

**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 4 process (document collection) 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. A Report on the status of document collected in all criteria was circulated to all the teams.

**Date of Meeting:** Refer the timetable in the next page

**Time:** Refer the timetable in the next page

**Venue:** Sowparnika Seminar Hall

**Agenda of the Criterion wise meeting:**

1. Requirements for AQAR 2020-21 submission,
2. Final level of verification of QnM data and relevant documents,
3. Discussion on QIM data (refer PPT template).

**Details:**

**Agenda 1:** The IQAC Coordinator, Dr. Subramanya Bhat has brought it to the notice of the Steering committee that the AQAR submitted to NAAC portal every year has a different format starting from this year (data of 2020-21). The same was informed to all the Chairs and Conveners through an email from the Chair of Steering Committee. In the same email, the Steering Committee Chair requested all the teams to submit relevant data on or before 15<sup>th</sup> of December 2021. However, it is observed in the NAAC portal that along with the data, document is also required to upload for the year 2020-21. Hence, kindly note the following information and do the needful before the **next series of meeting scheduled 20<sup>th</sup> to 23<sup>rd</sup> of December 2021.**

**Agenda 2:** Chairs are requested to verify the data with the relevant documents in the chronological order. Kindly ensure that all the data are as per the template and uniformly maintained. Maintain the chronological order for the department as mentioned in Google Drive folder numbers for each dept. 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.

**Agenda 3: A template PPT is attached.** The Chairs and Conveners are requested to identify important points and segregate them based on the priority. Kindly **email the template back to NAAC NMAMIT email id at least one day prior to the meeting.** These topics will be discussed and finetuned during the meeting.

If you need any clarification regarding the same, then kindly consult NMAMIT NAAC Coordinator.

**Schedule:**

**Venue: Sowparnika Seminar Hall**

Criterion	Date	Time	Attendees
1	20 Dec 2021 Monday	10.00 am – 12.15 pm	<b>Criterion 1</b> (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]
2	20 Dec 2021 Monday	2.00 pm – 4.15 pm	<b>Criterion 2</b> (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]
3	21 Dec 2021 Tuesday	10.00 am – 12.15 pm	<b>Criterion 3</b> (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]
4	21 Dec 2021 Tuesday	2.00 pm – 4.15 pm	<b>Criterion 4</b> (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]
5	22 Dec 2021 Wednesday	10.00 am – 12.15 pm	<b>Criterion 5</b> (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]
6	22 Dec 2021 Wednesday	2.00 pm – 4.15 pm	<b>Criterion 6</b> (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]
7	23 Dec 2021 Thursday	10.00 am – 12.15 pm	<b>Criterion 7</b> (Chair, Convener, Dept. Coordinator) Dept. NAAC Coordinator [Presence is Optional]

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