Dear colleagues,

As you are aware, we need to prepare separate annual Reports for all Committees and Associations done in the last 5 years from 2016- till date. The time period for each year to be taken into consideration is as follows:

5 year time Period –

**2016-2017**: May 26, 2016- June 30, 2017

**2017-2018**: July 1, 2017- June 30, 2018

**2018-2019**: July 1, 2018 – June 30, 2019

**2019-2020**: July 1, 2019 – Dec 31, 2020 (as per NAAC Notification)

**2020-2021**: Jan 1, 2021 – April 7, 2021

Please provide the report for each academic year separately.

**Annual Report (Year )**

* **Commmittte/Association Name:**
* **Convenor:**
* **Staff Members (Teaching/Non-teaching):**
* **Student members (if any):**
* **Focus area for the year:**
* **Brief summary of the committee/association activities of the year (about 250 words):**
* **No. of meetings held (Attach minutes of the meeting):**
* **Outcome for the year:**
* **Future Directions:**