193/C

Minutes of the Meeting of the Steering Committee held on 09.12.2022 at 04.00 PM in the IQAC Office Room No. 317, Ambedkar Bhawan, BBAU

The following were present:

1.	Prof. Rana Pratap Singh	Chairman
2.	Prof. Priti Saxena	Member
3.	Prof. Ram Chandra	Member
4.	Prof. B.N. Dubey	Member
5.	Prof. Shishir Kumar	Member
6.	Dr. M.K. Padhy	Member
7.	Dr. Raj Sharan Shahi	Member
8.	Registrar	Special Invitee
9.	Finance Officer	Special Invitee
10.	Librarian	Special Invitee
11.	Director, Computer Centre	Special Invitee
12.	Prof. Shilpi Verma	Member Secretary

Prof. D.R. Modi could not attend the meeting.

The Chairman welcomed all the Steering Committee members and Special Invitees and the following points were discussed and resolved.

1. The committee members apprised about the status of receipt of SSR Data and Documents from various academic departments and sections.
   It was resolved to compile the Excel Templates and Supporting Documents criteria wise and the same will be submitted to Criteria incharge for its evaluation and assessment. All the Criteria Incharges were requested to complete their point wise write up with the help of concerned section and submit the same on or before 15.12.2022. It was also resolved to complete the IIQA data and documents and SSR data before the last week of December 2022.

2. During the discussion, it was resolved that the Seed Money already sanctioned to 13 faculties each Rs. 25000/- may be enhanced to 50,000/- (additionally Rs. 25000/- shall be released to each faculty). In addition to the above, it was also resolved that a new project proposal may be invited from all the newly recruited Professors and Associate Professors to sanction and release the Seed Money of Rs. 50,000/- to each newly recruited faculty members.

9/12/22 09.12.22 09/12/22 9/12/22 9/12/22 09/12/22

3. Registrar, Finance Officer were requested to submit the SSR write ups relating to their sections by 13/12/2002 for onward submission to NAAC. He was also requested to expedite the purchase files as per the fund allocation to each departments and various sections to utilise the fund in time.

4. Librarian was requested to provide the following:

   - List of BBAU Faculty Research Publications indexed in Scopus and Web of Science through Inflibnet.
   - To provide the list of E-Books, E-Journals, E-Databases etc. subscribed through various Vendors along with usage statistics.
   - To enhance the usage of Brail section and also to provide the list of usage of Brail Section.
   - To prepare the cover story regarding Brail section and other facilities available in the Library and make wider publicity in the Media to enhance the maximum usage of central Library facilities.
   - Librarian was requested to depute Dr. Nitesh Kumar Verma, Assistant Librarian fulltime with IQAC office till submission of SSR Data.

5. Director, Computer Centre was requested to ensure that the weblink/URL of various AQAR and SSR documents available on the BBAU website should not be changed in any circumstances. It was also decided that while uploading any data and documents on the University website, the Technical Staff available at Computer Centre will assist the respective committee at IQAC.

The meeting ended with a vote of Thanks to the Chair.

(M.K. Padhy) (Raj Sharan Shahi) (Shishir Kumar) (Shilpi Verma)

(B.N. Dubey) (Ram Chandra) (Priti Saxena) (Rana Pratap Singh)