



SHARDA
UNIVERSITY
Beyond Boundaries



Minutes of the Meeting
2nd IQAC Meeting
(Saturday, April 06, 2024)

Sharda University
Greater Noida, U.P

Content

Item No.	Particulars
02-01-23/24	Confirmation of Minutes of 1 st IQAC Meeting held on December 18, 2023 for the AY 2023-2024
02-02-23/24	Review of Action taken on the Minutes of 1 st IQAC Meeting held on December 18, 2023 for the AY 2023-2024
02-03-23/24	Institutionalizing the Quality Assurance Strategies
02-04-23/24	Review of the Quality of Teaching-Learning Process
02-05-23/24	Review of the Structure & Methodologies of Operations
02-06-23/24	Strategic Planning -Proposed Activities by the IQAC (Accreditations & Rankings and Compliance)
02-07-23/24	Any other item with the permission of the Chair

Minutes of the 2nd IQAC Meeting of Academic Session 2023-24 held on Saturday, April 06, 2024 at 11:00 AM in the VC Board Room (Block-2) of the University

The following members were present in this meeting:

- Prof. (Dr.) Sibaram Khara, Chairman
- Prof. (Dr.) Parma Nand, Pro-Vice-Chancellor
- Mr. Vivek Kumar Gupta, Registrar
- Mr. R. D Sahay, Advisor Policy
- Prof. (Dr.) Sally Lukose, Director, IQAC (Convener)
- Prof. (Dr.) Bhuvnesh Kumar Dean Research
- Prof. (Dr.) R.C. Singh, Director National and International Rankings
- Prof. (Dr.) Vinay Kumar Verma, Controller of Examinations
- Prof. (Dr.) A.N. Rai, Former VC, NEHU and Mizoram University, Ex- Director NAAC
- Mr. Amit Malhotra, Trustee, MonAmi Foundation
- Mr. Ajay Agarwal, Finance Officer
- Prof. (Dr.) Bhawna Mallick Professor (SSET) & Director Teaching Learning Centre
- Prof. (Dr.) Shankar Ramamoorthy, Dean (SSET)
- Prof. (Dr.) S.K Banerjee, Dean (SSBSR)
- Prof. (Dr.) Ritu Sanjeev Sood, Dean (SSMFE)
- Prof. (Dr.) Arti Koul Kachroo, Dean (SSOE)
- Prof. (Dr.) Komal Vig, Dean (SSOL)
- Prof. (Dr.) Karuna Singh, Dean (SSAHS)
- Prof. (Dr.) Nirupma Gupta, Dean (SMSR)
- Prof. (Dr.) M. Siddharth, Dean (SDS)
- Prof. (Dr.) Amrish Chandra, Dean (SOP)
- Prof. (Dr.) Dolly Wattal Dhar, Dean (SSAS)
- Prof. (Dr.) Dipti Parashar, Dean (SSAP)
- Prof. (Dr.) R Sreeraja Kumar, Associate Dean (SSNSR)
- Prof. (Dr.) Anviti Gupta, Dean (SSHSS)
- Prof. (Dr.) Kapil Pandla, Dean (SSBS)
- Dr. Parul Saxena, Associate Professor (SSBS) and Overall Co-ordinator of IQAC
- Dr. Sudeep Varshney, Associate Professor (SSET) (Special Invitee)
- Dr. Kennedy S, Associate Professor (SSET)
- Dr. Kumud Madan, Associate Professor (SOP)
- Dr. Hari Om Sharma, Associate Professor (SSHSS)
- Dr. Subrata Sahana, Associate Professor (SSET)
- Dr. Toran Talwar, Assistant Professor (SSHSS)
- Mr. Firoz Khan, Administrative Officer (IQAC) (Special Invitee)
- Ms. Yamini Budhalakoti Student, (SSBS)
- Dr. Varun Mohan, Associate Professor & Member, National and International Rankings Department



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
- Prof. (Dr.) Pramod Kumar, Dean Students' Welfare
- Prof. (Dr.) Jayanthi Ranjan, Dean Academic Affairs
- Mr Anil Gupta, Executive Vice President Satin Creditcare Network Ltd to the Council
- Prof. (Dr.) Madhukar M. Deshmukh, Professor (SSET) & Director Industry Integration and Knowledge Exchange Cell (IIKEC)
- Ms. Aina Sultan Student, (SDS)
- Mr. Akash Singh (Alumni)

**Attendance Sheet of IQAC Meeting
April 06, 2024 (AY 2023-2024)**

Sr. No.	Name	Designation	Signature
1	Prof. (Dr.) Sibaram Khara	Vice Chancellor	
2	Mr. Prashant Gupta	CEO, Sharda Group and President, Sharda University Uzbekistan	
3	Prof. (Dr.) Parma Nand	Pro Vice Chancellor	
4	Mr. Vivek Kumar Gupta	Registrar	
5	Mr. R. D Sahay	Advisor Policy	
6	Prof. (Dr.) Sally Lukose	Director IQAC	
7	Prof. (Dr.) Bhuvnesh Kumar	Dean Research	
8	Prof. R.C. Singh	Director National & International Rankings	
9	Prof. Vinay Kumar Verma	Controller of Examinations	
10	Prof. Pramod Kumar	Dean Students' Welfare	
11	Prof. (Dr.) Jayanthi Ranjan	Dean, Academics Affairs	
12	Prof. A.N. Rai	Former Director NAAC, Former VC, NEHU and Mizoram University	PRESENT
13	Mr. Anil Gupta	Executive Vice President Satin Creditcare Network Ltd.	
14	Mr. Amit Malhotra	Trustee, MonAmi Foundation	PRESENT
15	Mr. Ajay Agarwal	Finance Officer	
16	Prof. (Dr.) Madhukar M. Deshmukh	Director IIKEC	
17	Dr. Bhawna Mallick	Professor (SSET) & Director Industry Integration and Knowledge Exchange Cell (IIKEC) Teaching Learning Centre	
18	Prof. (Dr.) Shankar Ramamoorthy	Dean (SSET)	
19	Prof. S.K Banerjee	Dean (SSBSR)	
20	Prof. Ritu Sanjeev Sood	Dean (SSMFE)	
21	Prof. Arti Koul Kachroo	Dean (SSOE)	
22	Dr. Komal Vig	Dean (SSOL)	
23	Dr. Karuna Singh	Dean (SSAHS)	
24	Prof. Nirupma Gupta	Dean (SSMSR)	
25	Prof. M. Siddarth	Dean (SSDS)	
26	Prof. Amrish	Dean (SSOP)	
27	Prof. Dolly Wattal Dhar	Dean (SSAS)	

**Attendance Sheet of IQAC Meeting
April 06, 2024 (AY 2023-2024)**

Sr. No.	Name	Designation	Signature
28	Prof. Dipti Parashar	Dean (SSAP)	<i>[Signature]</i> 06/04/24
29	Prof. R. Sreeraja Kumar	Dean (SSNSR)	<i>[Signature]</i> to 6/4/24
30	Prof. Anviti Gupta	Dean (SSHSS)	<i>[Signature]</i> 6/4/24
31	Dr. Kapil Pandla	Dean (SSBS)	<i>[Signature]</i> 6/4/24
32	Dr. Parul Saxena	Associate Professor (SSBS) & Overall Co-Ordinator of IQAC	<i>[Signature]</i>
33	Dr. Sudeep Varshney	Associate Professor (SSET) (Special invitee)	<i>[Signature]</i>
34	Dr. Kennedy S	Associate Professor (SSET)	<i>[Signature]</i>
35	Dr. Kumud Madan	Associate Professor (SOP)	<i>[Signature]</i> 6/4/24
36	Dr. Hari Om Sharma	Associate Professor (SSHSS)	<i>[Signature]</i> 6/4/24
37	Dr. Subrata Sahana	Associate Professor (SSET)	<i>[Signature]</i>
38	Dr. Toran Talwar	Assistant Professor (SSHSS)	<i>[Signature]</i>
39	Mr. Firoz Khan	Administrative Officer (IQAC) (Special Invitee)	<i>[Signature]</i>
40	Ms. Yamini Budhalakoti	Student (SSBS)	<i>[Signature]</i>
41	Ms. Aina Sultan	Student (SSDS)	
42	Mr. Akash Singh	HR Executive Paramount Health Services and Insurance TPA Pvt. Ltd. (Alumni)	
43	Dr. Varun Mohan	Associate Professor & Member National and International Rankings Department	<i>[Signature]</i> 6/4/2024

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. She also extended a warm welcome to Prof. (Dr.) A.N. Rai, Ex – Director NAAC and Mr. Amit Malhotra, Trustee of the MonAmi Foundation who had joined the meeting online.

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

Item No. 02-01-23/24: Confirmation of the Minutes of the 1st meeting of IQAC (2023-24) held on Monday December 18, 2023 - The Director, IQAC informed the Committee that the minutes of the 1st IQAC meeting of the IQAC were circulated to all the members and the same have been approved as circulated.

The Committee accordingly confirmed the minutes of the last meeting held on **December 18, 2023**

Item No. 02-02-23/24: Action taken report on the items of 1st IQAC meeting of IQAC (2022-23) held on Monday, December 18, 2023 were presented by the Director IQAC, the observations and suggestions since complied with.

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

Items for consideration:

Item No. 02-03-23/24: Institutionalizing the Quality Assurance Strategies

- a. Preparing roadmap for alignment of IQAC strategies as per the new NAAC benchmark.

This agenda point was well received by the members. However, it was suggested to wait for the detailed guidelines from the NAAC, which are expected to be released by the 4th quarter of the year. Additionally, it was recommended to restructure the central repository, E-zone, in accordance with the revised NAAC guidelines.

[Action: IQAC, Time frame: November 2024]

- b. Draft preparation of Institutional Development Plan as specified by UGC.

The members were apprised that the initial draft of the Institutional Development Plan, in line with the UGC guidelines has been prepared. The eight enablers of the IDP have also been mapped to the new metrics of NAAC. Various thrust areas relevant to Sharda University were identified and presented. The Hon'ble Vice Chancellor also briefed the members about the strategic plan and the set targets of the university for the next five years (2023-2028).

[Action: IQAC, July 2024]

- c. Preparation of Student Induction Programme (“DEEKSHARAMBH”) framework as per the guidelines issued by the UGC.

It was proposed that the Student Induction Programme (SIP) for the next academic year be designed in accordance with UGC guidelines and implemented by the respective Schools/Departments in collaboration with the Department of Dean Students Welfare

(DSW). The IQAC will share the framework. Additionally, a repository will be created to maintain proof of activities (videos and photographs), which will be uploaded on the UGC website.

[Action: All Schools in collaboration with DSW and IQAC, Time frame: August 2024]

Item No. 02-04-23/24: Review of the Quality of Teaching-Learning Process

- a. Evaluate and enhance the quality of RBL, PBL, CC/Field projects, and Dissertation reports in collaboration with the Teaching Learning Centre (TLC) to promote effective learning outcomes.

The Director-Teaching Learning Centre informed the members that a pilot study was conducted this semester to identify areas of concern which requires constant monitoring. Random audits were done to check the quality of the study materials provided to the students. The implementation of RBL, PBL, CC/Field projects, and Dissertation reports were verified through the feedback from the Vice Chancellor's nominees, who attended progress report meetings of various schools and departments. They also briefed the students on effectively implementing RBL in their dissertation work.

[Action: All Schools & Departments, Time frame: Ongoing]

Item No. 02-05-23/24: Review of the Structure & Methodologies of Operations

- a. Review of the Admission Form to Capture Data as per the requirements of various regulatory bodies (UTSAH and AISHE)

The admission form has been revised to incorporate detailed information about students' qualifications as well as information about Parents' qualifications. The revised form has been shared with the Admission Cell for necessary action.

[Action: Admission Cell, Time Frame: 2024-25 admission session onwards]

- b. Revision of student scholarship policy to enhance inclusivity

It was proposed to revise the existing Scholarship Policy to include provisions for students who attain achievements in sports at the state or university level, as well as for first-generation learners and NCC students. Specifically, it was suggested that a 5% scholarship be awarded to students in these categories.

[Action: IQAC, Time Frame: June 2024]

- c. Review of PARS-F for further improvement:

It was proposed to revise PARS-F in context to the performance matrix. It was suggested that the matrices for the PARS-F should be confined to three categories namely, Research & Development, Teaching & Learning and Administrative responsibility. Thereon, faculty members' contribution to each of these components will be duly recognised.

[Action: HR Department, Time Frame: June 2024]

Item No. 02-06-23/24: Strategic Planning -Proposed Activities by the IQAC (Accreditations & Rankings and Compliance)

- a. Sensitization workshops on NAAC documentation as per the new NAAC Benchmark (Binary Accreditation) will be conducted for all schools/departments.

The agenda was well received by the members, with an advice that it should be conducted only after the detailed guidelines are published by NAAC.

[Action: IQAC, Time frame: Ongoing]

- b. External Academic and Administrative Audit planned for June/July 2024.

[Action: IQAC, Time frame: June/July 2024]

- c. It was apprised that various rankings including AISHE, UTSAH, TIMES ranking NIRF have been filed and AQAR filing is in process.

[Action: IQAC, Time frame: May 2024]

Item No. 02-07-23/24: Any other item with the permission of the Chair

The external expert appreciated the strategic plan of the University presented by the Hon'ble Vice-Chancellor. The Vice chancellor stated that the target will be shared with respective Schools and Faculty so as to facilitate them to plan accordingly.

The industry expert, Mr. Amit Malhotra also appreciated the progress and consented with the agenda items of the meeting. The student representative, Ms. Yamini from Sharda School of Business Studies shared her satisfaction about RBL and research-oriented study for the students. It was suggested by the external experts to incorporate suitable strategy to increase the percentage of PhD faculty members in all departments. The members suggested that outcome of PhD registrations leading to degree awards must be analysed annually.

The meeting ended with a vote of thanks to the chair.



Prof. (Dr.) Sally Lukose
Director IQAC

DIRECTOR
Internal Quality Assurance Cell (IQAC)
SHARDA UNIVERSITY
Plot No.-32, 34, Knowledge Park-III
Greater Noida - 201306 (U.P.)



Prof. (Dr.) Sibaram Khara
Vice-Chancellor

Vice Chancellor
Sharda University
Plot No.-32-34, Knowledge Park-III
Greater Noida - 201310 (U.P.)