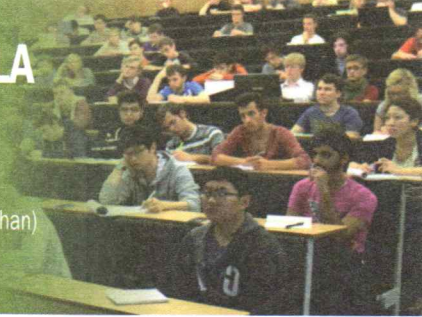




# SHRI JAGDISHPRASAD JHABARMAL TIBREWALA UNIVERSITY

(Conducted by Shri Rajasthani Seva Sangh, Mumbai)

(Established U/S2(f) of UGC Act, 1956 vide Act No. F2(5) Vidhi/2/2009 of 5-2-2009, Govt. of Rajasthan)  
(UGC & AICTE Approved)



REF. NO.: JJTU/ADM/2022/SEP/035

DATE: 9<sup>th</sup> SEPTEMBER, 2022

## NOTIFICATION

### Subject: Meeting for Internal Quality Assurance Cell

In pursuance of the guidelines issued by UGC and NAAC, the **35<sup>th</sup> Meeting** of all Teaching and Administrative staff of the University has been scheduled on Saturday, **10<sup>th</sup> September 2022 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 held on 06<sup>th</sup> June, 2022 at 3:00PM
2. Arrangement and work allocation on theme of International Conference of Commerce & Management
3. MOU - ABVP - JJTU - CSR
4. MoU between Cluster University, Srinagar & SJJT University, Chudela, Jhunjhunu
5. Monitoring about quality teaching of online classes through various platforms
6. Parents Teachers meeting as part of overview meet
7. Cultural activity and functional program arrangement on special days
8. To organize Bhagwat Katha in the University Campus
9. To discuss Conferences, Workshops and FDPs to be organized in the upcoming months.
10. To conduct workshops & curricular activities for the Skill development of students under skill development programme
11. To organize quiz competitions
12. To ask plan of educational tour/visit
13. To promote the cleanness

  
Dr. Santosh Kumar Yadav

Coordinator IQAC



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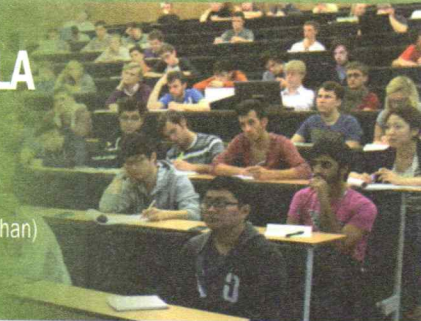
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REF. NO.:JJTU/ADM/2022/SEP/35

DATE: 10<sup>TH</sup> SEPTEMBER, 2022

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

A 35<sup>th</sup> meeting of teaching and administrative staff of the university was held on September 10, 2022 at 3:00PM in conference hall.

At the outset the Chairperson and Registrar, Principals, Heads of the Department, all committee heads and IQAC working committee members were present. The following agenda of the meeting was taken. The respective resolution was passed as discussed following minutes of meeting:

1. Confirmation of the meeting held on 06<sup>th</sup> June 2022 at 3:00PM
2. Arrangement and work allocation on theme of International Conference of Commerce & Management

An International conference will be arranged and International theme for the same will be considered based on different a current topic which requires to be finalized. Based on dates confirmation work will be allocated to staff to coordinate further on role of respective activity to be handled and managed by department. In regards to same national guest will be called as guest of honor. To make this conference more informative presentation/technical session will be coordinate with proper procedure and norms of conferences. All above work alignment will be done by conference committee.

*"Resolved that, action plan about to plan of conference committee to arrange and align systematic framework for the same."*

### 3. MOU - ABVP - JJTU - CSR

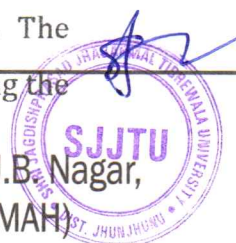
The committee engaged in a comprehensive discussion concerning the Memorandum of Understanding (MoU) involving ABVP, JJTU, and CSR. The deliberations centered on the intricate details of the collaboration, addressing the

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terms, conditions, and anticipated mutual benefits arising from the proposed agreement. The participants exchanged insights to ensure a thorough understanding of the MoU, emphasizing the importance of clarity and transparency in fostering a successful partnership. As a result of the discussions, the committee reached a consensus on the details of the collaboration and the potential positive outcomes for all parties involved.

***Resolved that, the committee approved the draft MoU, and the parties involved will proceed with the formal signing.***

**4. MoU between Cluster University, Srinagar & SJJT University, Chudela, Jhunjhunu**

The committee engaged in a detailed discussion regarding the Memorandum of Understanding (MoU) between Cluster University, Srinagar, and SJJT University, Chudela, Jhunjhunu. Deliberations focused on defining the terms of the proposed MoU, outlining specific areas of collaboration between the two institutions, and considering potential outcomes stemming from this partnership. The committee sought to ensure a comprehensive understanding of the agreement, emphasizing the importance of clarity and mutual benefit in the terms of cooperation.

***Resolved that, the committee approved the draft MoU, and further steps for signing were outlined.***

**5. Monitoring about quality teaching of online classes through Zoom application**

Lectures or classes conducted on online basis through zoom app have to be delivered with quality material to students. Kind of topic covered and discussed in online classes needs to be on record for student easy access as part of their class notes. Scheduled needs to be follow as per Timetable given by department head.



**6. Parents meeting and get feedback as part of overview meet**

- Instructions to Heads of Departments and Principals to organize monthly virtual Parents Teachers meetings.
- Addressing teaching and learning concerns and addressing absenteeism issues.

***Resolved that, the committee agreed to continue organizing monthly virtual Parents Teachers meetings.***

**7. Cultural activity and functional program arrangement on special days**

- Discussion on pre-planning themes for special events.
- Execution strategies for empowering students in their respective fields.
- Committees instructed to be active a month before planned activities.

**8. To organize Bhagwat Katha in the University Campus**

- A proposal to organize Bhagwat Katha on the University Campus was discussed during the meeting. The details regarding logistics, dates, and various arrangements were thoroughly deliberated, with a focus on scheduling the event in the month of November. The committee addressed several key aspects to ensure the successful execution of the Bhagwat Katha program.
- The discussion encompassed the advertising strategy to promote the event, including methods to reach the university community and beyond. The committee also considered the setup of a pandal for the event, taking into account the space and design requirements for an engaging and comfortable experience for attendees.
- Logistical arrangements were meticulously considered, including local transportation for the convenience of participants within the campus. Additionally, transportation from Mumbai to Jaipur was a crucial point of discussion, with plans being developed to ensure a smooth and hassle-free journey for those attending from a distance.



- The committee explored arrangements for prasad distribution, emphasizing the importance of managing this aspect efficiently to cater to the spiritual needs of the attendees. Lunch provisions, including menu planning and catering considerations, were also discussed to provide a wholesome experience for all participants.
  - In the spirit of cultural and traditional practices, the committee addressed the distribution of gift tokens, fruits, and flowers during the Bhagwat Katha event. Each of these elements was carefully considered to contribute to the overall ambiance and positive atmosphere of the program.
  - To ensure the uninterrupted flow of the event, the committee discussed the provision of diesel for generators, highlighting the importance of a reliable power source to support the activities associated with Bhagwat Katha.
  - In line with the comprehensive planning for this significant cultural event, it was agreed that a dedicated committee would be formed. This committee would take responsibility for organizing and coordinating all aspects of the Bhagwat Katha program, overseeing the logistics, advertising, and arrangements to ensure a spiritually enriching experience for all participants.
- 9. To discuss Conferences, Workshops and FDPs to be organized in the upcoming months.**
- In the upcoming months, the university is set to host a series of conferences, workshops, and Faculty Development Programs (FDPs) aimed at fostering academic engagement and knowledge dissemination.
  - The first event on the agenda is the Online National (Multidisciplinary) Conference focusing on "Method Development and Validation by HPLC and Spectrophotometric Techniques." This conference is scheduled for September 28, 2022, and will provide a platform for scholars and experts to share insights



into advanced methods in high-performance liquid chromatography (HPLC) and spectrophotometry.

- Following that, the university will host an online International (Multidisciplinary) Conference centered on "Treatment and Rehabilitation of Narcotics and Social Interaction to Sportspersons." This event is planned for October 18-19, 2022, bringing together professionals to discuss critical issues related to the rehabilitation of individuals facing narcotics challenges and the impact of social interactions on sportspersons.
- In November 2022, a National (Multidisciplinary) Conference is scheduled to delve into the "Role of Yoga, Naturopathy, and Ayurveda on Subjective Wellbeing & in the Management of Lifestyle Diseases." This online conference, set for November 18, aims to explore the holistic approaches of yoga, naturopathy, and Ayurveda in enhancing subjective wellbeing and managing lifestyle diseases.
- The year will conclude with an online International (Multidisciplinary) Conference on "Foundations and Application of Computer Science & Engineering." Scheduled for December 22-23, 2022, this conference will provide a platform for researchers and professionals to discuss the fundamental principles and practical applications within the field of computer science and engineering.
- These academic events signify the university's commitment to fostering interdisciplinary collaboration and advancing knowledge across various domains. Faculty members, researchers, and students are encouraged to actively participate and contribute to the intellectual discourse during these enriching conferences.

**10. To conduct workshops & curricular activities for the Skill development of students under skill development programme**



- The university is set to embark on a comprehensive skill development program aimed at enhancing the capabilities of students across various branches. The initiative encompasses a range of workshops and curricular activities designed to promote practical skills and foster a holistic learning environment.
- Mechanical Engineering students are scheduled for workshops every Friday from 2:00 PM to 4:30 PM at the Mechanical Workshop. Similarly, Civil Engineering students will engage in practical learning at construction sites during the same time slot on Fridays. Electronics & Communication Engineering students will participate in workshops at the Electrical Workshop during the designated time on Fridays.
- For students in Pharmacy, Science (Bio Group), and B.Sc. B.Ed. (Bio Group), Fridays from 2:00 PM to 4:30 PM will involve hands-on experiences at Shri RLJT Hospital.
- All branches will converge on Saturdays from 10:00 AM to 1:00 PM for various workshops, including Carpenter Workshop, Welding Workshop, Plumbing Workshop, Electrical Workshop, and Computer Lab sessions. Additionally, the first Saturday of each month will feature documentary and motivational movie sessions, the second Saturday will focus on sports activities, the third Saturday will involve quizzes and other cultural activities, and the fourth Saturday will be dedicated to Personality Development & Personal Grooming.
- This structured approach to skill development ensures that students receive practical exposure and hands-on training relevant to their respective fields. The diverse range of activities, spread across different days and times, aims to provide a well-rounded and engaging learning experience for all students.

#### **11. To organize quiz competitions**

During the meeting, there was a discussion about arranging quiz competitions within the university. The focus of the conversation centered on planning and



executing inter-departmental quiz competitions. Participants deliberated on the logistics, format, and coordination necessary for the successful organization of these academic contests. It was a consensus among the attendees that fostering healthy competition and intellectual engagement through inter-departmental quizzes would contribute positively to the academic environment of the institution. Plans and responsibilities were assigned to ensure the smooth implementation of this initiative, emphasizing the importance of active participation from various departments.

### **12.To promote the cleanness**

The committee engaged in a thorough discussion regarding the promotion of cleanliness on the university campus. Various initiatives and campaigns were deliberated upon as part of the strategy to enhance cleanliness standards. The responsibilities associated with maintaining cleanliness were carefully outlined during the meeting.

### **13.To promote the cleanness**

Plan of educational tour/visit from all departments will be called for the session 2022-23 along with justifications (as per syllabus or requirement of curriculum).

The proposal should be considering:

1. Curriculum requirement
2. Places of visit/industry covered
3. Faculty associated
4. Number of students
5. Expense per head
6. Mode of Travel
7. Total Budget
8. Financial Assistance required

  
**Dr. Santosh Kumar Yadav**

**Coordinator IQAC**

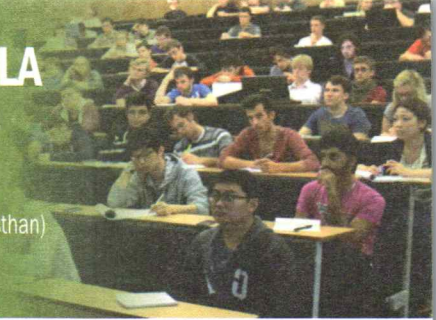




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## Action taken report the 35<sup>th</sup> meeting of Internal Quality assurance cell held on September 10, 2022 at 3:00PM

No.	Resolution	Action Taken
1	Arrangement and work allocation on theme of International Conference of Commerce & Management	<i>Resolved that, action plan about to plan of conference committee to arrange and align systematic framework for the same</i>
2	MOU - ABVP - JJTU - CSR	<i>Resolved that, the committee approved the draft MoU, and the parties involved will proceed with the formal signing</i>
3	MoU between Cluster University, Srinagar & SJJT University, Chudela, Jhunjhunu	<i>Resolved that, the committee approved the draft MoU, and further steps for signing were outlined</i>
4	Parents meeting and get feedback as part of overview meet	<i>Resolved that, the committee agreed to continue organizing monthly virtual Parents Teachers meetings</i>

  
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