



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

डॉ० सुजाता पी. शानबाग
उप सलाहकार

Dr. Sujata P. Shanbhag
Deputy Adviser

NAAC/SS-SR/Cycle-3, KACOGN12275/2017

20th March 2017

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Dear Sir,

With reference to the request of "Cauvery College, Virajpet, Karnataka" for Accreditation by NAAC, you have been nominated to be the Chairperson of the Peer Team. The visit is scheduled during **10th & 11th April 2017**.

I am enclosing the Self Study Report of the institution (available in the institution website: <http://www.cauverycollegevpt.edu.in/images/Report-Virajpet.pdf>) Peer Team Report (Cycle- 2) and the Peer Team Document (PTD) for your perusal. It would be highly appreciated if you could make necessary notes and tentative evaluation grade in the Peer Team Document and prepare a draft report as per the format given in the PTD for each criterion and bring along a hard copy and a soft copy of the same for sharing with the members during the pre visit meeting, scheduled for the evening of **9th April 2017**. Kindly note that NAAC has revised the Grading System w.e.f 1st July 2016. The Sample Grade sheet, Blank Grade Sheet and the details are given in the Peer Team Document (PTD). NAAC expects its nominated members to strictly adhere to the time schedule and the laid down procedures and practices during onsite visit. It is therefore required that the expert team reaches the place of stay latest by evening of **9th April 2017** for participating in the pre-visit meeting of the peer team and plan the return journey only after the exit meeting keeping sufficient time to reach the railway station/airport.

In fulfillment of your role as an assessor, it is important that you certify that you have "No Conflict of Interest" with the institution being assessed, in the proforma enclosed. You are requested to mail your acceptance and the signed "No Conflict of Interest" Certificate at the earliest to NAAC. You are also required to sign and send the "Declaration to be given by Peer Team Members" and the filled in feedback on the "Peer Team Visit" to NAAC immediately on completion of the assignment.

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The travel expenses will be paid by the institution. The institution will also pay the honorarium on behalf of NAAC as per the rules prescribed by NAAC. Further the institution would make the required arrangement for your stay and local transport. For smooth coordination of the visit kindly intimate your travel plans to the institution with a copy to the undersigned. You are further requested not to link other assignments with this visit and travel by the shortest route only. As far as possible you may use the apex/discounted fares. Air travel in executive class/1st AC train travel is not permissible under the prescribed rules and regulations of NAAC.

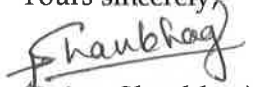
Kindly go through the attached NAAC Guidelines pertaining to TA/DA and Honorarium claims by Peer Team Members w.e.f. 1st April 2014.

The details of the visit are given in the following table:

Name of the College & Place	Visit Date	Peer Team
Prof. C M Nachappa Principal Cauvery College Pandanda Subbamma Nanjappa Campus, P. B. No.-17, Virajpet - 571 218, Karnataka Tel: 08274 298072 Mob:09845640707 Email: chettandanachappa@gmail.com Website: www.cauverycollegevpt.edu.in	10 th & 11 th April 2017	<ul style="list-style-type: none">• Prof. Dr. Sudhir Gavhane (Chairperson)• Prof. P. Geetha (Member Co-ordinator)• Prof. M. Jezer Jebanesan (Member)• Dr. Sujata P. Shanbhag (Co-ordinating Officer)

For any further clarification kindly contact the undersigned.

Yours sincerely,


(Sujata Shanbhag)

Encl.: a/a

Note:

- Kindly refer to the circular No. 19024/1/2009-E.IV dated 13th July 2009 issued by Government of India (copy enclosed) for air travel.
- As decided by the competent authority of NAAC, VIDEO RECORDING needs to be done for all the Peer team visits starting from first interaction till the exit meeting. Hence, Institutions are requested to go for mandatory video recording of the entire visit and upload the video on to the institution website and institution are also required to submit the video on CD/DVD/Pen-drive to NAAC immediately after the completion of the Peer Team visit.