

જાણકારી નં. ૪૮ તા. ૩૦/૦૩/૧૮
Peer Team Visit Schedule A.C.S College

Day	Peer Team Visit Schedule	Time	Focus on Criterion VI: Infrastructure and Learning Resources	Activities / Meeting
Day 0	Peer Team Discussion (Pre-visit meeting at the place of stay)	17:00 - 19:00 hrs		
Day -1	Presentation by the Head of the Institution/Principal	9:00 - 09:45 hrs	Visit to Physical Facilities i.e. Library, Sports, Gymnasium, Yoga Center, Computer Centre, etc., Onsite Interaction with Office of DSW, Canteen, Hostels, Health centre, etc., (Facilities for teaching - learning, sports, games etc., automation of library, collection of rare books, manuscripts, updated IT facilities including Wi-Fi, procedures for maintenance and utilization of physical, academic and support facilities etc.)	14:00 - 14:45 hrs
Day -1	Focus on Criterion I: Curriculum Subjects	09:45 - 10:30 hrs	Meeting and Interaction with Heads of Department (Planning and documentation for curriculum delivery, cross-cutting, issues integrated into the Curriculum etc.)	
Day -1	Activities / Meeting	10:30 - 12:15 hrs	Focus on Criterion V: Student Support and Progression Visit to Placement Cell, Career Counseling Centre, Language Lab, Anti Ragging Cell, Anti-Sexual Harassment Cell etc., Interaction with Students, Alumni & Parents (may include Student Satisfaction Survey Guidance) (Student Council & representation of students on academic & administrative bodies/committees, contribution from Alumni Associations/Chapters etc.)	14:45 - 16:15 hrs
Day -1	Focus on Criterion III: Research, Innovations and Extension	12:15 - 13:00 hrs	Visit to Laboratories, latest research equipments, Computer centre, Incubation Centre, Central Instrumentation Centre, Media Laboratory/Commerce lab, Studios etc., (if applicable) Meeting and Interaction with Head of the Departments/ Teachers etc., Innovations, Extension activities, NCC, NSS etc.	16:15 - 17:15 hrs
Day -1	Focus on Criterion II: Teaching-Learning and Evaluation	13:00 - 14:00 hrs	Focus on Criterion VII: Governance, Leadership and Management Meeting with the Coordinator-IQAC, IQAC members in IQAC office. Interaction with Administrative Officer, Finance Officer and other Non-teaching staff. The Governance & Leadership of Institution, Organisational Structures, perspective/strategic plan and deployment documents, welfare schemes, performance appraisal system for teaching and non-teaching staff, internal and external audits, mobilization of funds and optimal utilization of resources, IQAC set up as per norms, contribution of IQAC etc.	17:15 - 18:00 hrs
Day -1	Focus on Criterion IV: Quality Assurance	18:00 - 20:30 hrs	Cultural programmes by Students Team Discussion at the place of stay	19:00 - 20:30 hrs

Day	Activities / Meeting	Focus on Criterion VII: Institutional Values and Best Practices
Day-1	Review of physical facilities such as safety and security, Counseling Ramp/Rails, skill development centres etc., and review of alternative energy initiatives, rain water harvesting, waste management system etc., Meeting and Interaction with Head of various committees/cells. Review of best practices and Institutional Distinctiveness (Gender sensitisation, Environmental Consciousness and Sustainability measures, Green practices, Human values and Professional Ethics, Best Practices, Institutional Distinctiveness etc.)	
Day-2	Report writing: Checking Documentary evidences, if any. Discussion and verifying the draft Peer Team Report and finalization, Visiting & facilities which has not been covered so far.....(to be done within the Institutional premises)	09:45
Day-2	Discussion with Head of Institution and IQAC Co-ordinator on outstanding issues	12:15
Day-2	Discussion with Head of Institution and IQAC Co-ordinator on outstanding issues	13:00
Day-2	Report writing continues.....	14:00
Day-2	Sharing the Peer Team Report with Head of the Institution	15:00
Day-2	Finalizing the Peer Team Report (Signatures to obtain from Head of the Institution and Peer Team Members on: i) Peer Team Report; ii) Visit Schedule; iii) Code of Conduct and Ethical standards)	16:00
Day-2	Exit Meeting	17:00

Affiliated/Constituent Colleges



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL, BENGALURU
Peer Team Visit Schedule for Affiliated/Constituent Colleges
(2 days)

The visit schedule for Affiliated/Constituent Colleges shall be condensed to two days. (including the report preparation and exit meeting). The following modalities would be adopted for completing the assessment in the reduced time and the visit schedule modified accordingly.

- Presentation by the Head of the Institution.
- The Institutions can opt for visit of two to three departments of their choice and the Peer team another two to three. This should ensure coverage of 50% of the departments.
- The team should split into two teams and have interactions with various Administrative units of the Institution, Students and other Stakeholders.
- The team will comprise of 2 to 3 members (including Chairperson, and Member Co-ordinator) for onsite visit of an Affiliated/Constituent College. The team consisting of more members should be constituted only in exceptional cases with proper justification.

The Core agenda of peer team visit will be to validate claims in the SSRs pertaining to Qualitative Metrics (QM).

નોંધ :- (પ્રાવિ સ્થાન:- NACC E-Mail તા.૨૭/૦૩/૧૮) મેનેજમેન્ટ વર્તી

★ તમામ મુખ્ય નોટીસબોર્ડ (૦૩), ★ તમામ સ્ટાફરૂમ (૧૭), ★ તમામ ઓફીસ રૂમ (૦૮), ★ તમામ હોસ્ટેલ નોટીસ બોર્ડ (૧૧)