



**OFFICE OF THE IQAC**  
**GANGADHAR MEHER UNIVERSITY**  
**AMRUTA VIHAR, SAMBALPUR (ODISHA) - 768004**

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**Minutes of Meeting**

A meeting among the University Administrative Officials was held on **12<sup>th</sup> April 2024 at 10:30 am** in the **VC Board Room** to discuss the progress of NAAC work. Honourable Vice Chancellor presided over the meeting. The following members were present:

1. Prof. (Dr.) N. Nagaraju, Vice-Chancellor
2. Sri S. K. Naik, Registrar
3. Prof. G. R. Swain, Director, IQAC
4. Sri Jaganath Rout, CoF
5. Dr. Uma Charan Pati (Deputy Registrar)

The following resolutions were taken in the meeting:

1. NAAC Advisory Meeting will be held on 16<sup>th</sup> April 2024.
2. The following deadlines would be maintained-
  - 22<sup>nd</sup> April 2024: AAA Committee Recommendation uploading in the website.
  - 25<sup>th</sup> April 2024: IIQA uploading
  - 10<sup>th</sup> May 2024: Submission of Rough Draft of SSR
  - 30<sup>th</sup> May 2024: Final Submission
3. Examination Automation should be immediately done. The Committee requested CoF, Dr. S. S. Pati, Dr. Hema Ku. Nayak to look in to the matter.
4. Henceforth, Dr. Uma Charan Pati will take the responsibility for Criteria-7.
5. CoF was requested to provide a scanner as soon as possible for NAAC data uploading. The requirement is already placed before Registrar.

The meeting ended with a formal Vote of Thanks to the Chair.

*Gyanaranjan Swain*

**DIRECTOR, IQAC**