



Dated: 12th July, 2021

Notice

The 10th meeting of the Internal Quality Assurance Cell (IQAC) of the Institute has been scheduled to be held on 24th July, 2021 in the Conference Hall at 04:00 pm. All the members are requested to make it convenient to attend the meeting at the specified date and time.

The following will be the agenda items of the meeting:

IQAC 10.01: Regarding confirmation of minutes of the previous meeting and their action taken report.

IQAC 10.02: Regarding review and discussion on the implementation of the New Education Policy-2020 (NEP-2020) in the institution from the forthcoming session 2021-22.

IQAC 10.03: Regarding participation of the institute in the NIRF Ranking.

IQAC 10.04: Regarding discussion to improve the campus security by raising surveillance including hostels by installations of a greater number of CCTV cameras.

IQAC 10.05: Regarding constitution of Academic Audit Committee and conduct of Academic Audit of the institute and submission of its report.

IQAC 10.06: Regarding encouragement of faculties to organize Seminars/ Conferences/ Workshops and FDPs in the institute.

IQAC 10.07: Regarding conduct of Professional Development Program for updating and Enrichment of the non-teaching staff.

IQAC 10.08: Regarding the facility of remote access of study materials provided to students through online mode.

IQAC 10.09: Regarding discussion on progress of preparation of the Institute for the NAAC Accreditation.

IQAC 10.10: Any other item/s with the permission of the chair.



CC: for information, please

1. Director Office
2. Registrar office
3. All member of IQAC
4. Notice Board



Members of IQAC

S.No.	Nomenclature of IQAC Composition	Name	Designation
1.	Chairperson (Head of Institute)	Dr. Amit Kumar Bansal	Director
2.	Coordinator IQAC	Dr. S.K. Chaudhary	Associate Professor, Dept. of Applied Science & Humanities
3.	Faculty Members	Dr. Bijay Kumar Singh	Professor, Dept. of Electronics & Communication Engineering
4.		Dr. Sunil Kumar	Associate Professor Dept. of Electronics & Communication Engineering
5.		Dr. Sanjeev Gill	Professor-Dept. of Civil Engineering
6.		Mr. Manoj Chaudhary	Associate Professor- Dept. of Computer Sci. & Engineering
7.		Mr. Lakhan Singh	Assistant Professor- Dept. of Electrical Engineering
8.		Mr. Sumit Kumar	Assistant Professor- Dept. of Mechanical Engineering
9.		Mr. Rajendra Kumar Prajapati	Assistant Professor, Dept. of Electrical Engineering
10.		Ms. Sakshi Gautam	Assistant Professor, Dept. of Computer Sci. & Engineering
11.		Dr. Sugam Gupta	Associate Professor, Dept. of Applied Science & Humanities
12.		Management Nominee	Sh. Sandeep Singhal
13.	Administrative Officers	Dr. Vishant Kumar	Registrar
14.		Mr. Punit Kumar	Controller of Examination



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15	Nominee from Local Society/Students/Alumni	Smt. Baby Rani Gram Pradhan, Shashpur Dehradun Uttarakhand	Local Society
16		Mr. Yaman Chaudhary ME	Alumni
17		Ms. Ritika Saini CSE	Students
18	Nominee from Employers/Industrialists/Stake holders	Mr. Naresh Bansal	Industrialists
19		Mr. Bipin Vidhan	HR, Avtra Corporation (Employer)
20		Mr. Ravi Bharthwal	HR, Zircon Technologies India Limited (Employer)
21		Mr. K.S. Rawat	Parents


Prof. (Dr.) A.K. Bansal
Director

An educational unit of JAI BHAGWAN EDUCATIONAL SOCIETY
Regd. Office: 17, Mandir Marg, Vasant Vihar Enclave, Dehradun (UK)

Campus: 23 Milestone, NH-7, Shankarpur, Chakrata Road, Dehradun (UK) - India
Email: info@jbitdoon.edu.in | Website: www.jbitdoon.edu.in
Contacts: 0135-2698880, 2698896, 8449199991, 8449199992



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Minutes of Meeting 10th Meeting of Internal Quality Assurance Cell JBIT, Dehradun

Date /Time	24 th July 2021 at 04:00 PM
Venue	Conference Room
Minutes were taken by:	Dr. S.K. Chaudhary
Chairperson/Convener	Dr. Amit Kumar Bansal

S.No.	Name	Designation	Signature
1.	Dr. Amit Kumar Bansal	Director	
2.	Dr. S.K. Chaudhary	Associate Professor, Dept. of Applied Science & Humanities	
3.	Dr. Bijay Kumar Singh	Professor, Dept. of Electronics & Communication Engineering	
4.	Dr. Sunil Kumar	Associate Professor Dept. of Electronics & Communication Engineering	
5.	Dr. Sanjeev Gill	Professor-Dept. of Civil Engineering	
6.	Mr. Manoj Chaudhary	Associate Professor- Dept. of Computer Sci. & Engineering	
7.	Mr. Lakhan Singh	Assistant Professor- Dept. of Electrical Engineering	
8.	Mr. Sumit Kumar	Assistant Professor- Dept. of Mechanical Engineering	
9.	Mr. Rajendra Kumar Prajapati	Assistant Professor, Dept. of Electrical Engineering	
10.	Ms. Sakshi Gautam	Assistant Professor, Dept. of Computer Sci. & Engineering	
11.	Dr. Sugam Gupta	Associate Professor, Dept. of Applied Science & Humanities	
12.	Sh. Sandeep Singhal	Vice-Chairman, Jai Bhagwan Educational Society	
13.	Dr. Vishant Kumar	Registrar	
14.	Mr. Punit Kumar	Controller of Examination	
15.	Smt. Baby Rani	Gram Pradhan, Shashpur Dehradun Uttarakhand	

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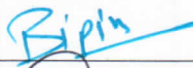

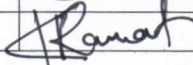
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16	Mr. Yaman Chaudhary ME	Alumni	
17	Ms. Ritika Saini CSE	Students	
18	Mr. Naresh Bansal	Industrialists	
19	Mr. Bipin Vidhan Avtra Corporation	HR, Avtra Corporation (Employer)	
20	Mr. Ravi Bharthwal Zircon	HR, Zircon Technologies India Limited (Employer)	
21	Mr. K.S. Rawat	Parents	

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Email: info@jbitdoon.edu.in | Website: www.jbitdoon.edu.in

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Agenda Items:

- IQAC 10.01: Regarding confirmation of minutes of the previous meeting and their action taken report.**
- IQAC 10.02: Regarding review and discussion on the implementation of the New Education Policy-2020 (NEP-2020) in the institution from the forthcoming session 2021-22.**
- IQAC 10.03: Regarding participation of the institute in the NIRF Ranking.**
- IQAC 10.04: Regarding discussion to improve the campus security by raising surveillance including hostels by installations of a greater number of CCTV cameras.**
- IQAC 10.05: Regarding constitution of Academic Audit Committee and conduct of Academic Audit of the institute and submission of its report.**
- IQAC 10.06: Regarding encouragement of faculties to organize Seminars/ Conferences/ Workshops and FDPs in the institute.**
- IQAC 10.07: Regarding conduct of Professional Development Program for updating and Enrichment of the non-teaching staff.**
- IQAC 10.08: Regarding the facility of remote access of study materials provided to students through online mode.**
- IQAC 10.09: Regarding discussion on progress of preparation of the Institute for the NAAC Accreditation.**
- IQAC 10.10: Any other item/s with the permission of the chair.**



The meeting of the IQAC started with the welcome address of the Chairperson of the Cell. The IQAC coordinator introduced all members present in the meeting and started reading of agenda items of the meeting one by one. The agenda item wise discussions/suggestions and resolutions are as under:

Sr. No.	Discussions/Suggestions	Actionee
1	<p>IQAC 10.01: Regarding confirmation of minutes of the previous meeting and their action taken report:</p> <p>The agenda item wise minutes along with their action taken of the previous 09th meeting of IQAC were read out and confirmed after long discussions and deliberations on some of the agenda items of the previous meeting and their action taken.</p>	All Members
2	<p>IQAC 10.02: Regarding review and discussion on the implementation of the New Education Policy-2020 (NEP-2020) in the institution from the forthcoming session 2021-22:</p> <p>Discussion was held among the members of the IQAC committee regarding the review and implementation of the National Education Policy (NEP-2020) in the institute that the Government of India has formulated the new Education Policy that is mainly based upon research and innovations, participative management, holistic development of students including all kind of social, ethical, co-curricular and extra-curricular activities etc. It was resolved that the NEP should be implemented in the institute for which the Director and the Registrar will go through it and after review the various points of NEP should be implemented.</p>	Director and Registrar of the Institute
3	<p>IQAC 10.03: Regarding participation of the institute in the NIRF Ranking: It was discussed in the meeting of IQAC regarding the institute's participation in the NIRF ranking that our institute was started in year 2009 and now is running engineering courses in six programs. So, it seems to be necessary to go in for NIRF ranking of the institute to foresee its level and teaching learning standard of the institute. It was resolved that the necessary documentation and procedure be followed by the Institute's office under the guidance of the Director and the Registrar of the institute in this concern of participation in NIRF ranking.</p>	Director and Registrar



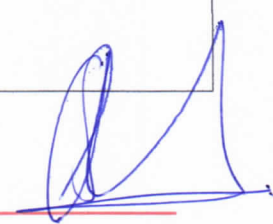
4	<p>IQAC 10.04: Regarding discussion to improve the campus security by raising surveillance including hostels by installations of a greater number of CCTV cameras.</p> <p>It was discussed in the meeting of IQAC regarding improvement in the surveillance in the institute and in the hostels by installations of a greater number of CCTV cameras as the students' number is increasing in the institute so more surveillance is required. It was resolved that Director, Registrar and few other members should at first take rounds in the campus to search the places where a greater number of new CCTV cameras are to be installed. Then as required the new CCTV cameras are to be installed on those places.</p>	Director, Registrar and few other IQAC members
5	<p>IQAC 10.05: Regarding constitution of Academic Audit Committee and conduct of Academic Audit of the institute and submission of its report:</p> <p>It was discussed in this meeting of IQAC on the concern of the annual Academic Audit to be conducted in the Institute as a practice that there is conducted Academic Audit of the whole of the Institute comprising of all the programs every year. It was resolved that this year too an Academic Audit Committee should be constituted by the Director and the Academic Audit should be done in time and report of academic audit in consolidated form should be submitted by the academic audit committee to the Director of the institute.</p>	Director of Institute
6	<p>IQAC 10.06: Regarding encouragement of faculties to organize Seminars/ Conferences/ Workshops and FDPs in the institute: Members of the committee discussed regarding the encouragement of the faculties of the Institute to organize the Seminars/ Conferences/ Workshops and FDPs. Resolved that the Director, and Registrar as well as the Convener Research Committee will motivate the faculties along with HODs to organize such events in the institute.</p>	Director, Registrar and Convener Research Committee
7	<p>IQAC 10.07: Regarding conduct of Professional development Program for updation and enrichment of the non-teaching staff.</p> <p>Discussion was held in the meeting of IQAC on the issue of conduct of Professional Development Program for updation and enrichment of the non-teaching staff that it is an annual</p>	Director of the Institute



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	practice in the Institute to conduct an updation and enrichment of the non-teaching staff through Professional Development Program. Resolved with request to the Director of the Institute to invite the experts of accounts and management etc. from reputed establishments to guide and enlighten our non-teaching staff with the latest know-how.	
8	IQAC 10.08: Regarding the facility of remote access of study materials provided to students through online mode: It was discussed in this meeting in respect of providing the remote access of study materials to our students through online mode that a good number of students are studying in our institute which are basically from remote areas of different Indian states and some of the students when visit their hometown may spend a greater number of days in their houses. Keeping in view that such students may not be devoid of the teaching learning, we can make arrangement for online remote access of study materials. It will also serve the purpose for all the students to see and learn the study materials at any time. Resolved that the study material under the direction of Director, Registrar and IT head should be ensured to be uploaded online and made available to all the students.	Director, Registrar and IT Head
9	IQAC 10.09: Regarding discussion on progress of preparation of the Institute for the NAAC accreditation: A detailed discussion was held in this meeting of IQAC regarding the preparation of the documents and all other preparations in respect of infrastructure and other activities etc. as we are planning to move for NAAC accreditation very shortly. The coordinator IQAC presented the details of the progress and the members were satisfied with the progress. Resolved that the speed of progress should be accelerated in all respects under the guidance of the Director and the Registrar of the Institute	Registrar
10	IQAC 10.10: Any other item/s with the permission of the chair: None issue was raised by any member of IQAC in this meeting against this agenda item. The meeting therefore, concluded with the vote of thanks to all present in the meeting	----- 

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ACTION TAKEN REPORT

The agenda item wise action taken report in respect of all the agenda items of the 10th meeting of the Internal Quality Assurance cell (IQAC) held on 24th July, 2021 has been prepared which is presented as below

1. IQAC 10.01: Regarding confirmation of minutes of the previous meeting and their action taken report: The agenda item wise minutes and their action taken of the previous 09th meeting of IQAC were read out and discussed agenda item wise and after deliberations on few points of the agendas, the minutes of the previous meeting were approved and confirmed.

2. IQAC 10.02: Regarding review and discussion on the implementation of the New Education Policy-2020 (NEP-2020) in the institution from the forthcoming session 2021-22:

As approved in the meeting the IQAC the Director and the Registrar of the institute reviewed the NEP-2020 in all details and the important aspects of the NEP like participative management was primarily considered and the students as well as faculties were put in more numbers in all the committees /cells etc. As well as students' involvement in all kind of curricular and other extension activities has been increased.

3. IQAC 10.03: Regarding participation of the institute in the NIRF Ranking.

As resolved and suggested in the meeting of IQAC of the institute the Director has taken keen interest in the preparation for NIRF ranking that all documents, reports etc. were collected and accordingly the application format was filled complete in all respect and submitted to the concerned authority in time.

4. IQAC 10.04: Regarding discussion to improve the campus security by raising surveillance including hostels by installations of a greater number of CCTV cameras: As resolved and suggested in the meeting the IQAC of the institute the Director, Registrar and some other members visited the whole campus and ear marked some places where additional CCTV Cameras need to be installed for a better surveillance. The matter was forwarded with all details to the Management for approval and to do needful buy purchasing new CCTV cameras with latest HD quality. The matter is under process.



5. IQAC 10.05: Regarding constitution of Academic Audit Committee and conduct of Academic Audit of the institute and submission of its report:

As recommended and approved by the IQAC the Director of the Institute constituted an Academic Audit Committee who visited all the departments and examined all the records of teaching - learning, laboratory records, students' details in all respect including their results and outcomes etc. after this departmental audit the committee prepared a consolidated Academic Audit Report and finally submitted report to the Director.

6. IQAC 10.06: Regarding encouragement of faculties to organize Seminars/ Conferences/ Workshops and FDPs in the institute:

As resolved and approved in the IQAC meeting in compliance to the minutes of this agenda item to encourage all the faculties including HODs to organize Seminars/ Conferences/ Workshops and FDPs in the institute the Director, Registrar and Convener Research Committee motivated them to organize these events to have a better future prospect with the latest updates of science and technology. They have organized such events in an inter-disciplinary and individual mode by the departments.

7. IQAC 10.07: Regarding conduct of Professional Development Program for updation and enrichment of the non-teaching staff:

As discussed, and approved in the IQAC meeting regarding the updation and enrichment of non-teaching staff by conducting Professional Development Program in the Institute the Director invited the experts of the field of accounts, managerial techniques, latest official techniques etc., who enlightened the non-teaching staff in respect of all parameters during the conduct of this Professional Development Program.

8. IQAC 10.08: Regarding the facility of remote access of study materials provided to Students through online mode: As resolved in the meeting of IQAC on the matter of providing remote access of study materials to students of all the classes of our institute the Director and Registrar of the institute in coordination with the IT Head uploaded all the study materials in an online mode for remote access by the students. The material was prepared by all the faculties in respect of their subjects taught in their classes.

9. IQAC 10.09: Regarding discussion on progress of preparation of the Institute for the NAAC accreditation:

As approved after detailed discussion in the IQAC meeting on the issue of progress in NAAC preparations and improvement magnitude the Director of the institute in coordination with Registrar motivated the staff members both teaching and non-teaching in a combined meeting to fasten the speed of the process of preparation of NAAC in all dimensions with their maximum potential. The working and improvement in respect of



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NAAC preparations is being continuously watched and checked by the authorities. The staff of the institute is doing well as expected for NAAC preparations.

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