

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.: _____

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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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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- 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

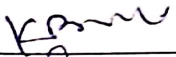


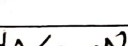
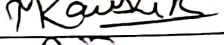

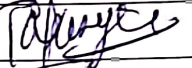
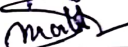

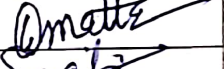
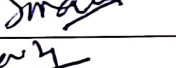
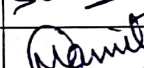



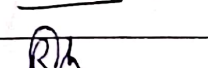
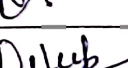

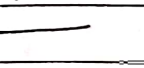
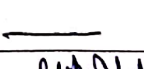


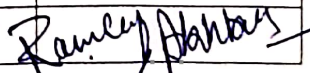


S.S. Jain Subodh P.G. College, Jaipur
Internal Quality Assurance Cell (IQAC)
Attendance Sheet

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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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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- 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

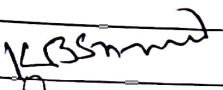

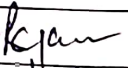
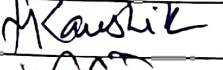
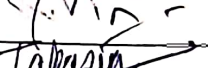
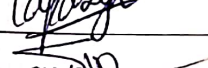
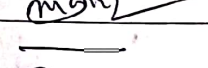
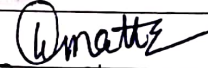
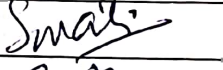

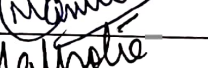
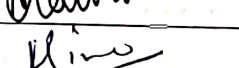
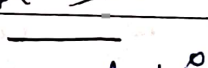
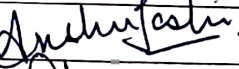
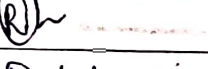
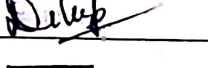

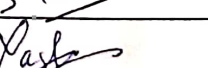


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Internal Quality Assurance Cell (IQAC)
Attendance Sheet

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	
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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	—