



Sher-e-Kashmir
University of Agricultural Sciences & Technology of Kashmir
Main Campus Shalimar Srinagar

Subject: Strengthening of Student-Faculty Interaction and streamlining of academic processes-reg.

CIRCULAR

The University has been receiving, from time to time, representations/grievances relating to academic and administrative matters concerning students, including issues pertaining to communication, timelines for academic work, grievance redressal and interaction between students and faculty.

The matter has also been examined by a committee constituted for the purpose, which, *inter-alia*, recommended strengthening of student-faculty interaction, standardization and monitoring of timelines for academic processes, strengthening of grievance redressal mechanisms and maintenance of cordial academic relations. The Committee further emphasized the need for appropriate guidance and coordination at the Divisional/Departmental level for smooth conduct of academic, research and extension activities.

Accordingly, all Deans/Associate Deans are hereby enjoined upon to ensure that the following measures are implemented in their respective Faculties/Colleges and, through the concerned Heads/Coordinators, in all Divisions/Units dealing with academic activities:

- Regular student-faculty meetings shall be held at appropriate intervals to provide a structured forum for discussion of academic and related administrative concerns of students and for their timely resolution.
- Timelines relating to academic processes, including approval of synopsis, dissertation/thesis work and other academic documents, shall be clearly communicated to students and adhered to. The concerned Heads/academic coordinators shall ensure that such processes are monitored so as to avoid avoidable delays.
- Grievances of students shall, as far as possible, be addressed promptly at the appropriate level through the prescribed institutional mechanism, so that matters are resolved before they escalate.
- Faculty members and students shall maintain cordial academic relations and ensure that matters concerning academic work and other institutional issues are communicated and pursued through the appropriate University channels.
- Counselling and mentoring of students may be undertaken periodically, wherever required, in coordination with the Dean Students' Welfare, with a view to addressing academic and student-welfare concerns in a timely manner.
- Heads of Divisions/Units shall ensure proper coordination and guidance in the conduct of academic, research and extension activities and may seek appropriate advice from senior faculty members/former Heads or other experienced faculty, wherever considered necessary, for the smooth and effective functioning of the Division/Unit.

Amir 19.5.26

Address: Academic Section, Office of the Registrar, SKUAST-K, Shalimar Srinagar, 190025 (J&K)
Email: registrar@skuastkashmir.ac.in, dracad@skuastkashmir.ac.in Website: www.skuastkashmir.ac.in

172



- The Deans/Associate Deans shall periodically review compliance with the above measures and ensure that the concerned Heads/Coordinators take necessary corrective action wherever any avoidable delay or difficulty is noticed.

All Deans/Associate Deans are requested to bring the contents of this Circular to the notice of all concerned Heads/Coordinators and ensure its implementation in letter and spirit.

Sd/-
(Prof. Azmat Alam Khan)
Registrar

No.AU/Acad./2026/G-4/8574-99

Dated: 19. 08.2026

Copy for information & necessary action to the:

- Director Education, SKUAST-Kashmir, Shalimar.
- Dean, Faculty of Horticulture. This is in reference to No.Au/FoH/26/4095 dated 05.08.2026
- All Deans/Associate Deans of Subject Matter Faculties/Colleges, SKUAST-Kashmir.
- Dean, Students Welfare, SKUAST-Kashmir.
- Professor In-charge ARIS, for placing the circular on the university website.
- All Heads of Divisions/Academic Units/Academic Coordinators of the university.
- Deputy Registrar (Est.), SKUAST, Kashmir, Shalimar, along with enclosures. This is in reference to University Order No.460 (Est) of 2026 dated 15.07.2026.
- Secretary to Vice-Chancellor for kind information of Hon'ble Vice-Chancellor.


(Umer Ibni Assad)
Deputy Registrar (Acad.)