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Minutes of the Meeting of the Steering Committee held on 18.10.2021 at 11.00 AM in the Office of IQAC, Ambedkar Bhawan, BBAU, Lucknow

The following were present:

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

The Chairman welcomed all the members and apprised about the forthcoming visit of NAAC Peer Team for 2nd cycle accreditation scheduled from 15-11-2021 to 17-11-2021

The following resolution was made.

Agenda Item No. 1: To provide the electronic SSR copy, E-copies of supporting documents, Presentations, Audio-Video files etc. to the NAAC Peer Team Member during the visit to the University.

Recommendations: **The committee members discussed and resolved to provide e-copies of supporting documents, presentation and other audio – video files through Tablet.**

Tablet for online presentation – 12 qty

Specification: Model Name Yoga Smart Tab with the Google Assistant
Brand: Lenovo
Screen Size: 25.6 Centimetres
OS Android
Memory Storage Capacity 64 G
Android Pie v9.0 operating system with Qualcomm Snapdragon 439 (4 x A53 @ 2.0GHz, 4 x A53 @ 1.45GHz) octa core processor, 4GB RAM, 64GB internal memory expandable up to 64GB, Single Nano SIM

Agenda Item No. 2: Miscellaneous items required during the NAAC Peer Team visit to the University.

Recommendations: **The committee members discussed and resolved to procure the following items for the smooth visit of NAAC Peer Team.**

1. **Stationaries (Pen drive, Bag/Folder, Pen, Notepad etc)**
2. **Crockeries**
3. **Shawl and Mementos**
4. **Sanitary items (as per Covid-19 guidelines)**
5. **Other miscellaneous item as per requirements of the team members.**

The meeting ended with vote of Thanks to the Chair.

(Shilpi Verma) (R.A. Khan) (B.N. Dubey) (S.K. Dwivedi)

(Shubhini A. Saraf) (Kaman Singh) (Priti Saxena) (Ram Chandra)