## Action Plan for NAAC Preparations

## B R B College, Samastipur

As per the decision taken in IQAC meeting on 18.08.2020 ,an action plan is chalked out as mentioned below....

- 1. Different cells in this regard have already been constituted vide letter no 07/2020/P dated 21.01.2020.All the co-ordinators are requested to ensure the activities of the respective cells and proper documentation of the activities and also requested to submit a progress report of the same after one month to the Chairperson, IQAC.
  - 2. HoD, Department of Commerce, is requested to provide a list of students of his department for participating in the activities of Mithila Milk Union so that all the paper works may be completed within one month.
  - 3. Examination Department is requested to lay out a mechanism for continuous internal evaluation of College students and notify the same within one month.
  - 4. It is being reminded that in the revised NAAC framework, about 130 marks are assigned to the extension activities, student participation activities and social responsibilities out of 1000 marks. Concerned Officials such as NCC,NSS,Sports etc are requested to speed up their activities as far as possible in the current situation. Proper documentation of the activities must be done.
  - 5. All the HoDs are requested to identify some students of their departments who need special assistance in teaching learning and other activities. Work as Mentor for them and provide them special guidance and support separately. Keep record of these students and special assistance provided to them(with date and time). If there is any specific issue you may contact to student mentoring and counselling cell.

6. A review meeting will be held after one month.

NAAC Co- Ordinator

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