Minutes of the Meeting of Steering Committee with Hon'ble Vice Chancellor held on 22.09.2021 at 11.30 A.M onwards in view of forthcoming NAAC Peer Team Visit for 2nd cycle accreditation

The following members were present:

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

The committee discussed about the preparation for NAAC Peer Team visit and the following points were discussed.

1. Meeting with NIRF team members and Steering Committee members to be arranged within a week.

2. For providing logistic support to forthcoming NAAC Peer Team members, Innova Vehicle to be hired as per requirement. Responsibility to be given to the Chairman of Transportation Committee constituted for Convocation.

3. For providing overall IT related technical support to the members of Peer team during the visit to the University, a committee of the following should be constituted.

   Prof. R.A. Khan, DIT
   Dr. Rajshree, DIT
   Dr. Alka, DIT

4. For complete media coverage of visit of NAAC Peer Team, a Media Committee be constituted for this purpose. Responsibility is to be given to Department of Mass Communication and Media Centre.

5. Detailed plan of visit of NAAC Peer Team to be finalized.

6. For decoration and other beautification work in the campus, the responsibility is to be given to the committee which has already been constituted for the purpose of Convocation.

7. A Separate Room for NAAC Peer Team members should be arranged with VIP Sofa Set and other IT related equipment, photocopier, Laptop etc, at opposite room of IQAC.

8. Videography and Photography during the visit of Peer Team should be arranged by the Director, Media Centre. At least three videography personnel should be engaged for this purpose.

9. A meeting with Amethi Satellite Centre faculty members should be arranged immediately.

10. Before NAAC Peer Team visit to the University, a Mock Drill visit by the outside expert should be arranged during the 3rd week of October. For this purpose, a committee should be constituted by the competent authority.

11. Guest House to be kept ready for the Peer Team members. Dr. Mahendra Kumar Padhy, Joint Incharge of Guest House may be informed to do all the necessary action/arrangements.

For arrangements of Lunch and other Hospitality for NAAC Peer Team members, responsibility is to be given to Prof. Sunita Mishra Department of Human Development and Family Studies and she may opt any other staff/faculty members for assistance.

12. On first day of Peer Team Visit, a Cultural Programme for one hour to be arranged. Dr. Priti Choudhary, Department of Political Science, Asstt. DSW, Cultural be given this responsibility.

13. Coffee Table Book to be prepared and the responsibility to be given to Director, Media Centre. Also, a film on Extension Activities of the University and Innovation and Incubation activities of the University to be made by the Media Centre for presenting it before NAAC Peer Team. It was also observed that the BBAU film is obsolete and it should be updated keeping in view of forthcoming NAAC Peer Team visit.

14. A booklet to be prepared on the Seven Point Criteria and the responsibility to be given to Printing and Publication Committee under the Chairmanship of Prof. Ripu Sudan Singh.

15. A meeting with incharge of Rain water harvesting, waste management and sanitation section to be arranged immediately. Also, a meeting with the Chairman of Green Core Committee Prof. Venkatesh Dutta and Incharge, Gardening and Beautification Section Prof. Deepa H Dwivedi should be arranged immediately.

16. Engineering Section may be requested to expedite the pending work of campus development/renovation etc. Also, a committee under the Chairmanship of Prof. B.B. Malik should be constituted to look into the signage at various places consisting of information about Proctor, ICC and DSW.

17. Power Point Presentation to be presented by the Hon'ble Vice Chancellor before NAAC Peer team to be prepared by the following faculty members:

    Prof. Priti Saxena, Prof. Shubhini A Saraf, Prof. Shilpi Verma and Prof. U.V. Kiran.

The meeting ended with vote of Thanks to the Chair.

(Prof. Shilpi Verma) 22/9/2021 (Prof. B.N. Dubey) (Prof. R.A. Khan)

(Prof. Sanjay K Dwivedi) (Prof. Shubhini A Saraf) (Prof. Ram Chandra)

(Prof. Kaman Singh) 22/9/2021 (Prof. Priti Saxena) 22.9.21 (Prof. R.P. Singh) 22/9/2021