

## Minutes of Meeting of BOS Management, IKGPTU, Main Campus, Kapurthala

Date: 18<sup>th</sup> March, 2021

Timing: 12:30 PM - 2:00 PM (Online)

Following members were present:

- Dr. Harmeen Soch, HOD, Dept. of Management, IKGPTU, Kapurthala, (Chairperson)
- Dr. S.K. Singla, Professor, GNAIMT, Phagwara (Member)
- Dr. Manisha Gupta, Director, PIMT, Mandi Gobindgarh (Member)
- Dr. Sandhya Mehta, Associate Professor, GNIMT, Ludhiana (Member)
- Dr. Pooja Mehta, Associate Professor, IKGPTU Main Campus, Kapurthala (Member)
- Dr. Kapil Gupta, Associate Professor IKGPTU Main Campus, Kapurthala (Member)
- Dr. Mandeep Kaur, Associate Professor IKGPTU Main Campus, Kapurthala (Member)
- Dr. B.S. Mann, Professor, GNDU, Amritsar (Outside Expert)
- Dr. A.S. Chawla, Professor, Punjabi University, Patiala (Outside Expert)

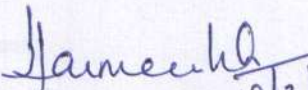
The members discussed in detail the agenda and the following decisions were taken:

**Item 1: To finalize the criteria for assessment of Journals to be recommended for inclusion in UGC CARE list.**

The Ethics (CARE) manual of UGC for assessment of the quality of journal were put up before BOS for deliberation and formulating the policy to assess journals for inclusion in UGC CARE list. The board finalized and approved the policy in line with recommendations of UGC as on page no. 11 of the CARE manual.

The policy is attached as Annexure A.

The chairperson thanked all the member of BOS for their valuable contribution.

  
Dr. Harmeen Soch 18/3/2021

Dr. A.S. Chawla

Dr. S. K. Singla

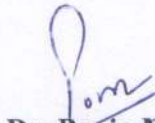
Dr. B. S. Mann

Dr. Manisha Gupta

Dr. Sandhya Mehta

  
Dr. Kapil Gupta

  
Dr. Mandeep Kaur

  
Dr. Pooja Mehta  
18/3/21

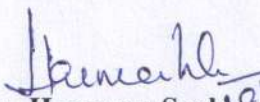


## Policy to Assess the Quality of Journals to be Recommended for Inclusion in UGC CARE List

As per the guidelines of "Consortium for Academic Research and Ethics (CARE)" manual of UGC, the assessment of the quality of any journal is based on the verification of information regarding history, consistency, peer recognition, market reputation, academic credentials of the editors, peer review process, indexing, citations, charges / fees.

Hence, the quality of journal shall be assessed on the above mentioned criteria as per the following details:

- 1) **History:** The chief-editor will provide details concerning history of the journal in the prescribed application proforma of UGC CARE.
- 2) **Consistency:** Proof of consistency of the journal should be attached with the application. Certification from the concerned chief-editor will submit the list of date of publications of the issues of the journal so that consistency can be assessed.
- 3) **Peer Recognition:** To assess the journal on this parameter, the chief-editor will provide recommendation letter from at least 3 Professors from different State Universities recommending the journal to be of good quality.
- 4) **Market Reputation:** For this, the chief-editor will provide the list of paid subscribers (both individual and Institutional subscribers) of the journal.
- 5) **Academic Credentials of the editors:** Chief-editor will provide the indexing, ranking and rating of his own as well as other editors' publications as per IKGPTU norms approved by Department of Research and Development.
- 6) **Peer review process:** The chief-editor will provide peer review process followed for evaluation of papers and list of reviewers along with their necessary proofs.
- 7) **Citations:** The chief-editor will provide the number of times articles published in their journal have been cited by others or Journal Impact Factor.
- 8) **Charges / Fees:** The chief-editor may provide the information if there is / was any publication fee for publication in the journal.

  
Dr. Harmeem Soch 18/3/2021

Dr. A.S. Chawla

Dr. S. K. Singla


Dr B. S. Mann

Dr. Manisha Gupta

Dr. Sandhya Mehta

  
Dr. Kapil Gupta 18/3/21

  
Dr. Mandeep Kaur

  
Dr. Pooja Mehta  
18/3/21





Pooja Mehta &lt;pooja24k@gmail.com&gt;

## Regarding Meeting of Board of Studies, Management, IKGPTU

11 messages

**Pooja Mehta** <pooja24k@gmail.com>

Wed, Mar 17, 2021 at 11:54 PM

To: Harmeen Soch <harmeensoch@yahoo.com>, gautam@pcte.edu.in, drsingla11@gmail.com, Manisha Gupta <manisha.gupta@pimt.info>, bediss@nitj.ac.in, Sandhya Mehta <mehta\_sandhya@yahoo.com>, singh param <param351@yahoo.com>, Kapil Gupta <kapilfutures@gmail.com>, mandeep arora <mandeeparora.ptu@gmail.com>, Arvinder Singh Chawla <aschawla\_2000@yahoo.com>, bikram jit singh mann <bikrammann@hotmail.com>, placements.ptu@gmail.com

CARE ENGLISH.pdf

Dear BOS Experts

With the directions of Chairperson, BOS, Management, IKGPTU (Main Campus), it is stated that an urgent meeting of Board of Studies, Faculty of Management is scheduled to be held on 18th March, 2021 at 12:30 PM online via Zoom. Agenda of the meeting is placed below:

1) To finalize the criteria for assessment of Journals to be recommended for inclusion in UGC CARE list.

UGC Manual regarding guidelines for inclusions of journals in CARE list is also attached for your reference. You are requested to participate in the meeting and contribute through your suggestions.

Link of the meeting will be sent via email and WhatsApp tomorrow by 12:00 noon.

Thank You.

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Regards:  
Dr. Pooja Mehta  
Assistant Professor  
Department of Management, IKGPTU, Main Campus

**sk singla** <drsingla11@gmail.com>

Thu, Mar 18, 2021 at 5:34 AM

To: Pooja Mehta &lt;pooja24k@gmail.com&gt;

Cc: Harmeen Soch <harmeensoch@yahoo.com>, gautam@pcte.edu.in, Manisha Gupta <manisha.gupta@pimt.info>, bediss@nitj.ac.in, Sandhya Mehta <mehta\_sandhya@yahoo.com>, singh param <param351@yahoo.com>, Kapil Gupta <kapilfutures@gmail.com>, mandeep arora <mandeeparora.ptu@gmail.com>, Arvinder Singh Chawla <aschawla\_2000@yahoo.com>, bikram jit singh mann <bikrammann@hotmail.com>, placements.ptu@gmail.com

I will be attending the meeting.

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**Manisha Gupta** <manisha.gupta@pimt.info>

Thu, Mar 18, 2021 at 5:47 AM

To: Pooja Mehta &lt;pooja24k@gmail.com&gt;

Cc: Harmeen Soch <harmeensoch@yahoo.com>, gautam@pcte.edu.in, drsingla11@gmail.com, bediss@nitj.ac.in, Sandhya Mehta <mehta\_sandhya@yahoo.com>, singh param <param351@yahoo.com>, Kapil Gupta <kapilfutures@gmail.com>, mandeep arora <mandeeparora.ptu@gmail.com>, Arvinder Singh Chawla <aschawla\_2000@yahoo.com>, bikram jit singh mann <bikrammann@hotmail.com>, placements.ptu@gmail.com

Dear mam

Ok, kindly send the link

On Wed, 17 Mar 2021, 23:54 Pooja Mehta, <pooja24k@gmail.com> wrote:

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**Arvinder Singh Chawla** <aschawla\_2000@yahoo.com>

Thu, Mar 18, 2021 at 6:35 AM

To: Manisha Gupta &lt;manisha.gupta@pimt.info&gt;



5/5/2021

Gmail - Regarding Meeting of Board of Studies, Management, IKGPTU

Cc: Pooja Mehta <pooja24k@gmail.com>, Harmeen Soch <harmeensoch@yahoo.com>, gautam@pcte.edu.in, drsingla11@gmail.com, bediss@nitj.ac.in, Sandhya Mehta <mehta\_sandhya@yahoo.com>, singh param <param351@yahoo.com>, Kapil Gupta <kapilfutures@gmail.com>, mandeep arora <mandeeparora.ptu@gmail.com>, bikram jit singh mann <bikrammann@hotmail.com>, placements.ptu@gmail.com

I will be available

Sent from my iPhone

On 18-Mar-2021, at 5:53 AM, Manisha Gupta <manisha.gupta@pimt.info> wrote:

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Arvinder <aschawla\_2000@yahoo.com>  
Reply-To: Arvinder <aschawla\_2000@yahoo.com>  
To: Pooja Mehta <pooja24k@gmail.com>

Thu, Mar 18, 2021 at 12:14 PM

waiting for the link

**Arvinder S. Chawla, PhD**  
**Vice Chancellor, RIMT University, Punjab.**

Formerly:  
Dean Academic Affairs,  
Registrar, Dean Research,  
Dean College Development Council,  
Dean RMA,  
Director International Affairs,  
Dean Faculty of Business,  
**Punjabi University, Patiala-147002, India.**  
Adjunct Professor, Wilkes University, USA.  
Adjunct Professor, USP, Fiji.  
Mobile: +91-9872820749

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Pooja Mehta <pooja24k@gmail.com> Tue, May 4, 2021 at 3:26 PM  
To: Harmeen Soch <harmeensoch@yahoo.com>, drsingla11@gmail.com, Manisha Gupta <manisha.gupta@pimt.info>, Sandhya Mehta <mehta\_sandhya@yahoo.com>, Kapil Gupta <kapilfutures@gmail.com>, mandeep arora <mandeeparora.ptu@gmail.com>, Arvinder Singh Chawla <aschawla\_2000@yahoo.com>, bikram jit singh mann <bikrammann@hotmail.com>

Respected BOS Members

With reference to the trailing email, the MOMs of the BOS meeting held on 18-3-2021 are attached herewith. The policy finalized for assessment of journals as per UGC guidelines is also attached as Annexure.

You are requested to give the online consent to the Minutes attached.

Thank You.


On Wed, Mar 17, 2021 at 11:54 PM Pooja Mehta <pooja24k@gmail.com> wrote:

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> CARE ENGLISH.pdf

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 **MOMs and Policy.pdf**  
680K

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**Arvinder Chawla** <aschawla\_2000@yahoo.com>  
To: Pooja Mehta <pooja24k@gmail.com>

Tue, May 4, 2021 at 3:31 PM

It is perfectly OK.  
I do hereby confirm the minutes from my side.

A S Chawla  
[Quoted text hidden]

**mandeep arora** <mandeeparora.ptu@gmail.com>  
To: Pooja Mehta <pooja24k@gmail.com>

Tue, May 4, 2021 at 4:25 PM

Respected Mam  
I approve the minutes.  
Regards  
[Quoted text hidden]

**bikram jit singh mann** <bikrammann@hotmail.com>  
To: Pooja Mehta <pooja24k@gmail.com>

Tue, May 4, 2021 at 8:01 PM

I here by give my approval to the minutes of the meeting of BOS held ON 18th March, 2021.

Prof. Bikramjit Singh Mann  
University Business School  
Guru Nanak Dev University Amritsar

Get Outlook for Android

**From:** Pooja Mehta <pooja24k@gmail.com>  
**Sent:** Tuesday, May 4, 2021 3:26:24 PM  
**To:** Harmeen Soch <harmeensoch@yahoo.com>; drsingla11@gmail.com <drsingla11@gmail.com>; Manisha Gupta <manisha.gupta@pimt.info>; Sandhya Mehta <mehta\_sandhya@yahoo.com>; Kapil Gupta <kapilfutures@gmail.com>; mandeep arora <mandeeparora.ptu@gmail.com>; Arvinder Singh Chawla <aschawla\_2000@yahoo.com>; bikram jit singh mann <bikrammann@hotmail.com>  
**Subject:** Re: Regarding Meeting of Board of Studies, Management, IKGPTU

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**Sandhya Mehta** <mehta\_sandhya@yahoo.com>  
Reply-To: Sandhya Mehta <mehta\_sandhya@yahoo.com>  
To: pooja24k@gmail.com

Wed, May 5, 2021 at 8:03 AM

Dear Dr Pooja,  
Approved.  
Thanks & regards  
Dr Sandhya Mehta

Sent from Yahoo Mail on Android  
[Quoted text hidden]

**Manisha Gupta** <manisha.gupta@pimt.info>  
To: Pooja Mehta <pooja24k@gmail.com>  
Cc: Harmeen Soch <harmeensoch@yahoo.com>, sk singla <drsingla11@gmail.com>, Sandhya Mehta <mehta\_sandhya@yahoo.com>, Kapil Gupta <kapilfutures@gmail.com>, mandeep arora <mandeeparora.ptu@gmail.com>, Arvinder Singh Chawla <aschawla\_2000@yahoo.com>, bikram jit singh mann <bikrammann@hotmail.com>

Wed, May 5, 2021 at 10:08 AM

Dear mam,  
I have read the minutes of the meeting. I give my consent for the same.  
[Quoted text hidden]

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