



SHRI VISHWAKARMA SKILL UNIVERSITY

(State University enacted under the Government of Haryana Act 25, 2016)

Office Order

Ref. No.: SVSU/VCOFFICE/2023/610

Date: 29.08.2023

Subject: Work allotment for NAAC 2023 (Cycle-I) for the University.

The University is applying for NAAC accreditation the following the following committees /team are constituted to ensure the best outcomes for the university. Further the following committees / teams would work as per the details below:

S. No.	Team	Work Domain /Details	Team members	Remarks
1	Steering Committee	To monitor and mentor the activities.	Dr. Raj Nehru, Hon'ble Vice Chancellor Prof. Jyoti Rana, Registrar Prof. R. S. Rathore, DAA Prof. Sandeep Grover, JCBUST Prof. Dinesh Kumar Director, IQAC, KUK Prof. Ashish Shrivastav Prof. Nirmal Singh Prof. Rishipal Prof. Ranjit Singh Director IQAC/NAAC Coordinator	Chairperson
2	Overall NAAC Coordinator	Coordination of all activities related to NAAC.	Director IQAC/NAAC Coordinator	
3	Assessment Committee	<ul style="list-style-type: none">To continuously monitor & assess the respective criteria (as mentioned) with the respective criteria team for the best results.To initiate, coordinate & make preparations for the gap.	Dr. Samrath Singh, Skill Asso. Prof. Dr. Savita Sharma, Skill Asso. Prof. Dr. Ravinder, Skill Asso. Prof. Dr. Dr Jitender Dubey Dy. Librarian Dr. Mohit, SAP Dr. Manikanwar, SAP Dr. Dalip Raina, SAP Dr. Lalit Kr. Sharma SAP Dr. Dinesh Kr . Yadav, SAP Sh. Neeraj Parashar, Ntw Adm	.



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4	NAAC CoreTeam/IQAC	<ul style="list-style-type: none"> • Online interface with NAAC portal. • Timely checking & submission of IIQA online along with the required fee. • To coordinate SSR compilation, and submission with the required fee. • To coordinate SSR printing for the NAAC visit. • To Coordinate with all concerned for the online submission of- Data. • To provide resource material to all as per NAAC website. • To coordinate and submit S S R/ AQAR for required years. • To act as SPOC with the DVV team for different criteria and-other information. • To coordinate interaction with DVV & INFMBNIT. • To maintain the record as provided by different teams. • To coordinate and collate information for the best outcomes for- the university. 	Dean IQAC Director IQAC/NAAC coordinator Dr. Jitendra Dubey, Dy Librarian Dr. Anchal, SAP (CSE) Dr. Bhawna Rooprai, SAP Dr. Parveen, SAP Dr. Divyansh Bhatnagar, SAP Dr. Mayank Singh, SAP Sh. Vaibhav Raghav, SAP Sh. Parveen Kumar, Web Adm. Sh. Ajit Singh, SI (IT)	Administrative / Secretarial support Assistant (well versed with large and confidential record management). Two Clerk / DEO, IT/ Online Support: Support personnel to provide support on priority basis.
5	SSR/AQAR Criteria coordinators	<ul style="list-style-type: none"> • To collect and provide the criteria-wise information for SSR/AQAR as per NAAC guidelines. • To provide support to the criteria wise committees. 	Dr. Anchal, SAP (CSE) Dr. Mohit, SAP Dr. Manikanwar, SAP Dr. Dalip Raina, SAP Dr. Dinesh Yadav, SAP Dr. Lalit Kr. Sharma, DR Dr. Jitendra Dubey, Dy. Lib. Sh. Neeraj Parashar, Ntw Adm.	To provide the SSR/AQAR information to respective criteria teams.
6	Departmental NAAC / IQAC coordinators	<ul style="list-style-type: none"> • To coordinate with IQAC/NAAC team/AQAR criteria coordinators for supplying departmental information. • To maintain the record w.r.t. the data provided 	Faculty Nodal Officers list attached at Annex-I (Table-1).	



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7	Executive Summary	<ul style="list-style-type: none"> • Introductory Note • Criterion-wise Summary (250 words each) • Brief SWOC • Any additional information • Overall conclusion (5000 words in all). • To coordinate and collate information for the best outcomes for the university. 	Prof. R. S. Rathore, DAA Prof. Ashish Shrivastav, Dean SFASH Dr. Shruti Gupta, Skill Asso. Prof. Prof. Dr. Samarth Singh, Skill Asso. Prof	criterion-wise summary (250 words each) will be provided by respective mentors as mentioned in Table-2.
8	<ul style="list-style-type: none"> • Profile of the University • Extended Profile of the University • IIQA 	<ul style="list-style-type: none"> • To fill in the information as per the format. • To coordinate and collate information for the best outcomes for the university. 	Prof. Jyoti Rana, Registrar Prof. R. S. Rathore, DAA Dr. Yogesh Verma, SAP AR Estb. AR/DD Academic Affairs Chief Accounts Officer	
9	Evaluative report of the Departments	<ul style="list-style-type: none"> • To fill in the information as per the format. • To coordinate and collate information for the best outcomes for the university. 	Respective Chairpersons Dr. Divyansh SAP	Dr Divyansh to coordinate
10	Criteria-wise Information (Quantitative and Qualitative as per manual)	<ul style="list-style-type: none"> • To prepare information for qualitative & quantitative matrices as per different criteria for NAAC accreditation for incorporation in SSR. • To collate & prepare data as per templates for DVV. • To coordinate in uploading required info for DVV. • To coordinate and collate information for the best outcomes for the university. • To initiate, coordinate & make preparations for the gap. 	criteria wise mentors and committees mentioned in Table-2(Annexure-2).	



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11	360 Degree Feedback Committee	<ul style="list-style-type: none">• To prepare information for qualitative & quantitative feedback mechanism and tools for NAAC accreditation for incorporation in SSR.• To design and develop the various tools for 360 degree feedback as per NAAC.• To conduct feedback processes and share the reports with IQAC.	Prof. Rishipal, Dean PCB Dr. Ravinder, Skill Asso. Prof. Dr. Ritu Rana, SAP Dr. Vikas Mishra, SAP Dr. Meenakshi Aggarwal, SAP Ms. Teena, IT	
12	NIRF Team	As a drive force for NIRF ranking for the university and guide, monitor, supervise apply and the complete process.	Prof. RS Rathore, DAA Prof. Ashish Shrivastav, Dean SFASH Prof. Nirmal Singh, CoE Dr. Sanjay Singh, Skill Asso. Prof.	



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Annex-1

Table-1 Criterion wise faculty nodal officers w.r.t. Sr. No.

Faculty/Departmental NAAC Nodal Officers (Criteria wise)					
Sr. No.	Faculty	NAAC Criteria	Nodal Officer	Member	Remarks
1	Skill Faculty of Engineering & Technology	Criteria-1	Dr. Sanjay Singh Rathor	Ms. Ekta	<ul style="list-style-type: none"> To coordinate with IQAC/NAAC team/AQAR criteria coordinators for supplying departmental information. To maintain the record w.r.t. the data provided To prepare information for qualitative & quantitative matrices as per different criteria for NAAC accreditation for incorporation in SSR.
		Criteria-2	Dr. Ravinder	Dr Dinesh Yadav	
		Criteria-3	Dr. Ranjit Singh	Dr Nitin kr	
		Criteria-5	Prof. Ashish Shrivastava	Dr Preeti	
		Criteria-6	Prof. A K Wattal	Dr. Deepika Pooriye	
		Criteria-7	Prof. R. S. Rathore	Dr. Monika Jangra	
2	Skill Faculty of Management Studies & Research	Criteria-1	Dr. Savita Sharma	Dr. Humanhsu Malik	<ul style="list-style-type: none"> To collate & prepare data as per templates for DVV. To coordinate in uploading required info for DVV. To coordinate and collate information for the best outcomes for the university. To initiate, coordinate & make preparations for the gap.
		Criteria-2	Dr. Shruti Gupta	Dr. Parul Bhatia	
		Criteria-3	Dr. Samarth Singh	Dr. Vikas Mishra	
		Criteria-5	Dr. Pinki	Dr. Surbhi Goyal	
		Chapter 6	Prof. Joy Kuriakose	Dr. Priyanka	
		Criteria-7	Prof. Priya Soumiya	Dr Surbhi Goyal	



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3	Skill Faculty of Applied Sciences & Humanities	Criteria-1	Prof. D. K. Ganju	Dr. Nakul	<ul style="list-style-type: none"> To coordinate with IQAC/NAAC team/AQAR criteria coordinators for supplying departmental information. To maintain the record w.r.t. the data provided To prepare information for qualitative & quantitative matrices as per different criteria for NAAC accreditation for incorporation in SSR. To collate & prepare data as per templates for DVV. To coordinate in uploading required info for DVV. To coordinate and collate information for the best outcomes for the university. To initiate, coordinate & make preparations for the gap.
		Criteria-2		Dr. Bhawna	
		Criteria-3	Prof. Rishipal	Dr. Ajay Kumar	
		Criteria-5		Dr. Shiv Kumar	
		Criteria-7	Prof. Ashish Shrivastava	Dr. Kalpna	
4	Skill Faculty of Agriculture	Criteria-1	Prof. Nirmal Singh	Sh. Hemant Tripathi	
		Criteria-2		AP (on joining)	
		Criteria-3	Prof. Ranjit Singh	Dr. Harish	
		Criteria-5			
		Criteria-7		AP on joining	



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Annexure-II Table-2 Criterion wise Committees w.r.t. Sr. No. 10 above

Criteria	Key Indicators (KIs)	Marks	Mentor	Committee Members	Remarks
1. Curricular Aspects	1.1 Curriculum Design and Development	50	Prof. Ranjit Singh	Dr. Mohit, SAP (Incharge)	<ul style="list-style-type: none"> To prepare information for qualitative & quantitative matrices as per different criteria for NAAC accreditation for incorporation in SSR. To collates and prepare data as per templates for DVV.
	1.2 Academic Flexibility	30		Dr. Preeti, SAP	
	1.3 Curriculum Enrichment	50		Dr. Vikas Mishra, SAP	
	1.4 Feedback System	20		AR / DD Academic Affair	
Sh. Rahul Malik MSI					
Sh. Pankaj Soni, Skill Instructor					
			Sh. Pardeep Kr, Skill Instructor		
2. Teaching - Learning and Evaluation	2.1 Student Enrolment and profile	10	Prof. Nirmal Singh	Dr. Manikanwar, SAP (Incharge)	<ul style="list-style-type: none"> To coordinate in uploading required information for DVV. To collate and coordinate in uploading required info for DVV. To initiate, coordinate and make preparations for the gape.
	2.2 Catering to Student Diversity	20		DR, Examination	
	2.3 Teaching-Learning Process	20		Dr. Ekta, SAP	
	2.4 Teacher Profile and Quality	60		Sh. Manoj Kumar, SAP	
	2.5 Evaluation Process and Reforms	30		AR/DD, Academic Affair & R & S	
	2.6 Student Performance and Learning Outcomes	30		AR, Establishment	
	2.7 Student Satisfaction Survey	30			
	Total	200			



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3. Research, Innovations and Extension	3.1 Promotion of Research and Facilities	20	Prof. Suresh Kumar, Dean Research	Dr. Dalip Raina, SAP (Incharge)	<ul style="list-style-type: none"> To prepare information for qualitative & quantitative matrices as per different criteria for NAAC accreditation for incorporation in SSR. To collates and prepare data as per templates for DVV. To coordinate in uploading required information for DVV.
	3.2 Resource Mobilization for Research	40		Dr. Parul Bhatia, SAP	
	3.3 Innovation Ecosystem	20		Dr Sajjan Wahi SAP	
	3.4 Research Publications and Awards	120		Dr Deepti Singh SAP	
	3.5 Consultancy	20		Sh Vineet Suri, JD	
	3.6 Extension Activities	20		Mrs Ambika Patyal, JD	
	3.7 Collaboration	10		Sh Meenakshi Koul, SSI	
	Total	250			
4. Infrastructure and Learning Resources	4.1 Physical Facilities	30	Prof A K Wattal	Dr Lalit Kr Sharma, DR IDC (Inc.)	<ul style="list-style-type: none"> To collate and coordinate in uploading required info for DVV. To initiate, coordinate and make preparations for the gap.
	4.2 Library as a Learning Resource	20		Dr Jitender Dubey, Dy Lib. Sh Naresh, SDO civil	
	4.3 IT Infrastructure	30		Sh Dheeraj Kamboj, JE Electrical	
	4.4 Maintenance of Campus	20		Sh Arvind Upadhyay, JE Horticulture Sh. Navrattan, Draftsman Sh Neeraj Prashar, Net. Admn.	
	Total	100			
5. Student Support and Progression	5.1 Student Support	30	Prof. Joy Kuriakose	Dr Savita Sharma, Asso Prof (Inc.)	
	5.2 Student Progression	45		Dr Sunil Kumar Sharma, SAP	
	5.3 Student Participation and Activities	15		Dr Ritu Rana, SAP	
	5.4 Alumni Engagement	10		Dr Nakul, SAP Vikas Singh, DTPO Sh Vaibhav Raghav, SAP	
				Dr Savita Sharma, Asso Prof	
				Dr Sunil Kumar Sharma, SAP	
Total	100				



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6. Governance, Leadership and Management	6.1 Institutional Vision and Leadership	15	Prof Rishipal	Dr Dinesh Yadav, SAP (Inch.)	<ul style="list-style-type: none"> To prepare information for qualitative & quantitative matrices as per different criteria for NAAC accreditation for incorporation in SSR. To collates and prepare data as per templates for DVV. To coordinate in uploading required information for DVV. To collate and coordinate in uploading required info for DVV. To initiate, coordinate and make preparations for the gape.
	6.2 Strategy Development and Deployment	10		Dr Monika Jhangra SAP	
	6.3 Faculty Empowerment Strategies	25		Dr Krishan Dayal Shukla SAP	
	6.4 Financial Management and Resource Mobilization	20		Dr. Anchal, SAP (CSE)	
	6.5 Internal Quality Assurance System	30		Chief Accounts Officer AR Estb.	
	Total	100		Ms. Sonal Garg, Deputy Supdt. (PCB)	
7. Institutional Values and Best Practices	7.1 Institutional Values and Social Responsibilities	50	Prof. Priya Somaiya	Dr. Samarth Singh, Asso. Prof. (inch.)	
	7.2 Best Practices	30		Dr. Anchal, SAP Mngt	
	7.3 Institutional Distinctiveness	20		Dr. Dinesh, SAP ME	
	Total	100		Sh. Naresh, SDO Sh. Jagbir, SI	

Note:

All Deans of faculties and chairpersons to insure that all information regarding the responsibilities for respective faculty/Department is made available to respective teams for best results for the university.

(Raj Nehru)
Vice Chancellor

CC :

A copy forwarded to the following for information:

1. Prof. Ashish Shrivastava, Shri Vishwakarma Skill University.
2. Ms. Chanchal Bhardwaj, Shri Vishwakarma Skill University.
3. Osd to VC, Shri Vishwakarma Skill University.
4. PS to VC, Shri Vishwakarma Skill University.