

A meeting of all the Heads and Directors, VBU as per the notice served vide Ref. No. VBU/IDAC/75/2022 dated 18/02/2022, was held from 1.00 P.M on 21/02/2022 in the IDAC office, Arts Block (Rabindra Nath Tagore Bhawan) 2nd floor for deliberation and discussions on NAAC preparation and required soft and hard copy from the departments for NAAC (2nd cycle) formalities.

Following were present in the meeting:

- (1) Prof. M. Ka Singh, Director, IDAC. *[Signature]*
- (2) ~~Head~~ Head of Department, Univ. Dept. of Anthropology. *[Signature]*
- (3) Head of Department, " " Botany. *[Signature]*
- (4) Head of Department, " " Chemistry. *[Signature]*
- (5) Head of Department, " " Physics. *[Signature]*
- (6) Head of Department, " " Commerce. *[Signature]*
- (7) Head of Department, " " Economics. *[Signature]*
- (8) Head of Department, " " Hindi & B. *[Signature]*
- (9) Head of Department, " " English. *[Signature]*
- (10) Head of Department, " " Geography. *[Signature]*
- (11) Head of Department, " " Geology. *[Signature]*
- (12) Head of Department, " " History. *[Signature]*
- (13) Head of Department, " " Home Science. *[Signature]*
- (14) Head of Department, " " Mathematics. *[Signature]*
- (15) Head of Department, " " Philosophy. *[Signature]*
- (16) Head of Department, " " Political Science. *[Signature]*
- (17) Head of Department, " " Psychology. *[Signature]*
- (18) Head of Department, " " Sanskrit. *[Signature]*
- (19) Head of Department, " " Urdu. *[Signature]*
- (20) Head of Department, " " Zoology. *[Signature]*
- (21) Director, C.N.D. *[Signature]*
- (22) Director, T.R.L. - *[Signature]*
- (23) Director, M.Ed. - *[Signature]*

24. Director, M.B.A.

25. Director, Physiotherapy.

26. Director, DLIS

27. Director, Bio-Technology

28. Director, M.C.A.

29. NAAC, Coordinator, 9/21/2022

21/2/22

21/2/22

21/2/22

Following were present in the meeting:

(1) Prof. M.K. Singh, Director, IAC

(2) Head of Department, Botany

(3) Head of Department, Chemistry

(4) Head of Department, Physics

(5) Head of Department, Commerce

(6) Head of Department, Economics

(7) Head of Department, Hindi

(8) Head of Department, English

(9) Head of Department, Geography

(10) Head of Department, History

(11) Head of Department, Home Science

(12) Head of Department, Mathematics

(13) Head of Department, Philosophy

(14) Head of Department, Political Science

(15) Head of Department, Psychology

(16) Head of Department, Sanskrit

(17) Head of Department, Urdu

(18) Head of Department, Zoology

(19) Director

(20) Director

(21) Director

IQAC, VBU

Minutes of meeting with Heads and Directors, V.B.U. on 21.02.2022

Venue: IQAC Office

Agenda: NAAC (2nd Cycle) Preparation and Requirements

The meeting commenced with the welcome of all the Heads & Directors, V.B.U. by the Director, IQAC.

Then, the NAAC Coordinator discussed and deliberated agenda wise with the Heads and Directors and unanimously resolved the following:

1. The Heads & Directors, VBU should submit the Hard & Soft copy of the NAAC (2nd Cycle) requirements criteria-wise to the IQAC office at the earliest.
2. Record of Receipt of documents (Hard/Soft) copy should be maintained and accordingly demand be made from the departments.
3. Utilization of Rs. One Lac for NAAC (2nd Cycle) by the departments should be expedited as per financial rules.
4. Students satisfaction Online Survey (SSS), and Feedback from students, parents & Alumni from April 2016 to July 2020 batches should be taken and a record be maintained by the departments.
5. Record of slow learners department wise be prepared and tutorial classes for them be conducted regularly.
6. All the departments should include objectives and outcome in the PG syllabus by conducting departments meetings and getting it approved by the competent authority.
7. Routine Online/Offline as requested vide mail dated Dec. 3, 2021 with class/period division among the faculty members be submitted to the IQAC at the earliest.
8. Alumni meets (Online/Offline) as feasible should be organized by the departments regularly.

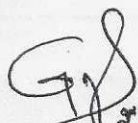
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9. Departmental Presentation for NAAC (2nd Cycle) be completed and submitted to the IQAC in Soft & Hard copy.
10. Inventory of major items & equipments in the department be prepared and submitted to IQAC office.
11. University Website should be upgraded/updated with syllabus, notices, regulations and NAAC documents.
12. A separate website be proposed for data uploading through IQAC or University web-admin.

The meeting ended with vote of thanks by the IQAC Director to all the Heads and Directors for their active cooperation and support.


21/02/2022

Coordinator
NAAC
Vinoba Bhave University
Hazaribag


21-2-22

Director
IQAC
Vinoba Bhave University
Hazaribag