



### Criteria 3.4.1

**Constitution of the ethics committee and its proceedings approved by the appropriate body.**

## **Appendix-II**

## NOTICE

This is notified for the information of all, that the **ETHICAL COMMITTEE** has been reconstituted, as per the details given below, w.e.f. June 12, 2024.

S. No.	Name of the members	Designation
1.	Prof. Mohd Imran Dean (School of Law)	Chairperson
2.	Dr. Dharmendra Chief Librarian	Member
3.	Dr. Neelam Dhankhar Professor (School of Health Sciences)	Member
4.	Dr. Jagat Narayan Giri Professor (School of Business)	Member
5.	Dr. Neha Associate Professor (School of Engineering and	Member
6.	Dr. Tejwant Singh Brar Senior Professor (School of Art and Architecture)	Member
7.	Dr. Sachin Datt <del>Associate Professor</del> (School of Design)	Member
8.	Dr. Himadri Shekhar Dey Assistant Professor (School of Planning and	Member
9.	Ms. Apporva Kaushik Assistant Professor (Vatel Hotel and Tourism Business School)	Member Secretary

This issues with the approval of the Vice Chancellor

  
 Registrar  
 Sushant University



Copy to: -

1. All members of the Committee
2. Secretary to Hon'ble VC
3. Concerned File

## Ethical Committee

### Minutes of Meetings

Date: 24<sup>th</sup> June, 2024

Time: 12-1 PM

Location: D 508

#### Committee Members:

1. Dr. Mohd.Imran, Chairperson
2. Dr. Dharmendra, Member
3. Dr. Neelam, Dhankhar, Member
4. Dr. Jagat Narayan Giri, Member
5. Dr. Neha Gupta, Member
6. Dr. T. S. Brar, Member
7. Dr. Sachin Dutt, Member
8. Dr. Himadri Shekhar Dey, Member
9. Dr. Apoorva Kaushik, Member Secretary

#### Agenda:

1. Strengthening internship and job placement programs.
2. Evaluating campus accessibility for students with disabilities.

#### Minutes:

- I. Discussed current internship and job placement programs; identified the need for stronger industry partnerships.

Chairperson deliberated regarding the status of Internship and job placement programs initiative taken by schools like SAA, SET etc. and informed that it plays a crucial role in bridging the gap between academic learning and practical industry experience. Strengthening these programs is essential for ensuring that students and graduates are well-prepared and competitive in the job market. He suggested following strategies to enhance these programs:

1. **Enhanced Industry Collaboration:** Foster closer partnerships with industry leaders and employers to align internship programs with current industry needs. Regular consultations



and feedback from employers can help tailor internship experiences to match industry expectations and skill demands.

2. **Structured Learning Objectives:** Clearly define learning objectives for internships that integrate theoretical knowledge with hands-on experience. Establishing measurable goals ensures that interns acquire specific skills and competencies that are valuable to prospective employers.
3. **Professional Development Workshops:** Offer workshops and seminars on professional skills such as resume writing, interviewing techniques, and workplace etiquette. These sessions equip interns with the necessary tools to navigate the job application process successfully.
4. **Mentorship Programs:** Implement mentorship initiatives where experienced professionals guide and support interns throughout their internship journey. Mentors can provide valuable insights, career advice, and networking opportunities that contribute to the interns' professional growth.
5. **Evaluation and Feedback Mechanisms:** Establish robust evaluation frameworks to assess interns' performance and gather feedback from both interns and supervisors. Continuous improvement based on feedback ensures that internship programs remain relevant and effective.
6. **Diversity and Inclusion Initiatives:** Promote diversity and inclusion within internship programs by actively recruiting a diverse pool of candidates and providing equal opportunities for all participants. Embracing diversity enriches the learning experience and contributes to a more inclusive workplace culture.
7. **Alumni Engagement:** Engage alumni who have successfully completed internships to share their experiences and insights with current interns. Alumni can serve as role models and mentors, offering practical advice based on their own career journeys.

Members agreed that by implementing these strategies, institutions can strengthen their internship and job placement programs, equipping students and graduates with the skills, experiences, and networks needed to thrive in their chosen careers.

Committee emphasizes the importance of strategic planning and active engagement in enhancing internship and job placement programs to better prepare students for the workforce.



- II. Reviewed campus accessibility, agreed to conduct an audit and address identified issues to improve accessibility.

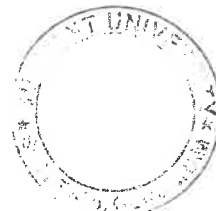
Dr. T.S. Brar, informed the committee that as a student and later as an academician, he navigated various university campuses over the years, accessibility has become a crucial factor in determining the overall experience. Accessibility encompasses more than just physical infrastructure; it extends to inclusivity, support services, and a welcoming environment for all individuals, regardless of their physical abilities.

Regarding talking on Physical Infrastructure, Dr. T.S. Brar, emphasised that a key aspect of campus accessibility is the physical infrastructure. Campuses that prioritize accessibility often feature well-maintained ramps, elevators, and wide pathways that accommodate individuals using wheelchairs or mobility aids. Clear signage and accessible parking spaces further enhance ease of navigation for those with disabilities.

He also informed that during his recent visits to several campuses, he found that they are excelled in this regard. The campus was equipped with ramps and elevators strategically placed across buildings, ensuring that every part of the campus was accessible without unnecessary detours. The availability of accessible restrooms and seating areas also contributed to a seamless experience for individuals with diverse mobility needs.

In line with his point of discussion, Dr. Sachin Datt said that, beyond physical infrastructure, inclusivity is critical in creating an accessible campus environment. Universities that offer comprehensive support services such as accessible formats for course materials, sign language interpretation services, and counselling for students with disabilities demonstrate a commitment to inclusivity. These services not only accommodate specific needs but also empower students to fully participate in academic and extracurricular activities. Such initiatives fostered a supportive environment where students felt valued and empowered to pursue their academic goals without barriers.

Dr. Neha Gupta said that, campus accessibility encompasses cultural and attitudinal dimensions. A truly accessible campus promotes awareness and understanding of diverse abilities among its community members. This includes promoting inclusive language, organizing awareness



24/06/2024  
campaigns, and celebrating achievements of students with disabilities. An inclusive campus culture encourages empathy and mutual respect, fostering a sense of belonging for all individuals.

In conclusion, the committee agreed that campus accessibility goes beyond physical accommodations; it encompasses a holistic approach that values inclusivity, support services, and cultural awareness. Universities that prioritize accessibility create environments where every student can thrive academically, socially, and personally. As campuses continue to evolve, maintaining a commitment to accessibility will be crucial in shaping a truly inclusive educational experience for all.

This review highlights the importance of comprehensive accessibility measures and celebrates universities that excel in creating inclusive environments for their students.

**Signatures of Attendees (Committee Members)**

1. Dr. Mohd. Imran, Chairperson
2. Dr. Dharmendra, Member
3. Dr. Neelam, Dhankhar, Member
4. Dr. Jagat Narayan Giri, Member
5. Dr. Neha Gupta, Member
6. Dr. T.S.Brar, Member
7. Dr. Sachin Datt, Member
8. Dr. Himadri Shekhar Dey, Member
9. Dr. Apoorva Kaushik, Member Secretary

*Imran*  
24.06.2024

*Dharmendra*

*Neelam*  
24.06.2024

*Jagat Narayan Giri*

*Neha Gupta*

*T.S.Brar*

*Sachin Datt*

*Himadri Shekhar Dey*  
24/06/2024

*Apoorva Kaushik*



This is notified for the information of all, that the **ETHICAL COMMITTEE** has been reconstituted, as per the details given below, w.e.f. July 25, 2023.

S. No.	Name of the members	Designation
1.	Mr. Anil Kumar Yadav Director (Academic Affairs & Quality Assurance)	Chairperson
2.	Dr. Saurav Chhabra Associate Professor (Vatel Hotel and Tourism Business School)	Member
3.	Neelam Dhankhar Professor (School of Health Sciences)	Member
4.	Dr. Geetu Assistant Professor (School of Business)	Member
5.	Dr. Monika Khurana Associate Professor (School of Engineering and Technology)	Member
6.	Dr. Tejwant Singh Brar Senior Professor (School of Art and Architecture)	Member
7.	Dr. Sachin Datt HOD - Visual Communication (School of Design)	Member
8.	Dr. Himadri Shekhar Dey Assistant Professor (School of Planning and Development)	Member Secretary

This issues with the approval of the Vice Chancellor

  
Registrar  
Sushant University



Copy to: -

1. All members of the Committee
2. Secretary to Hon'ble VC
3. Concerned File



**Ethical Committee**

**Minutes of Meetings**

Date: 18<sup>th</sup> Oct 2023

Time: 12-1 PM

Location: D508

**Members:**

1. Mr. Anil Kumar Yadav, Chairperson
2. Dr. Saurav Chhabra, Member
3. Dr. Neelam Dhankar, Member
4. Dr. Geetu, Member
5. Dr. Monika Khurana
6. Dr. T. S. Brar, Member
7. Dr. Sachin Datt, Member
8. Dr. Himadri Shekhar Dey, Member Secretary

**Agenda:**

1. Strategies for improving student retention.
2. Reviewing the impact of recent policy changes.

**Minutes:**

Chairperson welcomed all members and briefed the agenda of meeting to all members.

**1. Strategies for improving student retention**

Chairperson said, improving student retention in educational settings involves a mix of strategies that address academic, social, and emotional factors. These factors are Academic Support,





Engagement and Involvement, Social and Emotional Support, Communication and Feedback and Institutional Support.

Dr. Geetu suggested that university should provide proactive and ongoing academic advising to help students set goals, plan their courses, and address academic challenges. Concerned departments should Offer access to tutoring, writing centers, and other academic support services to assist students who may be struggling.

Dr. Neelam Dhankar said that we should Incorporate active learning techniques and interactive classroom activities to engage students more deeply in the material. Also there is a need of career counseling, internships, and job placement services to help students see the practical value of their education and plan for their future.

Dr. Sachin Datt suggested respective schools should provide access to counseling and mental health resources to support students' emotional well-being and manage stress and they should also foster a supportive and inclusive campus culture through events, workshops, and activities that build a sense of belonging.

## **2. Reviewing the impact of recent policy changes**

All members agreed on Reviewing the impact of recent policy changes requires a systematic approach to evaluate how these changes influence the intended outcomes.

Chairperson said we should Understand what the policy changes aimed to achieve. Are the goals related to improving student retention, enhancing academic performance, or increasing engagement? Also there is a need of determining the metrics or indicators that will measure the success of the policy changes (e.g., graduation rates, student satisfaction, academic performance).

Dr. Monika Khurana suggested that we should Compare the pre- and post-implementation data to assess changes. Look for trends, improvements, or areas of concern. For analysis one should use



structured approach, you can effectively review and understand the impact of recent policy changes and make informed decisions for future improvements

**Signatures of Attendees (Committee Members)**

1. Mr. Anil Kumar Yadav, Chairperson
2. Dr. Saurav Chhabra, Member
3. Dr. Neelam Dhankar, Member
4. Dr. Geetu, Member
5. Dr. Monika Khurana, Member
6. Dr. T. S. Brar, Member
7. Dr. Sachin Datt, Member
8. Dr. Himadri Shekhar Dey, Member Secretary




SU/RO/22/05/C/037

May 04, 2022

**NOTICE**

This is notified for the information of all, that the ETHICAL COMMITTEE has been reconstituted, as per the details given below, w.e.f. May 04, 2022.

S. No.	Name of the members	Post
1.	Dr. Kanu Priya Professor & Associate Dean (School of Law)	Chairperson
2.	Dr. Himadri Shekhar Dey Assistant Professor (School of Planning and Development)	Member
3.	Dr. Chhavi Singla Professor (School of Health Sciences)	Member
4.	Dr. Jagat Narayan Giri Professor (School of Business)	Member
5.	Dr. Monika Khurana Associate Professor (School of Engineering and Technology)	Member
6.	Dr. Tejwant Singh Brar Senior Professor (School of Art and Architecture)	Member
7.	Dr. Sachin Datt HOD - Visual Communication (School of Design)	Member
8.	Dr. Saurav Chhabra Associate Professor (Vatel Hotel and Tourism Business School)	Member
9.	Dr. Ramveer Tanwar Chief Librarian	Member
10.	Mr. Anil Kumar Yadav Director (Academic Affairs & Quality Assurance)	Member Secretary

  
Registrar  
Sushant University  
(Erstwhile Ansal University)

Copy to: -

1. All members of the Committee
2. Secretary to Hon'ble VC
3. Concerned File



**Ethical Committee**  
**Minutes of Meetings**

Date: 12<sup>th</sup> Oct 2022

Time: 12-1 PM

Location: D508

**Members:**

1. Dr. Kanu Priya, Chairperson
2. Dr. Himadri Shekhar Dey, Member
3. Dr. Chhavi Singla, Member
4. Dr. Jagat Narayan Giri, Member
5. Dr. Monika Khurana, Member
6. Dr. T. S. Brar, Member
7. Dr. Sachin Datt, Member
8. Dr. Saurav Chhabra, Member
9. Dr. Ramveer Tanwar, Member
10. Mr. Anil Kumar Yadav, Member

**Agenda:**

1. Improving student feedback mechanisms
2. Addressing faculty workload and stress

**Minutes:**

Chairperson welcomed all members of the committee and briefed about the agenda.

**1. Improving student feedback mechanisms**

Dr. Kanu Priya said, improving student feedback mechanisms in universities is essential for enhancing the educational experience and ensuring that students' voices are heard and acted upon. By implementing these strategies, universities can create a more responsive and dynamic feedback system that helps improve the student experience and fosters a culture of continuous improvement.



Dr. Himadri Shekhar Dey suggested that feedback channels should be diversified including Online Surveys and Forms and Suggestion Boxes ensuring these tools are accessible and user-friendly.

Dr. Chhavi Singla said, there should be regularly solicit feedback on various aspects of university life, including courses, facilities, and support services, rather than waiting for end-of-term evaluations. and Act on feedback quickly to address issues and demonstrate that student input leads to tangible changes.

Dr. Saurav Chhabra suggested that there is a need to develop a clear process for collecting, reviewing, and responding to feedback and to communicate this process to students. Responsibility should be assigned to specific departments or individuals for addressing feedback and implementing improvements.

Dr. T. S. Brar said that there should be proper communication and transparency in feedback process confirming that feedback has been received and is under review. This can be automated through digital systems or done personally. Concerned authority should regularly update students on the actions taken in response to their feedback, and explain how their input has influenced decisions.

All members concluded that implementing these strategies, universities can create a more responsive and dynamic feedback system that helps improve the student experience and fosters a culture of continuous improvement.

## **2. Addressing faculty workload and stress**

Dr. Jagat Narayan Giri suggest that university should provide administrative support to help faculty to manage non-teaching tasks such as scheduling, paperwork, and grant applications and resources for research, including access to research assistants, grants, and professional development opportunities.

Dr. Ramveer Tanwar said that faculty should promote work-life balance by flexible scheduling that allow for flexible work schedules or remote work options where possible to help faculty balance their personal and professional lives. University should ensure robust leave policies, including sabbaticals, parental leave, and personal time off, to help faculty recharge and manage personal responsibilities.



Dr. Anil Kumar Yadav suggested that university should create channels for open communication between faculty and administration. There is a need of regularly check in with faculty to discuss their workload and any concerns they may have.

Dr. Monika Khurana added implementation of stress reduction initiatives through wellness programs that include mental health resources, stress management workshops, and physical health initiatives such as fitness classes. Counseling services should also be planned to nurture mental health of faculty.

Dr. Himadri Shekhar Dey suggested to recognize and reward contributions of faculties. Faculty achievements should be celebrated through awards, public recognition, or other forms of acknowledgment. University may provide incentives for faculty who go above and beyond, such as research grants, professional development opportunities, or additional resources.

### Signatures of Attendees (Committee Members):

1. Dr. Kanu Priya, Chairperson



2. Dr. Himadri Shekhar Dey, Member



3. Dr. Chhavi Singla, Member



4. Dr. Jagat Narayan Giri, Member



5. Dr. Monika Khurana, Member



6. Dr. T. S. Brar, Member



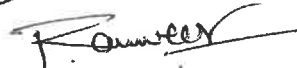
7. Dr. Sachin Datt, Member



8. Dr. Saurav Chhabra, Member



9. Dr. Ramveer Tanwar, Member



10. Mr. Anil Kumar Yadav, Member



**Ethical Committee  
Minutes of Meetings**

Date: 15<sup>th</sup> Feb 2023

Time: 12-1 PM

Location: D508

**Members:**

1. Dr. Kanu Priya, Chairperson
2. Dr. Himadri Shekhar Dey, Member
3. Dr. Chhavi Singla, Member
4. Dr. Jagat Narayan Giri, Member
5. Dr. Monika Khurana, Member
6. Dr. T. S. Brar, Member
7. Dr. Sachin Datt, Member
8. Dr. Saurav Chhabra, Member
9. Dr. Ramveer Tanwar, Member
10. Mr. Anil Kumar Yadav, Member

**Agenda:**

1. Strengthening internship and job placement programs
2. Evaluating campus accessibility for students with disabilities.

**Minutes:**

**1. Strengthening internship and job placement programs**

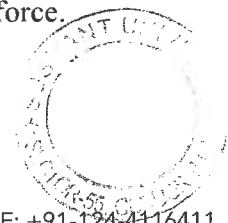
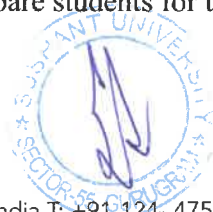
Chairperson deliberated regarding the status of Internship and job placement programs initiative taken by all schools like SHS, SOB, SAA, SET etc. and informed that it plays a crucial role in bridging the gap between academic learning and practical industry experience. Strengthening these programs is essential for ensuring that students and graduates are well-prepared and competitive in the job market. He suggested following strategies to enhance these programs:



- i) Foster closer partnerships with industry leaders and employers to align internship programs with current industry needs. Regular consultations and feedback from employers can help tailor internship experiences to match industry expectations and skill demands.
- ii) Clearly define learning objectives for internships that integrate theoretical knowledge with hands-on experience. Establishing measurable goals ensures that interns acquire specific skills and competencies that are valuable to prospective employers.
- iii) Offer workshops and seminars on professional skills such as resume writing, interviewing techniques, and workplace etiquette. These sessions equip interns with the necessary tools to navigate the job application process successfully.
- iv) Implement mentorship initiatives where experienced professionals guide and support interns throughout their internship journey. Mentors can provide valuable insights, career advice, and networking opportunities that contribute to the interns' professional growth.
- v) Establish robust evaluation frameworks to assess interns' performance and gather feedback from both interns and supervisors. Continuous improvement based on feedback ensures that internship programs remain relevant and effective.
- vi) Promote diversity and inclusion within internship programs by actively recruiting a diverse pool of candidates and providing equal opportunities for all participants. Embracing diversity enriches the learning experience and contributes to a more inclusive workplace culture.
- vii) Engage alumni who have successfully completed internships to share their experiences and insights with current interns. Alumni can serve as role models and mentors, offering practical advice based on their own career journeys.

Members agreed that by implementing these strategies, institutions can strengthen their internship and job placement programs, equipping students and graduates with the skills, experiences, and networks needed to thrive in their chosen careers.

Committee emphasizes the importance of strategic planning and active engagement in enhancing internship and job placement programs to better prepare students for the workforce.





## 2. Evaluating campus accessibility for students with disabilities.

Dr. T.S. Brar, informed the committee that as a student and later as an academician, he navigated various university campuses over the years, accessibility has become a crucial factor in determining the overall experience. Accessibility encompasses more than just physical infrastructure; it extends to inclusivity, support services, and a welcoming environment for all individuals, regardless of their physical abilities.

Regarding talking on Physical Infrastructure, Dr. Monika Khurana, emphasised that a key aspect of campus accessibility is the physical infrastructure. Campuses that prioritize accessibility often feature well-maintained ramps, elevators, and wide pathways that accommodate individuals using wheelchairs or mobility aids. Clear signage and accessible parking spaces further enhance ease of navigation for those with disabilities.

Dr. Saurav Chhabra informed that during his recent visits to several campuses, he found that they are excelled in this regard. The campus was equipped with ramps and elevators strategically placed across buildings, ensuring that every part of the campus was accessible without unnecessary detours. The availability of accessible restrooms and seating areas also contributed to a seamless experience for individuals with diverse mobility needs.

In line with his point of discussion, Dr. Sachin Datt said that, beyond physical infrastructure, inclusivity is critical in creating an accessible campus environment. Universities that offer comprehensive support services such as accessible formats for course materials, sign language interpretation services, and counselling for students with disabilities demonstrate a commitment to inclusivity. These services not only accommodate specific needs but also empower students to fully participate in academic and extracurricular activities. Such initiatives fostered a supportive environment where students felt valued and empowered to pursue their academic goals without barriers.

Dr. Chhavi Singla said that, campus accessibility encompasses cultural and attitudinal dimensions. A truly accessible campus promotes awareness and understanding of diverse abilities among its community members. This includes promoting inclusive language, organizing awareness campaigns, and celebrating achievements of students with disabilities. An inclusive campus



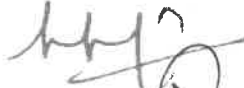
culture encourages empathy and mutual respect, fostering a sense of belonging for all individuals.

In conclusion, the committee agreed that campus accessibility goes beyond physical accommodations; it encompasses a holistic approach that values inclusivity, support services, and cultural awareness. Universities that prioritize accessibility create environments where every student can thrive academically, socially, and personally. As campuses continue to evolve, maintaining a commitment to accessibility will be crucial in shaping a truly inclusive educational experience for all.

This review highlights the importance of comprehensive accessibility measures and celebrates universities that excel in creating inclusive environments for their students.

### Signatures of Attendees (Committee Members)

1. Dr. Kanu Priya, Chairperson



2. Dr. Himadri Shekhar Dey, Member



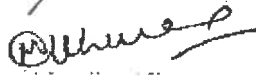
3. Dr. Chhavi Singla, Member



4. Dr. Jagat Narayan Giri, Member



5. Dr. Monika Khurana, Member



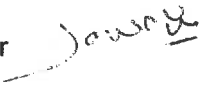
6. Dr. T. S. Brar, Member



7. Dr. Sachin Datt, Member



8. Dr. Saurav Chhabra, Member



9. Dr. Ramveer Tanwar, Member



10. Mr. Anil Kumar Yadav, Member



## Sushant University (Erstwhile Ansal University)

Sector-55, Gurgaon-122003, Haryana

AU/RO/20/08/C/008


Aug 28, 2020

### NOTICE

This is notified for the information of all, that the ETHICAL COMMITTEE has been reconstituted, as per the details given below, w.e.f. Aug 28, 2020.

This issues with the approval of the Vice Chancellor.

S. No.	Name of the members	Post
1	Dr. Kanu Priya Professor & Associate Dean (School of Law)	Chairperson
2	Dr. Ajith Kaliyath Associate Professor (School of Planning and Development)	Member
3	Dr. Naveen Nandal Assistant Professor (School of Business)	Member
4	Dr. Jagat Narayan Giri Professor & Officiating Dean (School of Business)	Member
5	Dr. Monika Khurana Associate Professor (School of Engineering and Technology)	Member
6	Dr. Tejwant Singh Brar Proctor & Professor (School of Art and Architecture)	Member
7	Dr. Sachin Datt HOD - Visual Communication (School of Design)	Member
8	Dr. Rama Nand Malviya Chief Librarian	Member
9	Mr. Anil Kumar Yadav Director- Academic Affairs & Quality Assurance	Member

  
Acting Registrar  
Sushant University  
(Erstwhile Ansal University)

Copy to:-

1. All faculty and staff members of the University
2. IT Department - for updation on the website
3. Concerned File



**Ethical Committee  
Minutes of Meetings**

Date: 12<sup>th</sup> November 2020

Time: 12-1PM

Location: D508

**Members:**

1. Dr. Kanu Priya, Chairperson
2. Dr. Ajith Kaliyath, Member
3. Dr. Naveen Nandal, Member
4. Dr. Jagat Narayan Giri, Member
5. Dr. Monika Khurana, Member
6. Dr. Tejwant Singh Brar, Member
7. Dr. Sachin Datt, Member
8. Dr. Ramanand Malviya, Member
9. Mr. Anil Kumar Yadav, Member

**Agenda:**

1. Promoting diversity and inclusion.
2. Mental health awareness initiatives.

**Minutes:**

- I. The Chairperson welcomed all attendees to the Committee Meeting.
- II. Reviewed current diversity and inclusion initiatives; identified areas for improvement.

Chairperson deliberated that in the realm of research, diversity and inclusion initiatives are crucial for fostering innovation, equity, and broader perspectives. Researchers play a pivotal role in advancing these initiatives to create a more inclusive and representative academic environment. She mentioned that researchers worldwide are increasingly recognizing the importance of diversity and inclusion in driving impactful research outcomes. Embracing



diversity not only enriches research perspectives but also ensures that scientific advancements benefit diverse populations.

On the **Collaborative Research Networks**, Dr. Tejwant Singh Brar mentioned that, Researchers actively participate in collaborative research networks that promote diversity and inclusion. These networks bring together scholars from various backgrounds, disciplines, and geographic locations to tackle complex societal challenges and advance knowledge in inclusive ways.

On **Promoting Underrepresented Voices**, he said that Researchers advocate for and amplify the voices of underrepresented groups in academia and research. They strive to create opportunities for researchers from diverse backgrounds, including women, minorities, LGBTQ+ individuals, and individuals with disabilities, to contribute meaningfully to research projects and academic discourse.

**Addressing Bias in Research:** Researchers are committed to addressing biases in research methodologies, data collection, and interpretation. They implement inclusive practices to ensure that research findings accurately reflect diverse perspectives and experiences.

**Educational Outreach and Mentorship:** Researchers engage in educational outreach activities and mentorship programs aimed at nurturing the next generation of diverse scholars. They mentor students from underrepresented backgrounds, provide guidance on research career pathways, and advocate for inclusive policies within academic institutions.

**Collaboration with Community Partners:** Researchers collaborate with community organizations and stakeholders to co-create research projects that address local challenges and promote social justice. These partnerships foster mutual learning, trust, and respect while ensuring that research outcomes are relevant and beneficial to diverse communities.

**Conclusion:** Researchers are at the forefront of promoting diversity and inclusion in research, driving positive change within academic institutions and broader society. By embracing diverse perspectives, advocating for underrepresented groups, and fostering



inclusive research environments, researchers contribute to advancing knowledge that reflects the richness and complexity of our global community.

This note highlights how researchers actively contribute to diversity and inclusion initiatives through collaboration, advocacy, mentorship, and addressing biases in research practices. It underscores their pivotal role in creating a more inclusive and equitable research landscape.

The committee also underscores the importance of counselling and support services in addressing academic stress, outlines available resources, and emphasizes the institution's commitment to student well-being and success.

### Signatures of Attendees (Committee Members)

1. Dr. Kanu Priya, Chairperson

2. Dr. Ajith Kaliyath, Member

3. Dr. Naveen Nandal, Member

4. Dr. Jagat Narayan Giri, Member

5. Dr. Monika Khurana, Member

6. Dr. Tejwant Singh Brar, Member

7. Dr. Sachin Datt, Member

8. Dr. Ramanand Malviya, Member

9. Mr. Anil Kumar Yadav, Member



## Ethical Committee

### Minutes of Meetings

Date: 5<sup>th</sup> February 2021

Time: 12-1 PM

Location: D508

#### Members:

1. Dr. Kanu Priya, Chairperson
2. Dr. Ajith Kaliyath, Member
3. Dr. Naveen Nandal, Member
4. Dr. Jagat Narayan Giri, Member
5. Dr. Monika Khurana, Member
6. Dr. T. S. Brar, Member
7. Dr. Sachin Dutt, Member
8. Dr. Rama Nand Malviya, Member
9. Dr. Anil Kumar Yadav, Member

#### Agenda:

1. Faculty-student relationship policies.
2. Enhancing campus safety.

#### Minutes:

Dr. Kanu Priya, Chairperson welcomed all members and meeting progressed with discussion on importance and implementation of faculty-student relationship policies.

#### 1. Faculty-student relationship policies.

Chairperson briefed that such policies are designed to maintain professionalism and avoid conflicts of interest in educational environments. While specific policies can vary by institution.



Dr. Jagat Narayan Giri expressed his views on professional boundaries between faculty and students. Faculty members are often required to maintain professional boundaries with students. This includes avoiding relationships that could lead to conflicts of interest or perceived favoritism.

Dr. Ajith Kaliyath further added that many institutions have strict rules about romantic or sexual relationships between faculty and students. Typically, such relationships are prohibited or tightly regulated, especially if the faculty member has a direct academic or evaluative role over the student.

Dr. Monika Khurana suggested such policies should include guidelines to avoid conflicts of interest. For instance, a faculty member should not be involved in evaluating or grading a student with whom they have a personal relationship.

Regarding reporting and disclosure of any conflict, Dr. Naveen Nandal advised that faculty members may be required to report any relationships with students to avoid potential conflicts of interest. Disclosure policies are intended to ensure transparency and address any concerns that might arise.

During discussion Dr.T. S. Brar highlighted the enforcement and consequences of violation of policy. He added that institutions usually have procedures for handling violations of these policies. Consequences can range from disciplinary actions to termination of employment, depending on the severity of the breach.

Dr, Sachin Datt said that many institutions provide training for faculty on these policies to ensure they understand and comply with the regulations regarding relationships with students.

Dr. Anil Yadav deliberated that institutions often have resources available for both faculty and students to discuss and address concerns about relationships and boundaries in a confidential and supportive manner. It's important to timely review the policies for the most accurate and detailed information. If anyone has any concerns or questions, reaching out to your institution's human resources or academic affairs office is a good place to start.





## 2. Enhancing campus safety

Dr. Kanu Priya explained that enhancing campus safety at a university is a multi-faceted effort that involves a combination of strategies, technology, policies, and community engagement. By integrating these strategies, universities can create a safer environment that supports both the physical and mental well-being of their campus community.

Dr. T. S. Brar suggested to ensure all areas, especially walkways and parking lots, are well-lit. He further added that installation and routine monitoring and proper maintenance of security cameras in key areas, including entrances, common areas, and remote spots to be taken into consideration.

Dr. Jagat Narayan Giri said that emergency contact numbers should be displayed at strategic locations around campus and presence of campus security officers, particularly during lunch hours, entry-exit timings and events to be confirmed by higher authorities.

Dr. Ajith Kaliyath advised to provide ongoing training for security personnel in areas like conflict resolution, first aid, and emergency response. Furthermore, offer workshops on personal safety, self-defense, and awareness.

All members agreed on implementing these strategies requires a balanced approach, considering the specific needs and characteristics of our campus. By fostering a culture of safety and awareness, the committee can help create a more secure and supportive environment for everyone.

### Signatures of Attendees (Committee Members):

1. Dr. Kanu Priya, Chairperson



7. Dr. Sachin Dutt, Member



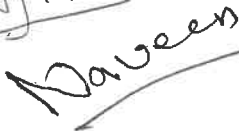
2. Dr. Ajith Kaliyath, Member



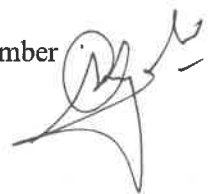
8. Dr. Rama Nand Malviya, Member



3. Dr. Naveen Nandal, Member



9. Dr. Anil Kumar Yadav, Member



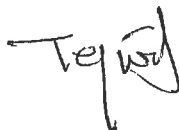
4. Dr. Jagat Narayan Giri, Member



5. Dr. Monika Khurana, Member



6. Dr. T. S. Brar, Member



**Ethical Committee**  
**Minutes of Meetings**

Date: 6<sup>th</sup> December 2021

Time: 12-1 PM

Location: D508

**Members:**

1. Dr. Kanu Priya, Chairperson
2. Dr. Ajith Kaliyath, Member
3. Dr. Naveen Nandal, Member
4. Dr. Jagat Narayan Giri, Member
5. Dr. Monika Khurana, Member
6. Dr. T. S. Brar, Member
7. Dr. Sachin Dutt, Member
8. Dr. Rama Nand Malviya, Member
9. Mr. Anil Kumar Yadav, Member

**Agenda:**

1. Sustainability initiatives on campus.
2. Addressing student grievances.

**Minutes:**

Chairperson welcomed all the members of the committee and briefed the agenda to all the members.

**I. Sustainability initiatives on campus:**

Dr. Kanu Priya said universities often lead the way in sustainability initiatives, integrating environmental responsibility into their operations, curriculum, and campus culture.

Other members also talked about the major discussion points which are:



Dr. Naveen Nandal summarized the importance of energy efficiency and renewable energy. Many universities implement energy-efficient systems in their buildings, such as LED lighting, advanced HVAC systems, and smart thermostats. They may also invest in renewable energy sources like solar panels, wind turbines, or geothermal heating and cooling.

Dr. Ajith Kaliyath suggested waste reduction and recycling programs should be initiated. Universities typically have comprehensive recycling and composting programs. Some also strive to reduce waste through initiatives like zero-waste events, reduction of single-use plastics, and promoting reusable containers.

Dr. Monika Khurana added need of water conservation. Implementing water-saving fixtures, rainwater harvesting systems, and drought-resistant landscaping helps universities reduce their water footprint.

Mr. Anil Kumar Yadav highlighted the role of environmental education and research. Many universities incorporate sustainability into their curriculum and offer courses or degrees in environmental science, sustainability studies, or related fields. They may also support research on climate change, renewable energy, and other environmental issues.

Dr. T. S. Brar suggested Green Campus Policies and Community Engagement and Partnerships. He said universities often have policies in place to promote sustainability, such as carbon neutrality goals, sustainable procurement practices, and green cleaning protocols. Additionally, collaborating with local communities and organizations on sustainability projects, such as conservation efforts or educational programs, helps extend the impact beyond the campus.

All members concluded that These initiatives not only help the environment but also educate and inspire students and staff to incorporate sustainable practices into their daily lives.

## **2. Addressing student grievances:**

Chairperson Dr. Kanu Priya said by addressing grievances effectively, universities can foster a supportive and responsive environment, ultimately enhancing student satisfaction and success.



Dr. T. S. Brar suggested that university should establish clear channels for reporting and grievances, like Online Platforms and Physical Offices where students can easily submit grievances or complaints.

Dr. Sachin Datt suggested that there should be confidential reporting and secure systems which protect the confidentiality of the grievances submitted.

Promoting awareness among students was suggested by Dr. Jagat Narayan Giri, so that the students are aware of the grievance procedures and their rights. Providing updates on any changes to the grievance process or new support resources available to students should also be included in awareness programs.

All the members agreed on addressing student grievances effectively is crucial for maintaining a positive campus environment and ensuring that students feel heard and supported

### Signatures of Attendees (Committee Members):

1. Dr. Kanu Priya, Chairperson



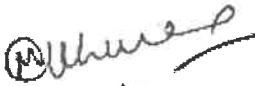
2. Dr. Ajith Kaliyath, Member



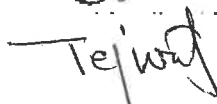
3. Dr. Naveen Nandal, Member



4. Dr. Jagat Narayan Giri, Member



5. Dr. Monika Khurana, Member



6. Dr. T. S. Brar, Member



7. Dr. Sachin Datt, Member



8. Dr. Rama Nand Malviya, Member



9. Mr. Anil Kumar Yadav, Member



## Ethical Committee

### Minutes of Meetings

Date: 12th Jan 2022

Time: 12-1 PM

Location: D 508

#### Committee Members:

1. Dr. Kanu Priya, Chairperson
2. Dr. Ajith Kaliyath , Member
3. Dr. Naveen Nandal, Member
4. Dr. Jagat Narayan Giri, Member
5. Dr. Monika Khurana, Member
6. Dr. T. S. Brar, Member
7. Dr. Sachin Dutt, Member
8. Dr. Rama Nand Malviya, Member
9. Mr. Anil Kumar Yadav, Member

#### Agenda:

1. Enhancing remote learning infrastructure.
2. Reviewing the university's social media policy.

#### Minutes:

- I. Evaluated the effectiveness of remote learning tools and platforms used during the pandemic.

Chairperson welcomed & deliberated that in recent years, remote learning has become a cornerstone of modern education, necessitating a robust infrastructure to support its growth and effectiveness. Enhancing this infrastructure is crucial for ensuring equitable access, optimizing educational outcomes, and addressing the dynamic needs of students and educators. He outlined key strategies for developing a comprehensive remote learning infrastructure at the university level.



He mentioned that as Investment in Technology and Tools, Universities must prioritize the acquisition and maintenance of cutting-edge technology to facilitate seamless remote learning. This includes high-performance servers, reliable content delivery networks, and advanced virtual classroom platforms. Investing in tools that support interactive learning, such as virtual labs and simulation software, can significantly enhance the educational experience.

Regarding Broadband Accessibility, Dr. Anil Kumar Yadav, said that it is required to ensure that all students have reliable internet access is fundamental to effective remote learning. Universities should collaborate with local governments and internet service providers to improve broadband infrastructure in underserved areas. Additionally, providing subsidized or loaner internet devices can help bridge the digital divide.

For Support Systems for Students and Faculty, Dr. Rama Nand Malviya, emphasized on Establishing robust support systems is essential for addressing technical issues and facilitating smooth remote learning experiences. This includes offering comprehensive training for faculty on effective online teaching methods and providing students with resources for troubleshooting technical problems.

He also suggested for Enhanced Cybersecurity Measures, so that as remote learning involves the exchange of sensitive information, universities must implement stringent cybersecurity protocols to protect data privacy and integrity. Regular updates to security software, encrypted communication channels, and proactive monitoring are critical to safeguarding the learning environment.

For flexible and inclusive design, Dr. Sachin Dutt said, developing a remote learning infrastructure that accommodates diverse learning styles and needs is vital. Incorporating features such as closed captions, adjustable content delivery formats, and accessible design principles ensures that all students can engage meaningfully with the material.

Dr. Jagat Narayan Giri suggested that Continuous Feedback and Improvement is required for Establishing mechanisms for regular feedback from students and faculty helps identify areas for



improvement. Universities should implement iterative processes to assess and refine their remote learning infrastructure based on user experiences and emerging educational technologies.

Committee agreed that by adopting these strategies, universities can create a resilient and effective remote learning infrastructure that supports academic success and fosters an inclusive educational environment.

Committee also suggested for upgrading the IT infrastructure and providing additional training for faculty.

- II. Reviewed the social media policy; emphasized the need for responsible and ethical online conduct.

Dr. T.S. Brar, informed the committee that a well-defined social media policy is essential for universities to effectively manage their online presence and ensure responsible use of social media platforms. He emphasised that it should clearly outline the purpose of the policy, which is to guide the use of social media by the university community in a way that aligns with institutional values and objectives. Specify the scope of the policy, including which platforms it covers and to whom it applies (students, faculty, staff, and official university accounts).

Dr. Monika Khurana, suggested that for Professional Conduct we need to encourage professionalism and respect in all online interactions. University representatives should ensure that their posts and comments reflect the institution's values and avoid sharing content that could be deemed offensive or inappropriate.

She also advised to provide clear guidelines on the type of content that is acceptable. This includes maintaining accuracy in information shared, respecting intellectual property rights, and avoiding the dissemination of confidential or sensitive information.





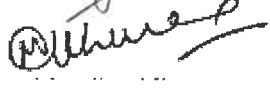
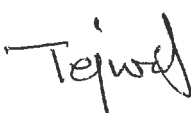



Dr. Naveen Nandal said to establish protocols for engaging with users and responding to comments or inquiries. This includes addressing negative feedback constructively and managing conflicts professionally.



Dr. Sachin Dutt embarked to outline how social media activities will be monitored to ensure compliance with the policy. Specify the consequences for violations and the process for addressing any issues that arise. He said to offer training and resources to university staff and students on effective and responsible social media use. This includes providing guidelines for managing personal accounts in a manner that reflects positively on the university.

Committee agreed unanimously that by implementing and adhering to these guidelines, universities can foster a positive and professional online presence while mitigating risks associated with social media use.

### Signatures of Attendees (Committee Members)

1. Dr. Kanu Priya, Chairperson 
2. Dr. Ajith Kaliyath, Member 
3. Dr. Naveen Nandal, Member 
4. Dr. Jagat Narayan Giri, Member 
5. Dr. Monika Khurana, Member 
6. Dr. T. S. Brar, Member 
7. Dr. Sachin Dutt, Member 
8. Dr. Rama Nand Malviya, Member 
9. Mr. Anil Kumar Yadav, Member 





**Ansal University**  
Sector-55, Gurgaon-122003, Haryana

AU/RO/19/04/008

Apr 15, 2019

**NOTICE**


This is notified for the information of all, that the Ansal University Ethical Committee has been constituted, as per the details given below, w.e.f. Apr 15, 2019.

Ansal University has introduced a comprehensive ethical scrutiny process to address relevant ethical considerations and is subject to appropriate ethical review. Ethical Committee approval is required to safeguard researchers conducting the study and also protects the rights, safety, dignity and well-being of research participants. Obtaining ethical approval also facilitates and promotes ethical research that is of potential benefit to participants and society. The ethical approval from an impartial committee help the center to ensure that the research conducted is of high ethical standard, sound integrity and in accordance with good research governance and legal requirements.

S. No.	Name of the members	Post
1	Dr. S. Devaneyan Dean - R&D	Chairperson
2	Dr. Kana Priya Dean - SOL	Member
3	Dr. Anamika Paul Dean - SET	Member
4	Dr. Sanjeev Sharma Dean - SSHS	Member
5	Prof. Jagat Narayan Giri Professor - SSB	Member
6	Dr. Monika Khurana Assistant Professor - SET	Member
7	Dr. Prabh Bedi Associate Professor - SSAA	Member
8	Dr. Sachin Dutt HOD - Visual Communication - SSD	Member
9	Dr. Rama Nand Malviya Chief Librarian	Member
10	Mr. Anil Kumar Yadav Dean - Academics	Member

The term of the committee is for one year. On expiry of the term, the committee may be reconstituted or be extended for at most one more year.

This has been issued with the approval of the Vice Chancellor.

  
Registrar  
Ansal University

Copy to:-

1. Secretary to VC (for information of the VC please).
2. All members of the Ethical Committee.
3. All faculty and Administrative staff of AU.
4. IT Department — for updation on the AU website.
5. Concerned File.




**Ansal University**  
**Sector-55, Gurgaon, Haryana**

November 5, 2019

**ETHICAL COMMITTEE**

S. No.	Name of the members	Post
1	Dr. Anamika Paul Dean (SET)	Chairperson
2	Dr. Kanu Priya Professor & Associate Dean (SOL)	Member
3	Dr. Ajith Kaliyath Associate Professor (SSPD)	Member
4	Dr. Sanjeev Sharma Dean (SSHS)	Member
5	Dr. Jagat Narayan Giri Professor (SSB)	Member
6	Dr. Monika Khurana Associate Professor (SET)	Member
7	Dr. Tejwant Singh Brar Proctor & Professor (SSAA)	Member
8	Dr. Sachin Datt HOD – Visual Communication (SSD)	Member
9	Dr. Rama Nand Malviya Chief Librarian	Member
10	Mr. Anil Kumar Yadav Director (Academics)	Member

  
**Registrar** 05/11/19

**Ansal University**



**Ansal University**  
**Sector-55, Gurgaon, Haryana**

AU/RO/11/2019/008

November 5, 2019

**NOTICE**

**Sub: Change of Members – Ethical Committee**

- 1) Reference the Ethical Committee dated 15/04/2019.
- 2) The following changes are to be incorporated forthwith in respect of Member – Ethical Committee.
  - a. For Dr. S. Devaneyan (Chairperson) read Dr. Anamika Paul (Chairperson)
  - b. For Dr. Prabh Bedi (Member) read Dr. Tejwant Singh Brar (Member)
  - c. For Dr. Anamika Paul (Member) read Dr. Ajith Kaliyath (Member)

This issues with the approval of the Chancellor.

  
**Registrar** 05/11/19

**Ansal University**



**Ethical Committee****Minutes of Meetings**Date: 03<sup>rd</sup> December 2019

Time: 12-1PM

Location: D508

**Members:**

1. Dr. Anamika Paul, Chairperson
2. Dr. Kanu Priya, Member
3. Dr. Ajith Kaliyath, Member
4. Dr. Sanjeev Singh, Member
5. Dr. Jagat Narayan Giri, Member
6. Dr. Monika Khurana, Member
7. Dr. T. S. Brar, Member
8. Dr. Sachin Datt, Member
9. Dr. Ramanand Malviya, Member
10. Mr. Anil Kumar Yadav, Member

**Agenda:**

1. The Chairperson welcomed all attendees to the Council Meeting online and thanked them for their participation
2. Review of recent research proposals.
3. Discussion on informed consent procedures.

**Minutes:**

- I. Reviewed and approved the research proposals.

Reviewing recent research proposals involves a systematic evaluation aimed at assessing the quality, feasibility, and potential impact of proposed research projects. The following key aspects to consider when conducting such reviews:

- a) **Clarity and Coherence:** Begin by evaluating how well the proposal is structured and how clearly it communicates its objectives, research questions, and hypotheses. Look for coherence between different sections, such as the introduction, literature review, methodology, and expected outcomes.



- b) **Significance of the Research Question:** Assess the importance and relevance of the research question or problem being addressed. Consider whether the proposed study fills a gap in existing literature, addresses an important issue, or contributes to advancing knowledge in the field.
- c) **Literature Review:** Evaluate the comprehensiveness and relevance of the literature review. Look for evidence of a thorough understanding of existing research and theories related to the topic. Assess whether the literature cited is current and supports the rationale for the study.
- d) **Methodology:** Scrutinize the methodology section to ensure it provides a clear and detailed explanation of how the research will be conducted. Assess whether the methods chosen are appropriate for addressing the research questions and whether the proposed sample size and data collection methods are justified.
- e) **Feasibility and Resources:** Consider whether the proposed research is feasible given the resources, time frame, and expertise available to the researcher(s). Evaluate whether the proposed budget and timeline are realistic for completing the study.
- f) **Potential Impact and Contribution:** Evaluate the potential impact of the research findings. Assess whether the expected outcomes have the potential to contribute new insights, influence policy or practice, or stimulate further research in the field.
- g) **Ethical Considerations:** Ensure that ethical considerations related to the research, such as participant confidentiality, informed consent, and potential risks, are adequately addressed and documented.
- h) **Writing and Presentation:** Finally, assess the overall quality of writing and presentation. Look for clarity, coherence, and adherence to formatting and submission guidelines.

When reviewing research proposals, providing constructive feedback is crucial. Focus on strengths and weaknesses, offering specific suggestions for improvement where possible. This approach helps researchers refine their proposals and enhance the quality and impact of their research endeavours.






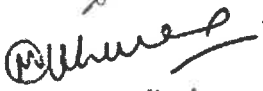
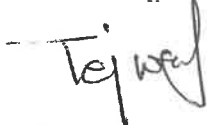



## II. Emphasized the need for clear and comprehensive informed consent forms.

Informed consent forms are essential documents in research and clinical practice, serving to protect participants' rights and ensure ethical conduct. The following clarity and comprehensiveness are crucial in these forms:

1. **Protection of Participants:** Clear consent forms help participants understand the purpose, procedures, risks, and benefits of their participation. This understanding enables them to make informed decisions about whether to take part in the research or treatment.
2. **Legal and Ethical Requirements:** Ethical guidelines and legal regulations require researchers and healthcare providers to obtain informed consent from participants or patients. A well-written consent form ensures compliance with these standards, reducing the risk of legal and ethical issues.
3. **Enhanced Trust and Transparency:** Transparent communication through clear consent forms builds trust of researchers with the university. It demonstrates respect for participants' autonomy and their right to make informed choices about their involvement.



**Signatures of Attendees (Committee Members)**

1. Dr. Anamika Paul, Chairperson 
2. Dr. Kanu Priya, Member 
3. Dr. Ajith Kaliyath, Member 
4. Dr. Sanjeev Sharma, Member 
5. Dr. Jagat Narayan Giri, Member 
6. Dr. Monika Khurana, Member 
7. Dr. T. S. Brar, Member 
8. Dr. Sachin Datt, Member 
9. Dr. Ramanand Malviya, Member 
10. Mr. Anil Kumar Yadav, Member 





**Ethical Committee**

**Minutes of Meetings**

Date: 03<sup>rd</sup> February 2020

Time: 12-1PM

Location: D508

**Members:**

1. Dr. Anamika Paul, Chairperson
2. Dr. Kanu Priya, Member
3. Dr. Ajith Kaliyath, Member
4. Dr. Sanjeev Sharma, Member
5. Dr. Jagat Narayan Giri, Member
6. Dr. Monika Khurana, Member
7. Dr. T. S. Brar, Member
8. Dr. Sachin Datt, Member
9. Dr. Ramanand Malviya, Member
10. Mr. Anil Kumar Yadav, Member

**Agenda:**

1. Addressing academic integrity.
2. Enhancing student support services.

**Minutes:**

- I. The Chairperson welcomed all attendees to the Committee Meeting and thanked them for their participation
- II. Discussed cases of academic dishonesty and preventive measures.

Academic dishonesty, such as cheating, plagiarism, and falsification of data, undermines the integrity of education and research. It can have serious consequences for individuals and institutions alike. A brief overview of academic dishonesty and preventive measures has been given by the Chairperson:



### Types of Academic Dishonesty:

1. **Plagiarism:** Presenting someone else's work or ideas as your own without proper acknowledgment.
2. **Cheating:** Unauthorized collaboration, using unauthorized materials during exams, or obtaining answers illicitly.
3. **Fabrication:** Falsifying or inventing information, data, or citations.
4. **Misrepresentation:** Providing false information or misrepresenting oneself or one's credentials.

### Preventive Measures:

1. **Education and Awareness:** Educate students and researchers about what constitutes academic dishonesty and its consequences. Raise awareness about the importance of academic integrity.
2. **Clear Policies and Guidelines:** Establish clear policies and guidelines regarding academic integrity. Clearly define what constitutes academic dishonesty and the penalties for violations.
3. **Promote Ethical Behaviour:** Encourage ethical behaviour through positive reinforcement and recognition of integrity. Emphasize the value of honesty and originality in academic work.
4. **Use of Technology:** Employ plagiarism detection software to identify instances of plagiarism in student papers and research articles.
5. **Monitoring and Oversight:** Implement monitoring and oversight mechanisms during exams and assessments to deter cheating.
6. **Encourage Originality:** Foster a culture that values originality and critical thinking. Encourage students and researchers to develop their own ideas and perspectives.
7. **Support Services:** Provide support services such as writing centres and academic advising to help students develop their academic skills and avoid resorting to dishonest practices.

Addressing academic dishonesty requires a multifaceted approach involving education, policy enforcement, and support for ethical behaviour. By promoting integrity and providing clear guidelines and support, institutions can cultivate an environment where academic honesty is valued and upheld.

III. Agreed to revise the academic integrity policy to include stricter penalties.

Maintaining academic integrity is fundamental to upholding the credibility and fairness of educational institutions. A robust academic integrity policy, reinforced by appropriate penalties for violations, plays a crucial role in promoting honesty and ethical conduct among students and





researchers. A discussion on an academic integrity policy that includes stricter penalties has been initiated and explained by Mr. Anil Kumar Yadav, Member & Director-Academic Affairs:

**Academic Integrity Policy:** Academic integrity forms the cornerstone of our institution's commitment to excellence, fairness, and ethical conduct in education and research. This policy outlines our expectations, guidelines, and consequences regarding academic honesty.

### Core Principles:

1. **Honesty:** Students and researchers are expected to present their own work and ideas truthfully and without deception.
2. **Respect for Intellectual Property:** Properly attribute sources and avoid plagiarism by acknowledging all contributions to academic work.
3. **Fairness:** Uphold fairness in assessments and research by adhering to guidelines and ethical standards.

**Stricter Penalties:** To reinforce our commitment to academic integrity, we have implemented stricter penalties for violations of the policy. These penalties may include:

- **Zero Tolerance for Plagiarism:** Any instance of plagiarism, whether intentional or unintentional, will result in severe consequences, such as a failing grade for the assignment, course, or even suspension from the institution.
- **Loss of Academic Privileges:** Students found guilty of academic dishonesty may face temporary or permanent loss of privileges, such as access to honours programs, scholarships, or participation in extracurricular activities.
- **Academic Probation or Suspension:** Depending on the severity of the offense, students may be placed on academic probation or suspended from the institution for a specified period.
- **Permanent Academic Record:** Violations of academic integrity may be noted on a student's permanent academic record, affecting their future academic and professional opportunities.

**Education and Support:** While strict penalties serve as a deterrent, we also recognize the importance of education and support in fostering a culture of academic integrity. We provide resources such as workshops, tutorials, and counselling to help students understand the principles of academic honesty and develop their academic skills.

It has been deliberated by the chairperson that our institution is committed to maintaining high standards of academic integrity. By implementing a policy with stricter penalties for violations, we aim to protect the integrity of our educational programs and uphold the values of honesty, fairness, and respect for intellectual property.



All the committee members agreed upon the importance of academic integrity, highlights the implementation of stricter penalties for violations, and emphasizes the institution's commitment to supporting ethical behaviour among students and researchers.

**IV. Proposed enhancing counselling and support services for students under academic stress.**

Members agreed that academic stress is a common challenge faced by students, often affecting their well-being and academic performance. Recognizing the importance of mental health and providing adequate support is crucial for fostering a positive learning environment. The committee proposed for enhancement on counselling and support services available to students dealing with academic stress:

Chairperson informed the committee that at our institution, we prioritize the mental health and well-being of our students. We understand that academic stress can impact students' ability to succeed academically and thrive personally. To support our students during challenging times, we offer comprehensive counselling and support services tailored to their needs in the following sectors:

- **Counselling Services:**

Regarding the counselling services chairperson said that the said services are staffed by trained professionals who provide confidential support to students facing academic stress. Counselling sessions are available on an individual basis, allowing students to discuss their concerns in a safe and supportive environment. Counsellors help students develop coping strategies, manage stress effectively, and address underlying issues affecting their academic performance.

- **Workshops and Programs:**

She also informed the committee that we offer workshops and programs designed to enhance students' resilience and well-being. These may include stress management workshops, mindfulness sessions, and relaxation techniques aimed at equipping students with practical tools to navigate academic challenges more effectively.

- **Peer Support Networks:**

In line with chairperson's deliberation on Peer support network, Dr. Sachin Datt, HoD Visual Communication said that, it plays a vital role in our approach to student well-being. We facilitate peer mentoring programs where experienced students provide guidance and encouragement to their peers, fostering a sense of community and solidarity.

- **Access and Availability:**



Dr. Sanjeev Sharma, Dean SSHS, informed the chair that our counselling and support services are easily accessible to all students. Appointments can be scheduled online or through our student services office, ensuring timely assistance when needed. We strive to maintain flexible hours to accommodate students' busy schedules.

- Promoting Awareness and Self-Care:

In a reply on awareness issues Chairperson mentioned that we promote awareness of mental health issues and the importance of self-care through campus-wide campaigns and educational initiatives. By normalizing discussions about mental health, we aim to reduce stigma and encourage students to seek help proactively.

The committee concluded that at our institution, we are committed to providing comprehensive counselling and support services to help students manage academic stress and thrive in their educational journey. By prioritizing mental health and well-being, we create a supportive environment where every student can reach their full potential.

The committee also underscores the importance of counselling and support services in addressing academic stress, outlines available resources, and emphasizes the institution's commitment to student well-being and success.

**Signatures of Attendees (Committee Members)**

1. Dr. Anamika Paul, Chairperson

*Anamika*

8. Dr. Ramanand Malviya, Member

*Rmalviya*

2. Dr. Kanu Priya, Member

*Kanu Priya*

9. Mr. Anil Kumar Yadav, Member

*Anil Kumar Yadav*

3. Dr. Ajith Kaliyath, Member

*Ajith*

4. Dr. Sanjeev Sharma, Member

*Sanjeev Sharma*

5. Dr. Jagat Narayan Giri, Member

*Jagat Narayan Giri*

6. Dr. Monika Khurana, Member

*Monika Khurana*

7. Dr. Sachin Datt, Member

*Sachin Datt*



## ANSAL UNIVERSITY

### Minutes of Meeting of University Doctorate Committee (UDC)

**Date, Time & Venue:** January 31, 2020, 4:30 pm in Conference room, VC office

- Members:**
- 1) Prof. (Dr.) D. N. S. Kumar, Vice-Chancellor (Chairperson)
  - 2) Prof. (Dr.) Vibhuti Sachdev, Dean, SSAA
  - 3) Prof. (Dr.) Samiksha Ojha
  - 4) Prof. (Dr.) Kanu Priya, Associate Dean, SOL
  - 5) Dr. Chhavi, Principal, Pharmacy, SSHS
  - 6) Mr. Anil Yadav, COE
  - 7) Mr. A. K. Yadav (IAS Retd.), Registrar & COO
  - 8) Dr. Monika Khurana, Associate Professor & PhD Program Coordinator (Convener)

**Absentees:** Nil (All members were present)

#### **Agenda:**

1. External experts for Ph.D. Pre-submission Thesis Seminar and End Semester progress review presentations
2. Approval of Ph.D. Students list (Fresh admissions and old candidates)
3. Ph.D. course work Syllabus for the current semester
4. Course work allocation to faculty
5. Fee concession to internal members
6. Teaching Assistantship

#### **1. External experts for Ph.D. Pre-submission Thesis Seminar and End Semester progress review presentations**

It was suggested by all the members that there should be an external expert for the pre-submission viva and end semester progress review presentation of Ph.D. candidates to bring more rigor to the programme and to have focused one on one discussion with the external expert to exchange ideas and clarify any doubts related to the research topic.

Dr. Monika Khurana will prepare a list of external experts from approved SRC note for all the schools and will share it with the Registrar's office. Apart from this list, if expert from a particular domain is required, the expert's name will be identified in consultation with the Dean of the respective school and will be sent for the approval of the Registrar.

Candidates who have completed 6 years of their Ph.D. will now get an extension of a maximum of two semesters only and such extension will be granted on per semester basis. Further, there will be a Rs. 25,000 per semester re-registration fees applicable to such candidates.

It was decided that the collection of fees from PhD candidates and data updation on ERF will be done by Dr. Monika Khurana.



## **2. Approval of Ph.D. Students list (Fresh admissions and old candidates)**

The list of enrolled candidates in various schools of Ansal University was shared with all the members and was approved.

## **3. Ph.D. course work Syllabus for the current semester**

It was intimated by VC Sir that the syllabus for the January 2020 admissions will remain the same. From next semester onwards there will be addition of a Research and Publication Ethics course of 2 credits as recommended by the UGC. The deans recommended removal of part of the syllabus containing ethics and plagiarism from Research Methodology and Literature Review Paper to avoid duplication.

VC Sir recommended four hours of guest lecture for 'Latest Trends in Respective Discipline of Research (LTRD)'. Mr. Anil Yadav, COE, suggested that LTRD should be area specific and can be taken by 3-4 faculty members in each school.

It was decided to teach 'Research Methodology' course in a combined class to all the research scholars of various schools. Prof. Kanu Priya recommended an extra unit on Case based research for law students, to be taught separately by the law faculty.

As per the directions of the Registrar Sir, timetable shall be prepared by Dr. Monika Khurana and time, class and venue is to be communicated to all well in advance.

## **4. Course work allocation to faculty**

VC Sir told Mr. Anil Yadav and Dr. Monika Khurana to propose names of the faculty members to take course work classes for the current semester.

## **5. Fee concession to internal members**

The existing 20% waiver on fees for internal members of AU family will remain the same for this session as well.

## **6. Teaching Assistantship**


If any student joins as a full time research scholar, that scholar may be allowed to teach depending upon the requirement of the respective school. The Registrar's office will formulate a policy on teaching hours and the honorarium. The orientation for the January 2020 batch will be held on February 15, 2020 (Saturday).


**Signature of UDC Members:**

Prof. (Dr.) D. N. S. Kumar




Mr. A. K. Yadav


  
Mr. Anil Yadav

  
Prof. Vibhuti Sachdev

Prof. (Dr.) Samiksha Ojha

  
Prof. (Dr.) Kanu Priya

  
Dr. Chhavi

  
Dr. Monika Khurana



## SUSHANT UNIVERSITY

### Minutes of the Meeting of University Doctorate Committee (UDC)

**Date, Time & Venue:** April 22, 2020, 6:35 pm on Google Meet

**Members:**

- 1) Prof. (Dr.) D. N. S. Kumar, Vice-Chancellor (Chairperson)
- 2) Dr. Sanjeev Sharma, Acting Registrar
- 3) Mr. Anil Yadav, COE
- 4) Prof. (Dr.) Vibhuti Sachdev, Dean, SSAA
- 5) Prof. (Dr.) Kanu Priya, Associate Dean, SOL
- 6) Dr. Chhavi, Principal, Pharmacy, SSHS
- 7) Dr. Monika Khurana, Associate Professor & PhD Program Coordinator (Member Secretary)

**Absentees:** Prof. Samiksha Ojha & Mr. Ashok Kumar Yadav (They have left the University)

#### Agenda:

1. Pre-submission viva and final defense of PhD candidates during lockdown
2. External examiners for pre-submission during lockdown
3. Thesis evaluation
4. Fee structure for July 2020 admissions
5. Fee structure for internal AU members
6. Course work for July 2020 admissions
7. PhD admissions notification for July 2020
8. End term exams for PhD batch January 2020

#### 1. Pre-submission viva and final defense of PhD candidates during lockdown

All the members suggested that due to lockdown, there should not be any delay in conducting the viva and hence vivas should be conducted online for the time being.

#### 2. External examiners for pre-submission during lockdown

The external examiners shall be appointed for pre-submission during lockdown as well to maintain the seriousness of the research activities.

#### 3. Thesis evaluation

The soft copy of final thesis of PhD candidates shall be sent for evaluation to external examiners after due approval of the COE and VC.

#### 4. Fee structure for July 2020 admissions

It has been proposed by the committee that the fee for the coming semester (July 2020) should increase by 15% for the first three years and from 4<sup>th</sup> year onwards it should be equal to 50% of the first semester fees. Therefore, the fee structure per semester will be Rs. 57,500 for first three years and fourth years onwards, the fee will be Rs. 28,750 until the final thesis submission.



**5. Fee structure for internal AU members**

It has been decided that 50 % fee concession will be provided to internal members of AU from January 2020 session onwards.

**6. Course work for July 2020 admissions**

It was decided in the last meeting that from next semester onwards there will be addition of a Research and Publication Ethics course of two credits as recommended by the UGC. The committee agreed on the removal of part of the syllabus containing ethics and plagiarism from Research Methodology and Literature Review Paper to avoid duplication. It was further decided that Literature Review and Latest Trends in Respective Discipline of Research paper would be reduced to three credits from four credits with 15 hours of teaching and 15 hours of self-study.

**7. PhD admissions notification for July 2020**


The dates for the July admissions were approved by the committee as per the file shared online during the meeting and it was recommended by VC Sir that the same will be shared with deans by email.


**8. End term exams for PhD batch January 2020**

The COE recommended that PhD course work exam can be taken online and the paper could be subjective or objective as per the requirement of the respective faculty taking the course.


**Signature of UDC Members:**

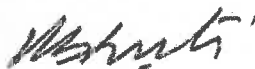
  
Prof. (Dr.) D. N. S. Kumar

  
Mr. Anil Yadav

  
Prof. (Dr.) Karu Priya

  
Dr. Monika Khurana

  
Dr. Sanjeev Kumar Sharma

  
Prof. (Dr.) Vibhuti Sachdev

  
Dr. Chhavi





# SUSHANT UNIVERSITY

## Minutes of Meeting of University Doctorate Committee (UDC)

**Date, Time & Venue:** October 29, 2020, 11:50 am in D-113

**Members:**

- 1) Prof. (Dr.) D. N. S. Kumar, Vice-Chancellor (Chairperson)
- 2) Prof. (Dr.) Vibhuti Sachdev, Dean, SAA
- 3) Prof. (Dr.) Garima Parkash, Dean, VHBTS
- 4) Prof. (Dr.) Kanu Priya, Associate Dean, SOL
- 5) Prof. (Dr.) Jagat Narayan Giri, Associate Dean, SOB
- 6) Mr. Anil Yadav, COE
- 7) Dr. Sanjeev Kumar Sharma, Registrar
- 8) Dr. Monika Khurana, Associate Professor & PhD Program Coordinator  
(Member Secretary)

**Absentees:** Nil (All members were present)

### Agenda:

1. Approval of PhD scholars -Batch August 2020
2. Approval of the updated syllabus for PhD course work - 2020-2021
3. Approval of the updated fee structure of FY - 2020-2021
4. Schedule for the new admissions - January 2021
5. Patent Policy
6. Complaint about a PhD course paper by the PhD scholars - August 2020 batch

#### 1. Approval of PhD scholars -Batch August 2020

The list of 29 newly admitted students in August 2020 across all the schools of Sushant University was shared and it has been approved.

#### 2. Approval of the updated syllabus for PhD course work - 2020-21

The update syllabus for the year 2020-21 was shared with the UDC members and was approved.

#### 3. Approval of the updated fee structure of FY - 2020-2021

The fee structure for the year 2020-21 was approved by the UDC members.

#### 4. Schedule for the new admissions - January 2021

The last date to apply for admissions would be January 3, 2021 and the entrance test would be conducted on January 10, 2021 for the spring 2021 admissions and if needed, the second cycle of admissions can be considered. The session will commence in mid of February 2021.



## 5. Patent Policy

It was suggested by the committee that there are no regulations of UGC regarding patent publication/granted for the award of PhD degree. Therefore, all the candidates have to abide by the Sushant University publications requirement for the award of PhD degree. However, the Candidate can publish patent from his/her thesis after fulfilling the minimum requirements for the award of the PhD degree at SU. If any Candidate wants to publish a Patent then he/she must publish it with affiliation to Sushant University and in the patent application, one of the applicant should be Sushant University.

As suggested by the Hon'ble Vice Chancellor that in case any candidate wants to publish his/her thesis then the candidate has to seek permission from the Sushant University before publishing it.


## 6. Complaint about a PhD course paper by the PhD scholars - August 2020 batch


It was decided that the Registrar, COE and PhD Programme Coordinator will meet and discuss with the candidates who are facing problem in the literature review course paper.

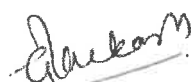
### Signature of UDC Members:


  
Prof. (Dr.) D. N. S. Kumar


  
Dr. Sanjeev Kumar Sharma

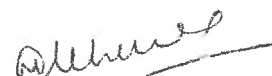
  
Mr. Anil Yadav

  
Prof. (Dr.) Vibhuti Sachdev

  
Prof. (Dr.) Garima Parkash

  
Prof. (Dr.) Kanu Priya

  
Prof. (Dr.) J. N. Giri  
4/11/2020

  
Dr. Monika Khurana



## Minutes of Meeting of University Doctorate Committee (UDC)

**Date, Time & Venue:** May 17, 2021 at 4:00 PM through Google Meet

**Members:**

- 1) Prof. (Dr.) D. N. S. Kumar, Vice-Chancellor (Chairperson)
- 2) Prof. (Dr.) Vibhuti Sachdev, Dean, SAA
- 3) Prof (Dr.) Garima Parkash, Dean, VHBTS
- 4) Prof. (Dr.) Kamu Priya, Associate Dean, SOL
- 5) Prof. (Dr.) Jagat Narayan Giri, Associate Dean, SOB
- 6) Mr. Anil Yadav, COE
- 7) Dr. Sanjeev Kumar Sharma, Registrar
- 8) Dr. Monika Khurana, Associate Professor & PhD Program Coordinator (Member Secretary)

**Absentees:** Nil (All members were present)

### Agenda:

1. Approval of PhD scholars -Batch January 2021
2. Fee structure for new admissions- July 2021
3. Schedule for the new admissions – July 2021
4. Synopsis Presentations
5. Discussion on August 2018 batch research scholars

### 1. Approval of PhD scholars -Batch January 2021

The list of 31 newly admitted students in January 2021 across all the schools of Sushant University was shared has been approved by the committee

### 2. Fee Structure for new admissions – July 2021

For the upcoming PhD admissions in July 2021, the committee members have agreed to keep the same fee structure as that of the last academic year (2020-21) as the fee structure is at par with other Private Universities in the NCR

### 3. Schedule for the new admissions – July 2021

The following schedule for July 2021 admissions has been approved:

Last day to apply for admissions: July 20, 2021  
Date of Entrance Exam – July 25, 2021  
Date of Interview: July 26, 2021  
Commencement of Session – 2<sup>nd</sup> week of September 2021

The Hon'ble VC Sir has advised that the schedule of admission and commencement of session may change depending on the prevailing circumstances of COVID 19 as all the interested applicants may not be able to file their applications in time and there may be two cycles of admissions as well.



#### 4. Synopsis Presentations

It was brought to the notice of the committee members that some of the scholars aren't adhering to the deadlines with regard to Synopsis submissions. The committee has suggested to give some more time to these scholars as they are part time scholars and busy in their professional lives while pursuing research.

#### 5. Discussion on August 2018 batch scholars

The scholars of August 2018 batch enrolled at SU want exemption of one semester fee as there was delay in start of their session. The coursework for August 2018 batch was started in January 2019 along with January 2019 batch students as per the directions of the then Vice Chancellor as few candidates were admitted in that batch. Vice Chancellor Sir consented to the suggestion and has advised Registrar Sir to communicate to the concerned students that their date of registration will be shifted to January 2019 and the fee will be applicable from January 2019 only.

#### Signature of UDC Members:

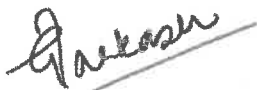
Prof. (Dr.) N. S. Kumar



Mr. Anil Yadav



Prof. (Dr.) Garima Parkash



Prof. (Dr.) J. N. Giri



Dr. Sanjeev Kumar Sharma




Prof. (Dr.) Vibhuti Sachdev



Prof. (Dr.) Kanu Priya



Dr. Monika Khurana



## Minutes of Meeting of University Doctorate Committee (UDC)

**Date, Time & Venue:** August 24, 2021 at 2:30 PM in VC Conference Room

**Members:**

- 1) Prof. (Dr.) D. N. S. Kumar, Vice-Chancellor (Chairperson)
- 2) Prof. (Dr.) Vibhuti Sachdev, Dean, SAA
- 3) Prof. (Dr.) Garima Parkash, Dean, VHBTS
- 4) Prof. (Dr.) Kanu Priya, Associate Dean, SOL
- 5) Prof. (Dr.) Jagat Narayan Giri, Professor SOB
- 6) Mr. Anil Yadav, COE
- 7) Dr. Sanjeev Kumar Sharma, Registrar
- 8) Dr. Monika Khurana, Associate Professor & PhD Program Coordinator  
(Member Secretary)

**Absentees:**

- 1) Prof. (Dr.) Jagat Narayan Giri, Professor, SOB
- 2) Dr. Sanjeev Kumar Sharma, Registrar

### **Agenda:**

1. August 2018 batch SOL research Scholars
2. Approval of research guides
3. PhD award notification
4. SET PhD candidate Mr. Amit Mahal - Supervisor related
5. Research Advisory Committee (RAC) for each scholar

The meeting was initiated with the approval of the minutes of last UDC held on May 17, 2021 and the last agenda of the previous meeting of August 2018 batch research scholars were again taken up in this meeting. The minutes of the UDC meeting held on August 24, 2021 are as follows:

### **1. August 2018 batch research Scholars**

It was decided by the committee that the registration of the research scholars of August 2018 batch will be shifted to January 2019 semester as the course work for these scholars were started in January 2019.

### **2. Approval of research guides**

The applications for recognition of research guides were examined carefully school wise. The letter of recognition as research guide will be issued to all the applicants. However, the professors who don't meet the criteria of publications in indexed research journals will be given a specified time period to publish and meet the criteria as per UGC guidelines/University Guidelines to be recognized as a research guide and the same will be mentioned in the letter of recognition as guide.

### **3. PhD award notification**

It was recommended by the Hon'ble Vice-Chancellor Sir that the release of notification for the award of PhD degree should be started by the CoE office.



#### 4. SET PhD candidate Mr. Amit Mahal - Supervisor related

Mr. Amit Mahal, a research scholar of SET working under the supervision of Dr. Neha Gupta submitted an application to have Dr. Arti Vaish as guide. Dr. Arti Vaish also requested Dean-SET to allocate Amit Mahal under her supervision. It was suggested by the committee that the scholar should not be allowed to change his guide owing to the decision of Ethical Committee that has been taken in the case of plagiarism of Dr. Arti Vaish.

#### 5. Research Advisory Committee (RAC) for each scholar


The UGC regulations on RAC were discussed and VC Sir recommended to have RAC for each candidate and asked the PhD Programme Coordinator to constitute RAC for each research scholar of the University.

The meeting ended with a vote of thanks to all the members of the UDC.


#### Signature of UDC Members:


  
Prof. (Dr.) D. N. S. Kumar 31/8/21

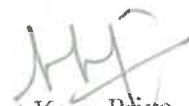
  
Mr. Anil Yadav


  
Prof. (Dr.) Garima Parkash

Prof. (Dr.) J. N. Giri

  
Dr. Sanjeev Kumar Sharma

  
Prof. (Dr.) Vibhuti Sachdev

  
Prof. (Dr.) Kanu Priya

  
Dr. Monika Khurana



## Minutes of Meeting of University Doctorate Committee (UDC)

**Date, Time & Venue:** June 7, 2022 at 2:30 PM in VC Conference Room

**Members:**

- 1) Prof. (Dr.) Rakesh Ranjan, Vice-Chancellor (Chairperson)
- 2) Mr. Anil Yadav, COE & Director (Academic Affairs & Quality Assurance)
- 3) Prof. (Col.) Malik, Dean, SAA
- 4) Prof. (Dr.) Jagat Narayan Giri, Professor SOB
- 5) Prof. (Dr.) Garima Parkash, Dean, VHBTS
- 6) Dr. Sachin Datt, HOD-Visual communication, SoD
- 6) Dr. Himadri Shekhar Dey, Assistant Professor, SPD
- 7) Dr. Monika Khurana, Associate Professor & PhD Program Coordinator (Member Secretary)

**Absentees:**

- 1) Prof. (Dr.) Kanu Priya, Associate Dean, SoL
- 2) Prof. (Dr.) Rahul Sharma, Dean, SHS
- 3) Dr. Sanjeev Kumar Sharma, Pro-Vice Chancellor & Registrar

### Agenda:

1. Approval of Fall 2021 and Spring 2022 Admissions
2. Schedule of PhD Admission for Fall 2022 Semester
3. Engagement of Full-time scholars already admitted in previous batches
4. Review of PhD admissions process / Change in weightage of Interview Marks as per amendment in UGC guidelines.
5. Research Publications by the Research Scholars with reference to SCOPUS database
6. Guide Allotment of SOL and SAA Scholars
7. Research Advisory Committee of Research Scholars
8. Discussion on the upcoming UGC guidelines on scrapping off research Publications for PhD degree
9. Mid-term and end semester progress review presentations for outstation candidates
10. Any other matter, suggested by the Chairperson

The meeting was initiated with the welcome of the new members appointed in the UDC committee dated May 23, 2022. The minutes of the UDC meeting held on June 7, 2022 are as follows:

### 1. Approval of Fall 2021 and Spring 2022 Admissions

The list of 30 research scholars admitted in Fall 2021 and 24 research scholars admitted in Spring 2022 is approved by the committee.

### 2. Schedule of PhD Admission for Fall 2022 Semester

The following schedule for Fall 2022 admissions is suggested by the committee:

- (i) Last Date of Receipt of Applications: July 27, 2022
- (ii) Date & Time of the Entrance Test: July 30, 2022, 10:00 AM



*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

(iii) Date of Interview & Presentation: July 30, 2022, 12:00 PM onwards

(iv) Admission Notification & Payment of Fee: August 4, 2022 - August 12, 2022

### **3. Engagement of Full-time scholars already admitted in previous batches**

It was recommended by the Hon'ble Vice-Chancellor Sir that few research scholars should be called for Teaching Assistantship/Visiting Faculty as per the requirement and their seating should be arranged in any free lab/other suitable place. Dr. Giri has been requested to give seating plan for the SoB research scholars.

### **4. Review of PhD admissions process / Change in weightage of Interview Marks as per amendment in UGC guidelines.**

On the basis of the UGC regulations for PhD (First Amendment) dated 27<sup>th</sup> August 2018 and (Second Amendment) dated 16<sup>th</sup> October, the following amendments in the admission process are proposed by the committee from July 2022 onwards:

1. Weightage of 70% marks to Entrance exam and 30% marks for performance in the Interview
2. Relaxation of 5% marks (from 50% to 45%) shall be allowed for the candidates belonging to SC/ST/OBC (non-creamy layers)/Differently abled categories in the entrance examination

### **5. Research Publications by the Research Scholars with reference to SCOPUS database**

Of late it has been observed that few research scholars are publishing their papers in SCOPUS indexed journals but their names don't appear in the Author's search on SCOPUS website. Hence, these publications will not be considered SCOPUS indexed by NAAC/other accreditation agencies. Keeping above in mind, the Vice-Chancellor Sir has recommended that the research papers published by only those research scholars whose name is appearing in Author's search on SCOPUS website will be considered for final thesis submission and the award of PhD degree.

### **6. Guide Allotment of SOL and SAA Scholars**

There is a shortage of guides due to sudden resignation of some of the doctorate faculty members in SAA and SoL. Hence, the committee recommended to appoint co-supervisors from outside the institution for smooth functioning of the PhD programme. The research scholars can also be allocated to adjunct faculty of SoL if it's deemed necessary.

### **7. Research Advisory Committee (RAC) of Research Scholars**

The RAC of research scholars hasn't been approved as yet and it will be discussed further.

### **8. Discussion on the upcoming UGC guidelines on scrapping off research Publications for PhD degree**

The institution will follow its already existing norms on research publications. That is, two research publications in the indexed journals, SCOPUS/Web of Science/UGC care listed/ABDC listed and two paper presentations in the conferences toward the submission of final PhD thesis.

*[Handwritten signatures]*





**9. Mid-term and end semester progress review presentations for outstation candidates**

The proposal to have online mid-term progress review presentations for outstation candidates (outside Delhi-NCR) has been approved by the committee. However, the end-term progress review presentations will be held in person for all the candidates including outstation candidates.

**10. Any other matter, suggested by the Chairperson**


To update the PhD Ordinance of Sushant University as per the amendments in the PhD admission process of UGC regulations for PhD, 2018.


The meeting ended with a vote of thanks to all the members of the UDC.

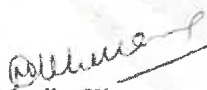
**Signature of UDC Members:**

  
Prof. (Dr.) Rakesh Rajan


  
Mr. Anil Kumar Yadav

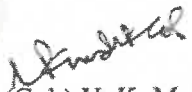
  
Prof. (Dr.) Garima Parkash

  
Prof. (Dr.) Kanu Priya


  
Dr. Monika Khurana

  
Dr. Himadri S Dey

  
Dr. Sanjeev Kumar Sharma

  
Prof. (Col.) V. K. Malik

  
Prof. (Dr.) Rahul Sharma

  
Prof. (Dr.) J. N. Giri

  
Dr. Sachin Datt



## Minutes of Meeting of University Doctorate Committee (UDC)

**Date, Time & Venue:** October 21, 2022 at 2:00 PM in VC Conference Room

**Members:**

- 1) Prof. (Dr.) Rakesh Ranjan, Vice-Chancellor (Chairperson)
- 2) Mr. Anil Yadav, COE & Director (Academic Affairs & Quality Assurance)
- 3) Prof. (Col.) Malik, Dean, SAA
- 4) Prof. (Dr.) Rahul Sharma, Dean, SHS
- 5) Prof. (Dr.) Kanu Priya, Associate Dean, SoL
- 6) Prof. (Dr.) Jagat Narayan Giri, Professor SOB
- 7) Dr. Sachin Datt, HOD-Visual communication, SoD
- 8) Dr. Himadri Shekhar Dey, Assistant Professor, SPD
- 9) Dr. Monika Khurana, Associate Professor & PhD Program Coordinator  
(Member Secretary)

**Absentees:**

1) Dr. Sanjeev Kumar Sharma, Pro-Vice Chancellor & Registrar

**Agenda:**

1. Approval of the minutes of the last UDC minutes held on 7<sup>th</sup> June 2022
2. Approval of Fall 2022 Admissions
3. Approval and credit transfer of RM course through SWAYAM
4. Schedule of PhD Admissions for Spring 2023 Semester
5. Research Advisory Committee of Research Scholars
6. Any other matter, suggested by the Chairperson

The minutes of the UDC meeting held on October 21, 2022 are as follows:

**1. Approval of the minutes of the last UDC minutes held on 7<sup>th</sup> June 2022**

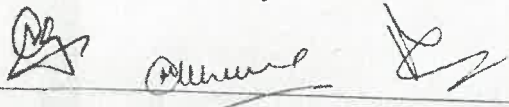
The minutes of the last UDC meeting held on 7<sup>th</sup> June was approved by the committee.

**2. Approval of Fall 2022 Admissions**

The list of 35 research scholars admitted in Fall 2022 has been approved by the committee.

**3. Approval and credit transfer of RM course through SWAYAM**

- RM course of 6 credits has been offered through SWAYAM to PhD scholars of batch Fall 2022.
- The scholars are required to take up the internal and external assessment through SWAYAM as per SWAYAM guidelines.
- The credits of Research Methodology Course earned through SWAYAM will be transferred towards the successful completion of the PhD coursework of Sushant University.





- The exam fee will be paid by the University for the scholars who enroll for SWAYAM exam.
- The exam fee will be paid once, those who fail will pay the fee themselves for repeating the course.

#### 4. Schedule of PhD Admission for Spring 2023 Semester

The following schedule for Spring 2023 admissions is suggested by the committee:

- (i) Last Date of Receipt of Applications: January 17, 2023
- (ii) Date & Time of the Entrance Test: January 21, 2023, 10:30 AM
- (iii) Date of Interview & Presentation: January 21, 2023, 12:15 PM onwards
- (iv) Admission Notification & Payment of Fee: January 27, 2023 - January 31, 2023

#### 5. Research Advisory Committee (RAC) of Research Scholars

It has been recommended by the committee that there is no requirement of RAC as the School Research Committee (SRC) is the equivalent body which has been operational since 2012 for each school and is actively evaluating the progress review presentations/pre-submission/synopsis presentations of each research scholar. The SRC is constituted as per the ordinance of the Sushant University and Dean of the school is the chairperson of the SRC. All the schools of the University shall be communicated and comply with the decision of the UDC committee.

#### 6. Any other matter, suggested by the Chairperson

The admissions shall be taken twice in a year, i.e. January semester and July semester depending upon the availability of the seats

The deadline to apply for the lateral entry admissions for PhD is 31<sup>st</sup> October 2022, post this no application form for lateral entry will be accepted.

To update the PhD Ordinance of Sushant University as per the amendments done till now.

The meeting ended with a vote of thanks to all the members of the UDC.

#### Signature of UDC Members:


Prof. (Dr.) Rakesh Ranjan


Mr. Anil Kumar Yadav

Dr. Sanjeev Kumar Sharma

Prof. (Col.) V. K. Malik



  
Prof. (Dr.) Rahul Sharma

  
Prof. (Dr.) Karthi Priya

Prof. (Dr.) J. N. Giri

  
Dr. Monika Khurana

  
Dr. Sachin Datt

  
Dr. Himadri S Dey



## Minutes of Meeting of University Doctorate Committee (UDC)

**Date, Time & Venue:** March 17, 2023 at 3:00 PM in VC Conference Room

**Members:**

- 1) Prof. (Dr.) Rakesh Ranjan, Vice-Chancellor (Chairperson)
- 2) Mr. Anil Yadav, COE & Director (Academic Affairs & Quality Assurance)
- 3) Prof. (Col.) Malik, Dean, SAA
- 4) Prof. (Dr.) Kanu Priya, Associate Dean, SoL
- 5) Prof. (Dr.) Jagat Narayan Giri, Professor SOB
- 6) Dr. Sachin Datt, HOD-Visual communication, SoD
- 7) Dr. Himadri Shekhar Dey, Assistant Professor, SPD
- 8) Dr. Monika Khurana, Associate Professor & PhD Program Coordinator (Member Secretary)

**Absentees:**

- 1) Dr. Sanjeev Kumar Sharma, Pro-Vice Chancellor & Registrar
- 2) Prof. (Dr.) Rahul Sharma, Dean, SHS

**Agenda:**

1. Approval of spring 2023 Admissions
2. Approval and credit transfer of RM course through SWAYAM for Spring 2023 batch
3. Extension of Mr. Amit Mahal from SET and Ms. Sambedita Biswal from SoB
4. Decision on the admission of PhD scholars who have been absent in the last two SRC's
5. Application of Recognition of guide of three SoB faculty members
6. Changes in the regulations of recognition of guide as per UGC new regulations of 2022
7. Review of publications of Ms. Nisha Nandal from SoB and Mr. Sahil Singh Kapoor for pre-submission seminar
8. Any other matter, suggested by the Chairperson

The minutes of the UDC meeting held on March 17, 2023 are as follows:

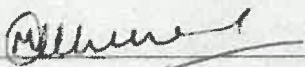
### 1. Approval of Spring 2023 Admissions

The list of research scholars admitted in Spring 2023 has been approved by the committee.

### 2. Approval and credit transfer of RM course through SWAYAM

- RM course of 4 credits has been offered through SWAYAM to PhD scholars of batch Spring 2023.
- The internal and external assessment will be conducted by the Sushant University.

### 3. Extension of Mr. Amit Mahal from SET and Ms. Sambedita Biswal from SoB





Due to medical problems faced by two research scholars Mr. Amit Mahal, SET and Ms. Sambedita Biswal, SOB (January 2014 enrolled), the committee has accepted their request for extension till June 30, 2023. Both the research scholars have submitted their pre-submission thesis draft and on the verge of completing their work.

#### **4. Decision on the admission of PhD scholars who have been absent in the last two SRC's**

There is a list of 18 research scholars across the University who have been absent in the last two SRC's. The committee has recommended to give them one month show cause notice and appear in person to explain why they have been absent, if they fail to do so, it will lead to cancellation of their admission.

#### **5. Application of Recognition of guide of three SoB faculty members**

The committee has approved the applications of three SoB faculty members, Dr. Pooja Nanda, Dr. Richa N. Agarwal and Dr. Priyanka Pradhan as they are meeting the criteria to become a research guide as per SU guidelines. The letter of recognition as research guide will be issued to them.

#### **6. Changes in the regulations of recognition of guide as per UGC PhD regulations of 2022**

The regulations of Sushant University with regard to publications of faculty members as eligibility of recognition of guide will be modified as per the UGC PhD regulations of 2022.

#### **7. Review of publications of Ms. Nisha Nandal from SoB and Mr. Sahil Singh Kapoor for pre-submission seminar**

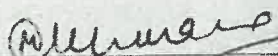
Ms. Nisha Nandal, SoB has published one literature review paper in UGC care list and one research paper in ABDC listed journal and one paper in cloned journal. The committee has recommended her supervisor that she should publish one more paper (either literature review/empirical article) to successfully defend her final thesis viva. However, in the meantime she can submit the article and on submission of proof of submission to a journal, her pre-submission may be conducted but publication of an article is must before final thesis viva.

Mr. Sahil Singh Kapoor, SAA has published one literature review paper in UGC care list and one research paper in SCOPUS journal and one paper in cloned journal and two SCOPUS indexed conference papers. To meet the criteria of research publications of Sushant University, the committee has recommended his supervisor that he should publish one more paper (either literature review/empirical article) to successfully defend his final thesis viva. However, in the meantime he can submit the article and on submission of proof of submission to a journal, his pre-submission may be conducted but publication of an article is must before final thesis viva.

It has been recommended by the committee that the literature review paper will not be considered toward completion of PhD thesis for any scholar and this should be added in the PhD regulations of Sushant University.

#### **8. Any other matter, suggested by the Chairperson**

The attendance for all the subjects of PhD coursework shall be communicated to the scholars on monthly basis so that they are prepared in advance about meeting the criteria of 75% attendance for examinations.





*evaluative/height*

A minimal fee of Rs. 1000 will be charged to all the scholars at the end of every semester for appearing in the end semester/SRC meetings. This will be applicable from the next batch of admissions. *It was also decided that at the end of every semester grade sheet/Evaluative sheet will be issued by COE.*  
The meeting ended with a vote of thanks to all the members of the UDC.

**Signature of UDC Members:**

*Ranjan*  
Prof. (Dr.) Rakesh Ranjan

*Ab*  
Dr. Sanjeev Kumar Sharma

*Anil*  
Mr. Anil Kumar Yadav

*V.K. Malik*  
Prof. (Col.) V. K. Malik

*Ab*  
Prof. (Dr.) Rahul Sharma

*Kanu*  
Prof. (Dr.) Kanu Priya

*J.N. Giri*  
Prof. (Dr.) J. N. Giri

*Monika*  
Dr. Monika Khurana

Dr. Sachin Datt

*Himadri*  
Dr. Himadri S Dey



## Minutes of Meeting of University Doctorate Committee (UDC)

**Date, Time & Venue:** December 7, 2023 at 4:00 PM in VC Conference Room

**Members:**

- 1) Prof. (Dr.) Rakesh Ranjan, Vice-Chancellor (Chairperson)
- 2) Mr. Anil Yadav, COE & Director (Academic Affairs & Quality Assurance)
- 3) Prof. (Col.) Malik, Dean, SAA
- 4) Prof. (Dr.) Jagat Narayan Giri, Professor SOB
- 5) Dr. Sachin Datt, HOD-Visual communication, SoD
- 6) Dr. Himadri Shekhar Dey, Assistant Professor, SPD
- 7) Dr. Monika Khurana, Associate Professor & PhD Program Coordinator (Member Secretary)

**Absentees:**

1) Dr. Sanjeev Kumar Sharma, Pro-Vice Chancellor & Registrar

**Agenda:**

1. Approval of Fall 2023 Admissions
2. Application of Recognition of guide of faculty members
3. Review of the evaluation process of the pre-submission seminar
4. Review of the status of candidates who have completed three years
5. Approval for the candidates who have completed 6 years
6. Admission criteria for Spring 2024 admissions
7. Schedule of Spring 2024 admissions
8. Any other matter, suggested by the Chairperson

The minutes of the UDC meeting held on December 7, 2023 are as follows:

### **1. Approval of Fall 2023 Admissions**

The list of 32 research scholars admitted in Fall 2023 has been approved by the committee.

### **2. Application of Recognition of guide of faculty members**

The committee has approved the applications of faculty members, Dr. Ashish Kumar - SOB, Dr. Kaushalpreet Kaur - SOD, Dr. Navin Piplani - (SAA), Dr. Neelam - Pharmacy, SHS, Dr. Suman Dahiya - SOB, Dr. Saurav Chhabra - Hospitality, Dr. Vinod Kumar - Pharmacy, SHS, and Dr. R. K. Yadav - SOB to recognize them as a research guide as per SU guidelines. The letter of recognition as research guide will be issued to them.

### **3. Review of the evaluation process of the pre-submission seminar**

The committee recommended that the external examiner to be called to conduct the pre-submission thesis viva of a research scholar and there is no need to send the pre-submission thesis draft to the external examiner. The pre-submission thesis draft of the research scholars





should be evaluated by the SRC members of their respective schools within 15 days of the submission by the candidate.

#### 4. Review of the status of candidates who have completed three years

There is a list of 17 research scholars across the University who have completed three years and published one or more research papers. The notification should be sent to those candidates to submit their thesis for pre-submission seminar by 15<sup>th</sup> January 2024. Papers published and indexed in SCOPUS/UGC-care/ABDC/Web of science should be considered toward thesis submission. The papers published should be a research paper out of their thesis research work and not a review paper.

#### 5. Approval for the candidates who have completed 6 years

There are two candidates who have completed 6 years in September 2023 and they are permitted to get 4 months of extension by the honorable VC sir.

S. No.	Roll No.	Name	School	Year	Guide Name	Co-guide Name
1	170Ph.D.-S002	Monica Kashkari	SAA	Fall 2017	Dr. T.S. Brar	
2	170Ph.D.-S004	Manika Walia	SOD	Fall 2017	Dr. Sachin Datt	Dr. Tejwant Singh Brar (co-supervisor)

#### 6. Admission criteria for Spring 2024 admissions

Admission will be carried out under two categories

1. Working Professionals
2. Non-working Professionals

The coursework for the working professionals will be carried over a period of ~~2 weeks~~ <sup>that are suitable to candidates</sup> consecutively. Three subjects will be taught offline and two subjects will be offered through SWAYAM/other MOCC courses. However the coursework for non-working professionals will be carried ~~out on weekends~~ <sup>on weekdays</sup> as per the semester model of the University and one subject will be offered through SWAYAM.

Fee for working professionals will be Rs. 75000 per semester from 1<sup>st</sup> semester till 6<sup>th</sup> semester and after semester 6<sup>th</sup>, the fee will be reduced to Rs. 37450 till the final thesis submission. However, 20 percent scholarship will be applicable for the candidates who will take admission in non-professional category.

#### 7. Schedule of Spring 2024 admissions

The following dates have been suggested by the committee for the Spring 2024 admissions

- (i) Last Date of Receipt of Applications: Wednesday, January 25, 2024
- (ii) Date & Time of the Entrance Test: Saturday, January 27, 2024, 11:00 am (Offline, Computer Based)



- (iii) Date of Interview & Presentation: Saturday, January 27, 2024, 12:30 pm onwards  
(iv) Admission Notification & Payment of Fee: February 1, 2024 - February 7, 2024

**8. Any other matter, suggested by the Chairperson**

- Reconstitution of UDC committee: Two UDC members who have left the University will be replaced by two new members. Dr. Jyoti Sinha from SHS and Dr. Deepak Miglani from SOL have been nominated and the changes to be sent to the registrar office to reconstitute the UDC committee.
- The committee has given the provision to the PhD scholars to have a final PhD thesis defense in online mode at a nominal fee of Rs 5000.

**Signature of UDC Members:**

  
Prof. (Dr.) Rakesh Ranjan

  
Mr. Anil Kumar Yadav

  
Prof. (Dr.) J. N. Giri

  
Dr. Sachin Datt

  
Dr. Sanjeev Kumar Sharma <sup>Kb.</sup>

  
Prof. (Col.) V. K. Malik

  
Dr. Monika Khurana

  
Dr. Himadri S Dey



SU/RO/24/06/C/091

June 12, 2024

**NOTICE**

This is notified for the information of all, that the **UNIVERSITY DOCTORATE COMMITTEE** has been reconstituted, as per the details given below, w.e.f. June 12, 2024

S. No.	Name of the members	Post
1.	Prof (Dr.) Rakesh Ranjan Vice-Chancellor	Chairperson
2.	Dr. Sanjeev Kumar Sharma Pro Vice Chancellor and Registrar	Member
3.	Mr. Anil Kumar Yadav Director- Academic Affairs & Quality Assurance	Member
4.	Prof (Col) V. K. Malik Officiating Dean (School of Art and Architecture)	Member
5.	Dr. Jyoti Sinha Associate Dean & Principal Pharmacy (School of Health Sciences)	Member
6.	Dr. Saurav Chhabra Dean (Vatel Hotel and Tourism Business School)	Member
7.	Dr. Jagat Narayan Giri Professor (School of Business)	Member
8.	Dr. Sachin Datt Associate professor (School of Design)	Member
9.	Dr. Himadri Shekhar Dey Assistant Professor (School of Planning and Development)	Member
10.	Dr. Archana Vashishth Associate Professor (School of Law)	Member
11.	Dr. Dinesh Rai Professor (School of Engineering and Technology) & Ph.D. Program Coordinator	Member Secretary

This issues with the approval of the Vice Chancellor

Registrar  
Sushant University



Copy to: -

1. All members of the Committee
2. Secretary to Hon'ble VC
3. Concerned File