

# 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: 10<sup>th</sup> June. 2020

REF. NO.: JJTU/ADM/2020/JUN/26

## NOTIFICATION

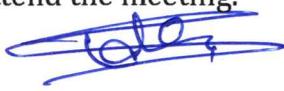
### Subject: Meeting for Internal Quality Assurance Cell

In pursuance of the guidelines issued by UGC and NAAC, the **26<sup>th</sup> meeting** of all Teaching and Administrative staff of the University has been scheduled on Thursday, **11<sup>th</sup> June 2020 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 Thursday, 11<sup>th</sup> June 2020
2. Discussion on Journal details for jjtu journals data
3. Discussion on syllabus B.A B. Ed preparation
4. Discussion on updating of NAD with Central team
5. Discussion on Update staff list by Dr Manak Chand Soni Ji
6. Discussion on AIU GATEWAY PORTAL and its processing

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

  
**DR. SURENDER KUMAR**

**COORDINATOR IQAC**



### Main Office :

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## MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

A 26<sup>th</sup> meeting of teaching and administrative staff of the university was held on Thursday, June 11<sup>th</sup> 2020 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	Hon. Balkishan Tibrewala	Management Representative	
2	Dr. Madhu Gupta	Chairperson	
3	Dr. Surender Kumar	Coordinator	
4	Dr. Ikram Qureshi	Member- Representative Teaching staff	
5	Dr. Anil Kumar	Member- Representative Teaching staff	
6	Dr. Arun Kumar	Member- Representative Teaching staff	
7	Mr. Ajit Kaswan	Member- Representative Teaching staff	
8	Dr. Rakesh Jat	Member- Representative Teaching staff	
9	Mr. Subhash Modi	Member Finance Committee	
10	Dr. S.K. Yadav	Member External Expert	
11	Dr. Trishla Mehta	Member Industry Expert	
12	Kuldeep Singh	Member Student Representative	
13	Krishna Kumar	Member Alumni Association	



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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 Thursday,11<sup>th</sup> June 2020**

2. **Discussion on Journal details for JJTU journals data**

JJTU journals need to be segregated subject wise, plagiarism software implemented and editorial board and peer review committee has been implemented as per process of UGC Norms. Journal department separated with the four subject wise segregation.

*"Resolved that, action plan about to JJTU journals process, top management has been deciding who will be processing further on journals."*

3. **Discussion on syllabus B.A B. Ed preparation**

Discussion done on syllabus B.A B. Ed, Principle of education would be looking at detailing of syllabus for JJTU student as per the syllabus norms of Rajasthan University and central university. Preparation of syllabus should be very clear about its learning objectives and outcome of syllabus.

*"Resolved that, action plan about syllabus B.A B. Ed preparation have been informed to respective department."*

4. **Discussion on updating of NAD with Central team**

NAD team from central department requires updating the central database of Shri J.J.T. University students. Team has been aligned to do the student name entries with subject specializations. And same will monitor by senior about whole data.



***“Resolved that, action plan about to NAD database updating in coordination with central team of NAD.”***

**5. Discussion on Update staff list by Dr Manak Chand Soni Ji**

Dr. Manak Chand Soni Ji aligned the document rearrangement with proper order and its verification of each thing details of staff details. HR files has been taken and maintain as per activity given to each stat

***“Resolved that, action plan under guidance of top management who has been deciding representative to concern team of said task.”***

**6. Discussion on AIU GATEWAY PORTAL and its processing**

Discussion done about AIU GATEWAY Portal and its filing task need to be updated

On 11<sup>th</sup> June 2020 and AIU portal login has been created for access on this portal. Based on circular of activity update on UGC website AIU Gateway portal, will give access the to maintain the record digitally.

***“Resolved that, action plan under guidance of top management who has been deciding representative to concern team of said task.”***



**Dr. Madhu Gupta**

**Chairperson IQAC**

**Place JJTU, Jhunjhunu Rajasthan**

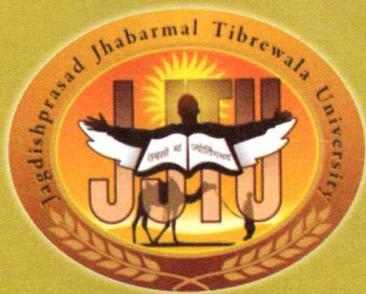
**Date: June. 11, 2020**



**Dr. Surender Kumar**

**Coordinator IQAC**

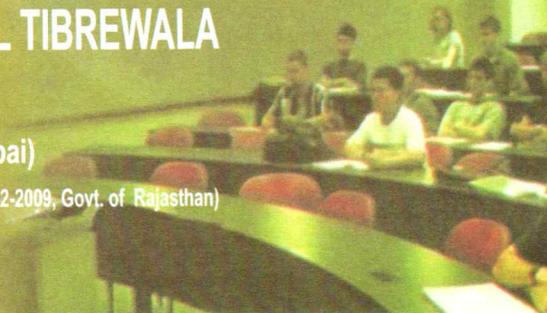




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## Action taken report the 26<sup>th</sup> meeting of Internal Quality assurance cell held on Thursday, June 11<sup>th</sup>, 2020 at 3:00 PM

No.	Resolution No	Action Taken
1	Discussion on Journal details for jytu journals data.	<i>"Resolved that, action plan about to JYTU journals process, top management has been deciding who will be processing further on journals"</i>
2	Discussion on syllabus B.A B. Ed preparation	<i>"Resolved that, action plan about syllabus B.A B. Ed preparation, management has been deciding who representing to Shri J.J.T. University."</i>
3	Discussion on updating of NAD with Central team	<i>Resolved that, action plan about to NAD database updating in coordination with central team of NAD</i>
4	Discussion on Update staff list by Dr Manak Chand Soni Ji	<i>"Resolved that, action plan under guidance of top management who has been deciding representative to concern team of said task."</i>
5	Discussion on AIU GATEWAY PORTAL and its processing	<i>"Resolved that, action plan under guidance of top management who has been deciding representative to concern team of said task."</i>

**Dr. Madhu Gupta**

**Chairperson IQAC**

**Place JYTU, Jhunjhunu Rajasthan**

**Date: June. 11, 2020**

**Dr. Surender Kumar**

**Coordinator IQAC**



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