Minutes of the meeting with Deans, Heads, Registrar, Finance Officer, COE, Librarian and other sectional incharges held on 27.07.2023 at 04.30 PM onwards under the Chairmanship of Hon'ble Vice Chancellor

List of faculty and staff members participated in this meeting is mentioned on the annexed sheet.

At the outset, Prof. Shilpi Verma, Member Secretary, Steering Committee welcomed the Hon'ble Vice Chancellor, Deans, and Heads of the Department, Registrar, Finance Officer, Controller of Examinations, Sectional Incharges and other faculty members who were present in the meeting. The following points were discussed and resolved:

1) The Director, IQAC conveyed to the house that the NAAC has accepted the responses of DVV queries and has communicated to propose three slots of dates for NAAC Peer Team visit to select one.

The Steering Committee of IQAC has proposed following three slots of dates :

1) 25-27 September 2023

2) 04-06 October 2023

3) 09-11 October 2023

The same was approved by the house.

2).The Check Lists containing 30 points, circulated among the Deans, Head of the departments, Coordinators, and Sectional Incharges were discussed in detail . The heads presented their preparedness for NAAC peer team. Most of the Head of Departments acknowledged that the work is under progress at department level and will be completed soon.

3). The head and coordinators as well as the sectional heads were advised to focus on the qualitative metrices more on the NAAC seven point criteria relevant to them. It was discussed that the quantitative data has already been submitted to NAAC during SSR submission and DVV process is completed. Hence, now the on spot assessment by the peer team members will be done. It was emphasised that they should focus on the presentation of the figures and facts showing special achievements made by the department and sections, any special credit attained, outreach programme etc. which can impress the Peer Team members.

The infrastructure shall be ready in best presentable form.

4). It was conveyed that the University will arrange a Mockdrill visit with outside experts during the first week of September 2023 to assess the preparedness for NAAC Peer Team visit.

5). The Registrar and Finance Officer also briefed that the requirements of various academic departments are taken on priority basis and also advised to propose the requirements as per SOP circulated by the finance section. Finance Officer also

announced that the budget allocation for departments has already circulated and departments are advised to follow the guidelines mentioned in this document.

7. The Hon'ble Vice Chancellor advised all the stakeholders to work with their best interests and complete the task as per the NAAC guidelines so that the University can achieve a best possible grade in the second cycle of NAAC assessment and accreditation.

Meeting ended with vote of Thanks to the Chair.