

IPE ACTIVITY SCHEDULE

IPE Activity Schedule

Day-1

- 0900:0930 Meeting with the Vice Chancellor/Rector
- 0930:1700 Review Panel working in the room.
(with working Lunch)

Day-2

- 0900:1000 Review Panel (RP) meeting for review and discussion.
- 1000:1100 RP meeting with Chairmen / heads of departments
(List will be provided by RP)
- 1100:1200 RP meeting with Asst. Professor/lecturer
(List will be provided by RP)
- 1200:1300 RP meeting with the Post Graduate, Graduate and Under graduate students
(one from each selected department)
- 1400:1600 RP meeting with the Registrar, Head of Finance, Director P & D, Controller Examination, Director QEC
- 1600:1730 Review Panel working in the room.

Important: A Laptop / Desktop with Internet facility and a Printer may kindly be arranged in the room.

Day-3

- 0900:1100 Visiting selected classroom facilities, laboratories and library.
- 1100:1400 Review Panel Working
(with working lunch)
- 1400:1500 Exit interview with VC/Rector.
It is on the discretion of the VC to decide who, other than Panel, to be present with him/her in the exit interview

Please Note:

- A separate room is required for IPE Panel, where all the documents related to UPR should be placed.
- Photocopies of the documents/evidences are not required; as no document is taken out of the room.
- The room for the IPE Panel should have a table for each standard and the folders, containing the information, are to be clearly numbered. Sufficient office space, within the room, should be provided for all Panel members.
- Proper electrification with a laptop or desktop + internet facility and printout facility are also required in the room.
- Any additional written reports, power-point presentations, or other information, that IPE Panel have not requested but that the administration feels would be relevant to IPE, may be placed in the room.
- One soft copy and six hard copies of the University Portfolio Report should be provided.
- IPE Panel may request additional information and/or may request a meeting with other senior officers in order to seek clarification regarding certain points in the University Portfolio Report.