

NOTIFICATION

The decisions taken in the second meeting of the Centre for Internal Quality Assurance held on **April 22, 2024** are being notified for the information of all concerned.

Centre for Internal Quality Assurance:

Members of the Centre for Internal Quality Assurance approved all the Self Learning Materials, e-Learning Materials related to the Open & Distance Learning Programs and Online Programs to be offered from the Academic Session 2024-25. Approved the video lectures for all the Online programs. The Director – Centre for Distance and Online Education informed about the training sessions organized for the faculty and administrative members thus enabling them towards how to prepare SLMs, Schemes of Study, videos, e-Learning Materials.

The necessary action be taken accordingly by all concerned.


Dr. Arvind Kumar Pandey
Director, OD-L-OL
Centre for Distance and Online Education
ABKA JAIN University, Jharkhand
Centre for Distance & Online Education

Copy to:

1. Vice Chancellor
2. Registrar
3. All Concerned
4. File

PROCEEDINGS

Before starting the deliberations on the agenda items, the Chairperson, Vice-Chancellor, welcomed all the members to the second meeting of the Centre.

The Director-CDOE also welcomed all the members and thanked them for sparing their valuable time to attend the second meeting of the Centre for Internal Quality Assurance.

Thereafter, the agenda items were taken up for discussion.

1.1 To confirm the minutes of the 1st meeting of the Centre for Internal Quality Assurance held on March 05, 2024.

The Centre for Internal Quality Assurance confirmed the minutes of the 1st meeting held on March 05, 2024 after taking note that no objections were raised by the members on the minutes of the meeting.

1.2 To approve the Self-Learning Materials and e-Learning Materials prepared by the faculty members who were identified as Authors, Editors and Reviewers

The Director-CDOE and members of the Centre for Internal Quality Assurance approved the Self-Learning Materials and e-Learning Materials for the ODL & OL programs, BBA and MBA and OL programs, BCA and MCA for the first two years of the BBA program, first three semesters of BCA program and first year of the MBA and MCA programs as prepared by the faculty members who were identified as authors, editors and reviewers. The Members appreciated the efforts put up by the faculty members in terms of preparation of the Self-Learning Materials.

Sl. No.	Program Name	Semester	Subject Name	Author & Editor	Reviewer	Status
1	BBA	I	English	Dr. Manoj Kumar Pathak, Associate Professor, Dept. of English	Ms. Shahin Fatima, Asst. Professor, Dept. of English	Approved
2	BBA	I	HRM and Organizational Behaviour	Dr. Urvashi Thakur, Associate Professor, Dept. of Management	Dr. Charu Wadhwa, Associate Professor, Dept. of Management	Approved
3	BBA	I	Financial Accounting	Dr. Sonia Riyat, Associate Professor, Dept. of Management	Dr. Rajeev Kumar Sinha, Asst. Professor, Dept. of Management	Approved

Sl. No.	Program Name	Semester	Subject Name	Author & Editor	Reviewer	Status
14	BBA	III	Marketing Management	Dr. Charu Wadhwa, Associate Professor, Dept. of Management	Mr. Mukul Pandey, Asst. Professor, Dept. of Management	Approved
15	BBA	III	Business Ethics and Negotiation skills	Dr. Pompe Das Sengupta, Associate Professor, Dept. of Management	Dr. Rama Singh, Asst. Professor, Dept. of Management	Approved
16	BBA	III	Personality Development and Leadership Skills	Dr. Subrato Dey, Asst. Professor, Dept. of Management	Ms. Ankita Singh, Asst. Professor, Dept. of Management	Approved
17	BBA	III	Research Methodology	Mr. Abhishek Upadhyay, Asst. Professor, Dept. of Management	Ms. Shashi Pathak, Asst. Professor, Dept. of Management	Approved
18	BBA	III	Environmental Science	Mr. Arindam Mondal, Asst. Professor, Dept. of Management	Ms. Suman Kumari, Asst. Professor, Dept. of Management	Approved
19	BBA	IV	Entrepreneurship	Mr. Mukul Pandey, Asst. Professor, Dept. of Management	Dr. Pompe Das Sengupta, Associate Professor, Dept. of Management	Approved
20	BBA	IV	Operations Management	Dr. Vishakha Joseph, Asst. Professor, Dept. of Management	Mr. Abhishek Upadhyay, Asst. Professor, Dept. of Management	Approved
21	BBA	IV	Advanced Financial Management - Finance Paper	Mr. Ranjan Kumar, Asst. Professor, Dept. of Management	Mr. Atul Kumar Pathak, Asst. Professor, Dept. of Management	Approved
22	BBA	IV	Behavioural Finance - Finance Paper	Mr. Atul Kumar Pathak, Asst. Professor, Dept. of Management	Mr. Nishant Kumar, Asst. Professor, Dept. of Management	Approved

Sl. No.	Program Name	Semester	Subject Name	Author & Editor	Reviewer	Status
32	MBA	I	Organizational Behaviour and Human Resources Management	Dr. Urvashi Thakur, Associate Professor, Dept. of Management	Ms. Ankita Singh, Asst. Professor, Dept. of Management	Approved
33	MBA	I	Quantitative Techniques and Analytics	Mr. Ratan Kumar Singh, Asst. Professor, Dept. of Management	Ms. Sudeshna Sarkar, Asst. Professor, Dept. of Management	Approved
34	MBA	II	Entrepreneurship	Mr. Arindam Mondal, Asst. Professor, Dept. of Management	Mr. Abhishek Upadhyay, Asst. Professor, Dept. of Management	Approved
35	MBA	II	Marketing Management and Research	Dr. Charu Wadhwa, Associate Professor, Dept. of Management	Dr. Vijyata, Asst. Professor, Dept. of Management	Approved
36	MBA	II	Banking, Financial Services and Insurance	Mr. Atul Kumar Pathak, Asst. Professor, Dept. of Management	Dr. Partha Priya Das, Asst. Professor, Dept. of Management	Approved
37	MBA	II	Corporate Law	Mr. Ranjan Kumar, Asst. Professor, Dept. of Management	Mr. Chanchal Mandal, Asst. Professor, Dept. of Management	Approved
38	MBA	II	Business Analytics	Dr. Nikita Shukla, Asst. Professor, Dept. of Management	Dr. Pramod Kumar Singh, Asst. Professor, Dept. of Management	Approved
39	BCA	I	English	Dr. Manoj Kumar Pathak, Associate Professor, Dept. of English	Ms. Shahin Fatima, Asst. Professor, Dept. of English	Approved
40	BCA	I	Fundamentals of Mathematics	Ms. Sneha Kashyap, Assistant Professor, Dept. of CS&IT	Dr. Arun Kumar Marandi, Associate Professor, Dept. of CS&IT	Approved
41	BCA	I	Computer Fundamentals and Organization	Mr. Akash Bhagat, Assistant Professor, Dept. Of CS& IT	Dr. Arun Kumar Marandi, Associate Professor, Dept. of CS&IT	Approved

Sl. No.	Program Name	Semester	Subject Name	Author & Editor	Reviewer	Status
51	BCA	III	E-Commerce	Ms. Divya Paikaray, Assistant Professor, Dept. of CS&IT	Dr. Arvind Kumar Pandey, Associate Professor, Dept. of CS&IT	Approved
52	BCA	III	Design & Analysis of Algorithms	Mr. Akash Bhagat, Assistant Professor, Dept. Of CS& IT	Mr. Vishal Vimal, Assistant Professor, Dept. of CS&IT	Approved
53	BCA	III	Programming in Java	Ms. Sneha Kashyap, Assistant Professor, Dept. of CS&IT	Ms. Divya Paikaray, Assistant Professor, Dept. of CS&IT	Approved
54	BCA	III	Database Management System	Mr. Shailendra Kumar Sinha, Assistant Professor, Dept. of CS&IT	Mr. Akash Bhagat, Assistant Professor, Dept. Of CS& IT	Approved
55	BCA	III	Environmental Science	Dr. Rajeev Kumar Sinha , Assistant Professor, Dept. of Management	Ms. Divya Paikaray, Assistant Professor, Dept. of CS&IT	Approved
56	MCA	I	Mathematical Foundation for Computer Science	Mr. Akash Bhagat, Assistant Professor, Dept. Of CS& IT	Dr. Arun Kumar Marandi, Associate Professor, Dept. of CS&IT	Approved
57	MCA	I	Computing Concepts and Problem-Solving Using C	Ms. Divya Paikaray, Assistant Professor, Dept. of CS&IT	Ms. Sneha Kashyap, Assistant Professor, Dept. of CS&IT	Approved
58	MCA	I	Data Communication and Computer Networks	Mr. Astik Kumar Pradhan, Assistant Professor, Dept. of CS&IT	Mr. Akash Bhagat, Assistant Professor, Dept. Of CS& IT	Approved

				Professor, Dept. of CS&IT	Professor, Dept. of CS&IT	
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Resolution: All the members resolved and approved the Self-Learning Materials (SLMs) and e-Learning Materials and recommended the same for ratification by the Academic Council.

1.3 To approve the video lectures prepared by the faculty members

The Director-CDOE and members of the Centre for Internal Quality Assurance approved the video lectures as prepared by the faculty members who were identified for the same. The Members appreciated the efforts put up by the faculty members in terms of preparation of the video lectures.

Name of the Faculty Member	School	Name of the Faculty Member	School	Status
Abhishek Upadhyay	School of Commerce & Management	Aarsi Kumari	School of Engineering & IT	Approved
Abishek Israel	School of Commerce & Management	Akash Bhagat	School of Engineering & IT	Approved
Ankita Singh	School of Commerce & Management	Astik Kumar Pradhan	School of Engineering & IT	Approved
Arindam Mondal	School of Commerce & Management	Debanjan Ghosh	School of Engineering & IT	Approved
Atul Pathak	School of Commerce & Management	Divya Paikaray	School of Engineering & IT	Approved
Chanchal Mandal	School of Commerce & Management	Dr. Amit Prakash Sen	School of Engineering & IT	Approved
Dr. Charu Wadhwa	School of Commerce & Management	Dr. Arun Kumar Marandi	School of Engineering & IT	Approved
Dr. Manoj Pathak	School of Commerce & Management	Dr. Arvind Kumar Pandey	School of Engineering & IT	Approved

Name of the Faculty Member	School	Name of the Faculty Member	School	Status
Seema Das	School of Commerce & Management			Approved
Somaditya Majumdar	School of Commerce & Management			Approved
Sudeshna Sarkar	School of Commerce & Management			Approved
Dr. Vishakha Joseph	School of Commerce & Management			Approved

Resolution: All the members resolved and approved the video lectures and recommended the same for ratification by the Academic Council.

1.4 To inform about the trainings conducted for faculty and administrative staff

The Director-CDOE informed the members that two trainings have been conducted for the faculty members to make them familiar with such aspects like preparation of Self-Learning Materials, video lectures, and two trainings for administrative staff to familiarize them with the latest tools and technologies for creating multimedia content, etc.

The members took note of the same and appreciated the efforts of Director-CDOE in terms of facilitating these trainings.

The Meeting ended with a vote of thanks to the Chair.

Arvind Pandey

Dr. Arvind Kumar Pandey

Director

Centre for Distance & Online Education




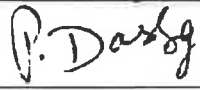





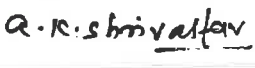
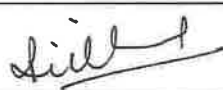
Dr. Arvind Kumar Pandey

Director, ODL-OL

Centre for Distance and Online Education (CDOE)

ARKA JAIN University, Jharkhand

**CONFIRMATION OF MINUTES OF MEETING OF THE 2nd MEETING
OF CENTRE FOR INTERNAL QUALITY ASSURANCE HELD ON
22.04.2024 AT AJU CAMPUS, GAMHARIA**

Sl. No	Name	Signature
1	Prof. (Dr.) Easwaran Iyer	
2	Prof. (Dr.) Angad Tiwary	
3	Dr. Urvashi Thakur	
4	Dr. Pompe Das Sengupta	
5	Dr. Amit Kumar	
6	Dr. Charu Wadhwa	
7	Mr. Nand Jha	
8	Dr. Dhimant Ganatra	
9	Mr. Vishal Petkar	
10	Dr. Amit Kumar Shrivastav	
11	Mrs. Richa Garg	
12	Dr. Arvind Kumar Pandey	