

NAAC Activities 2022

**Dear Criterion Chairs & Conveners,
Dept. Criterion Coordinators &
Dept. NAAC Coordinators,**

The data collected by the Criterion teams up to the Phase 1 (QnM) Level 3 process is highly appreciated by the Front-end team, Steering Committee and the Management. The collected information has boosted our confidence in securing A+ grade in the upcoming NAAC evaluation process.

As a next level in this series (Phase 1 Level 4) the Front-end team with the help of Back-end team will meet each Criterion teams for Data & Document verification from **21st October to 25th October 2021 as per the schedule** (refer table below).

- Data is the summary details as required by NAAC as per Template “B. Data template.xlsx”
- Document is the evidence/ proofs to claim as per the data entry.

Kindly ensure that all the data are as per the template and uniformly maintained. For chronological ordering wherever necessary follow the sequence as mentioned below in the data template available with you (Document B – Data template.xlsx).

Year (2016-17) [10 Dept. in same sequence as given in G drive] >>

Year (2017-18) [10 Dept. in same sequence as given in G drive] >> and so on.

Document proofs can be in the form of hard copies arranged in Files. If the proofs are of softcopy type, then they can be presented in the form of soft copy. However, the team need not scan the documents for this purpose.

If you need any clarification regarding the same, then kindly consult NMAMIT NAAC Coordinator. The data verification agenda and schedule are as follows.

Agenda:

- 1. QnM data validation as per Data Template of NAAC for each Criterion (B. Data template.xlsx)**
- 2. Document verification against the data template**
- 3. Identification of better documentation method / format and adapting the same for Institution wide documentation.**

Schedule:**Venue: Shambhavi Seminar Hall**

Criterion	Date	Time	Attendees
1	21 Oct 2021 Thursday	10.00 am – 12.15 pm	Criterion 1 (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]
2	21 Oct 2021 Thursday	2.00 pm – 4.15 pm	Criterion 2 (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]
3	22 Oct 2021 Friday	10.00 am – 12.15 pm	Criterion 3 (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]
4	23 Oct 2021 Saturday	10.00 am – 12.15 pm	Criterion 4 (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]
5	25 Oct 2021 Monday	10.00 am – 12.15 pm	Criterion 5 (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]
7	25 Oct 2021 Monday	2.00 pm – 4.15 pm	Criterion 7 (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]
6	26 Oct 2021 Tuesday	10.00 am – 12.15 pm	Criterion 6 (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]

Criterion coordinators of Department to bring the available and relevant documents to Shambhavi Hall and the Conveners to arrange them according to an easily approachable sequence.

Kindly attend the same without fail as per schedule. If you are unable to attend due to lecture or any other scheduled duty, I request you to adjust your lecture or identify a suitable alternative for you to attend this data verification process. This is to ensure the representation of all departments during this process.

Thank you.

Dr. Nagesh Prabhu
NMAMIT NAAC Nodal Officer & NAAC Coordinator