

Aryabhata College (University of Delhi)

Seminar Report : Role of Non-Teaching employees in NAAC

Date of Event : 10 June, 2022

Time duration : 10:00 A.M. to 4 P.M.

Internal Quality Assurance Cell (IQAC) organized a training program on 10 June, 2022 (Friday) for educating and apprising all the non-teaching employees of college with their role in preparation of documentation/records in the manner specified in NAAC Manual.

During the inaugural session, Prof. Manoj Sinha (Principal) expressed gratitude to all the non-teaching staff for their role in data collection and organization and suggested to follow new practices to make their functioning more effective in future.



Prof. J.K.Singh (Coordinator IQAC) explained the importance and role of non-teaching staff in maintenance of different type of information and data required under various criteria of Self Study report.





Dr. Preeti Jagwani (Convener – NAAC Steering Committee) introduced the participants with the process of preparing College SSR for NAAC.

All the seven criteria were discussed and presented before them and the importance of documentation/record were highlight by each of the following criteria teams.

Criteria 1 : Dr. Yogendra Singh

Criteria 2: Dr. Rajesh Kumar Diwedi

Criteria 3: Dr. Binoy Bhushal Aggarwal

Criteria 4 : Dr. Dharam Kumar

Criteria 5: Prof. J.K.Singh

Criteria 6: Dr. Preeti Jagwani

Criteria 7: Dr. N.M. Singh

Hon'ble Chairman , GB of College, Dr. Rajan Chopra also graced the occasion at the valedictory session and shared his valuable inputs related to ways for improving routine operations of the college and appreciated the initiative taken by college towards training of non teaching staff of college. He was given warm welcome by the Principal (Prof. Manoj Sinha) , Coordinator – IQAC (Prof. J.K.Singh) , President –Staff Association (Dr.



S.B.N Tiwari) and President – Non Teaching staff association (Sh. Anil Jha)





The program ended with vote of thanks by Prof. J.K.Singh (Coordinator – IQAC) to all the criteria heads and their respective team members for making the event successful.

The attendance sheet of the program was submitted in the IQAC office of the college.