

PAJAB UNIVERSITY, CHANDIGARH

INTERNAL QUALITY ASSURANCE CELL

The meeting of the **UGC Care Research Journal committee** held on **19.11.2019 at 12.30 p.m.** in the office of IQAC following points were discussed by the committee.

1. Journals to be forwarded to UGC should be recommended by the concerned department's Academic and Administrative committee, on the basis of suggested guidelines of UGC approved Journal. (according to the checklist given below).
2. IQAC will recommend and evaluate the Journals on the basis of suggestions given by the Academic and Administrative committees of the department.

Checklist for the Journals

1. The website provides complete instructions to authors / reviewers
2. The journal has a well-defined peer-review and publication policy
3. The journal has a well-defined Ethics policy
4. The journal has a declared frequency of publication each year
5. The journal is published regularly and in time following its declared frequency
6. The journal claims that it is indexed in a given database and this claim is verified.
7. Journal levies submission / publication charges.
8. Since when is the journal being regularly published.

This is for your kind information and necessary action at your end, Please

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