Minutes of the Meeting of the Steering Committee held on 11.08.2021 at 02:30 PM in the Office of IQAC Room No. 317 at 3rdfloor Ambedkar Bhawan, BBAU, Lucknow.

The following were present: -

1.	Prof. R. P. Singh	-	Chairman
2.	Prof. Priti Saxena	-	Member
3.	Prof. Ram Chandra	-	Member
4.	Prof. Shubhini A. Saraf	-	Member
5.	Prof. R.A. Khan	-	Member
6.	Prof. B.N. Dubey	-	Member
7.	Prof. Shilpi Verma	-	Member Secretary

The Chairman welcomed all the members and apprised about the AQAR prepared and compiled by IQAC for the year 2019-20. The following resolution was made.

Agenda Item No. 1: To finalize and approve the AQAR write-up for the year 2019-20.

Resolution: The point wise AQAR write-up received by the Departments/ Sections should be compiled and sent to the faculty members of Department of English, Amethi Satellite Centre for Grammar check. The points which were left, to be completed by the members of Steering Committee and reminders should be sent to the Departments/ Sections who have not yet sent their concerned sectional write-ups.

The Committee members recommended the following points.

1. An email should be sent to COE Section to ensure that they have Program Code of all the Programs being offered in the University. After the confirmation of COE section is to be requested to send it to all Heads of Department with copy to the Director IQAC.
2. Webcam should be made available to all departments to ensure smooth functioning of online classes as recommended by IQAC previously also.
3. The committee has also suggested to issue a Circular inviting AQAR Data for the academic year 2020-21 in the new format prescribed by NAAC.

The meeting ended with vote of thank to the Chair.

(Prof. Shilpi Verma) (Prof. B.N. Dubey) (Prof. R.A. Khan)

(Prof. Shubhini A Saraf) (Prof. Ram Chandra) (Prof. Priti Saxena)

(Prof. Rana Pratap Singh)