



बिरला प्रौद्योगिकी संस्थान BIRLA INSTITUTE OF TECHNOLOGY

(वि. अनु. आ. अधिनियम १९५६ की धारा ३ के तहत मान्यता विद्यालय | A Deemed to be University u/s 3 of UGC Act, 1956)

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Ref. No. RO/NAAC-PTV/2022-23/4774

10 November 2022

OFFICE ORDER

THE SCHEDULE OF THE VISIT OF THE NAAC PEER TEAM [14th -16th NOVEMBER 2022]

With reference to Office Order Nos. 4285 dated 13.10.2022, whereby it was conveyed that the Peer Team Members of the National Assessment and Accreditation Council (NAAC) are scheduled to visit BIT Mesra from 14th- 16th November 2022 to conduct an assessment and accreditation to derive an understanding of the "Quality Status" of the Institute.

The Visit Schedule of the Peer Team Members of NAAC is as follows:

Day 0 (Pre-Visit) : (13/11/2022)

1830 - 1930 Hrs: Discussions with Peer Team Members

1930 Hrs. onwards: Dinner on meeting (*will be finalized after Experts consent*)

Presence:

VC, Deans, Registrar, OSD(A), NAAC Core Team Members (NCT)

[Venue: Hotel where Peer Team stays]

Day 1: (14/11/2022)

0900 - 1000 Hrs: Presentation by the Vice Chancellor

Presence :

Deans, Registrar, OSD(A), Asso. Deans, CoE, CoA, HoDs, NCT

[Venue: Institute Conference Hall]

1000 - 1030 Hrs: Presentation of IQAC activities and discussion with members of IQAC

[Venue: Institute Conference Hall]

1030 - 1230 Hrs: Department-wise presentations by the Heads of the Departments

[Venue: Institute Conference Hall]

1230 - 1330 Hrs: Peer Team visit to the Library

[Venue: Institute Central Library]

1330 - 1430 Hrs: Lunch

Presence :

Peer Team Members, Members of GC, EC, Management, VC, Deans, Registrar, OSD(A), NCT

[Venue: Department of HMCT]

1430 - 1700 Hrs: Peer Team visit to the Departments (*Team splits into two groups*)

TEAM - A	TEAM - B
• Mechanical Engineering	• Pharm. Sc. & Technology
• Civil & Env. Engineering	• Chem. Engineering
• Architecture & Planning	• Bioengineering & Biotechnology



1700 - 1800 Hrs: Peer Team visit (Team splits into two groups):

TEAM - A	TEAM - B
<ul style="list-style-type: none">• Registrar• Registry Officers and staff• Dy. Finance Officer	<ul style="list-style-type: none">• Controller of Examination and staff)

1800 - 1845 Hrs: Cultural Programme
[Venue: G P Birla Auditorium (All Students + Staff)]

Day 2: 15/11/2022

0800 - 1300 Hrs: Peer Team visit (Institute/Departments)

- Display of Student Activities [Venue: Seminar Hall #2 Lobby]
- Departments visit

TEAM - A	TEAM - B
<ul style="list-style-type: none">• Comp. Sc. and Engineering• Elect. and Comm. Engineering• Management	<ul style="list-style-type: none">• Prod. & Indus. Engineering• Electrical & Elec. Engineering• Remote Sensing

1300 - 1400 Hrs: A. Lunch and Interaction at the Department of HMCT

Presence:

Peer Team Members, VC, Distinguished Alumni, DAIR, Registrar, OSD(A), and NCT

B. Lunch at IGH (Invited Parents)

Presence:

Invited Parents, DoSA, ADoSA, and HODs (of relevant departments)

1400 - 1500 Hrs: Peer Team visit (Team splits into two groups):

TEAM - A	TEAM - B
<ul style="list-style-type: none">• Training & Placement Cell• Dean of Student Affairs	Interaction with Alumni and Parents
[Venue: Training & Placement Cell]	[Venue: Inst. Conference Hall]

1500 - 1800 Hrs: Peer Team visit to the Institute and Departments continues
Venue & Site:

- Sports Complex
- Central Instrumentation Facility
- Department of Space Engineering & Rocketry

2000 Hrs onwards: Peer Team discussion at their place of stay

Day 3: 16/11/2022

0900 - 1000 Hrs: Peer Team visit (Team splits into two groups):

TEAM - A	TEAM - B
<ul style="list-style-type: none">• Hostel Facilities• Composter Site	<ul style="list-style-type: none">• Health Centre• Canteen• NCC, NSS Units etc,



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- 1000 - 1100 Hrs:** Peer Team to share its concerns with the Vice Chancellor
[Venue: Institute Board Room]
- 1100 - 1400 Hrs:** Peer Team prepares the Draft Report
[Venue: Institute Board Room]
- 1400 - 1500 Hrs:** **A. Lunch at the Department of HMCT**
Presence:
Peer Team Members, VC, Registrar, OSD(A), DAAC, and HoDs
B. Lunch of NCT at IGH
- 1500 - 1600 Hrs:** Peer Team shares the Report with the Vice Chancellor
[Venue: Institute Board Room]
- 1600 - 1700 Hrs:** Finalizing the Peer Team Report
[Venue: Institute Board Room]
- 1700 Hrs. onwards:** Exit Meeting and Departure of Peer Team Members
Presence:
Deans, Registrar, OSD(A), Asso. Deans, CoE, CoA, HoDs, and NCT
[Venue: Institute Conference Hall]

This bears the approval of the Competent Authority.



Registrar

To,
All concerned.



Copy to:

1. All Dean(s) / Assoc. Dean(s) / Director (IQAC) / CoE / CoA
2. All HoD(s) / In-Charge(s), Academic Departments / Sections
3. Director, University Polytechnic / BIT-STEP
4. Professor In-charge, ICTC/CDC
5. Professor In-charge, Water Resource Management/ Energy Management
6. Library In-charge/ MO (In-charge)
7. Dy. Comptroller / Dy. Finance Officer
8. Dy. Registrar(s) / AO (E&HR) / Assistant Registrar(s)
9. Webmaster
10. PS to VC
11. PS to Registrar
12. File