

S.S. JAIN SUBODH P.G. COLLEGE JAIPUR

Autonomous

(Affiliated to the University of Rajasthan, Jaipur)

Re-accredited with A++ Grade (3.82 CGPA-Highest in the Country) by NAAC-UGC

NIRF Ranked Institution

Awarded status of "College of Excellence" by UGC

Awarded "Star Status" by DBT, Govt. of India



Ref.: SCJ/2019-20/98

Date: 8/7/2019

Office Order

The following IQAC committee for the session 2019-2020 has been constituted. All the members are requested to actively participate and contribute to the enhancement of quality initiatives within the college.

K.B. Sharma
(Prof. K.B. Sharma)
Principal

S. No.	Name	Designation	Position
1.	Prof. K. B. Sharma	Principal	Chairman
2.	Dr. Rajesh Kumar Yadav	Associate Professor	Coordinator
3.	Shri Vinod Lodha	Alumnus and Management Representative	Member
4.	Shri R.C. Jain	Management Representative	Member
5.	Prof. R. R. Sinha	Professor	Member
6.	Dr. Vikram Jain	Associate Professor	Member
7.	Dr. Tapasya Julka Malhotra	Associate Professor	Member
8.	Dr. Shailesh Mathur	Associate Professor	Member
9.	Dr. Nandini Sharma	Assistant Professor	Member
10.	Dr. Gauri Dhingra	Assistant Professor	Member
11.	Dr. Swati Tiwari	Assistant Professor	Member
12.	Dr. SaritaSinghal	Assistant Professor	Member
13.	Dr. Namita Singh	Assistant Professor	Member
14.	Dr. Anu Malhotra	Assistant Professor	Member
15.	Dr. Mini Mathur	Lecturer	Member
16.	Dr. Neha Pareek	Lecturer	Member
17.	Dr. Anshu Joshi	Lecturer	Member
18.	Shri Ram Chandra Chaudhary	Alumnus	Member
19.	Shri Dileep Kumar	Office Administrative Staff	Member
20.	Dr. R.L. Meena	Employer Member	Member
21.	Shri S.K. Sharma	Industrialist	Member
22.	Ms. Arundhati Sharma	Student Representative	Member
23.	Ms. Apoorva Bansal	Student Representative	Member

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Ref.: _____

Date: _____

NOTICE

July 31, 2019

This is to inform all members of the Internal Quality Assurance Cell (IQAC) that a meeting has been scheduled to take place on **August 3, 2019** at **12:30 p.m.** in Room No.105. The agenda for the meeting is as follows:

1. Review of minutes of last IQAC Meeting and subsequent action taken.
2. Framing of Research Policy for promoting research culture and organization of Conferences/Workshop/STTP etc.
3. Review of Academic Result and Action plan for improvement.
4. Any other point with the permission from the chair.

All members are requested to attend the meeting on time. In case of inability to attend, you are requested to notify the undersigned prior to the meeting.

(Dr. Rajesh Kumar Yadav)
Coordinator IQAC

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Ref: _____

Date: 03/08/2019

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

An internal meeting of IQAC was held in Room 105 on August 3, 2019 at 12:30 p.m.

The following members were present in the meeting:

1. Prof. K. B. Sharma – Chairman
2. Dr. Rajesh Kumar Yadav – Coordinator
3. Shri R.C.Jain
4. Prof. R. R. Sinha
5. Dr. Vikram Jain
6. Dr. Shailesh Mathur
7. Dr. Nandini Sharma
8. Dr. Gauri Dhingra
9. Dr. Sarita Singhal
10. Dr. Namita Singh
11. Dr. Anu Malhotra
12. Dr. Mini Mathur
13. Dr. Neha Pareek
14. Dr. Anshu Joshi
15. Shri Ramchandra Chaudhary
16. Shri Dileep Kumar
17. Shri S.K.Sharma
18. Ms. Arundhati Sharma

Agenda

1. Review of minutes of last IQAC Meeting and subsequent action taken.
2. Framing of Research Policy for promoting research culture and organization of Conferences/Workshop/STTP etc.
3. Review of Academic Result and Action plan for improvement.
4. Any other point with the permission from the chair.
 - The meeting started on a welcome note by Chairman - Prof. K. B. Sharma, followed by the presentation of IQAC Coordinator, Dr. Rajesh Kumar Yadav, who read out the minutes of the last meeting held on Nov 1, 2018 which were approved by all. He also gave a presentation on the role of IQAC in bringing teaching learning reforms.

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Date: 21/8/2019

- The IQAC Coordinator proposed to conduct the IQAC meeting thrice in an academic year. The Chairperson Prof. K. B. Sharma requested all the members for an open house discussion on this proposal and invited suggestions for academic excellence and quality promotion in all aspects in the institution.
- Dr. Rajesh Kumar Yadav, Coordinator, IQAC, suggested that research culture should be inculcated in academics and he also stressed the importance of strengthening the Industry Institute interaction to bridge the gap between academia and industry.
- Prof. R. R. Sinha, Member, IQAC addressed the members about the need to revise the academic policies and research related activities to promote the research culture in the college. He also emphasized that since we have a rich pool of learned faculties, there should be inclination towards patent filing also.
- Prof. K. B. Sharma, the Chairperson – IQAC, expressed his happiness on the results of the previous Academic year 2018-19 and still emphasized the need of improving results to get better placement and admissions.
- Dr. Vikram Jain, Member, IQAC, emphasized to have a meeting with all the heads of department regarding the progress of the teaching learning actions in their respective departments and to motivate the faculty members and students to get the improved results.
- Dr. Rajesh Yadav then informed about the two-day National Conference on '**Transforming Society through Literature and Social Movements**' which was being proposed to be organized by the Department of English on September 6-7, 2019.
- He also informed about another two-days National Conference on '**Changes in Lifestyle Influencing Adolescence Health**' being proposed to be organized by the Department of Zoology under the auspices of Indian society for study of reproduction and fertility on September 28-29, 2019.
- Chairman Prof. K.B. Sharma informed that the Academic & Administrative Audit for the session 2019-20 was to be held on Aug 20, 2020.

The meeting came to an end with the note that more and more conferences and workshops should be organized in order to generate innovative ideas so that research could be promoted. Some Training Programs should also be conducted in order to have insight of new technology in the concerned subject area and for the development of new skills through it.

The coordinator gave the vote of thanks to all.


(Dr. Rajesh Kumar Yadav)
Coordinator

S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

Date: August 3, 2019

Time: 12:30 p.m.

Venue: Room No.105

S. No.	Name	Designation	Position	Signature
1.	Prof. K. B. Sharma	Principal	Chairman	
2.	Dr. Rajesh Kumar Yadav	Associate Professor	Coordinator	
3.	Shri Vinod Lodha	Alumnus and Management Representative	Member	—
4.	Shri R.C. Jain	Management Representative	Member	
5.	Prof. R. R. Sinha	Professor	Member	
6.	Dr. Vikram Jain	Associate Professor	Member	
7.	Dr. Tapasya Julka Malhotra	Associate Professor	Member	—
8.	Dr. Shailesh Mathur	Associate Professor	Member	
9.	Dr. Nandini Sharma	Assistant Professor	Member	
10.	Dr. Gauri Dhingra	Assistant Professor	Member	
11.	Dr. Swati Tiwari	Assistant Professor	Member	—
12.	Dr. SaritaSinghal	Assistant Professor	Member	
13.	Dr. Namita Singh	Assistant Professor	Member	
14.	Dr. Anu Malhotra	Assistant Professor	Member	
15.	Dr. Mini Mathur	Lecturer	Member	
16.	Dr. Neha Pareek	Lecturer	Member	
17.	Dr. Anshu Joshi	Lecturer	Member	
18.	Shri Ram Chandra Chaudhary	Alumnus	Member	
19.	Shri Dileep Kumar	Office Administrative Staff	Member	
20.	Dr. R.L. Meena	Employer Member	Member	—
21.	Shri S.K. Sharma	Industrialist	Member	
22.	Ms. Arundhati Sharma	Student Representative	Member	
23.	Ms. Apoorva Bansal	Student Representative	Member	—

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Date: _____

NOTICE

January 6, 2020

This is to inform all members of the Internal Quality Assurance Cell (IQAC) that a meeting has been scheduled to take place on **January 11, 2020 at 01:00 p.m.** in IQAC Room. The agenda for the meeting is as follows:

1. Review of minutes of last IQAC Meeting and subsequent actions taken
2. Resources and Infrastructure requirement for addition of new courses
3. Status of Research Projects, Future Plan
4. Review of feedback from all stakeholders - Student, Parent, Alumni and Employer
5. Any other point with the permission from the chair.

All members are requested to attend the meeting on time. In case of inability to attend, you are requested to notify the undersigned prior to the meeting.

(Dr. Rajesh Kumar Yadav)
Coordinator IQAC

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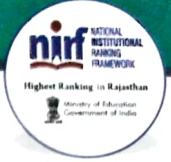
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Ref.: _____

Date: 11/01/2020

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

An internal meeting of IQAC was held in IQAC Room on January 11, 2020 at 01:00 p.m.

The following members were present in the meeting:

1. Prof. K. B. Sharma – Chairman
2. Dr. Rajesh Kumar Yadav – Coordinator
3. Shri Vinod Lodha
4. Prof. R. R. Sinha
5. Dr. Vikram Jain
6. Dr. Tapasya Julka Malhotra
7. Dr. Shailesh Mathur
8. Dr. Nandini Sharma
9. Dr. Gauri Dhingra
10. Dr. Swati Tiwari
11. Dr. Sarita Singhal
12. Dr. Anu Malhotra
13. Dr. Neha Pareek
14. Dr. Anshu Joshi
15. Shri Ramchandra Chaudhary
16. Shri Dileep Kumar
17. Shri R.L.Meena
18. Ms. Apoorva Bansal

Agenda

1. Review of minutes of last IQAC Meeting and subsequent actions taken
2. Resources and Infrastructure requirement for addition of new courses
3. Status of Research Projects, Future Plan
4. Review of feedback from all stakeholders - Student, Parent, Alumni and Employer
5. Any other point with the permission from the chair-

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Date: 11/01/2020

- The minutes of the last meeting were read out with the due permission of Principal and Chairperson Prof. K. B. Sharma.
- A discussion was held between the chairman and the members regarding the addition of new courses in various departments according to the need of the hour. The requirement of the resources and infrastructure was also discussed and members came up with several suggestions that were noted down.
- Dr. Rajesh Kumar Yadav, Coordinator, IQAC welcomed everyone and he informed that the two-day National Conference on "Rethinking Poverty and The Ways to End It" is being proposed to be organized by the Department of Economics in association with Rajasthan Economic Association and Ranka Public Charitable Trust on January 24-25, 2020.
- He also informed that one more two-day National Conference on "Novel Advancements in Chemical Sciences" is being proposed to be organized by the Department of Chemistry on January 27 – 28, 2020.
- Dr. Rajesh Kumar Yadav then put emphasis on the requirement of infrastructural facilities. He also discussed various parameters like the introduction of new courses, increase in the intake of students, changed curriculum demanding the introduction of new laboratories, diversification of courses, need for introducing the technological innovations, etc.
- Dr. Manish Kaushik, Member, IQAC proposed that the requirements should be discussed at the departmental level first before the need assessment is propagated to the management.
- Prof. K. B. Sharma, the Chairperson – IQAC told that the need assessment and the cost analysis would be circulated to the members ahead of the meeting. Based on the economic feasibility, technical feasibility and the actual need, the new infrastructure creation or enhancement would be initiated.
- Dr. Shailesh Mathur, Member, IQAC suggested that faculties should apply for more and more Research Projects and a separate committee should be constituted to take care of all these research projects.
- Dr. Tapasya Julka Malhotra stated that the feedback form should be designed and floated to the various stakeholders - Student, Parent, Alumni and Employer and then collected in a period of few days as suggestions in terms of the feedback which can be implemented to enhance academic or any other development.

The meeting ended with the note that the conferences should be conducted with the cooperation of all departments and everyone should contribute in enhancing registrations.


(Dr. Rajesh Kumar Yadav)
Coordinator

S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

Date: January 11, 2020

Time: 1:00 p.m.

Venue: IQAC Room

S. No.	Name	Designation	Position	Signature
1.	Prof. K. B. Sharma	Principal	Chairman	
2.	Dr. Rajesh Kumar Yadav	Associate Professor	Coordinator	
3.	Shri Vinod Lodha	Alumnus and Management Representative	Member	
4.	Shri R.C. Jain	Management Representative	Member	
5.	Prof. R. R. Sinha	Professor	Member	
6.	Dr. Vikram Jain	Associate Professor	Member	
7.	Dr. Tapasya Julka Malhotra	Associate Professor	Member	
8.	Dr. Shailesh Mathur	Associate Professor	Member	
9.	Dr. Nandini Sharma	Assistant Professor	Member	
10.	Dr. Gauri Dhingra	Assistant Professor	Member	
11.	Dr. Swati Tiwari	Assistant Professor	Member	
12.	Dr. Sarita Singhal	Assistant Professor	Member	
13.	Dr. Namita Singh	Assistant Professor	Member	
14.	Dr. Anu Malhotra	Assistant Professor	Member	
15.	Dr. Mini Mathur	Lecturer	Member	
16.	Dr. Neha Pareek	Lecturer	Member	
17.	Dr. Anshu Joshi	Lecturer	Member	
18.	Shri Ram Chandra Chaudhary	Alumnus	Member	
19.	Shri Dileep Kumar	Office Administrative Staff	Member	
20.	Dr. R.L. Meena	Employer Member	Member	
21.	Shri S.K. Sharma	Industrialist	Member	
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Ref.: _____

Date: 01/08/2020

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report (ATR) 2019-20

Introduction:

The Internal Quality Assurance Cell (IQAC) of S.S. Jain Subodh P.G. College, Jaipur, convened meetings during the academic year 2019-20 to review, plan, and implement quality enhancement initiatives. The following Action Taken Report summarizes the interventions undertaken based on the discussions and decisions made during these meetings-

1. Review of Previous Meetings and Actions

Actions Taken:

Implemented actions were identified, acknowledged, and documented for future reference. Where necessary, corrective measures were taken to address any discrepancies or pending tasks.

2. Progress in Teaching Learning Environment

Actions Taken:

AQAR report for the academic session was reviewed in terms of the progress related to academics and measures were taken for its quick submission in the upcoming session.

Inputs and data for the forthcoming IQAR submission were also discussed.

Meeting with all the Heads of Department was held and the following several measures were taken to improve teaching learning situation in the college:

- Regular Assignments
- Check on attendance
- More focus on innovative teaching pedagogy

3. Initiatives Undertaken by IQAC in terms of Resources and Infrastructure requirement for addition of new courses

Action Taken:

A meeting was held with the Heads of the department and suggestions relating to the initiation of new courses and syllabi modification were invited.

The requirements were elaborated upon in consideration of the availability of skilled faculty and infrastructure needs. Requests were made to the Shiksha Samiti to obtain additional classrooms from Subodh P.G. Mahavidhyalaya and Subodh Public School.

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Date: 01/08/2020

4. Status of Research Projects, Future Plan of action to enhance research activities in the institution.

Action Taken:

The chairman and the coordinator took meeting with the staff members and encouraged them to apply for research projects from UGC and ICSSR and various other grant agencies. The head of the research committee discussed the strategy to enhance the research activities in the institution. He suggested that the research promotion policy should be updated.

5. Review of the preparations of the upcoming conferences

Action Taken:

The IQAC Coordinator commended the organizers of the upcoming conferences hosted by the Chemistry and Economics departments and discussed the progress and challenges encountered during their preparations. This feedback will help streamline future events and ensure smoother coordination.

6. Utilization of Information and Communication Technology (ICT)

Actions Taken:

Upgradation of software and implementation of advanced technology were prioritized based on the identified needs. Training sessions were conducted to familiarize faculty and staff with new ICT tools and platforms. The department heads were called for the meeting and were motivated to use and blend the technology with Teaching for effective learning. It was decided to revise the course after each unit completion through PPT's in smart classrooms before the CIA Exams.

7. The feedback from for various stakeholders - Student, Parent, Alumni and Employer

Actions Taken:

Feedback forms were created for student's parents and alumni and employer and were floated among them in order to get feedback from all the disciplines.

8. Academic & Administrative Audit

Actions Taken:

Academic & Administrative Audit for session 2019-20 conducted on August, 2020

Conclusion:

The IQAC worked towards ensuring and enhancing the quality of education and academic processes at the college during the academic year 2019-20. The interventions undertaken were aimed at nurturing a conducive learning environment and promoting continuous improvement across various domains.


(Dr. Rajesh Kumar Yadav)
Coordinator

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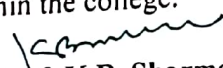


Ref.: SCJ/2020-21/81

Date: 14/07/2020

Office Order

The following IQAC committee for the session 2020-2021 has been constituted. All the members are requested to actively participate and contribute to the enhancement of quality initiatives within the college.


(Prof. K.B. Sharma)
Principal

S. No.	Name	Designation	Position
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10.	Dr. Gauri Dhingra	Assistant Professor	Member
11.	Dr. Swati Tiwari	Assistant Professor	Member
12.	Dr. Sarita Singhal	Assistant Professor	Member
13.	Dr. Namita Singh	Assistant Professor	Member
14.	Dr. Anu Malhotra	Assistant Professor	Member
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19.	Shri Dileep Kumar	Office Administrative Staff	Member
20.	Dr. R.L. Meena	Employer Member	Member
21.	Shri S.K. Sharma	Industrialist	Member
22.	Yash Sharma	Students Representative	Member
23.	Rameez Akhtar	Students Representative	Member

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Date: _____

NOTICE

July 28, 2020

This is to inform all members of the Internal Quality Assurance Cell (IQAC) that a meeting has been scheduled to take place on **August 1, 2020** at **12.30 p.m.** on Zoom Platform. Details of the Zoom Meeting shall be shared in the IQAC Whatsapp group. The agenda for the meeting is as follows:

1. Review of minutes of last IQAC Meeting and subsequent action taken.
2. AQAR report 2018-19 to be placed before IQAC core committee members.
3. Purchase of Video Conferencing Software for conducting Online Classes.
4. Resources and Infrastructure Requirement for conducting classes in online mode.
5. Increasing the use of ICT in teaching, evaluation and administrative process.
6. Updation on Academic and Administrative Audit.
7. Any other point with the permission from the chair.

All members are requested to log in on time .In case of inability to attend ,you are requested to notify the undersigned prior to the meeting.

(Dr. Rajesh Kumar Yadav)
Coordinator IQAC

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Date: 01/08/2020

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

An internal meeting of IQAC was held in the Committee Room No.105 on August 1, 2020 at 12:30 pm through the Zoom Platform.

The following members were present in the meeting:

1. Prof. K. B. Sharma – Chairman
2. Dr. Rajesh Kumar Yadav – Coordinator
3. Shri Vinod Lodha
4. Dr. Manish Kaushik
5. Dr. Vikram Jain
6. Dr. Tapasya Julka Malhotra
7. Dr. Shailesh Mathur
8. Dr. Swati Tiwari
9. Dr. Sarita Singhal
10. Dr. Namita Singh
11. Dr. Mini Mathur
12. Dr. Neha Pareek
13. Shri Ram Chandra Chaudhary
14. Shri Dillep Kumar
15. Dr.R.L.Meena
16. Rameez Akhtar

Agenda

1. Review of minutes of last IQAC Meeting and subsequent action taken.
2. AQAR report 2018-19 to be placed before IQAC core committee members.
3. Purchase of Video Conferencing Software for conducting Online Classes.

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Date: 01/08/2020

4. Resources and Infrastructure Requirement for conducting classes in online mode.
 5. Increasing the use of ICT in teaching, evaluation and administrative process.
 6. Updation on Academic and Administrative Audit.
 7. Any other point with the permission from the chair.
- The minutes of the last meeting were read out with the due permission of Chairman Prof. K. B. Sharma which was unanimously approved by all.
- The chairman discussed the new admission strategy for the Pandemic times and invited suggestions to fill all the allotted seats in every stream just like the previous years.
- All the suggestions given by the members further led to an intensive discussion on a blended form of admission form filling
- The chairman put the point forward to conduct the classes in online mode as per the government guidelines. Furthermore, he asked the coordinator to prepare the guidelines for the online classes and also suggested a suitable platform.
- The chairman invited the proposal of requirements of resources to be purchased for the smooth conduction of online classes while taking in consideration the huge strength of students coming from every corner of the country.
- Dr. Rajesh Yadav, the IQAC coordinator put forward the proposal to purchase the video conferencing software and also suggested that a schedule should be made to give training to all the faculty members for taking online classes.
- Dr. Vikram Jain suggested that a team of tech-savvy faculty members should be made to monitor the smooth conduction of online classes through the video conferencing software.
- Dr. Manish Kaushik gave his views on the need of an appropriate platform requirement for conducting classes smoothly in online mode. He suggested that since we have a large number of students and Zoom Platform allows participation upto a certain number only , we should develop a customized platform.
- Dr. Rajesh Yadav apprised the chairman and other members about the Faculty Development Program on "Essentials of Writing Research Papers and Case Studies for Reputed Journals" successfully organized in an online mode for the first time in the college.



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Date: 31/08/2020

- The coordinator also apprised everyone about the International Webinar that was successfully organized on the topic "Mental & Physical Health Through YOGA During COVID-19" on June 21, 2020 in online mode.
- The chairman congratulated both the teams for the success of the programmes and initiating a new beginning at Subodh.
- Dr. Rajesh Yadav suggested that a few more National Conferences and Workshops should also be held this year. He asked the team members to start preparations for the upcoming events and submit proposals at the departmental levels.
- Dr. Tapasya Julka put emphasis on increasing the use of ICT in teaching, evaluation and administrative process, so that the entire system functions in an effective manner even during the difficult Covid period.
- Seeing the pandemic situation Dr. Manish Kaushik suggested that the conferences and workshops should also be held in online mode only.
- Chairman Prof. K.B.Sharma thanked the IQAC for its role in the conduction of the Academic and Administrative Audit successfully on July 30, 2021
- Dr. Rajesh Yadav then informed the committee members about a National Webinar is proposed to be organized on "Revised Accreditation Framework of NAAC Quality Enhancement Practices in Higher Education under the aegis of UGC Paramarsh Scheme" on October 21, 2020.

The meeting came to an end with the note that the conduction of online classes should be done at the best level so that every student could be benefitted. The coordinator gave the vote of thanks to all.

(Dr. Rajesh Kumar Yadav)
Coordinator

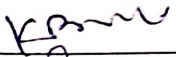


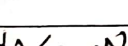
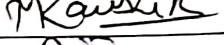

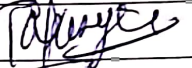
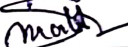

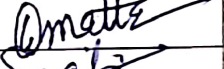
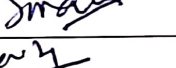
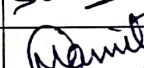



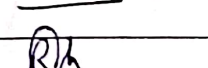
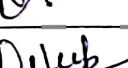

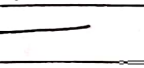
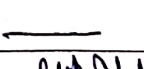


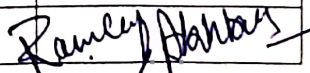


S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

Date: August 1, 2020

Time: 12:30 p.m.

Venue: Zoom Platform

S.No.	Name	Designation	Position	Signature
1.	Prof. K. B. Sharma	Principal	Chairman	
2.	Dr. Rajesh Kumar Yadav	Associate Professor	Coordinator	
3.	Shri Vinod Lodha	Alumnus and management representative	Member	
4.	Shri R.C. Jain	Management Representative	Member	
5.	Dr. Manish Kaushik	Professor	Member	
6.	Dr. Vikram Jain	Associate Professor	Member	
7.	Dr. TapasyaJulka Malhotra	Associate Professor	Member	
8.	Dr. ShaileshMathur	Associate Professor	Member	
9.	Dr. Nandini Sharma	Assistant Professor	Member	
10.	Dr. Gauri Dhingra	Assistant Professor	Member	
11.	Dr. Swati Tiwari	Assistant Professor	Member	
12.	Dr. SaritaSinghal	Assistant Professor	Member	
13.	Dr. Namita Singh	Assistant Professor	Member	
14.	Dr. Anu Malhotra	Assistant Professor	Member	
15.	Dr. Mini Mathur	Lecturer	Member	
16.	Dr. Neha Pareek	Lecturer	Member	
17.	Dr. Anshu Joshi	Lecturer	Member	
18.	Shri Ram Chandra Chaudhary	Alumnus	Member	
19.	Shri Dileep Kumar	Office Administrative Staff	Member	
20.	Dr. R.L. Meena	Employer Member	Member	
21.	Shri S.K. Sharma	Industrialist	Member	
22.	Yash Sharma	Students Representative	Member	
23.	Rameez Akhtar	Students Representative	Member	

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Ref.: _____

Date: _____

NOTICE

February 1, 2021

This is to inform all members of the Internal Quality Assurance Cell (IQAC) that a meeting has been scheduled to take place on **February 6, 2021 at 12.30 p.m. in Room No.105**. The agenda for the meeting is as follows:

1. Approval of minutes of last IQAC Meeting and subsequent actions taken.
2. Review of Online Classes, Challenges faced in Teaching Learning during the Pandemic and Action plan for its improvement.
3. Discussion about the examination mode of the students.
4. Any other point with the permission from the chair.

All members are requested to attend the meeting on time. In case of inability to attend, you are requested to notify the undersigned prior to the meeting.

(Dr. Rajesh Kumar Yadav)
Coordinator IQAC

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Date: 06/02/2021

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

An internal meeting of IQAC was held in Room No.105 on February 6, 2021 at 12:30 pm.

The following members were present in the meeting:

1. Prof. K. B. Sharma – Chairman
2. Dr. Rajesh Kumar Yadav – Coordinator
3. Shri R.C.Jain
4. Dr. Manish Kaushik
5. Dr. Vikram Jain
6. Dr. Tapasya Julka Malhotra
7. Dr. Shailesh Mathur
8. Dr. Gauri Dhingra
9. Dr. Swati Tiwari
10. Dr. Sarita Singhal
11. Dr. Namita Singh
12. Dr. Anu Malhotra
13. Dr. Mini Mathur
14. Dr. Anshu Joshi
15. Shri Ram Chandra Chaudhary
16. Shri Dillep Kumar
17. Shri S.K.Sharma
18. Yash Sharma

Agenda:

1. Approval of minutes of last IQAC Meeting and subsequent actions taken.
2. Review of Online Classes, Challenges faced in Teaching Learning during the Pandemic and Action plan for its improvement.
3. Discussion about the examination mode of the students.
4. Any other point with the permission from the chair.
 - The minutes of the last meeting were read out by the coordinator, Dr. Rajesh Yadav with the permission of Chairperson of the meeting Prof. K. B. Sharma which were approved by all.
 - Dr. Rajesh Yadav, the IQAC coordinator told the committee members about the successful use of the "Make in India" customized VideoMeet Software which has been used by the faculty members to take the online classes.



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Date: 06/02/2021

- He apprised that all the faculty members have uploaded their notes and PPTs on the college web portal. The attendance of the students was also being marked through the software and downloaded in the excel format.
- He told that the faculty members also created Google classroom groups where the assignments and e-notes were uploaded for the benefit of students as some of the students faced problems of internet connectivity as they resided in the outskirts of the city.
- He apprised the members about the successful conduction of the exams (project viva) on the online mode and also invited suggestions regarding the exams. After discussion it was decided that the rules finalized by the University of Rajasthan shall be applicable in the college too. The syllabus for exams may be reduced and the duration shall also be reduced.
- Dr. Rajesh Yadav told that a National Webinar was successfully organized by the college on "**Financial Empowerment through Financial Awareness**" in joint collaboration with the Association of Mutual Funds of India on January 9, 2021. Faculty and students who attended this webinar found it to be quite enriching.
- He also informed about the successful organization of a one-day Workshop on "**Multimedia & Animation**" by the Computer Science department on January 30, 2021.
- The coordinator also informed about the following forthcoming events:
 - (i) Two-days online National Workshop proposed to be organize on the topic "**Mere Sapno Ka Bharat –Atamnirbhar Bharat**" on February 12- 13, 2021.
 - (ii) Two days National Workshop to be organize on "**Science through Experiments**" under DBT Star Scheme on February 22-23,
 - (iii) A National Webinar on the topic "**Healthy Lifestyle for Cancer Prevention in Today's Scenario**" in association with Sanjivani-Life beyond Cancer, an NGO, to be organized on May 30, 2021.
 - (iv) Four Short-Term Training Programs on "**Character Building through Moral Values and Ethics**" sponsored by AICTE under AQIS to be conducted in the form of four phases in online mode.
- He informed that the firstphase is scheduled to be conducted from March 22-27, 2021, second phase is scheduled to be conducted from April 5-10, 2021, third phase is scheduled to be conducted from June 22-27, 2021, and finally the fourth phase is scheduled to be conducted from July 22-27, 2021.

The meeting ended with the note by the chairman that all should work harder during this pandemic time in the favor of students.

(Dr. Rajesh Kumar Yadav)
Coordinator

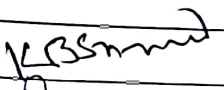

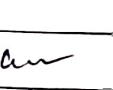
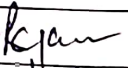
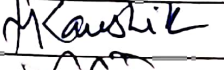
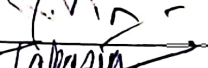
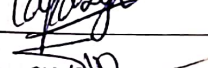
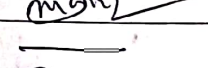
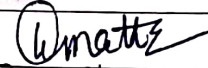
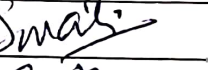

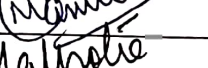

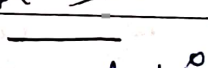
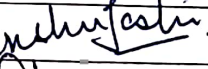
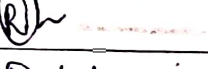
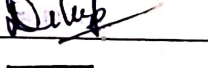

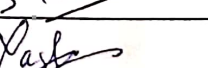
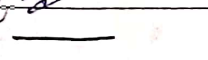





S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

Date: February 6, 2021

Time: 12:30 p.m.

Venue: Room No.105

S.No.	Name	Designation	Position	Signature
1.	Prof. K. B. Sharma	Principal	Chairman	
2.	Dr. Rajesh Kumar Yadav	Associate Professor	Coordinator	
3.	Shri Vinod Lodha	Alumnus and management representative	Member	
4.	Shri R.C. Jain	Management Representative	Member	
5.	Dr. Manish Kaushik	Professor	Member	
6.	Dr. Vikram Jain	Associate Professor	Member	
7.	Dr. TapasyaJulka Malhotra	Associate Professor	Member	
8.	Dr. ShaileshMathur	Associate Professor	Member	
9.	Dr. Nandini Sharma	Assistant Professor	Member	
10.	Dr. Gauri Dhingra	Assistant Professor	Member	
11.	Dr. Swati Tiwari	Assistant Professor	Member	
12.	Dr. SaritaSinghal	Assistant Professor	Member	
13.	Dr. Namita Singh	Assistant Professor	Member	
14.	Dr. Anu Malhotra	Assistant Professor	Member	
15.	Dr. Mini Mathur	Lecturer	Member	
16.	Dr. Neha Pareek	Lecturer	Member	
17.	Dr. Anshu Joshi	Lecturer	Member	
18.	Shri Ram Chandra Chaudhary	Alumnus	Member	
19.	Shri Dileep Kumar	Office Administrative Staff	Member	
20.	Dr. R.L. Meena	Employer Member	Member	
21.	Shri S.K. Sharma	Industrialist	Member	
22.	Yash Sharma	Students Representative	Member	
23.	Rameez Akhtar	Students Representative	Member	

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Ref.: _____

Date: 24/08/2021

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report (ATR) 2020-21

Introduction:

The Internal Quality Assurance Cell (IQAC) of the college convened meetings during the academic year 2019-20 to review, plan, and implement quality enhancement initiatives. The following Action Taken Report summarizes the interventions undertaken based on the discussions and decisions made during these meetings.

1. Review of Previous Meetings Minutes Reviewed:

Actions Taken:

The minutes from the previous meeting were presented and reviewed.

All action items identified in the previous meeting were addressed systematically.

Progress reports on assigned tasks were submitted by respective committee members.

2. AQAR Report Draft 2018-19 to be placed before IQAC Core Committee Members for discussion

Action Taken:

AQAR Report submitted on September 5, 2022

3. Purchase of Video Conferencing Software for Conducting Online Classes

Action Taken:

Customized software VideoMeet purchases and classes conducted in a smooth manner during the pandemic.

4. Resources and Infrastructure Requirement for Conducting Classes in Online Mode

Action Taken:

Computer labs equipped with more facilities, Wi-Fi connectivity improved and computer system updated.



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Date: 24/08/2021

5. Increasing the Use of ICT in Teaching, Evaluation, and Administrative Process

Action Taken:

Training sessions conducted for faculty and staff on the latest ICT tools in order to blend technology with learning. Practices sessions for VideoMeet classes conducted.

6. Review of Online Classes, Challenges Faced in Teaching Learning during the Pandemic and Action Plan for Its Improvement

Action Taken:

Safety and security features enhanced in VideoMeet for preventing disturbances in classes by some students.

7. Discussion about Employment Opportunities and Placements of Students After Pandemic Gets Over

Action Taken:

Placement drive in online mode conducted

8. Academic and Administrative Audit:

Academic and Administrative Audit conducted successfully on July 30, 2021

Conclusion:

The IQAC worked towards ensuring and enhancing the quality of education and academic processes at S.S. Jain Subodh P.G. College, Jaipur, during the academic year 2020-21. The interventions undertaken were aimed at nurturing a conducive learning environment and promoting continuous improvement across various domains.

(Dr. Rajesh Kumar Yadav)
Coordinator

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Ref.: SCJ/2021-22/86

Date: 03/07/2021

Office Order

The following IQAC committee for the session 2021-2022 has been constituted. All the members are requested to actively participate and contribute to the enhancement of quality initiatives within the college.


(Prof. K.B. Sharma)
Principal

S.No.	Name	Designation	Position
1.	Prof. K. B. Sharma	Principal	Chairman
2.	Prof. Manish Kaushik	Professor	Coordinator
3.	Shri R.C. Jain	Management Representative	Member
4.	Shri Vinod Lodha	Alumnus and Management Representative	Member
5.	Dr. Vikram Jain	Associate Professor	Member
6.	Dr. Sonal Bordia Jain	Associate Professor	Member
7.	Dr. Richa Sharma	Associate Professor	Member
8.	Dr Shailesh Mathur	Associate Professor	Member
9.	Dr Vandana Srivastava	Assistant Professor	Member
10.	Dr. Farah Deeba	Assistant Professor	Member
11.	Dr. Swati Tiwari	Assistant Professor	Member
12.	Dr. Shipra Sharma	Assistant Professor	Member
13.	Dr. Ajay Esha	Assistant Professor	Member
14.	Dr. Radhika Goyal	Assistant Professor	Member
15.	Dr. Pooja Nahar.	Assistant Professor	Member
16.	Shri Ram Chandra Chaudhary	Alumnus	Member
17.	Shri Brijendra Singh Bisht	Office administrative staff	Member
18.	Dr. R.L. Meena	Employer Member	Member
19.	Shri S.K. Sharma	Industrialist	Member
20.	Ishan Kothari	Student Representative	Member
21.	Khushi Suroliya	Student Representative	Member

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Date: _____

NOTICE

August 17, 2021

This is to inform all members of the Internal Quality Assurance Cell (IQAC) that a meeting has been scheduled to take place on August 24, 2021 .at 1.30 p.m. in Room No. 105. The agenda for the meeting is as follows:

1. Review of minutes of last IQAC Meeting and subsequent action taken
2. Discussion on the student's performance post covid.
3. Discussion on the increasing importance and use of ICT in teaching, evaluation and administrative processes.
4. Review of the outcomes of the programmes and activities conducted by IQAC throughout the session.
5. Any other point with the permission from the chair

All members are requested to attend the meeting on time .In case of inability to attend ,you are requested to notify the undersigned prior to the meeting.


(Dr. Manish Kaushik)
Coordinator IQAC



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Date: 24/08/2021

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

An internal meeting of IQAC was held in Room No.105 on August 24, 2021 at 01:30 pm.

The following members were present in the meeting:

S.No.	Name
1.	Prof. K. B. Sharma
2.	Prof. Manish Kaushik
3.	Shri R.C.Jain
4.	Dr. Vikram Jain
5.	Dr. Sonal Bordia Jain
6.	Dr. Richa Sharma
7.	Dr Shailesh Mathur
8.	Dr Vandana Srivastava
9.	Dr. Farah Deebea
10.	Dr. Swati Tiwari
11.	Dr. Shipra Sharma
12.	Dr. Ajay Esha
13.	Dr. Pooja Nahar
14.	Shri Brijendra Singh Bisht
15.	Dr. R.L. Meena
16.	Ishan Kothari

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Ref.: _____

Date: 24/08/2021

Agenda

1. Review of minutes of last IQAC Meeting and subsequent action taken
2. Discussion on the student's performance post covid.
3. Discussion on the increasing importance and use of ICT in teaching, evaluation and administrative processes.
4. Review of the outcomes of the programmes and activities conducted by IQAC throughout the session.
5. Any other point with the permission from the chair
 - The minutes of the last meeting were read out by the coordinator Dr. Manish Kaushik with the permission of Chairman Prof. K. B. Sharma which was approved by all.
 - The coordinator read out the action taken report of the last meeting and discussed the outcomes of the events organized by the IQAC and got approval by the chairman and other members.
 - The chairman praised the faculty members for utilizing the lockdown period productively by doing online courses /orientation /FDPs/Refresher courses.
 - Dr. Manish Kaushik, Coordinator, IQAC presented initiatives taken by IQAC for quality sustenance and quality enhancement. The initiatives taken for developing standard formats and procedures were discussed during the meeting.
 - All the above initiatives and formats prepared by IQAC were resolved and approved by the committee.
 - Further, it was decided that committee comprising internal IQAC members will be responsible for monitoring and collecting feedback from the departments regarding student performance and results in the times after COVID and invite suggestions.
 - Suggestions were invited from the members regarding the CIA exams and duration of semester exams.
 - He also communicated about the successful conduction of a one-day National Webinar on "Ecosystem Restoration: Challenges and Opportunities for India" which was organized on June 5, 2021.
 - Dr. Manish Kaushik gave information about the successful conduction of International Webinar on "Yoga as a Health & Career Tool" on the occasion of World Yoga Day, which was organized on June 21, 2021.
 - The discussion was followed by the information about the successful conduction of 4 Short-Term Training Programs on "Character Building through Moral Values and Ethics", sponsored by AICTE under AQIS in online mode.
 - The chairman expressed satisfaction over the fact that the college had easily adopted to the hybrid mode of functioning and that the pandemic has led to more inclusion of ICT in

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Ref.: _____

Date: 24/08/2021

teaching, evaluation and administrative process. He further added that the successful admission drive is the proof of this.

- Dr. Manish Kaushik also gave information about the successful conduction of International E-Conference on Echoes of COVID-19 on "Human Health: Present and Future Therapeutic Landscape" held on August 8, 2021.
- The coordinator also apprised the members about the successful conduction of National Webinar on "HIV/AIDS: Stigma and Discrimination" held on August 21, 2021.
- Dr. Manish Kaushik informed about the successful conduction of a National Conference on "Upcoming Trends in Intellectual Property Rights: Challenges and Perspectives" held on October, 8, 2021 He invited suggestions for organizing this conference as it was being organized on a last platform post COVID.
- These details were followed by the details of the successful conduction of an International Webinar on Prevalence of HIV in Blood Donors with Tuberculosis Risk Assessment to be organized on September 3, 2021.
- Dr. Manish Kaushik put emphasis on increasing the use of ICT in teaching, evaluation and administrative process as Technology can help teachers assess their students' learning as well as their performance in the classroom.

At the end of the meeting Dr. Manish Kaushik summarized the meeting and proposed the vote of thanks.

(Dr. Manish Kaushik)
Coordinator

S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

Date: August 24, 2021

Time: 01:30 p.m.

Venue: Room No.105

S.No	Name	Designation	Position	Signature
1.	Prof. K. B. Sharma	Principal	Chairman	<i>KBS</i>
2.	Prof. Manish Kaushik	Professor	Coordinator	<i>M Kaushik</i>
3.	Shri R.C. Jain	Management Representative	Member	<i>R.C. Jain</i>
4.	Shri Vinod Lodha	Alumnus and Management Representative	Member	—
5.	Dr. Vikram Jain	Associate Professor	Member	<i>V. Jain</i>
6.	Dr. Sonal Bordia Jain	Associate Professor	Member	<i>S. Bordia</i>
7.	Dr. Richa Sharma	Associate Professor	Member	<i>R. Sharma</i>
8.	Dr. Shailesh Mathur	Associate Professor	Member	<i>S. Mathur</i>
9.	Dr. Vandana Srivastava	Assistant Professor	Member	<i>V. Srivastava</i>
10.	Dr. Farah Deeba	Assistant Professor	Member	<i>F. Deeba</i>
11.	Dr. Swati Tiwari	Assistant Professor	Member	<i>S. Tiwari</i>
12.	Dr. Shipra Sharma	Assistant Professor	Member	<i>S. Sharma</i>
13.	Dr. Ajay Esha	Assistant Professor	Member	<i>A. Esha</i>
14.	Dr. Radhika Goyal	Assistant Professor	Member	—
15.	Dr. Pooja Nahar.	Assistant Professor	Member	<i>P. Nahar</i>
16.	Shri Ram Chandra Chaudhary	Alumnus	Member	—
17.	Shri Brijendra Singh Bisht	Office administrative staff	Member	<i>B. Bisht</i>
18.	Dr. R.L. Meena	Employer Member	Member	<i>R. Meena</i>
19.	Shri S.K. Sharma	Industrialist	Member	—
20.	Ishan Kothari	Student Representative	Member	<i>I. Kothari</i>
21.	Khushi Suroliya	Student Representative	Member	—

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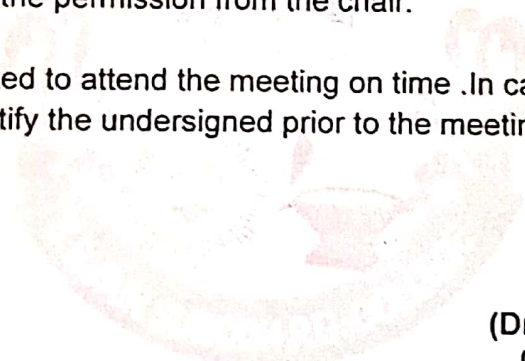
NOTICE

February 24, 2022

This is to inform all members of the Internal Quality Assurance Cell (IQAC) that a meeting has been scheduled to take place on March 3, 2022 .at 2.00 p.m. in IQAC Room. The agenda for the meeting is as follows:

1. Review of minutes of last IQAC Meeting and subsequent action taken.
2. Discussion on Final draft of the AQAR report (2018-19) and (2019-20) to be submitted in March 2022.
3. Promotion of research and innovation in the institute.
4. Discussion about suggestions given in Academic Council Meeting.
5. Any other point with the permission from the chair.

All members are requested to attend the meeting on time .In case of inability to attend ,you are requested to notify the undersigned prior to the meeting.


Dr. Manish Kaushik
(Dr. Manish Kaushik)
Coordinator IQAC

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Date: 03/03/2022

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

An internal meeting of IQAC was held in IQAC Room on March 3, 2022 at 02:00 p.m.

The following members were present in the meeting:

S.No.	Name
1.	Prof. K. B. Sharma
2.	Prof. Manish Kaushik
3.	Shri Vinod Lodha
4.	Dr. Vikram Jain
5.	Dr. Sonal Bordia Jain
6.	Dr. Richa Sharma
7.	Dr. Shailesh Mathur
8.	Dr. Farah Deeba
9.	Dr. Swati Tiwari
10.	Dr. Shipra Sharma
11.	Dr. Ajay Esha
12.	Dr. Radhika Goyal
13.	Dr. Pooja Nahar
14.	Shri Brijendra Singh Bisht
15.	Shri S.K. Sharma
16.	Khushi Suroliya

Agenda

1. Review of minutes of last IQAC Meeting and subsequent action taken.
2. Discussion on Final draft of the AQAR report (2018-19) and (2019-20) to be submitted in March 2022.
3. Promotion of research and innovation in the institute.
4. Discussion about suggestions given in Academic Council Meeting.
5. Any other point with the permission from the chair.
 - The minutes of the last meeting were read out by the IQAC coordinator, Dr. Manish Kaushik with the permission of Chairperson Prof. K. B. Sharma which were approved by all.
 - The final draft of the AQAR report was presented to the chairman and the committee members for their information, suggestions and inputs.
 - The draft of AQAR report was unanimously approved by everyone.

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Ref.: _____

Date: 02/03/2022

- Dr. Manish Kaushik, the IQAC coordinator apprised the members about the successful conduction of one International Webinar, two International Conferences, one National Conference, 11 National workshops, few guest lectures and various other training activities organized by IQAC. The chairman and the members discussed the outcomes of all these programmes and the chairman appreciated the efforts of the whole team and invited suggestions for more such programmes to enhance teaching learning outcomes.
- The coordinator informed about the upcoming International Conference on "Gender Equality & Women's Rights" to be organised on March 8, 2022.
- Discussions about the progress in the preparations of the conference were held and roles and responsibilities of faculty during the event were also decided.
- In order to develop innovation ecosystem in the institute Dr. Sonal Jain and Dr. Vikram proposed for more Workshops to be conducted on Startup Ideas so that new budding entrepreneurs could get the information and the path to move further in the right direction. The entrepreneurship and start up cell could take the initiative.
- Dr. Shailesh Mathur proposed that all the committees and cells should organize at least one event/activity per semester so that a more vibrant teaching learning environment is created in the college. Co-curricular and extracurricular activities are also a must for holistic development of the students.
- He also said that the departments should review their syllabus and if the need be they can modify the syllabus and get it approved through the BOS before the beginning of the new session.
- Dr. Kaushik also discussed the ways to promote research and development in the institute. It was also decided to prepare policy document of providing incentives to faculty members for their contribution in research through research publications and projects.
- Dr. Manish Kaushik also informed that the Academic Council unanimously approved the new courses B. Sc. (Zoology Hons), B.Sc. (Botany Hons) and B.A. (History Hons) to be introduced at Undergraduate level.

The meeting ended with the note by the chairman on the importance of hard work and dedication for the development of the college.

Dr. Kaushik





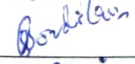
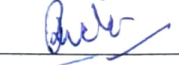


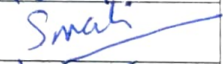
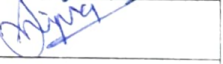


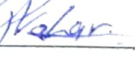
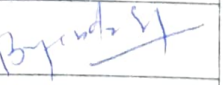


(Dr. Manish Kaushik)
Coordinator

S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

Date: March 3, 2022

Time: 02:00 p.m.

Venue: IQAC Room

S.No	Name	Designation	Position	Signature
1.	Prof. K. B. Sharma	Principal	Chairman	
2.	Prof. Manish Kaushik	Professor	Coordinator	
3.	Shri R.C. Jain	Management Representative	Member	—
4.	Shri Vinod Lodha	Alumnus and Management Representative	Member	
5.	Dr. Vikram Jain	Associate Professor	Member	
6.	Dr. Sonal Bordia Jain	Associate Professor	Member	
7.	Dr. Richa Sharma	Associate Professor	Member	
8.	Dr. Shailesh Mathur	Associate Professor	Member	
9.	Dr. Vandana Srivastava	Assistant Professor	Member	—
10.	Dr. Farah Deeba	Assistant Professor	Member	
11.	Dr. Swati Tiwari	Assistant Professor	Member	
12.	Dr. Shipra Sharma	Assistant Professor	Member	
13.	Dr. Ajay Esha	Assistant Professor	Member	
14.	Dr. Radhika Goyal	Assistant Professor	Member	
15.	Dr. Pooja Nahar.	Assistant Professor	Member	
16.	Shri Ram Chandra Chaudhary	Alumnus	Member	—
17.	Shri Brijendra Singh Bisht	Office administrative staff	Member	
18.	Dr. R.L. Meena	Employer Member	Member	—
19.	Shri S.K. Sharma	Industrialist	Member	
20.	Ishan Kothari	Student Representative	Member	—
21.	KhushiSuroliya	Student Representative	Member	

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Ref.: _____

Date: 25/08/2022

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report (ATR) 2021-22

Introduction:

The Internal Quality Assurance Cell (IQAC) of S.S. Jain Subodh P.G. College, Jaipur, convened meetings during the academic year 2021-22 to review, plan, and implement quality enhancement initiatives. The following Action Taken Report summarizes the interventions undertaken based on the discussions and decisions made during these meetings.

1. Review of Minutes of Last IQAC Meeting and Subsequent Action Taken

Actions Taken:

The minutes from the previous meeting were thoroughly reviewed. The chairman confirmed and evaluated the completion of actions decided in the last meeting. The on-going initiatives as per the last meeting's directives were noted.

2. AQAR Report to be placed before IQAC Core Committee Members

Action Taken:

The Annual Quality Assurance Report (AQAR) after finalisation was submitted on April 19, 2022 and September 5, 2022 for the sessions 2019-20 and 2020-21 respectively.

3. Discussion on the Initiatives Taken by IQAC

Action Taken:

- All exams completed well on time.
- The round taking committee ensured regularity of classes.
- Several conferences, seminars and webinars were conducted successfully.

4. Discussion on the Increasing Importance and Use of ICT in Teaching, Evaluation, and Administrative Process

Action Taken:

More usage of PPT Presentations in classroom teaching. E concept developed for students by several faculty members in the form of YOU TUBE channels, PPTs on slideshare.com etc. Almost 50 % of admissions done online. Telegram and whatsapp groups disseminated information on time to students complementing the role of college website.

5. Discussion about Suggestions Given in Academic Council Meeting

Action Taken:

Results of Research Promotion Policy evident from the increase in number of publications in reputed journals, patent publications and paper presentations in conferences. Preparations for

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permanent affiliation of several departments were taken into consideration. Considerable and satisfactory admissions in Botany (Hons.) and B.A. (History Hons) was a proof of the demand of these subjects. Departments modified their syllabi as per the need of the present times.

6. Other Interventions

Actions Taken:

Decision to conduct one Continuous Internal Assessment (CIA) in place of two was implemented. This decision saved time for course completion. MOUs signed with NGOs, educational institutions and industries. All cells and committees came in active mode and conducted activities under their banner. Creating an ecosystem for start-ups a workshop organised by the entrepreneurship and start- up cell was a huge success with young entrepreneurs having booming start-ups interaction with the students and offering them internships.

Conclusion:

The IQAC worked towards ensuring and enhancing the quality of education and academic processes at the College, during the academic year 2021-22. The cell ensured the effective implementation of ICT enhancements as planned. It monitored the progress of newly funded research projects and facilitated regular updates. Followed up on the implementation status of suggestions adopted from the Academic Council .The interventions undertaken were aimed at nurturing an outcome based learning environment and promoting continuous improvement across various domains.


(Dr. Manish Kaushik)
Coordinator

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Ref.: SCJ/2022-2023/097

Date: 21/07/2022

Office Order

The following IQAC committee for the session 2022-2023 has been constituted. All the members are requested to actively participate and contribute to the enhancement of quality initiatives within the college.

K.B. Sharma
(Prof. K.B. Sharma)
Principal

S.No.	Name	Designation	Position
1.	Prof. K. B. Sharma	Principal	Chairman
2.	Dr. Manish Kaushik	Professor	Coordinator
3.	Shri Anil Gokhroo	Management Representative	Member
4.	Shri Vinay Daga	Alumnus and Management Representative	Member
5.	Dr. Vikram Jain	Associate Professor	Member
6.	Dr. Sonal Bordia Jain	Associate Professor	Member
7.	Dr. Richa Sharma	Associate Professor	Member
8.	Dr. Shailesh Mathur	Associate Professor	Member
9.	Dr. Vandana Srivastava	Assistant Professor	Member
10.	Dr. FarahDeeba	Assistant Professor	Member
11.	Dr. Swati Tiwari	Assistant Professor	Member
12.	Dr. Shipra Sharma	Assistant Professor	Member
13.	Dr. Ajay Esha	Assistant Professor	Member
14.	Dr. Radhika Goyal	Assistant Professor	Member
15.	Dr. Pooja Nahar	Assistant Professor	Member
16.	Shri Rajesh Kernal	Alumnus	Member
17.	Shri Brajindra Singh Bist	Office Administrative Staff	Member
18.	Mr. Lokendra Agarwal	Employer Member	Member
19.	Shri Subhash Gupta	Industrialist	Member
20.	Shivam Bajod	Student Representative	Member
21.	Khushi Saroliya	Student Representative	Member

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Date: _____

NOTICE

August 18, 2022

This is to inform all members of the Internal Quality Assurance Cell (IQAC) that a meeting has been scheduled to take place on **August 25, 2022** at 1.30 p.m. in Room No. 105. The agenda for the meeting is as follows:

1. Review of minutes of last IQAC Meeting and subsequent actions taken.
2. Report of the actions taken and activities planned according to the discussions done in the earlier meeting.
3. Innovations in teaching learning process.
4. Strategical Measures to be taken regarding conduction of the classes in the upcoming session.
5. Any other point with the permission of the chair

All members are requested to attend the meeting on time .In case of inability to attend , you are requested to notify the undersigned prior to the meeting.


(Dr. Manish Kaushik)
Coordinator IQAC



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Ref.: _____

Date: 25/08/2022

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

An internal meeting of IQAC was held in Room No. 105 on August 25, 2022 at 01:30 p.m.

The following members were present in the meeting:

1. Prof. K. B. Sharma – Chairman
2. Dr. Manish Kaushik – Coordinator
3. Shri. Anil Gokhroo
4. Dr. Vikram Jain
5. Dr. Sonal Bordia Jain
6. Dr. Richa Sharma
7. Dr. Shailesh Mathur
8. Dr. Vandana Srivastava
9. Dr. Farha Deebea
10. Dr. Shipra Sharma
11. Dr. Ajay Esha
12. Dr. Pooja Nahar
13. Shri Rajesh Kernal
14. Shri Brajindra Singh Bist
15. Shri Subhash Gupta
16. Shivam Bajod

Agenda

1. Review of minutes of last IQAC Meeting and subsequent actions taken.
2. Report of the actions taken and activities planned according to the discussions done in the earlier meeting.
3. Innovations in teaching learning process.
4. Strategical Measures to be taken regarding conduction of the classes in the upcoming session.
5. Any other point with the permission of the chair

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Date: 25/02/2022

- The minutes of the last meeting were read out by the coordinator Dr. Manish Kaushik with the permission of Chairperson Prof. K. B. Sharma and were approved by all.
- The coordinator read out the action taken report of the previous meeting which was appreciated by the chairman and all the other members.
- The chairman informed about the AQAR submission in March 2022.
- Dr. Kaushik gave information about the successful conduction of International Conference on "Gender Equality & Women's Rights" held on March 8, 2022 in which there were appreciable registrations and also discussed the outcomes of the programme that were very fruitful and beneficial for the participants.
- Dr. Manish Kaushik suggested that innovative learning is a way of learning that should focus on the students and their needs. He appreciated the efforts made in modifying the syllabus as per current trends by the departments.
- He asserted that the Innovative learning should cater to the development of the vision, learning pedagogy, policies, facilities and resources, curriculum, teachers, community and assessment.
- Discussions were held on the conduction of classes in the new session. Dr. Richa Sharma suggested that besides the self-check on punctuality a team of faculty members may be formed to take rounds at each floor in their free time to keep to keep a check on discipline.
- The chairman appreciated the role of IQAC in the successful conduction of the Academic and Administrative Audit 2022-23.

The meeting came to an end with the note that the conduction of classes should be done at the best level and syllabus should be completed well in time. The coordinator gave the vote of thanks to all.

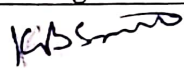
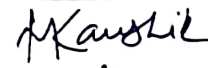

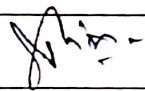
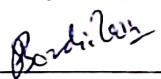
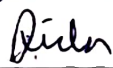
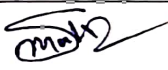
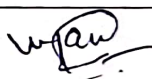

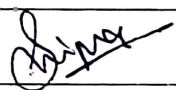




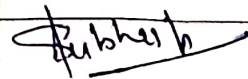
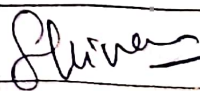

(Dr. Manish Kaushik)
Coordinator

S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

Date: August 25, 2022

Time: 1:30 pm

Venue: Room No.105

S.No.	Name	Designation	Position	Signature
1.	Prof. K. B. Sharma	Principal	Chairman	
2.	Dr. Manish Kaushik	Professor	Coordinator	
3.	Shri Anil Gokhroo	Management Representative	Member	
4.	Shri Vinay Daga	Alumnus and Management Representative	Member	—
5.	Dr. Vikram Jain	Associate Professor	Member	
6.	Dr. Sonal Bordia Jain	Associate Professor	Member	
7.	Dr. Richa Sharma	Associate Professor	Member	
8.	Dr. Shailesh Mathur	Associate Professor	Member	
9.	Dr. Vandana Srivastava	Assistant Professor	Member	
10.	Dr. Farah Deebea	Assistant Professor	Member	
11.	Dr. Swati Tiwari	Assistant Professor	Member	—
12.	Dr. Shipra Sharma	Assistant Professor	Member	
13.	Dr. Ajay Esha	Assistant Professor	Member	
14.	Dr. Radhika Goyal	Assistant Professor	Member	—
15.	Dr. Pooja Nahar	Assistant Professor	Member	
16.	Shri Rajesh Kernal	Alumnus	Member	
17.	Shri Brajindra Singh Bist	Office Administrative Staff	Member	
18.	Mr. Lokendra Agarwal	Employer Member	Member	—
19.	Shri Subhash Gupta	Industrialist	Member	
20.	Shivam Bajod	Student Representative	Member	
21.	Khushi Saroliya	Student Representative	Member	—

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Ref.: _____

Date: _____

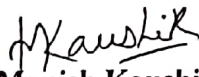
NOTICE

December 18, 2022

This is to inform all members of the Internal Quality Assurance Cell (IQAC) that a meeting has been scheduled to take place on **December 23, 2022, at 12:30 p.m.** in IQAC Room. The agenda for the meeting is as follows:

1. Review of minutes of last IQAC Meeting and subsequent actions taken.
2. Review of the AQAR to be submitted in September 2022 and suggestions.
3. Reporting the actions taken and activities planned according to the discussions done in the earlier meeting.
4. Review the preparations for fourth cycle of NAAC Accreditation.
5. Any other point with the permission from the chair.

All members are requested to attend the meeting on time. In case of inability to attend, you are requested to notify the undersigned prior to the meeting.


(Dr. Manish Kaushik)
Coordinator IQAC

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Email: admin@subodhpgcollege.com • Website: www.subodhpgcollege.com



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Ref.: _____

Date: 23/12/2022

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

An internal meeting of IQAC was held in IQAC Room on December 23, 2022 at 12:30 p.m.

The following members were present in the meeting:

1. Prof. K. B. Sharma – Chairman
2. Dr. Manish Kaushik – Coordinator
3. Shri Vinay Daga
4. Dr. Vikram Jain
5. Dr. Richa Sharma
6. Dr. Shailesh Mathur
7. Dr. Vandana Srivastava
8. Dr. Farah Deebea
9. Dr. Swati Tiwari
10. Dr. Shipra Sharma
11. Dr. Ajay Esha
12. Dr. Radhika Goyal
13. Shri Rajesh Kernal
14. Shri Brajindra Singh Bist
15. Shri Lokendra Agarwal
16. Khushi Saroliya
17. Shri Rajesh Kernal

Agenda

1. Review of minutes of last IQAC Meeting and subsequent actions taken.
 2. Review of the AQAR to be submitted in September 2022 and suggestions.
 3. Reporting the actions taken and activities planned according to the discussions done in the earlier meeting.
 4. Review the preparations for fourth cycle of NAAC Accreditation.
 5. Any other point with the permission from the chair.
- The minutes of the last meeting were read out by the IQAC coordinator, Dr. Manish Kaushik with the permission of chairperson Prof. K. B. Sharma.
 - The coordinator read out the action taken report of the previous meeting and received appreciation and approval of the chairperson and all the members.
 - A detailed presentation of the AQAR submitted in 2022, was given by the IQAC coordinator in which he highlighted the key outcomes, achievements, and areas of concern.

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Ref.: _____

Date: 23/12/2022

- Discussion was made among the members about the outcomes and effectiveness of various initiatives. The chairman identified the areas where objectives were not met and where performance could be enhanced.
- Feedback and suggestions were invited for improvement in the next AQAR report.
- Dr. Manish Kaushik, the IQAC coordinator gave the information about the successful conduction of three International Conferences, one National Conference, 12 National workshops, few guest lectures and various other training activities.
- Dr. Kaushik informed about the successful conduction of the International Conference on the Literary Legacy of Booker Prize Winners that was organized by ELT@I Jaipur Chapter, in collaboration with the college. He also discussed the outcomes of the conference.
- The coordinator apprised the members about the successful conduction of the International Conference on "Artificial Intelligence-from Science Fiction to Reality".
- He explained in detail the outcomes of one-day International Conference on "Introduction to Oracle Cloud Infrastructure, Certification Path and Career Opportunities" that was organized in collaboration with ICT Academy.
- Dr. Shailesh Mathur informed about successful conduction of the National Conference on "Startup Ideas" organized in collaboration with ICT Academy and discussed its fruitful outcomes with the members. She also informed about 12 National Workshops held in various departments.
- According to the next agenda of the meeting, the coordinator initiated the discussion to review the preparations for fourth cycle of NAAC Accreditation. As a review process the seven criteria were discussed for the upliftment of the college.
- The Curricular Aspects of the Academic programs as per the criteria of NAAC were discussed and the suggestions were given to improvise it according to the industry demands.
- The suggestions were invited for initiating NEP 2020, value added courses and some innovative processes that can be adopted by the institution in teaching, learning and evaluation so as to create a positive impact on the functioning of the institution.
- The chairman informed about the increase in infrastructure facilities and library facilities as Learning Resources.
- The student support services and its progression offered by the college, the improvised strategies adopted by the Institution for Academic and Infrastructure developments (Governance, Leadership and Management) were also discussed and some suggestions were given to further enhance it.
- The best practices taken up by the institution during this academic year which have created a positive impact on the functioning of the Institution were also mentioned by the coordinator

The meeting ended with the note that all should work hard for the development of students.


(Dr. Manish Kaushik)
Coordinator

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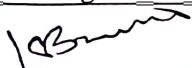

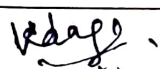
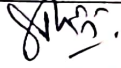
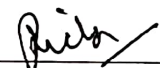
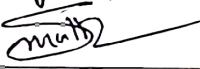
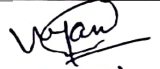
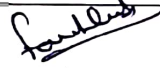
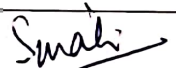

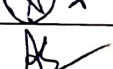



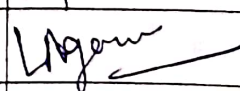



S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

Date: December 23, 2022

Time: 12:30 pm

Venue: IQAC Room

S.No.	Name	Designation	Position	Signature
1.	Prof. K. B. Sharma	Principal	Chairman	
2.	Dr. Manish Kaushik	Professor	Coordinator	
3.	Shri Anil Gokhroo	Management Representative	Member	—
4.	Shri Vinay Daga	Alumnus and Management Representative	Member	
5.	Dr. Vikram Jain	Associate Professor	Member	
6.	Dr. Sonal Bordia Jain	Associate Professor	Member	—
7.	Dr. Richa Sharma	Associate Professor	Member	
8.	Dr. Shailesh Mathur	Associate Professor	Member	
9.	Dr. Vandana Srivastava	Assistant Professor	Member	
10.	Dr. Farah Deeba	Assistant Professor	Member	
11.	Dr. Swati Tiwari	Assistant Professor	Member	
12.	Dr. Shipra Sharma	Assistant Professor	Member	
13.	Dr. Ajay Esha	Assistant Professor	Member	
14.	Dr. Radhika Goyal	Assistant Professor	Member	
15.	Dr. Pooja Nahar	Assistant Professor	Member	—
16.	Shri Rajesh Kernal	Alumnus	Member	
17.	Shri Brajindra Singh Bist	Office Administrative Staff	Member	
18.	Mr. Lokendra Agarwal	Employer Member	Member	
19.	Shri Subhash Gupta	Industrialist	Member	—
20.	Shivam Bajod	Student Representative	Member	—
21.	Khushi Saroliya	Student Representative	Member	

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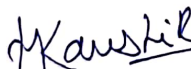
NOTICE

May 6, 2023

This is to inform all members of the Internal Quality Assurance Cell (IQAC) that a meeting has been scheduled to take place on **May 13, 2023** at 2.00 p.m. in Room No. 105. The agenda for the meeting is as follows:

1. Review of minutes of last IQAC Meeting and subsequent actions taken.
2. Preparations and progress of the upcoming AQAR submission.
3. Implementation of NEP 2020 and BOS for syllabus finalization.
4. Discussion on the admission scenario and procedure.
5. Any other point with the permission from the chair.

All members are requested to attend the meeting on time .In case of inability to attend ,you are requested to notify the undersigned prior to the meeting.


(Dr. Manish Kaushik)
Coordinator IQAC



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Ref.: _____

Date: 13/05/2023

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

An internal meeting of IQAC was held in Room 105 on May 13, 2023 at 02:00 p.m.

The following members were present in the meeting:

1. Prof. K. B. Sharma – Chairman
2. Dr. Manish Kaushik – Coordinator
3. Shri. Anil Gokhroo
4. Dr. Vikram Jain
5. Dr. Sonal Bordia Jain
6. Dr. Richa Sharma
7. Dr. Shailesh Mathur
8. Dr. Farah Deebea
9. Dr. Swati Tiwari
10. Dr. Ajay Esha
11. Dr. Radhika Goyal
12. Dr. Pooja Nahar
13. Shri Brajindra Singh Bist
14. Shri Subhash Gupta
15. Shivam Bajod
16. Khushi Saroliya

Agenda

1. Review of minutes of last IQAC Meeting and subsequent actions taken.
2. Preparations and progress of the upcoming AQAR submission.
3. Implementation of NEP 2020 and BOS for syllabus finalization.
4. Discussion on the admission scenario and procedure.
5. Any other point with the permission from the chair.



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Ref.: _____

Date: 13/05/2023

- The minutes of the last meeting were read out by the IQAC coordinator, Dr. Manish Kaushik with the permission of Chairperson Prof. K. B. Sharma.
- The coordinator also read out the action taken report of the previous meeting and apprised the members about the successful conduction of various programmes and their outcomes.
- The chairman along with the coordinator and other members discussed about upcoming AQAR and created a detailed timeline with specific milestones to ensure timely submission of the report.
- Dr. Manish Kaushik, the IQAC coordinator gave the information about the outcomes of 08 National workshops, guest lectures and various other training activities conducted by various departments under the guidance of IQAC.
- The chairman emphasized that the process of syllabus formulation according to NEP 2020 should be expedited so that it could be uploaded on the website on time. For this all the departments should speeden up the process of BOS conduction.
- In order to develop innovation ecosystem in the institute and to promote innovation Dr. Vikram Jain focused on the ways to enhance research in the institute.
- Dr. Sonal Bordia Jain suggested that every year "Start-Up and Innovation Week" should be celebrated by the Innovation and Start Up Cell on the occasion of birth anniversary of Dr. A P J Kalam.
- The chairman advised to revise policy document of providing incentives to faculty for research contribution, research publications.
- Dr. Kaushik also emphasized on the ways to promote research in the institute.

The meeting ended with the note by the chairman on hard work and future planning for the development of students. The chairman also said that the IQAC Cell should conduct an orientation programme for the faculty so that their queries may be settled and the concept of credits, value added courses and generic electives may be clarified.


(Dr. Manish Kaushik)
Coordinator



S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

Date: May 13, 2023

Time: 2:00 pm

Venue: Room No.105

S.No.	Name	Designation	Position	Signature
1.	Prof. K. B. Sharma	Principal	Chairman	<i>KBS</i>
2.	Dr. Manish Kaushik	Professor	Coordinator	<i>Manish Kaushik</i>
3.	Shri Anil Gokhroo	Management Representative	Member	<i>AG</i>
4.	Shri Vinay Daga	Alumnus and Management Representative	Member	—
5.	Dr. Vikram Jain	Associate Professor	Member	<i>VJ</i>
6.	Dr. Sonal Bordia Jain	Associate Professor	Member	<i>Bordia</i>
7.	Dr. Richa Sharma	Associate Professor	Member	<i>Richa</i>
8.	Dr. Shailesh Mathur	Associate Professor	Member	<i>Mathur</i>
9.	Dr. Vandana Srivastava	Assistant Professor	Member	—
10.	Dr. Farah Deeba	Assistant Professor	Member	<i>Farah</i>
11.	Dr. Swati Tiwari	Assistant Professor	Member	<i>Swati</i>
12.	Dr. Shipra Sharma	Assistant Professor	Member	—
13.	Dr. Ajay Esha	Assistant Professor	Member	<i>AJ</i>
14.	Dr. Radhika Goyal	Assistant Professor	Member	<i>RG</i>
15.	Dr. Pooja Nahar	Assistant Professor	Member	<i>Pooja</i>
16.	Shri Rajesh Kernal	Alumnus	Member	—
17.	Shri Brajindra Singh Bist	Office Administrative Staff	Member	<i>Brajindra</i>
18.	Mr. Lokendra Agarwal	Employer Member	Member	—
19.	Shri Subhash Gupta	Industrialist	Member	<i>Subhash</i>
20.	Shivam Bajod	Student Representative	Member	<i>Shivam</i>
21.	Khushi Saroliya	Student Representative	Member	<i>Khushi</i>

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Date: 4/09/2023

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report (ATR) 2022-23

Introduction:

The Internal Quality Assurance Cell (IQAC) convened meetings during the academic year 2022-23 to review, plan, and implement quality enhancement initiatives. The following Action Taken Report summarizes the interventions undertaken based on the discussions and decisions made during these meetings.

1. Review of Minutes of Last IQAC Meeting and Subsequent Action Taken previous

Meeting Insights:

Action Taken:

- All actions aligned with the resolutions made
- Syllabus modified and approved in BOS.

2. Progress on the submission of AQAR report

Actions Taken:

AQAR report was submitted in April, 2023 for the session 2022-23

3. Reporting the Actions Taken or Activities Planned According to the Discussions Done in the Earlier Meeting

Action Taken:

Workshops, guest lectures, and various department-specific training activities conducted successfully.

4. Review the Preparations for fourth cycle of NAAC Accreditation

Action Taken:

Criterion wise meetings with all the conveners of the seven criteria held. The Criteria wise conveners and the team members are as follows:



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Date: 4/09/2023

Prof.K.B.Sharma Chairman,
NAAC (2023-24)

Institutional Profile, Executive Summary & Overall Documentation

1. Prof. Ripu Ranjan Sinha
2. Dr. Shashi Sharma
3. Dr. Khushbu Bhaskar
4. Dr. Anuroopa Gupta
5. Dr. Anju Panchori
6. Dr. Mubarik Hussain

Criteria Co-ordinator

- Member
Member
Member
Member
Member

Criteria I Curricular Aspects

1. Dr.Rashmy Nair
2. Dr.Suman Choudhary
3. Dr.Nirmala Lalwani
4. Dr. Kanika Bhanot
5. Ms. ManishaYadav

- Member
Member
Member
Member
Member

Criteria II Teaching- Learning and Evaluation

1. Dr. Chitra Rathore
2. Dr. Vikram Jain
3. Dr. Shailesh Mathur
4. Dr. Gauri Dhingra
5. Dr. Neetu Jain
6. Dr. Mini Mathur
7. Ms. Jaya Bhardwaj

- Member
Member
Member
Member
Member
Member
Member

Criteria III Research, Innovations and Extension

1. Dr. Balram Tripathi
2. Dr. Sarita Singhal
3. Dr. Farah Deeba
4. Dr. Reenu Chouhan
5. Dr. Amit Mathur
6. Dr. Priyanka Dadupanthi
7. Dr. Akash Jain

- Member
Member
Member
Member
Member
Member
Member



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Ref.: _____

Date: 4/09/2023

**Prof.K.B.Sharma Chairman,
NAAC (2023-24)**

Institutional Profile, Executive Summary & Overall Documentation

1. Prof. Ripu Ranjan Sinha	Criteria Co-ordinator
2. Dr. Shashi Sharma	Member
3. Dr. Khushbu Bhaskar	Member
4. Dr. Anuroopa Gupta	Member
5. Dr. Anju Panchori	Member
6. Dr. Mubarik Hussain	Member

Criteria I Curricular Aspects

1. Dr.Rashmy Nair	Member
2. Dr.Suman Choudhary	Member
3. Dr.Nirmala Lalwani	Member
4. Dr. Kanika Bhanot	Member
5. Ms. ManishaYadav	Member

Criteria II Teaching- Learning andEvaluation

1. Dr. Chitra Rathore	Member
2. Dr. Vikram Jain	Member
3. Dr. Shailesh Mathur	Member
4. Dr. Gauri Dhingra	Member
5. Dr. Neetu Jain	Member
6. Dr. Mini Mathur	Member
7. Ms. Jaya Bhardwaj	Member

Criteria III Research, Innovations andExtension

1. Dr. Balram Tripathi	Member
2. Dr. Sarita Singhal	Member
3. Dr. Farah Deeba	Member
4. Dr. Reenu Chouhan	Member
5. Dr. Amit Mathur	Member
6. Dr. Priyanka Dadupanthi	Member
7. Dr. Akash Jain	Member

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Date: 04/09/2023

Criteria IV Infrastructure and Learning Resources

1. Dr. Ashish Ch.Swami	Member
2. Dr. Surendra Sharma	Member
3. Dr. Surendra Kothari	Member
4. Dr. Satish C. Sharma	Member
5. Dr. Anu Malhotra	Member
6. Dr. Vandana Vijay	Member
7. Mr. Aleem Khan	Member

Criteria V Student Support and Progression

1. Dr. Nandini Sharma	Member
2. Dr. Preeti Srivastava	Member
3. Dr. Anshu Joshi	Member
4. Dr. Anupama Singh	Member
5. Dr. Anupam Gupta	Member
6. Dr. Sonia Bajaj	Member

Criteria VI Governance, Leadership and Management

1. Dr. Priti Gupta	Member
2. Dr. Namita Singh	Member
3. Dr. Pooja Purohit	Member
4. Dr. Shaffali Jain	Member
5. Dr. Priyanka	Member

Criteria VII Institutional Values and Best Practices

1. Dr. Suprithi Paliwal	Member
2. Dr. Monalisa Kulsrestha	Member
3. Dr. Neha Pareek	Member

5. Promotion of Research and Innovation in the Institute

Action Taken:

- Possibilities for establishing incubation centres were asked to be explored.
- A common research laboratory was established.
- The process of permanent affiliation of several departments was initiated



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- Research promotion policy resulted in increase in number of publications and patents, membership in professional bodies and paper presentations at prestigious platform increased.

6. Utilization of Information and Communication Technology (ICT)

Actions Taken:

- Upgraded server capacities to handle increased data loads and secure storage of institutional and student data, ensuring data protection and privacy standards.
- The IQAC team conducted multiple training sessions that were aimed at enhancing ICT skills among faculty and staff, covering essential software like learning management systems (LMS), Microsoft Office, Google Workspace, and specialized educational tools.

Conclusion:

The IQAC worked towards ensuring and enhancing the quality of education and academic processes at the college during the academic year 2022-23. The interventions undertaken were aimed at nurturing a conducive learning environment and promoting continuous improvement across various domains.


(Dr. Manish Kaushik)
Coordinator



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Ref.: SCJ/2023-24/13

Date: 10/07/2023

Office Order

The following IQAC committee for the session 2023-2024 has been constituted. All the members are requested to actively participate and contribute to the enhancement of quality initiatives within the college.


(Prof. K.B. Sharma)
Principal

S.No.	Name	Designation	Position
1.	Prof. K. B. Sharma	Principal	Chairman
2.	Dr. Manish Kaushik	Professor	Coordinator
3.	Shri Anil Gokhroo	Management Representative	Member
4.	Shri Vinay Daga	Alumnus and Management Representative	Member
5.	Dr. Vikram Jain	Associate Professor	Member
6.	Dr. Sonal Bordia Jain	Associate Professor	Member
7.	Dr. Shailesh Mathur	Associate Professor	Member
8.	Dr. Vandana Nigam	Assistant Professor	Member
9.	Dr. Farah Deeba	Assistant Professor	Member
10.	Dr. Shipra Sharma	Assistant Professor	Member
11.	Dr. Radhika Goyal	Assistant Professor	Member
12.	Dr. Pooja Nahar	Assistant Professor	Member
13.	Shri Rajesh Kernal	Alumnus	Member
14.	Shri Brajindra Singh Bist	Office Administrative Staff	Member
15.	Mr. Lokendra Agarwal	Employer Member	Member
16.	Shri Subhash Gupta	Industrialist	Member
17.	Bhumi Jain	Student Representative	Member
18.	Sarup Dan K Charan	Student Representative	Member

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Awarded status of "College of Excellence" by UGC

Awarded "Star Status" by DBT, Govt. of India



Ref.: _____

Date: _____

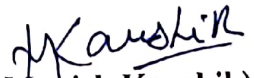
NOTICE

August 28, 2023

This is to inform all members of the Internal Quality Assurance Cell (IQAC) that a meeting has been scheduled to take place on **September 4, 2023** at 1.30 p.m. in IQAC Room. The agenda for the meeting is as follows:

1. Examination and reflection on the minutes from the previous IQAC meeting, along with the progress of actions implemented.
2. Review of the AQAR reports of 2021-22 and 2022-23 submitted by the IQAC.
3. Updates on the implementation of NEP 2020 and CBCS in the college.
4. Strategic planning for regularizing classes in the new session.
5. Exploration and discussion on innovative approaches to enhance the teaching and learning experience.
6. Orientation for faculty members to understand the NEP.
7. Proposals for the value added courses and generic electives by the departments.
8. Open floor for additional topics, organization of departmental activities, conferences, workshops and FDPs subject to the approval of the meeting chair.
9. Review of faculty development programs organized by various departments under the guidance and approval of IQAC and initiatives for enhancing research capabilities.
10. Discussion on improving student support services and engagement activities.
11. Consideration of new collaborations and partnerships for academic and research enhancement.
12. Planning for the upcoming fourth cycle of NAAC.

All members are requested to attend the meeting on time. In case of inability to attend, you are requested to notify the undersigned prior to the meeting.


(Dr. Manish Kaushik)
Coordinator IQAC



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Ref.: _____

Date: 4/09/2023

Internal Quality Assurance Cell (IQAC) Minutes of the Meeting

An internal meeting of IQAC was held in IQAC Room on September 4, 2023 at 01:30 p.m.

The following members were present in the meeting:

S.No.	Name
1.	Prof. K. B. Sharma
2.	Dr. Manish Kaushik
3.	Shri Anil Gokhroo
4.	Dr. Vikram Jain
5.	Dr. Sonal Bordia Jain
6.	Dr. Shailesh Mathur
7.	Dr. Vandana Nigam
8.	Dr. Shipra Sharma
9.	Dr. Radhika Goyal
10.	Shri Rajesh Kernal
11.	Shri Brajindra Singh Bist
12.	Shri Subhash Gupta
13.	Sarup Dan K Charan

Agenda

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Ref.: _____

Date: 04/09/2023

- The minutes of the last meeting were read out with the permission of Chairman Prof. K. B. Sharma which was unanimously approved by all.
- The meeting was then initiated by the IQAC Coordinator, Dr. Manish Kaushik, whereby he presented the AQAR report 2022-23 before IQAC core committee members.
- Dr. Manish Kaushik advocated for a student-centered approach to innovative learning, emphasizing the necessity of modifying educational practices to meet the diverse needs of learners.
- He further elaborated that the smooth transition to NEP 2020 is a big achievement for the college. He congratulated all the departments for the modifications done in the syllabus and the timely conduction of BOS Meetings for syllabus approval.
- Dr. Vikram Jain highlighted the importance of integrating technology and digital tools to facilitate a more interactive and accessible learning environment.
- He also emphasized on the need of fostering critical thinking, creativity, and problem-solving skills among students to prepare them for the complexities of the modern world.
- The chairman emphasized that the students must be made familiar with the credit system and the opportunities they have through the NEP value added courses and generic electives.
- Additionally, Dr. Kaushik call for an inclusive education system that accommodates the varied learning styles and needs of all students, ensuring that no one is left behind in the pursuit of knowledge.
- The members appreciated the outcomes of the one day orientation programme on NAAC Accreditation and Assessment held on July 19, 2023 and the Two day Literature Fest conducted on April 27, 2023
- The members discussed about the upcoming programme on Empowering Youth for Global Prosperity: G 20s vision for the future, to be organized on September 23, 2023. For this all the members present were requested to ensure maximum attendance as the registration fess was very less.
- A discussion was made on the upcoming " Poster Presentation Event : on Social Welfare Schemes to be held on September 12 ,2023 and the proposed visit to Aashirvad Vradhasharam, on November 4 , 2023

The meeting came to an end with the note that the conduction of classes should be done at the best level and admissions should be completed well in time. The coordinator gave the vote of thanks to all.

(Dr. Manish Kaushik)


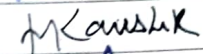


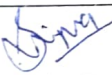


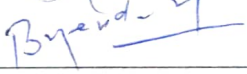

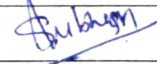


Coordinator

S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

Date: September 4, 2023

Time: 1:30 p.m.

Venue: IQAC Room

S.No.	Name	Designation	Position	Signature
1.	Prof. K. B. Sharma	Principal	Chairman	
2.	Dr. Manish Kaushik	Professor	Coordinator	
3.	Shri Anil Gokhroo	Management Representative	Member	
4.	Shri Vinay Daga	Alumnus and Management Representative	Member	
5.	Dr. Vikram Jain	Associate Professor	Member	
6.	Dr. Sonal Bordia Jain	Associate Professor	Member	
7.	Dr. Shailesh Mathur	Associate Professor	Member	
8.	Dr. Vandana Nigam	Assistant Professor	Member	
9.	Dr. Farah Deeba	Assistant Professor	Member	
10.	Dr. Shipra Sharma	Assistant Professor	Member	
11.	Dr. Radhika Goyal	Assistant Professor	Member	
12.	Dr. Pooja Nahar	Assistant Professor	Member	
13.	Shri Rajesh Kernal	Alumnus	Member	
14.	Shri Brajindra Singh Bist	Office Administrative Staff	Member	
15.	Mr. Lokendra Agarwal	Employer Member	Member	
16.	Shri Subhash Gupta	Industrialist	Member	
17.	Bhumi Jain	Student Representative	Member	
18.	Sarup Dan K Charan	Student Representative	Member	

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Ref.: _____

Date: _____


NOTICE

January 2, 2024

This is to inform all members of the Internal Quality Assurance Cell (IQAC) that a meeting has been scheduled to take place on **January 5, 2024** at 1.30 p.m. in IQAC Room. The agenda for the meeting is as follows:

1. Review of minutes of last IQAC Meeting and subsequent action taken
2. Reporting the actions taken or activities planned according to the discussions done in the earlier meeting
3. Review the preparations for fourth Cycle of NAAC Accreditation
4. Any other point with the permission from the chair

All members are requested to attend the meeting on time. In case of inability to attend, you are requested to notify the undersigned prior to the meeting.


(Dr. Manish Kaushik)
Coordinator IQAC



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Date: 05/01/2024

Ref.: _____

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

An internal meeting of IQAC was held in the IQAC Room on January, 5, 2024 at 01:30 p.m.

The following members were present in the meeting:

S.No.	Name
1.	Prof. K. B. Sharma
2.	Dr. Manish Kaushik
3.	Shri Vinay Daga
4.	Dr. Vikram Jain
5.	Dr. Sonal Bordia Jain
6.	Dr. Shailesh Mathur
7.	Dr. Vandana Nigam
8.	Dr. Farah Deeba
9.	Dr. Radhika Goyal
10.	Dr. Pooja Nahar
11.	Shri Rajesh Kernal
12.	Mr. Lokendra Agarwal
13.	Bhumi Jain

Agenda

1. Review of minutes of last IQAC Meeting and subsequent action taken
2. Reporting the actions taken or activities planned according to the discussions done in the earlier meeting
3. Review the preparations for fourth Cycle of NAAC Accreditation
4. Any other point with the permission from the chair
 - The minutes of the last meeting were read out by the IQAC coordinator, Dr. Manish Kaushik with permission of Chairperson Prof. K. B. Sharma. The minutes were approved by all.
 - Dr. Manish Kaushik, the IQAC coordinator gave the information regarding the successful conduction of three International Conference, one National Conference, 12 National workshops, few guest lectures and various other training activities.

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Ref.: _____

Date: 05/01/2024

- The coordinator also informed about the Department of English upcoming visit to the Jaipur Literature Fest which is to be held from February 1-5, 2024.
- He appreciated the organization of such festivals to enrich the students with the latest literary trends and to enhance their personalities. He also suggested organizing suchlike events on the college platform too.
- The chairman emphasized the need to sign more MoUs and collaborations with various Academic and Non Academic organisations and discussed the upcoming MoUs scheduled in the coming times. He also highlighted the MoU exchanged with Maruti Suzuki India Ltd. for a course titled BBA in Retail Management. The partnership was unique in the entire state of Rajasthan as it offers 2 years OJT. He said more such initiatives should be undertaken.
- Class activity for MSW Students on Basant Panchmi (February 14, 2024) and upcoming Shramdaan Event at Gaushala Durgapura, Jaipur, (February 28-29, 2024) were discussed during the meeting.
- Several upcoming departmental activities like Movie Screening (The Secret and 12th Fail), Nukkad Natak, extension visits also discussed during the meeting.
- The next agenda of the meeting was to review the preparations for fourth cycle of NAAC Accreditation. Directives for all criteria were given.
- The various aspects of the academic programs as per the criteria of NAAC were discussed and the suggestions were given to improvise it according to the industry demands. Discussion was also held for planning the Academic and Administrative Audit.
- A discussion was made on the approval of the changes made in the syllabus during the BOS Meetings of the various departments. It was enquired whether any department was facing any problem.
- Discussions were made on the implementation of The New Education Policy and CBCS Scheme in the college and on value added courses. Since the semester exams of the new batch were over student feedback was also assessed.
- The relevance of the course outcomes, Programme outcomes and Programme specific outcomes were discussed thoroughly during the meeting.
- Dr. Kaushik emphasized on the innovative processes that can be adopted by the institution in Teaching, Learning and Evaluation so as to create a positive impact.
- The Chairman informed about the increase in infrastructure facilities and library facilities as Learning Resources. He congratulated everyone on the inauguration of the "Extension Activity Enclave" having offices of NCC, NSS Rovers, Sports and Red Ribbon Club
- The best practices taken up by the institution during this academic year which have created a positive impact on the functioning of the Institution were also mentioned.

The meeting ended with a positive note on hard work for the development of students.


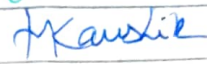


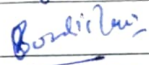




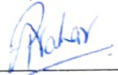


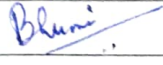

(Dr. Manish Kaushik)
Coordinator

S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

Date: January 5, 2024

Time: 1:30 p.m.

Venue: IQAC Room

S.No.	Name	Designation	Position	Signature
1.	Prof. K. B. Sharma	Principal	Chairman	
2.	Dr. Manish Kaushik	Professor	Coordinator	
3.	Shri Anil Gokhroo	Management Representative	Member	—
4.	Shri Vinay Daga	Alumnus and Management Representative	Member	
5.	Dr. Vikram Jain	Associate Professor	Member	
6.	Dr. Sonal Bordia Jain	Associate Professor	Member	
7.	Dr. Shailesh Mathur	Associate Professor	Member	
8.	Dr. Vandana Nigam	Assistant Professor	Member	
9.	Dr. Farah Deeba	Assistant Professor	Member	
10.	Dr. Shipra Sharma	Assistant Professor	Member	—
11.	Dr. Radhika Goyal	Assistant Professor	Member	
12.	Dr. Pooja Nahar	Assistant Professor	Member	
13.	Shri Rajesh Kernal	Alumnus	Member	
14.	Shri Brajindra Singh Bist	Office Administrative Staff	Member	—
15.	Mr. Lokendra Agarwal	Employer Member	Member	
16.	Shri Subhash Gupta	Industrialist	Member	—
17.	Bhumi Jain	Student Representative	Member	
18.	Sarup Dan K Charan	Student Representative	Member	—

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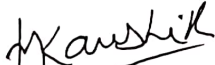
NOTICE

March 1, 2024

This is to inform all members of the Internal Quality Assurance Cell (IQAC) that a meeting has been scheduled to take place on **March 6, 2024** at 12.00 noon. in Room No. 105. The agenda for the meeting is as follows:

1. Review of minutes of last IQAC Meeting and subsequent action taken
2. Presentation of the Action Taken Report of the previous meeting
3. Review of the progress of the AQAR.
4. Review the preparations for fourth cycle of NAAC Accreditation
5. Criterion wise review by the Chairman
6. Any other point with the permission from the chair

All members are requested to attend the meeting on time .In case of inability to attend, you are requested to notify the undersigned prior to the meeting.


(Dr. Manish Kaushik)
Coordinator IQAC

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Ref.: _____

Date: 6/03/2024

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

An internal meeting of IQAC was held in the Committee Room 105 on March 6, 2024 at 12:00 noon.

The following members were present in the meeting:

S.No.	Name
1.	Prof. K. B. Sharma
2.	Dr. Manish Kaushik
3.	Shri Anil Gokhroo
4.	Dr. Vikram Jain
5.	Dr. Sonal Bordia Jain
6.	Dr. Shailesh Mathur
7.	Dr. Vandana Nigam
8.	Dr. Shipra Sharma
9.	Dr. Pooja Nahar
10.	Shri Brajindra Singh Bist
11.	Shri Subhash Gupta
12.	Bhumi Jain
13.	Sarup Dan K Charan

Agenda

1. Review of minutes of last IQAC Meeting and subsequent action taken
2. Presentation of the Action Taken Report of the previous meeting
3. Review of the progress of the AQAR.
4. Review the preparations for fourth cycle of NAAC Accreditation
5. Criterion wise review by the Chairman
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Ref.: _____

Date: 6/3/2024

- The minutes of the last meeting were read out by the IQAC coordinator, Dr. Manish Kaushik with permission of Chairperson Prof. K. B. Sharma and approved by the members.
- The coordinator read out the Action Taken Report of the previous meeting and acquainted the members with the targets achieved and their fruitful outcomes.
- The coordinator presented the final draft of the AQAR for the approval of the chairman and the members.
- The coordinator reviewed the preparations going on for the fourth cycle of NAAC and discussed the criterion wise progress with the chairman and the members. Since the college was going for NAAC under the old scheme it was instructed to work more diligently as the SSR would have to be positively submitted by May 2024.
- The chairman Prof. K.B. Sharma gave a brief of the meetings taken with the conveners of the NAAC criterion and gave an overview of the problems faced by them.
- After minute observation and reading of the criteria, the chairman identified the gaps and shortcomings of the work done by the various criterion members and asked them to rewrite the draft.
- He asked the IQAC coordinator to have frequent meetings with the NAAC team in order to get updates on the progress of the work.
- The coordinator emphasized on the regular meetings with the Heads of the department in order to take note of the progress of the department.
- The Chairman informed about the successful set up of new infrastructure facilities and their benefits to the teaching learning experiences.
- The chairman announced the meeting with criterion I and II for revision.

The meeting ended with a positive note on hard work in order to achieve the best grade by NAAC.


(Dr. Manish Kaushik)
Coordinator

S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

Date: March 6, 2024

Time: 12:00 p.m.

Venue: Room No. 105

S.No.	Name	Designation	Position	Signature
1.	Prof. K. B. Sharma	Principal	Chairman	
2.	Dr. Manish Kaushik	Professor	Coordinator	
3.	Shri Anil Gokhroo	Management Representative	Member	
4.	Shri Vinay Daga	Alumnus and Management Representative	Member	
5.	Dr. Vikram Jain	Associate Professor	Member	
6.	Dr. Sonal Bordia Jain	Associate Professor	Member	
7.	Dr. Shailesh Mathur	Associate Professor	Member	
8.	Dr. Vandana Nigam	Assistant Professor	Member	
9.	Dr. Farah Deeba	Assistant Professor	Member	
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16.	Shri Subhash Gupta	Industrialist	Member	
17.	Bhumi Jain	Student Representative	Member	
18.	Sarup Dan K Charan	Student Representative	Member	