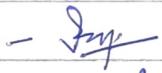
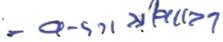


IQAC Meeting 08.02.2022

A meeting of IQAC Members was convened on 08.02.2022 at 12 noon in the IQAC room under the chairmanship of Principal Dr. Meeta Sah to discuss the modalities of screening of forms of Professorship applicants. The following members attended the meeting.

- 1. Dr. Meeta Sah - chairperson - 
- 2. Dr. Bharti Pandey - coordinator - 
- 3. Dr. Vivek Singh - 
- 4. Dr. Vandana Srivastava - 
- 5. Dr. Jitendra Awasthi - 
- 6. Dr. Komal Kumar Pandey - 

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Minutes of the meeting held on 08-02-2022 at 12 noon regarding CAS promotion to Professor

- Last date of Submission 20.02.2022

Formation of Screening Committees

- All forms will be signed by the Principal.
- Since the Coordinator Dr. Bharti Pandey is also an applicant for the Professorship promotion under CAS, Dr. Vivek Singh (the next Senior member of IQAC) will sign as Coordinator on her form.
- No IQAC member will screen his/her own form.
- Screening Committee will consist of Coordinator and all members for all candidates except
 1. Dr. Vivek Singh will not screen his own form.
 2. Dr. Vandana Srivastava will not screen her own form.
- After receiving the forms, letters for subject experts will be sent to the Registrar.
- Forms will not be screened in front of the candidates.
- IQAC will contact the candidates in case of any problem.

Regarding annexure

- All educational documents (mark sheets & degrees/certificates)
- All papers related to last promotion and fixation in 6th Pay Commission and in 13 A
- Joining and appointment letter
- Transfer letter for transferred candidates
- Certificate by the Principal regarding teaching and involvement in the administrative responsibilities/ examination and evaluation duties/ student related activities.
- Time Table for the Assessment period (3 Session)
- Certificate by the principal regarding salary,
- Examination/invigilation duties, evaluation. Posts hold etc.
- % classes taught each year etc.

Research

- Full paper/ reprints including cover page of journal /front page of website for online paper showing ISSN, peer-reviewed/refereed, contents page also.
- If certificate of Thomson Reuters (now Clarivate.com) website (www.mjl.clarivate.com/home)

Chapters in books: Cover page front and back showing title of book, ISBN, name of publisher, contents page and full reprint of chapter.

Edited book/ Authored book

- Cover page front and back
- ISBN /name of publisher
- Year of publication
- Contents
- Introduction/editorial/preface
- Last page

Project: Allotment letter/confirmation certificate, completion certificate should be provided.

Ph.D. guidance: Allotment letter/Thesis cover page with names of candidate and guide/ awarded certificate.

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PG Dissertation: Allotment letter by the Head and Cover page of the Dissertation having names of candidate and guide/supervisor.

Conference/symposia/seminar/invited lecture: Certificate of presentation/lectures with title of the paper

E Content: should be mentioned only if it covers at least one quadrant of the syllabus and also has a valid hyperlink. It should not be a mere copy of book or internet sites.

API should be claimed as per UGC Regulation 2018.