

**Minutes of the meeting of the Interactive Session organized by IQAC, BBAU held on 24.12.2019 at 10:00 AM in the Board room (3<sup>rd</sup> Floor), Ambedkar Bhawan of the University.**

The following were present:

1. Prof. D.P. Singh Director, IQAC
2. Prof. Akhilesh Kumar Singh, External Expert, Devi Ahilya Vishwavidyalaya, Indore
3. Prof. Pratosh Bansal, External Expert, Director, IQAC, Devi Ahilya Vishwavidyalaya, Indore
4. Prof. R.B. Ram
5. Prof. R.P. Singh 32. Dr S.K. Yadav
6. Prof. Priti Saxena
7. Prof. S.K. Dwivedi
8. Prof. B.S. Bhadauria
9. Prof. Sanjay Kumar
10. Prof. B.C. Yadav
11. Prof. N.K. Arora
12. Dr. Sunil Gorla, Librarian
13. Prof. Shilpi Verma
14. Dr. U.V. Kiran
15. Dr. Dhirendra Pandey
16. Dr. Rajshree
17. Dr. Jay Shankar Singh
18. Dr. R.K. Sahu, Dy. Registrar (COE)
19. Mr. Ashish Rastogi, Dy. Registrar (Finance)
20. Mr. O.P. Saini
21. Dr. A.K. Singh
22. Dr. Preeti Choudhary
23. Dr. Rahul Varshney
24. Dr. Pranav Kr. Anand ✓
25. Dr. Subhash Mishra
26. Dr. Nitesh Kumar Verma
27. Dr. Shiv Shankar Yadav
28. Dr. K. B. Thapa
29. Mrs. Komal Singh
30. Dr. Digvijay Verma
31. Dr. R. S. Verma

At the outset, the Director, IQAC, Prof. D.P. Singh welcomed all the Dean / Head of Departments / Coordinators (IQAC), external expert, Finance Officer, and special invitees. After the brief introduction by Director, IQAC, the following were resolved regarding preparation of IQA, AQAR and SSR to be submitted to NAAC.

External members interacted with Deans, Heads of the Departments, Coordinators (IQAC) and other faculty members, Finance Officer, Dy Registrar (COE) and other sectional incharge and explained about how to collect the data and prepare the related documents for submission to NAAC.

1. The external experts assessed our NAAC preparation and briefed the participation about the procedure to apply for NAAC, the assessment of seven point criteria, Quality Indicator Framework (QIF) and other parameters etc. They also elaborated the procedure to follow the latest guidelines prescribed by NAAC, way of data collection from departments and its collation.

*[Handwritten signatures and dates]*  
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2. Thereafter, Prof. Akhilesh Kumar Singh and Prof. Pratosh Bansal, Director, IQAC, Devi Ahilya Vishwavidyalaya, Indore educated all the members about mode of collection of data and its related documents from the academic departments and its collation at IQAC office. He also emphasized the importance of first three point criteria where the University can score more marks in NAAC assessment.
4. They also explained about how to fill the data in Excel template and the documents to be uploaded on the relevant points. External experts also suggested that the compilation and verification of data and documents to be entrusted to different committees point wise so that the data can be compiled within stipulated time.

The meeting ended with vote of Thanks.

*[Handwritten signatures and dates, including names like Singh, Bansal, and dates like 24/12/19]*