

MINUTES OF NATIONAL ASSESSMENT AND ACCREDITATION

COUNCIL (NAAC) MEETING

A meeting of National Assessment and Accreditation Council (NAAC), BMU, Rohtak was held on December 2, 2024 at Board Room, Administrative Block under the chairmanship of Hon'ble Vice Chancellor Prof. HL Verma, Baba Mastnath University, Rohtak.

The following Dean/Deputy Dean/HODs of Different DEpartment was present:

1. Prof. (Dr.) H.L. Verma, Vice-Chancellor
2. Prof. (Dr.) Manoj Verma, Registrar
3. Prof. (Dr.) Naveen Kapil, Dean Academic Affairs
4. Prof. (Dr.) Pawan Jalwal, Faculty of Pharmacy
5. Prof. (Dr.) Ravi Kumar Rana, Faculty of Sciences
6. Prof. (Dr.) Sudhir Malik, Faculty of Humanities
7. Prof. (Dr.) Mukesh Singla, Dean, Faculty of Engineering & Technology
8. Prof. (Dr.) Anil Dudy, Faculty of Engineering & Technology
9. Dr. Vinay Jagga, Faculty of Physiotherapy
10. Dr. Manish Dalal, Faculty of Law
11. Dr. Anil Kanwa, Faculty of Management and Commerce
12. Dr. Neeraj Khare, Dean, Faculty of Ayurveda
13. Mrs. Krishna Devi, Faculty of Nursing
14. Dr. Pramila Malik, Faculty of Education
15. Dr. Pallavi Bhardwaj, Faculty of Sciences
16. Dr. Sonia Saroha, Faculty of Physiotherapy
17. Dr. Somveer, Department of English
18. Dr. Devender Kumar, Faculty of Management and Commerce
19. Dr. Arup Giri, Director, IQAC

Following points were discussed

1. The meeting was convened under the esteemed chairmanship of Hon'ble Vice-Chancellor, Prof. (Dr.) H.L. Verma, to discuss the roadmap for the accomplishment of NAAC accreditation criteria. The session began with a warm welcome to the Hon'ble Vice-Chancellor by all Deans, Deputy Deans, and Heads of Departments (HODs). Prof. (Dr.)

H.L. Verma underscored the importance of this gathering in steering the university toward achieving excellence in institutional accreditation through a collaborative and systematic approach.

2. During the session, Prof. (Dr.) H.L. Verma emphasized the pivotal role of the **Departmental Evaluation Report**, which serves as the foundation for the development of the Self-Study Report (SSR). All departments were instructed to meticulously complete the prescribed proforma, as the SSR would rely entirely on the data consolidated from these departmental reports. He stressed that this report must be free from contradictions, as NAAC rigorously verifies information at both the departmental and institutional levels using platforms like INFLIBNET, AISHE, and the university website. Additionally, centralized data such as faculty lists, student-related information, and examination statistics will be provided by the Registrar, Dean Academic Affairs, and the Controller of Examinations to ensure consistency and accuracy.
3. He also clarified that data from the last four academic years (2021-22 to 2024-25) would be incorporated into the SSR. Once the NAAC portal opens, the SSR will be uploaded. It was reiterated that departments accredited under specific professional councils must adhere to the council-prescribed norms. While pointing out potential weaknesses, Prof. (Dr.) H.L. Verma suggested that underperforming departments could be phased out following a thorough discussion and approval by the Academic Council.
4. A key focus of the discussion was the accuracy and credibility of data submitted by departments. Hon'ble Vice-Chancellor highlighted that every data point must be verifiable with appropriate documentation to enhance the weightage of criteria under NAAC evaluation. Geotagged images were recommended for all evidence-based submissions, and in their absence, certified documents should be provided. Furthermore, the university website must be updated in alignment with the SSR, and all policies should be made publicly accessible online.
5. Prof. (Dr.) H.L. Verma also highlighted the critical role of **data management systems** at the departmental level. He noted that effective data management is central to securing a higher NAAC grade, as some institutions excel in accreditation due to sound data practices while others falter because of gaps in their systems. Departments were instructed to upgrade their data management mechanisms for better accessibility and presentation. Alumni were identified as a significant resource, and departments were advised to reach out to alumni for proof of current employment, such as offer letters or ID cards, to strengthen evidence under NAAC's alumni engagement criterion.

6. The discussion also covered doctoral research and academic compliance. It was decided that final Doctoral Research Committee (DRC) meetings would follow the declaration of Ph.D. course work results. Additionally, Ph.D. students were required to conduct plagiarism checks at least two years before their DRC date, a rule applicable to new students. Prof. (Dr.) H.L. Verma reiterated the importance of adhering to outcome-based education (OBE) principles, with course outcomes explicitly mentioned in all question papers.
7. To ensure adherence to the proposed timeline, a review meeting was scheduled a week from the date of this meeting. Prof. (Dr.) H.L. Verma set December as the target for the completion of all tasks related to the SSR. He concluded by emphasizing the need for a meticulous and evidence-based approach to SSR preparation, highlighting that the process requires collaborative intellectual efforts from all departments.
8. The session ended with a vote of thanks to the chair, followed by a collective commitment from all participants to work diligently toward achieving NAAC accreditation.

H.L. Verma
3.12.2024

(Prof. H.L. Verma, Vice-Chancellor)

Chairman, NAAC

BMU, Rohtak