Minutes of the Meeting of the Steering Committee constituted vide Office Order No. IQAC08689-L/BBAU/2024 dated 16.02.2024, held on 22.02.2024 at 03.30 PM in the IQAC Office Room No. 317, Ambedkar Bhawan, BBAU

The following were present:

1.	Prof. Ram Chandra, Director, IQAC	Chairman
2.	Prof. Shilpi Verma, Dy. Director, IQAC	Member
3.	Prof. D.R. Modi	Member
4.	Prof. B.S. Bhadauria	Member
5.	Prof. Shishir Kumar	Member
6.	Dr. Raj Sharan Shahi	Member
7.	Dr. Nitesh Kumar Verma	Member
8.	Dr. Shalini Chandra	Member
9.	Dr. Prayas Sharma	Member
10.	Dr. Salil Seth	Member
11.	Dr. Mahendra Kumar Padhy	Member Secretary

The Chairman welcomed all the Steering Committee members and apprised about the following items:

1. The IQAC collected the AQAR data for the year 2022-23 and the same has been compiled for uploading on NAAC Portal. The collected AQAR data has been presented before the Steering Committee for their review. The committee suggested some modifications and the same has been incorporated in the AQAR data.

   The Committee recommended for uploading the AQAR data for the year 2022-23 on NAAC Portal.

2. The committee resolved that the following members shall look after the Academic and Administrative Audit of the University periodically.

   1. Prof. Ram Chandra, Director, IQAC
   2. Prof. Shilpi Verma, Dy. Director, IQAC
   3. Prof. D.R. Modi
   4. Prof. B.S. Bhadauria
   5. Prof. Shishir Kumar
   6. Dr. Raj Sharan Shahi

3. The committee resolved that the following members shall look after the work of Data Collections such as AQAR Data, SSR and other related data.
   1. Dr. M.K. Padhy
   2. Dr. Shalini Chandra
   3. Dr. Salil Seth

4. The committee resolved that the following members shall look after the work related to uploading data on the NAAC Portal:
    1. Prof. Shishir Kumar
    2. Dr. Nitesh Kumar Verma

5. The committee resolved that the following members shall look after the work related to collection and compilation of feedback data and its analysis:
    1. Dr. Prayas Sharma
    2. Dr. Salil Seth

6. The committee resolved that the following members shall look after the work related to collection of Geotagged Photographs and other media centre related works:
    1. Dr. M.K. Padhy
    2. Dr. Shalini Chandra

In addition to above, the committee also discussed about the Shramdaan monitoring & its evaluation and resolved that a detailed mechanism shall be discussed and finalized in the next meeting. The committee also recommend to organize a Parents-Teacher meeting by the each department periodically (preferably in every semester).

The meeting ended with vote of Thanks to the Chair.

(Mahendra Kumar Padhy) (Salil Seth) (Prayas Sharma) (Shalini Chandra)

(Nitesh Kumar Verma) (Raj Sharan Shahi) (Shishir Kumar) (B.S. Bhadauria)

(D.R. Modi) (Shilpi Verma) (Ram Chandra)