

BABA MASTNATH UNIVERSITY

Asthal Bohar, Rohtak, NH-10, NCR, Haryana-124021(India)
Established under Haryana Private Universities Act, 2006
Recognized by the UGC u/s 2(f) and Member, Association of Indian Universities
Website: www.bmu.ac.in

To
The Vice Chancellor
Baba Mastnath University, Rohtak

Date: 28/11/2025

Subject: Submission of Minutes of the Meeting Held on 26th November 2025 for Kind Approval


Respected Sir,

I am pleased to submit herewith the **Minutes of the Meeting held on 26th November 2025 at 11:00 AM** in the Board Room, First Floor, Administrative Block, convened under your esteemed chairmanship in the gracious presence of Experts **Prof. J. P. Yadav** and **Prof. H. L. Verma**. The meeting comprehensively reviewed the progress of NAAC documentation under Criteria 3 and 6 and deliberated on various institutional requirements related to research, innovation, infrastructure, library enhancement, inclusivity, and health initiatives.

The enclosed minutes encapsulate all discussions, directives, and action points assigned to the respective departments and responsible personnel for timely compliance. I humbly request your kind perusal and approval of the same so that the minutes may be formally circulated to all concerned for necessary action.

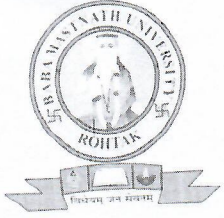
Submitted for your kind approval, please.

With highest regards,


(Dr Arup Giri)
Director, IQAC
Baba Mastnath University, Rohtak

(Approved/Not approved)


(Vice Chancellor)



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Minutes of the Meeting on "Review of NAAC Documentation Progress of Criteria 3 and 6" held on 26th November 2025 at 11:00 AM in the Board Room, First Floor, Administrative Block, Baba Mastnath University, under the esteemed chairmanship of the Hon'ble Vice Chancellor, BMU, in the gracious presence of Prof. J. P. Yadav (Former Vice Chancellor, Indira Gandhi University, Haryana) and Prof. H. L. Verma (Advisor to the Chancellor, BMU). The meeting was convened to evaluate the progress of documentation under Criteria 3 and 6, deliberate on essential academic and infrastructural developments, and issue directives to strengthen compliance with NAAC requirements under the Binary Accreditation Framework.

The meeting witnessed the participation of members from both Criterion 3 and Criterion 6 teams. Participants for Criterion 3 included Prof. Naveen Kapil, Prof. Mukesh Singla, Prof. Jagdish Bhardwaj, Dr. Manjeet Kumar, Dr. Jitender Singh, Dr. Banita, and Dr. Kirti. Members present for Criterion 6 included Prof. Sudhir Malik, Dr. Manjeet Kumar, Prof. Jagdish Bhardwaj, Dr. J. K. Sharma, Dr. Sanjay Kumar, Dr. Bablu Sharma, Dr. Anil Dudy, Dr. Nisha Kumari, Dr. Monika Chahar, Dr. Gaurav Dalal, Dr. Banita, Dr. Suman Rathi, Dr. Sonia Saroha, and Dr. Suman Rani. Dr. Arup Giri (Director, IQAC) moderated the sessions of meeting.

A. Discussion on Annual Reports and Documentation Requirements

1. Prof. H. L. Verma emphasized the significance of accurate, comprehensive documentation for NAAC and instructed that the Annual Reports of the last three academic years must be updated and aligned with NAAC criteria. It was resolved that these reports must be rewritten in accordance with the Binary Accreditation Framework,

reflecting institutional performance, academic achievements, and developmental activities.

2. A colored campus layout plan (soft copy) is to be uploaded on the university website to enhance transparency. Further, departments must compile year-wise usage statistics of laboratories, libraries, and instruments for the years 2022–23, 2023–24, 2024–25, and 2025–26.

B. Strengthening of R&D Cell and Policy Framework

1. The Experts reiterated the need to strengthen the R&D Cell in alignment with UGC norms. The R&D Policy and IPR Policy must be updated immediately. Prof. Manoj Verma, Director of R&D, was directed to complete this task within 15 days.
2. Departments must prepare and maintain a year-wise AMC (Annual Maintenance Contract) record of all equipment, along with vendor details, service history, and renewal status. This consolidated document must be submitted to the Vice Chancellor.

C. Museum Development and Ayurveda Documentation

The University Museum must be upgraded meaningfully. It was directed that:

1. The Lineage of the Nath Sect be prominently displayed.
2. A curated list of Ayurvedic herbs with images be prepared and incorporated into the museum exhibits.
3. A dedicated Ayurveda Museum section be established. These responsibilities were entrusted to Prof. Neeraj Khare, who must complete all tasks within 15 days. Additionally, a detailed document highlighting the Ayurveda Pharmacy processes must be prepared.

D. Establishment of Innovation and Entrepreneurship Cell

A major segment of the meeting focused on institutional innovation capacity.

It was decided that:

1. A separate Innovation and Entrepreneurship Cell be formally notified.

2. A specialized Innovation Cell shall be established under the chairmanship of Dr. Banita, Associate Professor, Faculty of Engineering.
3. An LED Bulb Technology Laboratory be established and integrated with the Tinkering Lab and Start-up initiatives.
4. Student project reports from all departments be collected and archived.
5. Patents and innovations be documented as part of the Innovation Cell's portfolio.
6. The Start-Up Policy must be reviewed and updated. The Experts advised establishing an MoU with HAU Innovation Lab, and Dr. Kirpa Ram was assigned to coordinate this process. The Innovation Cell must also apply for external funding from Haryana DST and ANRF.

E. Enhancements to Library and Learning Resources

To strengthen academic resources, it was instructed that:

1. The year-wise library budget must be submitted.
2. A biometric attendance system be installed in the Central Library for accurate footfall tracking.
3. A Language Laboratory be established and made functional.
4. Subscriptions to CSIR e-journals, INSA, CSIR, and NCERT publications be ensured.
5. Complete book entry and software updation must be finalized by 20th December 2025. Prof. J. P. Yadav guided the Library In-Charge to coordinate with IIT Kanpur for the establishment of Virtual Laboratories. All licensed and free academic software used across the university must be listed year-wise, with documentation.

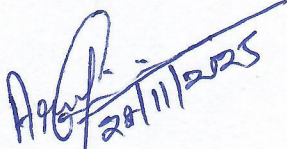
F. Review of Criterion 6 Documentation

1. Prof. Sudhir Malik, Criteria Owner of Criterion 6, briefed all metrics. The Experts recommended that the resolutions of all Domain Clubs be

- formally documented and included in the Academic Council meeting minutes for academic validation and official record-keeping.
2. The University shall ensure the installation of ramp facilities. Additionally, each building must have at least one Divyangjan-friendly washroom located on the ground floor to support inclusive infrastructure. To promote health and well-being, regular faculty-wise health check-ups shall be organized as part of institutional practice. In continuation of this initiative, a comprehensive medical camp must also be conducted within the next fifteen days and this has to be organized by Dr Gaurav Dalal, Metric Owner 6.4.

The meeting concluded with strong emphasis on adherence to timelines, quality documentation, and coordination between departments. The Hon'ble Vice Chancellor expressed appreciation for the contributions of all members and instructed that all assigned tasks be completed strictly within the stipulated timelines. A formal vote of thanks was extended by Dr Arup Giri (Director, IQAC) to the Chairperson and Experts of the meeting.

Date: 28 /11/2025


(Dr. Arup Giri)
Director
Internal Quality Assurance Cell
BMU, Rohtak

A copy is forwarded to the following persons:

1. PA to Chancellor (for Information).
2. PA to Vice-Chancellor (for Information).
3. Prof. J. P. Yadav (Former Vice-Chancellor, IGU)
4. Prof. H.L. Verma (Advisor to the Chancellor)
5. Registrar.
6. Dean Academic Affairs.
7. Controller of Examinations.
8. All Deans/Principals of the Faculties.
9. All Criteria Owners.
10. Prof Manoj Verma (Dean, Faculty of Sciences)
11. Prof. Neeraj Khare (Dean, Faculty of Sciences)
12. Dr. Kirpa Ram (Assistant Professor, Faculty of Sciences)
13. Mr Inderpreet Singh (Head, IT Cell).

Annexure-I

**Deadlines of Different Activities as per the Meeting held
on 26th November 2025**

Sl. No.	Particulars	Responsible persons	Deadline
1.	Annual Reports (2022-23, 2023-24, & 2024-25)	Prof Manoj Verma Prof J K Sharma Dr Devender Kumar	15 th December 2025
2.	Upload colored campus layout	Dr Manjeet Kumar Mr Inderpreet Singh	13 th December 2025
3.	Year-wise lab/library/instrument usage documents (2022-23, 2023-24, & 2024-25)	All Deans	13 th December 2025
4.	Update R&D (Member list and Policy) & IPR policies as per UGC	Prof Manoj Verma	13 th December 2025
5.	Department-wise AMC documents (2022-23, 2023-24, & 2024-25)	All Deans	13 th December 2025
6.	Update University Museum	Dr Manjeet Kumar Dr Jagdish Bhardwaj	13 th December 2025
7.	Ayurveda Museum development (Ayurveda herb images & pharmacy list)	Prof. Neeraj Khare	13 th December 2025
8.	Notification of Innovation Cell	Mr ML Batra, Dy Registrar	2 nd December 2025
9.	Establishment of Innovation Lab with LED Bulb Lab related project	Dr Banita	13 th December 2025
10.	MoU with HAU Innovation Lab	Dr Banita and Dr. Kirpa Ram	13 th December 2025
11.	Compile student project reports (2022-23, 2023-24, & 2024-25)	Dr Banita	13 th December 2025
12.	Annual library budget documentation (2022-23, 2023-24, & 2024-25)	Dr Jitender Singh	13 th December 2025
13.	Install biometric attendance	Dr Jitender Singh	13 th December 2025
14.	Activate Language Lab	Dr Jitender Singh	13 th December 2025
15.	Subscribe CSIR, INSA, NCERT journals	Dr Jitender Singh	13 th December 2025
16.	Update books in software	Dr Jitender Singh	13 th December 2025
17.	Virtual Lab tie-up with IIT Kanpur	Dr Jitender Singh	13 th December 2025
18.	Year-wise software documentation (2022-23, 2023-24, & 2024-25)	Mr Inderpreet Singh	13 th December 2025
19.	Annual research budget documentation (2022-23, 2023-24, & 2024-25)	Prof Naveen Kapil	13 th December 2025
20.	Install ramps across campus	Dr Kirti	13 th December 2025
21.	Divyangjan-friendly washrooms in buildings	Dr Kirti	13 th December 2025
22.	Faculty health check-up camps	Dr Gaurav Dalal	13 th December 2025
23.	Document Domain Club resolutions in AC minutes	Prof Naveen Kapil	13 th December 2025

(Dr Arup Giri)

Director, IQAC

Baba Mastnath University, Rohtak