

Minutes of Meeting

The Hon'ble Vice-Chancellor had a meeting with the Members, NAAC Steering Committee, Coordinators, Co-coordinators and members of Criteria-wise Teams of NAAC, 2022, on 24.03.2022 at 2.30 p.m. in the Conference Room, Ground Floor, Admn. Block, CUH.

At the outset, the Hon'ble Vice-Chancellor welcomed all the members and briefed about the importance of preparation of SSR in the stipulated time.

The points deliberated and resolutions made are given as under:

1. Seating arrangement for Criteria-wise teams shall be made in the Office of the NAAC, with ICT facilities. – **Coordinators, NAAC, 2022**
2. The following teachers are required to sit regularly in the Office of the NAAC to assist preparation of SSR:
 - a. Prof. Vikas Beniwal, Professor, Department of Microbiology
 - b. Dr. Ashok Jangra, Assistant Professor, Department of Pharmaceutical Sciences
 - c. Dr. Sumit, Assistant Professor, Department of Pharmaceutical Sciences.
 - d. Dr. Tarun, Assistant Professor, Department of Pharmaceutical Sciences
3. The Hon'ble Vice-Chancellor deliberated upon Criteria-I and citing it as an example, advised to prepare rest of the Criteria Reports on similar pattern.
4. The Hon'ble Vice-Chancellor emphasized that the information to be provided in the SSR shall be factually correct and shall have corresponding documents to substantiate the source of the information. The link for the same will be provided by the System Analyst and his team.
5. A Team of ICT will constantly support and keep an extended office in the Office of the NAAC to complete the tasks assigned by various teams on the same day.
6. It was decided that next meetings of the Coordinators/Co-coordinators will be held Criteria-wise.
7. The Hon'ble Vice-Chancellor advised that every effort should be made to get all the information pertaining to the Departments/Students/Branches/Sections to be included in the SSR, in a time-bound manner. Even if the information could not be part of the 5-Year AQAR and is factual may be added to the SSR.



8. A separate Committee is constituted for the extended profile for Section-B of the NAAC document and the Committee is required to get comprehensive information about the Sub-Points mentioned in Section-B and prepare the Report within 7 days and the same shall be shared with the Department for any modification/correction/suggestion.
9. It was resolved that the NAAC Steering Committee and Coordinators will meet frequently to review the progress carried out by the Teams, on day-to-day basis.

At the end, Hon'ble Vice-Chancellor advised all the members to make collective efforts in order to prepare the SSR well within the time frame and to bring out any issue related to it to the knowledge of Steering Committee Members/Coordinators/Co-coordinators in order to resolve them timely.

The meeting ended with vote of thanks to the Chair.

This is issued with the approval of the competent authority for compliance by all concerned.


25/08/2022
Assistant Registrar
Vice-Chancellor's Secretariat

