan computerization of other offices and branches Revised Web designing and Virtual Library, Digital Library”

The resolution was passed unanimously

6. **Data base preparation for Advance Study in Technical Education:** Through the SWAYAM Portal staff must take initiative toward technical course as well the participation for online learning and teaching programs which enhance the knowledge in respective field. All faculties are re- suggested herewith to registered themselves with the SWAYAM portal and followed with respective program to enhance the skill of expertise in their respective subject.

“Resolved that, action plan to encourage faculty to improve the skill through advance study in education on SWAYAM portal”

The resolution was passed unanimously

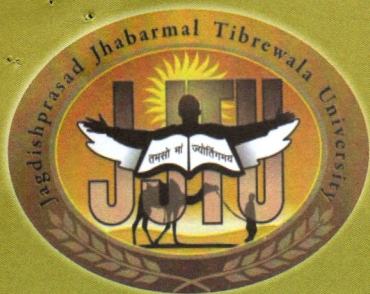


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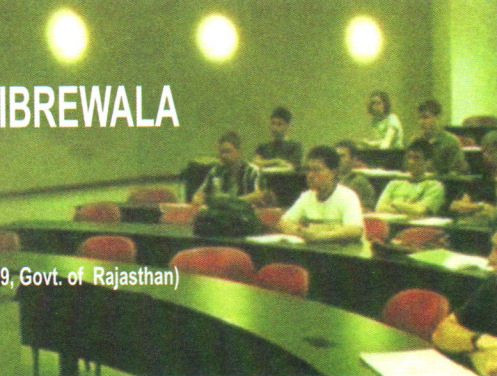
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7. **Discussion about the compliance of uploading of DCF-I for AISHE 2017-18:** as per communication from Higher education to upgrade the details of DCF-I For the session 2017-2018, information need to be prepare as per the Performa of DCF data from respective department. Need to be update in time on portal of AISHE for the session 2017-18. Respective committee will form the system and update the requisite details on website.

“Resolved that, action plan about preparing and maintain records to compliance of uploading of DCF-I for AISHE 2017-18”

The resolution was passed unanimously


Dr. Anil Kumar

Chairperson

Place JJTU, Jhunjhunu Rajasthan

Date: June 13, 2018




Dr. Shashi Morolia

Coordinator

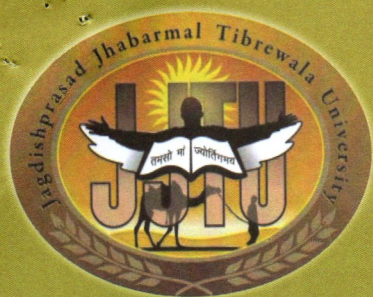


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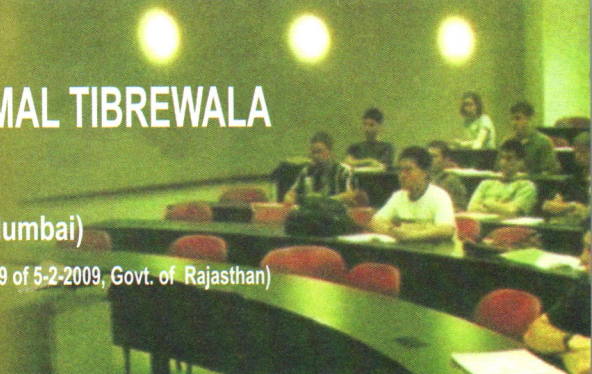
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Action taken report the 18th meeting of Internal Quality assurance cell held on Wednesday, 13th June 2018 at 3:00 PM

No.	Resolution No	Action Taken
1	To initiate the process of construction of new buildings other required physical infrastructure	Management take decision to initiate the process of construction of new buildings other required physical infrastructure.
2	To organize international conferences along with National level Seminars/ workshops	Committee will plan to organize international conferences along with National level Seminars/ workshops
3	To overview and follow new marking system in decided courses under the credit based marking system as per CGPA system	Committee will organized to introduce, new marking system in decided courses under the credit based marking system
4	Computerization of other offices and branches Revised Web designing and Virtual Library, Digital Library	Committee will organized computerization of other offices and branches Revised Web designing and Virtual Library, Digital Library
5	Data base preparation for Advance Study in Technical Education	Committee will encourage faculty to improve the skill through advance study in education on SWAYAM portal
6	Discussion about the compliance of uploading of DCF-I for AISHE 2017-18	Committee will preparing and maintain records to compliance of uploading of DCF-I for AISHE 2017-18

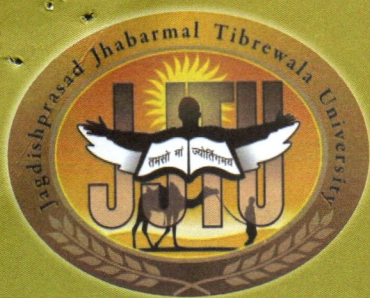
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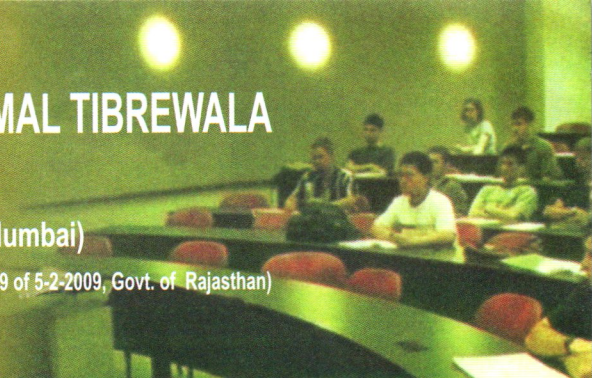




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Dr. Anil Kumar

Chairperson IQAC

Place JJTU, Jhunjhunu Rajasthan

Date: 13/06/2018



Dr. Shashi Morolia

Co-ordinator IQAC



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