

Minutes of the Meeting –Review of Time Line- Strategy for Gradual Reopening of Shaheed BB University Sheringal.Dir Upper.

1. In continuation of the previous meeting held on 11 September 2020, and sequel to the HEC instructions on strategy for Gradual Reopening of HEIs “, subject meeting was held as follows:-

- a. Date: 21-09-2020
- b. Time: 10:30 hrs
- c. Venue: SBBU Committee Room
- d. In chair: Vice chancellor
- e. Participants: list attached
- f. Agenda: Review of Time Line- Strategy for Gradual Reopening of Shaheed BB University Sheringal, Dir Upper.

Proceedings

2. The meeting started with recitation from the Holly Quran. The Chair welcomed the participants and thanked them for their keen concern to safeguarding against the academic loss of their students. The Chair appraised the participants that this session was specially called for on the requests of the HODs with regard to reviewing the time line for gradual re-opening of the campus. The Chair further emphasized that the HODs are his team and therefore any of their suggestions has always been welcomed and valued by the Chair. The Chair once again re-iterated that the reopening of the campus is, however contingent upon the adoption /implementation of an explicit standing operating procedures/Covid-19 protocols.

Discussion/Decision on Important Points

3. After thorough discussion /mutual consultation, the decisions on important points were made as highlighted in the succeeding paras.

Revised Time Line for Gradual Reopening of the Campus

3. The gradual reopening of the Campus shall now take place as per following revised time

line:

Revised Time Line for Gradual Reopening of the Campus

S. No	Phase	Reopening Date	Who will attend / Activities
1.	I	15/09/2020 To 30/09/2020	1.100% Employees (Faculty + Admin) 2. Students with connectivity problems 3. PhD research scholars 4. Students in programs that have to be taught on Laboratory (can't be taught without Laboratory) 5. Conduct of admission formalities 6. Students of final semester
2.	II	01/10/2020 To 11/10/2020	1. Completion/closing of admission formalities 2. Conduct of Online Exam Bs/Masters Review of situation by Academic 3. Council
3.	III	12/10/2020 Onward	1.Newly enrolled Students (1st Semester) 2. Remaining students subject to normalcy 3. Annual Exam Pharmacy (External)

Note 1: No one is allowed to return to the Campus without a written notification from the designated authority.

Note 2: All anticipated arrival shall be reported in writing to the designated authority by the Respective HODs.

Invitation Letter

4. The designated authority shall make necessary amendment in the invitation letter to the students accordingly and communicate to all.

Affidavit

5. The designated authority shall also place sufficient numbers of copies of affidavit at the main entrances and also share the same with HODs and wardens for compliance.

Procurement of Essential Items for Covid Protocols.

6. The designated authority shall work out the essential items required for Covid-19 Protocols and place the demand on the finance section for early procurement accordingly.

Restriction on Entry of Unauthorized Persons/General Public to the Campus

7. The Chair directed the Director Administration to impose strict ban on the entry of the unauthorized persons/ general public to the Campus under the prevailing situation. The Chair further emphasized that no outsider shall be allowed for the games in the Campus.

Conduct of Exam

8. The modus operandi for the conduct and time line of the exam shall be coordinated by the controller of examination with HODs /Director teaching & admissions, and intimate the same to all concerned.

M Phil/PhD Admissions

9. Advertisement of the M Phil and PhD admissions shall be made by the Director ASRB in coordination with the HODs of the concerned departments.

Preparation of M Phil /PhD Curricula

10. The HODs of the Departments, whose M Phil/PhD NOCs are under process, shall take advantage of the interim period by preparing the program's curricula and subsequent approval from the authority.

Retention of last year fee structure

11. There shall be no increase in the fee structure for the current session (2020-21) and to this effect the last year fee structure shall be retained.

Opening of Gate No.3

12. The sole purpose behind closing of gate No.3 was maintaining the privacy and security of the residential colony on the request of the residents. However, for the reopening of Gate No.3 the proposer shall forward a written application duly signed by all the residents to the authority for consideration.

Conclusion

13. The Chair directed the participants that KP Health Department **Standing Operating Procedure** of 20th 2020 must be observed in letter and spirit with special emphasis on the following by all:

- a. No entry of the infected persons
- b. No face mask, No entry!
- c. Social distancing
- d. Hand Washing
- e. Avoid gathering

14. The meeting ended with a **Dua** by the Chair for the prosperity of state and nation.

15. These minutes shall be taken as executive orders for effective implementation by all.

Stay safe by observing the protocols!



Convener Designated Authority