

# **Minutes of Meeting**



## **23<sup>rd</sup> IQAC Meeting**

**Held on**

**Venue: A-Block, Room No- 306**

**Date & Time: 24<sup>th</sup> April 2025 at 10:00AM Onwards**

**Shree Guru Gobind Singh Tricentenary University  
Budhera, Gurugram- Badli road, Gurugram (Haryana) -122505**

**Agendas for 23<sup>rd</sup> meet of IQAC Scheduled on 24<sup>th</sup> April 2025.**

**IQAC/2025/23.1 To confirm Minutes of meeting for the meeting held on 25<sup>th</sup> March 2025**

**IQAC/2025/23.2 ATR on Minutes of Meeting (MoM) – 25-03-2025**

Review and discussion on the Action Taken Report (ATR) from the previous meeting.

**IQAC/2025/23.3 Reconstitution of IQAC Committee**

Discussion on the restructuring of the IQAC committee.

**IQAC/2025/23.4 To discuss and review Consultancy (Government/Non-Government)– Policy Framework along with exploring opportunities in government and non-government agencies**

Exploring consultancy opportunities with government and non-government organizations.

**IQAC/2025/23.5 To discuss on NBA (National Board Accreditation) possibilities for engineering and management faculty.**

**IQAC/2025/23.6 To Present an Institutional Development Plan (IDP)**

**IQAC/2025/23.7 To discuss the academic Calendar of the university for the session 2025 2026**

**IQAC/2025/23.8 To consider and approve university's Organogram**

**IQAC/2025/23.9 To present revised policies of the university:**

- Grievance redressal Mechanism Policy
- Anti- Discrimination and Equal Opportunity Policy.
- Environment and Sustainability Policy
- Sustainability investment Policy
- Anti Bribery and Corruption Policy.
- Research Code of Ethics

**IQAC/2025/23.10 Any other Agenda with permission of chair.**





**Following members were present**

- Prof. (Dr.) Hemant Verma, Vice Chancellor – *Chairperson*
- Prof. (Dr.) Poornima Baliga Bantwal, Pro Vice Chancellor
- Prof. (Dr.) Jawahar Mal Jangir, Pro Vice Chancellor
- Prof. (Dr.) Abha Singh, Pro Vice Chancellor
- Prof. (Dr.) Suman Vij, Professor & Director IQAC
- Prof. (Dr.) Joginder Yadav, Registrar
- Dr. Pradeep Malik, COE
- Mr. Sushil Kumar, Former Sarpanch, Village Sultanpur – *Member from Local Society*
- Dr. Jagan Nath, Former Principal, DSC, New Delhi – *Special Invitee*
- Dr. Shalini Kapoor, Dean, Research
- Prof. (Dr.) S. Krishna Mohan Rao, Dean, FEAT
- Prof. (Dr.) Kirti Dutta, Dean, FCAM
- Prof. (Dr.) Debasis Bhattacharya, Dean FHSL
- Prof. (Dr.) Mukesh Sharma, Head Molecular Lab
- Prof. (Dr.) Susanta Kundu, Professor FEAT
- Dr. Chitra G Nair, Associate Professor, FIMS
- Prof. (Dr.) Archana Chaudhary, Associate Professor, FABS
- Dr. Heena, Assistant Professor, FASC
- Mr. Ramesh Semwal, Senior Manager, Accounts
- Ms. Sharmila Ganguly, Psychologist Max Hospital, Alumni
- Dr. Sonia, Assistant Professor, Gurugram University, Alumni
- Dr. Ankita, Assistant Professor, FCAM
- Ms. Rasandeep Kaur, Assistant Coordinator, IQAC
- Dr. Mukesh Kumar, Associate Professor, FABS
- Dr. Rititka Dadheech, Associate Professor, FCAM
- Dr. Settapallie Jasmin Debora, Professor FNUR
- Ms. Ruchika Singh, Assistant Professor, FNUR

**The following members could not attend the meeting:**

- Prof. (Dr.) Madan Mohan Chaturvedi, Provost
- Prof. (Dr.) Atul Kumar Nasa, Pro Vice Chancellor
- Mr. Amrit Chawla, Member Governing Body
- Prof. (Dr.) Rajat Aggarwal, IIT Roorkee, Employer's Nominee
- Prof. (Dr.) Ejaz Hussain, Dean Academics
- Dr. Neha Reyalch, Assistant Professor, FPHY
- Dr. Priyanka Rishi, Deputy Director, IQAC
- Dr. Shelly Garg, Assistant Professor, FAHS
- Dr. Poonam Arora, Associate Professor, SGT-COP
- Dr. Konica Gera, Associate Professor FIMS



### **Welcome Address and Opening Remarks**

The meeting commenced with a warm welcome to the Hon'ble Vice Chancellor Prof. (Dr.) Hemant Verma, Chairman of IQAC. He extended his greetings to all the newly joined members. Following this Dr. Suman Vij, Director IQAC expressed her sincere appreciation to Hon'ble Vice Chancellor for providing her opportunity to lead the discussion. She warmly welcomed all the members and proceeded to present the meeting agendas.

### **AGENDA No.: IQAC/2025/23.1**

To confirm Minutes of meeting for the meeting held on 25<sup>TH</sup> March 2025

#### **Resolution:**

The minutes of the IQAC Meeting held on 24<sup>th</sup> April 2025, presented for confirmation. As the minutes had been circulated earlier on 5<sup>th</sup> April 2025 and no comments were received, they were approved without modification. It was resolved that confirm minutes be duly recorded and maintained as a part of official proceedings of IQAC.

### **AGENDA No.: IQAC/2025/23.2**

To confirm ATR on Minutes of Meeting (MoM) – 25<sup>th</sup> March 2025

#### **Discussion:**

**All the points of ATR were discussed in detail and the main discussion held was**

- **"BEST TEACHER AWARD"**

Dr. Suman Vij, Director IQAC, informed members about a proposal to rename the "Best Teacher Award" as the "Teacher of the Year Award." Prof. (Dr.) Purnima Baliga Bantwal recommended circulating the award criteria to ensure transparency. Prof. (Dr.) Jawahar Mal Jangir suggested instituting one award per institution. Dr. Joginder Yadav, Registrar, proposed separate formats for departments with sub-categories (e.g., Medical/Dental). Prof. (Dr.) Abha Singh emphasized the award's role in motivating faculty. Hon'ble Vice Chancellor, Dr. Hemant Verma, recommended presenting the award on Teachers' Day (5th September) with a certificate, citation, and memento.

- **WOMEN CELL:**

Dr. Suman Vij, Director IQAC stated that all the events of women cell will be done in collaboration with ASHMI.

- **LMS (EARLIER BODHI TREE)**

The committee discussed measures to enhance the effectiveness of the universities Learning Management System (LMS).

- **SLOW /ADVANCE LEARNER:**

Prof. (Dr.) Purnima the student should not be tagged as "slow learner" until and unless it is clinically approved as a slow learner. Also stated that the student facing socio-psychological problems can come under the criteria of slow learner and thus marks should not be the sole criteria for determining the student as slow learner.





Hon'ble Vice Chancellor Dr. Hemant Verma suggested to involve the psychological department headed by Prof. (Dr.) Abha Singh and also the department of student welfare to collaborate with the department.

**Resolution:**

The committee resolved to approve the renaming and distribution criteria for the Teacher of the Year Award; however, the detailed format and weightage distribution will be discussed further.

Regarding the mentor-mentee system, it was suggested that to enhance effectiveness, all interactions—including issues raised, support provided, and actions taken—should be properly documented. It was also recommended that UGC guidelines be incorporated into the system framework.

**AGENDA No.: IQAC/2025/23.3**

To consider and approve reconstitution of IQAC Committee

**Resolution:**

It was resolved to approve reconstitution of IQAC Committee as per Annexure -I

**AGENDA No.: IQAC/2025/23.4**

To discuss and review Consultancy (Government/Non-Government)—Policy Framework along with exploring opportunities in government and non-government agencies

**Discussion:**

Dr. Suman Vij, Director IQAC, informed that consultancy engagement has significantly increased from 67% to 90%. However, external member Dr. Jagan Nath raised concern over the limited faculty involvement in consultancy activities. Prof. (Dr.) Jawahar Mal Jangir responded that lack of faculty initiative is a key reason and recommended incorporating value additions to encourage participation.

Dr. Joginder Yadav, Registrar, suggested organizing training programs to build faculty capacity. Dr. Suman Vij confirmed that such training is already underway and the format has been sent to the Dean, R&D for approval.

Prof. (Dr.) Debasis recommended customizing consultancy types for each University cluster and brainstorming specific dimensions accordingly. Dr. Jagan Nath highlighted the strategic importance of consultancy using the Indian Navy Warship as an example, and suggested conducting targeted workshops and training programs.

Prof. (Dr.) Ganguly (Alumni) emphasized the role alumni in organizations can play in bridging consultancy opportunities and employment. Supporting this, Prof. (Dr.) Purnima, PVC, proposed a dedicated alumni meet focused specifically on consultancy collaboration.

**Resolution:**

It was resolved for the further discussion and brainstorming for consultancy to be done in conjunction with the External Experts.



**AGENDA No.: IQAC/2025/23.5**

To discuss on NBA (National Board Accreditation) possibilities for technical and management faculty.

**Discussion:**

Prof. (Dr.) Kriti Dutta proposed that they will start working in the year 2025 and thus will be ready for analysis in 2026.

Prof. (Dr.) S. Krishana Mohan Rao, dean Engineering and Technology, suggested that the institution should go for undergraduate programmes first and then to the post-graduate.

Dr. Suman Vij, Director IQAC elaborated that this exercise needs more attention towards CO-PO mapping /OBE attainment. Hence requires training of all the faculty members.

**Resolution:**

It was resolved to grant approval.

**AGENDA No. IQAC/2025/23.6**

To Present an Institutional Development Plan (IDP)

**Discussion:**

Dr. Suman Vij presented the comprehensive Institutional Development Plan (IDP), structured around six key pillars, with well-defined parameters and measurable targets aligned with the vision and strategic goals of the university before the members.

**Resolution:**

After detailed deliberation and active participation by all senior academic and administrative leaders, the council unanimously resolved to approve and adopt the Institutional Development Plan (IDP)

**AGENDA No. IQAC/2025/23.7**

To discuss the academic Calendar of the university for the session.

**Discussion:**

Prof. (Dr.) Jagan Nath suggested that the academic calendar should have complete events faculty wise. Also, the calendar should be approved by all the faculties so that there is no overlapping of events.

Prof. (Dr.) Abha Singh also suggested that every event should be checked by the concerned office to avoid overlapping of events.

Dr. Suman Vij, Director IQAC informed the members present that we will be having a separate event calendar of the university from this new session, for which the mail has already been forwarded to all concerned.

**Resolution:**

It was resolved to approved.

**AGENDA No. IQAC/2025/23.8**



To consider and approve university's Organogram.

**Discussion:**

Dr. Suman Vij, Director IQAC presented the organogram on the university website during the presentation.

**Resolution:**

It was resolved to approve the organogram with small modification to be discussed with Dr. Joginder Yadav, Registrar.

**AGENDA No. IQAC/2025/23.9**

**To consider and approve following revised policies of the university.**

- a) Grievance redressal Mechanism Policy
- b) Anti- Discrimination and Equal Opportunity Policy.
- c) Environment and Sustainability Policy
- d) Sustainability investment Policy
- e) Anti Bribery and Corruption Policy.
- f) Research Code of Ethics

**Resolution:**

**After the discussion on the policies presented to the members present , it was resolved to approve all of them**

**AGENDA No. IQAC/2025/23.10**


Any other Agenda with permission of chair.

**Resolution:**

As there were no additional matters for discussion, the meeting was concluded with a vote of thanks to all members.



Dr. Suman Vij  
Director IQAC

  
Prof (Dr.) Hemant Verma  
Vice Chancellor







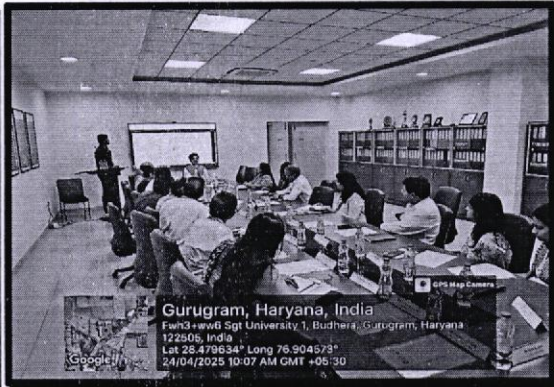
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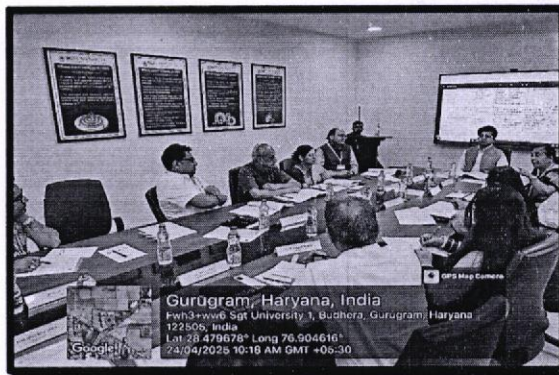
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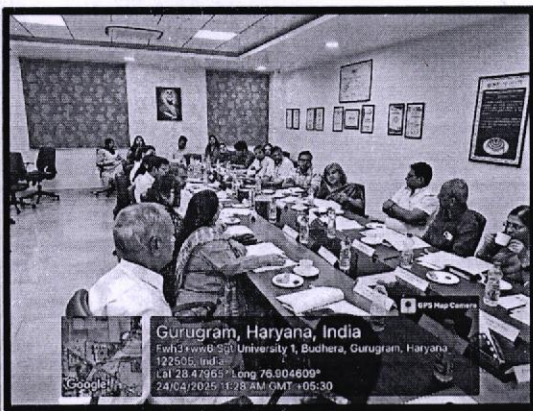
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# SGT UNIVERSITY

Shree Guru Gobind Singh Tricentenary University

Attendance sheet



## 23<sup>rd</sup> Meeting of Internal Quality Assurance Cell (IQAC)

Date: 24<sup>th</sup> April-2025

Time: 10:00AM

Venue: A-306, A- Block

S.no	Name	Designation	Signature
1.	Prof. (Dr.) Hemant Verma,	Vice Chancellor	<i>Hemant Verma</i>
2.	Prof. (Dr.) Madan Mohan Chaturvedi	Provost (Special Invitee)	<i>Absent</i>
3.	Prof. (Dr.) Atul Kumar Nasa	Pro Vice Chancellor	<i>Absent</i>
4.	Prof. (Dr.) Poornima Baliga Bantwal	Pro Vice Chancellor	<i>Behgab/..</i>
5.	Prof. (Dr.) Abha Singh,	Pro Vice Chancellor	<i>Abha Singh</i> 24/04/2025
6.	Prof. (Dr.) Jawahar Mal Jangir	Pro Vice Chancellor	<i>[Signature]</i>
7.	Prof. (Dr.) Suman Vij	Professor & Director IQAC	<i>[Signature]</i>
8.	Prof. (Dr.) Joginder Yadav	Registrar	<i>[Signature]</i> 24/4/25
9.	Dr. Pradeep Malik	COE	<i>Pradeep Malik</i> 24/4/25
10.	Mr. Amrit Chawla	Member, Governing Body	<i>Absent</i>
11.	Prof. (Dr.) Rajat Aggarwal	IIT Roorkee, Employer's Nominee	<i>Absent</i>
12.	Mr. Sushil Kumar, Former Sarpanch	Vill- Sultanpur, Local society	<i>[Signature]</i>
13.	Dr. Jagan Nath, Former Principal	DSC, New Delhi, Stakeholder	<i>[Signature]</i>
14.	Dr. Shalini Kapoor	Director R&D	<i>[Signature]</i> 24.4.25
15.	Prof. (Dr.) S Krishna Mohan Rao	Dean, FEAT	<i>[Signature]</i> 24.4.25
16.	Prof. (Dr.) Kirti Dutta	Dean FCAM	<i>[Signature]</i> 24/4/25
17.	Prof. (Dr.) Debasis Bhattacharya	Dean FHSL	<i>[Signature]</i> 24/04/2025
18.	Prof. (Dr.) Ejaz Hussain	Dean Academics	<i>Absent</i>
19.	Prof. (Dr.) Mukesh Sharma	Head Molecular Lab	<i>[Signature]</i> 24/4/25
20.	Prof. Susanta Kundu	Professor, FEAT	<i>[Signature]</i>
21.	Dr. Chithra G Nair	Associate Professor, FIMS	<i>[Signature]</i> S. Kundu 24/4/25



22.	Prof. (Dr.) Archana Chaudhary	Associate Professor, FABS	<i>Chaudhary</i> 24/4/2025
23.	Dr. Neha Reyalch	Assistant Professor, FPHY	Absent
24.	Dr. Heena	Assistant Professor, FASC	<i>Heena</i> 24/4/25
25.	Mr. Ramesh Semwal	Sr. Manager Accounts	<i>Ramesh</i> 24/4/25
26.	Ms Sharmila Ganguly	Psychologist, Max Hospital, Alumni	<i>Sharmila</i>
27.	Dr. Sonia	Assistant Professor, Gurugram university, Alumni	<i>Sonia</i> 24/4/25
28.	Dr. Priyanka Rishi	Deputy Director IQAC	Absent
29.	Dr. Ankita	Assistant Professor, FCAM	<i>Ankita</i>
30.	Ms. Rasandeep Kaur	Assistant Coordinator IQAC	<i>Rasandeep</i> 24/4/25
31.	Dr Mukesh Kumar	Associate Professor , FABS	<i>Mukesh</i> 24/4/25
32.	Dr. Reetika Dadheech	Assistant Professor	24/4/25
33.	Dr. Shelly Garg	Assistant Professor , FAHS	Absent
34.	Dr. Poonam Arora	Associate Professor , SGT-COP	Absent
35.	Dr. Settepalli Jasmin Debora	Professor, FNUR	<i>Settepalli</i> 24/4/25
36.	Ms. Vishakha Shekhawat	Assistant Professor, FOL	Absent
37.	Ms. Ruchika Singh	Assistant Professor, FNUR	<i>Ruchika</i> 24/4/25
38.	Dr. Konica Gera	Associate Professor, FIMS	Absent
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## 23<sup>rd</sup> Meeting of Internal Quality Assurance Cell (IQAC)

Date: 24<sup>th</sup> April-2025

Time: 10:00AM

Venue: A-306, A- Block

S.no	Name	Designation	Signature
1.	Prof. (Dr.) Hemant Verma,	Vice Chancellor	
2.	Prof. (Dr.) Madan Mohan Chaturvedi	Provost (Special Invitee)	Absent
3.	Prof. (Dr.) Atul Kumar Nasa	Pro Vice Chancellor	Absent
4.	Prof. (Dr.) Poornima Baliga Bantwal	Pro Vice Chancellor	
5.	Prof. (Dr.) Abha Singh,	Pro Vice Chancellor	24/04/2025
6.	Prof. (Dr.) Jawahar Mal Jangir	Pro Vice Chancellor	
7.	Prof. (Dr.) Suman Vij	Professor & Director IQAC	
8.	Prof. (Dr.) Joginder Yadav	Registrar	24/4/25
9.	Dr. Pradeep Malik	COE	24/4/25
10.	Mr. Amrit Chawla	Member, Governing Body	Absent
11.	Prof. (Dr.) Rajat Aggarwal	IIT Roorkee, Employer's Nominee	Absent
12.	Mr. Sushil Kumar, Former Sarpanch	Vill- Sultanpur, Local society	
13.	Dr. Jagan Nath, Former Principal	DSC, New Delhi, Stakeholder	
14.	Dr. Shalini Kapoor	Director R&D	24.4.25
15.	Prof. (Dr.) S Krishna Mohan Rao	Dean, FEAT	24.4.25
16.	Prof. (Dr.) Kirti Dutta	Dean FCAM	24/4/25
17.	Prof. (Dr.) Debasis Bhattacharya	Dean FHSL	24/04/2025
18.	Prof. (Dr.) Ejaz Hussain	Dean Academics	Absent
19.	Prof. (Dr.) Mukesh Sharma	Head Molecular Lab	24/4/25
20.	Prof. Susanta Kundu	Professor, FEAT	
21.	Dr. Chithra G Nair	Associate Professor, FIMS	S. Krishna 24-4-25



22.	Prof. (Dr.) Archana Chaudhary	Associate Professor, FABS	<i>Chandhary</i> 24/4/2025
23.	Dr. Neha Reyalch	Assistant Professor, FPHY	Absent
24.	Dr. Heena	Assistant Professor, FASC	<i>Heena</i> 24/4/25
25.	Mr. Ramesh Semwal	Sr. Manager Accounts	<i>Ramesh</i> 24/4/25
26.	Ms Sharmila Ganguly	Psychologist, Max Hospital, Alumni	<i>Sharmila</i>
27.	Dr. Sonia	Assistant Professor, Gurugram university, Alumni	<i>Sonia</i> 24/4/25
28.	Dr. Priyanka Rishi	Deputy Director IQAC	Absent
29.	Dr. Ankita	Assistant Professor, FCAM	<i>Ankita</i>
30.	Ms. Rasandeep Kaur	Assistant Coordinator IQAC	<i>Rasandeep</i> 24/4/25
31.	Dr Mukesh Kumar	Associate Professor, FABS	<i>Mukesh</i> 24/4/25
32.	Dr. Reetika Dadheech	Assistant Professor	<i>Reetika</i> 24/4/25
33.	Dr. Shelly Garg	Assistant Professor, FAHS	Absent
34.	Dr. Poonam Arora	Associate Professor, SGT-COP	Absent
35.	Dr. Settepalli Jasmin Debora	Professor, FNUR	<i>Settepalli</i> 24/4/25
36.	Ms. Vishakha Shekhawat	Assistant Professor, FOL	Absent
37.	Ms. Ruchika Singh	Assistant Professor, FNUR	<i>Ruchika</i> 24/4/25
38.	Dr. Konica Gera	Associate Professor, FIMS	Absent
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