



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 Sept. 2020

REF. NO.: JJTU/ADM/2020/SEPT/27

NOTIFICATION

Subject: Meeting for Internal Quality Assurance Cell

In pursuance of the guidelines issued by UGC and NAAC, the **27th meeting** of all Teaching and Administrative staff of the University has been scheduled on Friday, **11th Sept. 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 Friday, Sept. 11th 2020 at 3:00PM
2. Discussion on Revised manual instructions and procedural form for NAAC
3. Discussion on NAAC Checklist & Regarding SSS
4. Discussion on final report submission on Kala Shivar conference
5. Discussion on Faculty Appraisal report and criteria

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

DR. ARUN KUMAR

COORDINATOR IQAC



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MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING

A 27th meeting of teaching and administrative staff of the university was held on Friday, Sept. 11th 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. Trishla Mehta	Chairperson	
3	Dr. Arun Kumar	Coordinator	
4	Dr. Ajit Kaswan	Member- Representative Teaching staff	
5	Dr. Ikram Qureshi	Member- Representative Teaching staff	
6	Dr. Surender Kumar	Member- Representative Teaching staff	
7	Dr. Anil Kumar	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. Madhu Gupta	Member Industry Expert	
12	Monika Sheoran	Member Student Representative	
13	Mukesh Kumar Barala	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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1. **Confirmation of the meeting decided to held on Friday, September 11th 2020 at 3:00PM**
2. **Discussion on Revised manual instructions and procedural form for NAAC**
NAAC Procedural changes and its manual needs to be print. And details discussion require while in process of NAAC Submission. All matrix and criteria has been followed with detail instruction given in manual.

"Resolved that, action plan about to NAAC proceeding as per norms given in manual"

3. **Discussion on NAAC Checklist & Regarding SSS**
NAAC Committee discussed about SSS Report and need of more awareness of this process so student could revert on NAAC feedback. NAAC Checklist followed with IIQA/SSR/SSS. Details processing start on DVV and website data has been updated on portal with all request information. NAAC Committee member have delegated source of information to gather from respective department.

"Resolved that, action plan about NAAC Documentation & SSS processing for outcome ."

4. **Discussion on final report submission on Kala Shivir conference**
Conference held in jan 2020 have created good impact on focusing of art and drawing fields. Kala Shivir Conference report will give complete idea of how this conference was organized and managed. And its detailing reporting with all participant details, organizing details is require to maintain for future reference

"Resolved that, report preparation has been instructed to concern faculty."

5. **Discussion on Faculty Appraisal report and criteria**
Discussion taken place to inform faculty to fill the appraisal report and understand the criteria of API in respect to the research paper publication, attending conferences FDP and quality of input in given task and in role of provided designation.



"Resolved that, Action plan about to collect Faculty Appraisal Report to delegated members on this job role by management."

The resolution was passed unanimously

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



Dr. Trishla Mehta

Chairperson IQAC

Place JJTU, Jhunjhunu Rajasthan

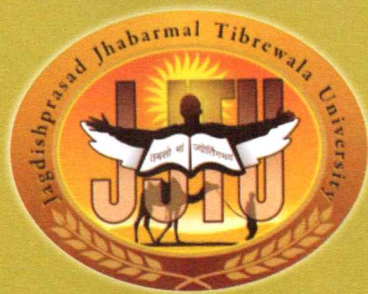
Date: Sept. 11, 2020



DR. ARUN KUMAR

Coordinator IQAC

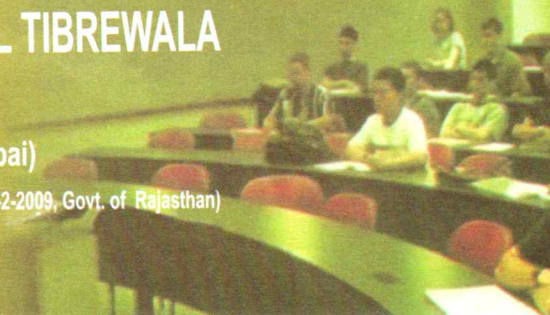




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Action taken report the 27th meeting of Internal Quality assurance cell held on Friday, Sept. 11th, 2020 at 3:00 PM


No.	Resolution No	Action Taken
1	Discussion on Revised manual instructions and procedural form for NAAC	<i>NAAC proceeding as per norms given in manual</i>
2	Discussion on NAAC Checklist & Regarding SSS	<i>NAAC Documentation & SSS processing for outcome</i>
3	Discussion on final report submission on Kala Shivir conference	<i>Report preparation has been instructed to concern faculty</i>
4	Discussion on Faculty Appraisal report and criteria	<i>Action plan about to collect Faculty Appraisal Report to delegated members on this job role by management</i>


Dr. Trishla Mehta

Chairperson IQAC

Place JJTU, Jhunjhunu Rajasthan

Date: Sept. 11, 2020


DR. ARUN KUMAR
Coordinator IQAC



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