



SHARDA
UNIVERSITY
Beyond Boundaries



Minutes of the Meeting
4th IQAC Meeting
(Saturday, August 03, 2024)

Sharda University
Greater Noida, U.P

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04-01-23/24	Confirmation of Minutes of 3rd IQAC Meeting held on June 01, 2024 for the AY 2023-2024
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04-03-23/24	Institutionalizing the Quality Assurance Strategies
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04-05-23/24	Strategic Planning -Proposed Activities by the IQAC (Accreditations & Rankings and Compliance)
04-06-23/24	Any other item with the permission of the Chair

Minutes of the 4th IQAC Meeting of Academic Session 2023-24 held on Saturday, August 03, 2024, at 11:00 AM in the VC Board Room (Block-2) of the University.


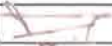













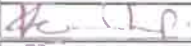


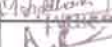
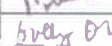









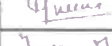



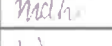




The Following members were present in this meeting

- Prof. Sibaram Khara, Vice- Chancellor
- Pro-Vice-Chancellor & Officiating Dean, (SSET)
- Mr. Vivek Kumar Gupta, Registrar
- Prof. R. D. Sahay, Advisor Policy
- Prof. Sally Lukose, Director, IQAC
- Prof. Bhuvnesh Kumar, Dean Research
- Prof. R. C. Singh, Director National and International Ranking & Dean, Academic Affairs
- Prof. Vinay Kumar Verma, Controller of Examination
- Prof. Pramod Kumar, Dean Students's Welfare
- Prof. Dharminder Kumar, Professor, (CSE) Guru Jambheshwar University, Hisar
- Mr. Amit Malhotra, Trustee, MonAmi Foundation
- Shri. Ajay Agarwal, Finance Officer
- Dr. Bhawna Mallick, Professor (SSET) & Director TLC
- Prof. (Dr.) Shankar Ramamoorthy, Dean, SSET
- Prof. S.K Banerjee, Dean (SSBSR)
- Prof. Ritu Sanjeev Sood, Dean (SSMFE)
- Prof. Arti Koul Kachroo, Dean (SSOE)
- Dr. Komal Vig, Dean (SSOL)
- Dr. Karuna Singh, Dean (SSAHS)
- Prof. Nirupma Gupta, Dean (SSMSR)
- Prof. M. Siddharth, Dean (SSDS)
- Prof. Amrish Chandra, Dean (SSOP)
- Prof. Dolly Wattal Dhar, Dean (SSAS)
- Prof. Dipti Parashar, Dean (SSAP)
- Prof. R Sreeraja Kumar, Dean (SSNSR)
- Prof. Anviti Gupta, Dean (SSHSS)
- Dr. Kapil Pandla, Dean (SSBS)
- Dr. Parul Saxena, Associate Professor (SSBS) & Overall Co-Ordinator of IQAC
- Dr. Sudeep Varshney, Associate Professor (SSET) & Dy. Director National and International Rankings. (Special Invitee)
- Dr. Kennedy S, Associate Professor (SSET) & Member, IQAC
- Dr. Kumud Madan, Associate Professor (SSOP) & Member, IQAC
- Dr. Ashutosh Kumar, Associate Professor (SSAS) & Member, IQAC
- Ms. Meenakshi Verma, Assistant Professor (SSAHS) & Member, IQAC
- Dr. Toran Talwar, Assistant Professor (SSHSS) & Member, IQAC
- Mr. Firoz Khan, Administrative Officer (IQAC) (Special Invitee)
- Ms. Yamini Budhalakoti, Student, (SSBS)
- Ms. Aina Sultan, Student, (SSDS)
- Mr. Akash Singh, HR Executive Paramount Health Services and Insurance TPA Pvt. Ltd. (Alumni)
- Dr. Varun Mohan, Associate Professor (SBSR) & Member National and International Rankings

The following members could not attend the meeting due to prior commitments:

- **Mr. Prashant Gupta, Chief Executive Officer (CEO), Sharda Group and President, Sharda University Uzbekistan**
- **Mr. Anil Gupta, Executive Vice President Satin Creditcare Network Ltd**
- **Prof. (Dr.) Madhukar M. Deshmukh, Professor (SSET) & Director Industry Integration and Knowledge Exchange Cell (IKEC)**

**Attendance Sheet of 3rd IQAC Meeting
June 01, 2024 (AY-2023-2024)**

S.No.	Name	Designation	Signature
1	Prof. Sibaram Khara	Vice- Chancellor	
2	Mr. Prashant Gupta	Chief Executive Officer (CEO), Sharda Group and President, Sharda University Uzbekistan	
3	Prof. Parma Nand	Pro-Vice-Chancellor & Officiating Dean, (SSET)	
4	Mr. Vivek Kumar Gupta	Registrar	
5	Prof. R. D. Sahay	Advisor Policy	
6	Prof. Sally Lukose	Director, IQAC	
7	Prof. Bhuvnesh Kumar	Dean Research	
8	Prof. R. C. Singh	Director National and International Ranking & Dean, Academic Affairs	
9	Prof. Vinay Kumar Verma	Controller of Examination	
10	Prof. Pramod Kumar	Dean Students's Welfare	
11	Prof. Dharminder Kumar	Professor, (CSE) Guru Jambheshwar University, Hisar	
12	Mr. Anil Gupta	Executive Vice President Satin Creditcare Network Ltd	
13	Mr. Amit Malhotra	Trustee, MonAmi Foundation	
14	Shri. Ajay Agarwal	Finance Officer	
15	Prof. (Dr.) Madhukar M. Deshmukh	Professor (SSET) & Director Industry Integration and Knowledge Exchange Cell (IIKEC)	
16	Dr. Bhawna Mallick	Professor (SSET) & Director TLC	
17	Prof. S.K. Banerjee	Dean (SSBSR)	
18	Prof. Ritu Sanjeev Sood	Dean (SSMFE)	
19	Prof. Arti Koul Kachroo	Dean (SSOE)	
20	Dr. Komal Vig	Dean (SSOL)	
21	Dr. Karuna Singh	Dean (SSAHS)	
22	Prof. Nirupma Gupta	Dean (SSMSR)	
23	Prof. M. Siddharth	Dean (SSDS)	
24	Prof. Amrith Chandra	Dean (SSOP)	
25	Prof. Dolly Watal Dhar	Dean (SSAS)	
26	Prof. Dipti Parashar	Dean (SSAP)	
27	Prof. R. Sreraja Kumar	Dean (SSNSR)	
28	Prof. Anviti Gupta	Dean (SSHSS)	
29	Dr. Kapil Pandya	Dean (SSBS)	
30	Dr. Parul Saxena	Associate Professor (SSBS) & Overall Co-ordinator of IQAC	
31	Dr. Sudeep Varshney	Associate Professor (SSET) & Dy. Director National and International Rankings. (Special Invitee)	
32	Dr. Kennedy S	Associate Professor (SSET) & Member, IQAC	
33	Dr. Kumud Madan	Associate Professor (SSOP) & Member, IQAC	
34	Dr. Ashutosh Kumar	Associate Professor (SSAS) & Member, IQAC	
35	Ms. Meenakshi Verma	Assistant Professor (SSAHS) & Member, IQAC	
36	Dr. Toran Talwar	Assistant Professor (SSHSS) & Member, IQAC	
37	Mr. Firoz Khan	Administrative Officer (IQAC) (Special Invitee)	
38	Ms. Yamini Budhalakoti	Student, (SSBS)	
39	Ms. Nidhi kumari	Student, (SOP)	
40	Mr. Akash Singh	HR Executive Paramount Health Services and Insurance TPA Pvt. Ltd. (Alumni)	
41	Dr. Varun Mohan	Associate Professor (SBSR) & Member National and International Rankings	

At the outset, the Director IQAC as Convenor of the IQAC Committee extended a warm welcome to the Chairman, External Experts, invited guests and all the esteemed members present.

The agenda was thereafter taken up for discussion with the permission of the Chair.

Item No. 04-01-23/24: Confirmation of Minutes of 3rd IQAC Meeting held on June 01, 2024 for the AY 2023-2024

The Director, IQAC informed the Committee that the minutes of the 3rd meeting of the IQAC were circulated to all the members and the same have been approved.

The Committee accordingly confirmed the minutes of the last meeting held on **June 01, 2024**.

Item No. 04-02-23/24: Review of Action taken on the Minutes of 3rd IQAC Meeting held on June 01, 2024 for the AY 2023-2024 were presented by the Director IQAC.

The Committee noted the action taken and accordingly approved the report.

Items for consideration:

Item No. 04-03-23/24: Institutionalizing the Quality Assurance Strategies

- a. Conduction and preparation of Student Induction Program (DEEKSHARAMBH) in accordance with UGC Guidelines.

The purpose of Deeksharambh - Student Induction Programme is to help new students adjust and feel comfortable in the new environment, inculcate in them the ethos and culture of the institution, help them build bonds with peers and faculty members.

Student Induction Program (DEEKSHARAMBH) is to be planned at School as well as central level in accordance with UGC Guidelines. Various activities including Physical Activity, Mentoring, Creative Arts and Culture and Literary Activities were proposed by the members of the committee Deans of different Schools were asked to make the necessary arrangements in coordination with DSW.

[Action: All Schools, Time frame: August 2024]

- b. Conduction and preparation of Faculty Induction Program (GURU-DAKSHTA) in accordance with UGC Guidelines.

Planning for Faculty Induction Programme (GURU-DAKSHTA) for the faculty members who have joined in the new Academic session needs to be taken up. The purpose of GURU-DAKSHTA as mandated by UGC is to sensitise and motivate the newly inducted faculty members to get acclimatised to the procedures and protocols, systems and processes of the University. The committee members and the stakeholders present in the meeting proposed the topics to be included in the GURU-DAKSHTA as per NEP, and new pedagogic approaches to teaching-learning, assessment tools in the University.

[Action: All Schools, Time frame: August 2024]

Item No. 04-04-23/24: Review of the Quality of Teaching-Learning Process

a. Review of Pedagogical proficiency by Individual Teaching Faculty.

In order to augment the quality of pedagogical delivery by individual teaching faculty members, there is a need to design the strategy for ensuring sustained enhancement in instructional methodologies and dissemination of knowledge. The committee members were of the view that a policy document for the evaluation processes needs to be framed in this regard.

[Action: Dean Academics, Time frame: August 2024]

b. Revision of Teaching-learning feedback forms with respect to formative and summative statements.

It was observed that the Teaching-learning feedback forms lacked few points related to focus, timing and structure of the Teaching-learning process. The committee gave suggestions for inclusion of few formative and summative statements in the feedback form post approval from Dean Academics Affairs.

[Action: Dean Academics, Time frame: September 2024]

Item No. 04-05-23/24: Strategic Planning -Proposed Activities by the IQAC (Accreditations & Rankings and Compliance)

a. Submission of data for the SEPC National conference on “Transforming Higher Education towards Viksit Bharat @2047” & Education Excellence Awards 2024.

It was apprised to the committee that University is in the process for filing for Viksit Bharat @2047” & Education Excellence Awards 2024.

[Action: IQAC, Time Frame: August 2024]

b. Planning for the events for the staff (Teaching and Non-teaching) based on research, IPR and skills enhancement to be conducted by IQAC.

The IQAC Members proposed conduction of events based on research, IPR and skills and took the suggestion of the committee members which may be incorporated.

[Action: IQAC, Time Frame: August – September 2024]

c. Modification of E-zone to display year wise data for all criteria on the Dashboard.

The Hon’ble Vice Chancellor Sir proposed that the E-zone Portal of the University must reflect the progressive performance in all the NAAC Criteria for a quick and clear picture. The coordinators of different criteria were asked to work in this direction in collaboration with Sharda Tech Team.

[Action: IQAC, Time Frame: August – September 2024]

d. Conduct of Annual Energy Audit.

It was proposed that the University should plan for the Annual Energy Audit in coordination with EHS Alliance Services.

[Action: IQAC, Time Frame: August 2024]

e. **Conduct of External Academic and Administrative Audit (AAA).**

The committee was informed that the IQAC has planned for External Academic and Administrative Audit (AAA) and the tentative dates are 23-25 September 2024.

[Action: IQAC, Time Frame: August – September 2024]

The committee appreciated the initiative taken by IQAC.

The meeting came to an end with thanks to the chair.



Prof. (Dr.) Sally Lukose
Director IQAC

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