

**PERFORMANCE APPRAISAL FORM –
FOR ACADEMIC ADMINISTRATORS
YEAR: 2023-2024**

I. Personal Details (*To be completed by the employee*):

Name:

Designation:

Emp. ID:

School/Department:

Date of appointment:

Work Profile:

Pay Band:

Date of last promotion/appraisal, if any: NA

Mobile Number:

E-mail:

II. Performance Report:

S.N.	Description	Self Appraisal (A)	Evaluation by HoD/Dean (B)	Evaluation by VC (C)
General (50)				
1	Ability at the position (5)			
2	Leadership/Initiative Ability (5)			
3	Ability to meet deadlines (5)			
4	Creativity (5)			
5	Organizational Skills (5)			
6	Quality of Work (5)			
7	Team Work Ability (5)			
8	Team Player Abilities (5)			
9	Punctuality (5)			



10	Regularity (5)			
Specific (50)				
1	Growth in number of students compared to last year (3)			
2	Percentage of placement (3)			
3	Student Satisfaction (2)			
4	Faculty Retention (2)			
5	Addition of new programmes (2)			
6	Compliance status (2)			
7	Any recognition for the school (award) (3)			
8	Award and recognition by students and faculty (2)			
9	Number of PhD awarded (2)			
10	Number of publications including patents (2)			
11	Sponsored Project/consultancy in school (2)			
12	Number of events conducted (2)			
13	Number of Conference/Workshops/FDP/MDP/Summer School etc. (3)			
14	Timely submission of question papers, internal marks, timetable, NAAC documents etc. (3)			
15	Performance in academic audit (2)			
16	Disciplinary issues (Student/Faculty) etc. (2)			
17	Collaborations (Industry, academia etc.) (3)			
18	Any activity undertaken besides the assigned responsibilities (5)			
19	Any special achievement during the year (5)			
Sub-Total (100 each)				
Weighted Score = $0.25*A + 0.5*B + 0.25*C$ =				



Note: Please enclose documents as proof wherever necessary. Points will not be awarded if proof is not enclosed.

Brief report on the overall performance during the year *(To be completed by the employee):*

Annexure attached

Brief report on the overall performance during the year *(To be completed by the HoD/Dean):*

Date: _____

Employee's Signature _____

Date: _____

Head of Department/Dean _____



Date:

Vice Chancellor

Staff Assessment Report

(1st April, 2022 to 31st March, 2023)

Confidential

Development Planning is critical to your success at Sushant University. It ensures that you and your supervisor are focused on developing the skills and experiences you need to excel in your current position, and achieve your full potential.

Sections:

- Set up a one to one meeting with your supervisor to discuss your comments and receive feedback.
- As appropriate, update your development plan based on feedback from supervisor.

Section I

Basic Information: Please complete the fields below.			
Name:		Date of Joining:	
Job Title:		Department:	
Grade/CTC:		Supervisor:	

Individual Contributions: Use this section to enter data on individual contributions. Individual contributions generally encompass significant contributions, as opposed to the day-to-day activities that you engage in.

Question	Description	Date Achieved
Describe your personal achievements accomplished over the past 12 months?		

Key Experiences Needed: Key Experiences Needed are those guided, on-the-job developmental experiences (and other experiences such as task forces) that are needed to accelerate your development and help you reach your long-term potential. Use this section to identify on-the-job learning and development experiences that you believe will enhance your development.

Date Recorded	Key Experiences Needed

Responsibility served other than assigned	
Direct involvement in organizing seminar/sports etc.	
Contribution made in branding university/admissions	
Any Other achievement you would like to highlight	

Section II (For Supervisor Use Only)

A : Observations

B: Recommendations:

Section III (For Human Resources Use Only)

Remarks :



Performance & Development Review FORM

Evaluation of Department-			
Name: -	Designation:		Date of evaluation:
Department: -	Period: -	From-	
KPI Review for Confirmation		Annual Review	

Performance-KRA Vs Achievement

<u>Major Duties & Responsibilities (KRA)</u>	<u>Self-Assessment</u>	<u>Assessment by Reporting Manager</u>	<u>Rating on Performance To be Completed by HR</u>
<u>Job Knowledge and Development-</u> Incorporation of best practices, applicable experience, and training and development into practices. Awareness of applicable policies, regulations, or pending legislative changes that might impact work. Meeting of goals If goals were not met, were attempt to reach the goals made?			
<u>Planning & organizing</u> Meeting Deadlines, Setting Priorities Developing Plans, Long & Short Terms Objective.			
<u>Problem-Solving</u> Solving of problems independently, promoting departmental efficiency, eliminating or reducing waste of resources and time, and decreasing the risk of redundancy of effort? Receptive to change when asked to			



take an alternative approach to a problem or issue.			
<u>Commitment to Service Excellence and Institutional Values</u> Pleasant to others and respectful. Following directives without negativity. Addressing all needs by providing thorough and timely responses. Demonstrating a commitment to providing excellence, innovation			
<u>Problem Analysis & Decision Making</u> Practical and workable solutions, recognizing when a decision is necessary, accepting responsibility			
<u>Communication</u> Appropriate written and verbal communications at workplace. Are communications thoughtful, polite and tailored to effectively meet the needs of the University			
<u>Teamwork</u> Works well with others. Being respectful of the time of colleagues? Refraining from workplace gossip and contributing to a positive work environment.			
<u>Punctuality</u> Consistently complying with attendance expectations.			



<u>Internal Controls</u>			
Safeguarding University assets in accordance with applicable policies.			
<u>Appearance/Professionalism</u>			
Meeting the dress code and hygiene of workplace expectations.			
<u>As directed by the management</u>			
<u>AVERAGE -FINAL RATING</u>			

Rating Grid

Score	Rating
>= 75%	4
64- 75%	3
50-69%	2
<50%	1

SIGNATURE

Reporting Manager

HR Head

REMARKS-VICE CHANCELLOR-----

FINAL RATING -

INCREMENT PERCENTAGE-



PERFORMANCE APPRAISAL FORM – FOR ASSO. PROF/PROFESSOR
YEAR: 2023-2024

I. Personal Details:

Name: Saurabh Saraswat
Designation: AssocProfessor
Emp. ID: AU0645
School: SHS
Department: Pharmacy
Date of appointment: 25/09/2019
Pay Band:
Academic Grade Pay:
Date of last promotion/appraisal, if any: January 2024
Mobile Number: 9412883959
E-mail: saurabhsaraswat@suahantuniversity.edu.in

II. Summary of activities during the year:

	Heads	Description	Self-Appraisal (A)	Evaluation by the Dean (B)	Evaluation by the VC (C)
Knowledge Transfer - Teaching (30)					
1	Student feedback (05) *	As this cannot be assessed in the previous semester, these five marks are added at Knowledge & support Services under school related activities for the current year. Student feedback will be considered from next year.			
2	Average result of students (Pass percentage in final result) (10)	BP604T: 93% BP204T: 89% BP813PW: 100%	10		
3	New course design/redesign of an existing course/setting up a new Lab (05)	Innovative Practical in BP506P: 5 nos Novel Assignments: 5 nos. Research Projects for 8th Sem. students: 05 Open book Question Papers	03		
4	Innovations in teaching-learning pedagogy (05)	PPTs Case Reports Video Demonstrations	05		
5	Teaching Hours in a week & New Courses Taught (05)	18 hrs.	05		
Knowledge Development - Research (40)					
1	Publications (15)	Research Paper: 03	12		



		Book Chapter: 01			
2	Research Grants (funded projects) (05)	NIL	0		
3	Discovery & Innovation (Patents, Copyright, Creative works of arts, etc.) (10)	NIL	0		
4	PhD enrolled/completed /Research work supervision (05)	B.Pharm. Project work supervision: 05	05		
5	Invited Research Talks delivered Or MOOC Developed (05)	Vatel, SU: 01 Maya Instt: 01	03		
Knowledge Support - Service (15)					
1	Support in Admissions & Marketing (05)	NEET Exam Centres Identification and Data Collection Campaign 300+ Data Collected from 3 NEET centres	05		
2	Core - Contribution to accreditations (05)	NAAC Team Criteria-III SPOC, SHS	05		
3	Administrative support to the School (05) * & University (05)	Discipline Committee, SU Flying Squad, SU Exam Incharge, SHS Discipline Committee, SHS Anti-Ragging Committee, SHS	10		



Support - Other Contributions (15)					
1	Collaborative projects/MoU with Industry; Inviting guest speakers from Industry, research	Attended International and Nation FDPs/Conferences/ Workshops	05		

	centers etc. Or	Continuous education program with ICMR			
2	Initiate of new MoU with reputed universities/research Centers/ organizations (05)	06 MOUs with Activity during NAAC work	05		
3	Organizing a conference/seminar/ workshop/symposium etc. (05)	Symposium-2024 NPW-2024 QUIZ	05		
Sub-Total (100/100/100)			78		
Total points scored = $0.25*A + 0.5*B + 0.25*C =$					

DATE:

24/10/24

Sarekh
APPLICANT'S SIGNATURE

Comments of the Program Head

Dean's Comments

HR Comments



Comments of the Program Head

Saurabh is committed to department and university which may be considered as most positive point.

He is handling examination of department since past few years with utmost responsibility. He has good hold in maintaining Departments discipline among students.

Academically need to improve - not yet completed Ph.D. student feedback is average. 8.5/10

Dean's Comments

- Completed 5 years in SU
- Involved in various academics and co-curricular activities.
- Good pass percentage
- Receptive to ideas. *[Signature]*

HR Comments

Ph.D not Completed;

Leaves = 19.5

POL 2 ~~4524701~~ - 14 524701-

2nd 2nd - 67 ie = 29701- *[Signature]*

Grade	Range
A+	90+
A	80+
B+	70+
B	60+
C+	50+
C	40+
D	Less than 40

[Signature]

[Signature]

Date:

Vice-Chancellor



**One Day National Seminar**

On

"Importance of Pharmacovigilance in Healthcare System"

Under The Aegis of IQAC-IIC, ISFCP

Sponsored By

AICTE-Scheme for Promoting Interests, Creativity and Ethics among Students (SPICES)

Organized By

ISF College of Pharmacy (An Autonomous College), Moga, Punjab

On

Wednesday, May 10, 2023

CERTIFICATE OF PARTICIPATION**Presented to Saurabh Saraswat**

For his/her successful participation in the National Seminar Organized by ISF College of Pharmacy, Moga on "Importance of Pharmacovigilance in Healthcare System" held on 10th May, 2023.

Prof. (Dr.) Sidharth Mehan
IQAC-Coordinator
ISFCP, Moga, Punjab

Prof. (Dr.) Pooja Chawla
IIC-Coordinator
ISFCP, Moga, Punjab

Prof. (Dr.) R.K. Narang
Vice-Principal
ISFCP, Moga, Punjab

Prof. (Dr.) G.D. Gupta
Director-cum-Principal
ISFCP, Moga, Punjab

Made for free with Certify'em

ISFCP/IQAC-IIC/AICTE-SPICES/05/2023



Certificate of Appreciation

This Certificate is Proudly Presented to

Dr.Saurabh Saraswat

In recognition of your valuable contribution and exceptional expertise shared as
a speaker in our online Faculty Development Programme on

“Embracing Technological Significance in Academic Research”

from 1st July to 5th July 2024

VHTBS-Sushant University, Gurugram



Convenor
Saif Anjum

Dean-VHTBS
Dr.Saurav Chhabra

Invited talk / Speaker / Guest talk



MAYA
GROUP OF INSTITUTIONS

MAYA INSTITUTE OF PHARMACY

Approved by AICTE, PCI New Delhi & Affiliated to Dr. APJ AKTU (UPTU), BTE, Lucknow

CERTIFICATE

OF APPRECIATION

PROUDLY PRESENTED TO

Mr./Ms

Saurabh Saraswat

IN RECOGNITION & APPRECIATION OF YOUR CONTRIBUTION AS

Guest Speaker

For Imparting your valuable Insights on the topic

Introduction to Dosage Forms and Novel Drug Delivery System

August 24, 2022



Principal

Invited talk | Speaker | Guest talk



IIMT

COLLEGE OF PHARMACY
Greater Noida

— Aim For Excellence —

Certificate of Participation

SAURABH SARASWAT

This certificate is awarded to
has participated as Attendees / Oral Presenter / Poster Presenter in 2nd International Conference on Cutting
Edge Technology (ICCET-2024), IIMT College of Pharmacy, Greater Noida on 9th and 10th of February of the
year 2024.



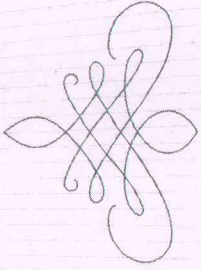
Dr. P.K Jain

Dean

Dr. N.K. Gupta

Director

National Conference



Certificate

OF PARTICIPATION

THIS IS TO CERTIFY THAT

Saurabh Saraswat

attended the GAP 12th International Summit Scientific Research Congress
held on May 29-31, 2024 / Gaziantep, Turkiye
with an oral presentation entitled

INFLUENCE OF PHARMACOECONOMICS ON INDIAN HEALTHCARE SYSTEM: CURRENT
TRENDS AND FUTURE PROSPECTS



Assoc. Prof. Dr. Hasan ÇİFTÇİ
CHAIRMAN OF THE ORGANIZING BOARD

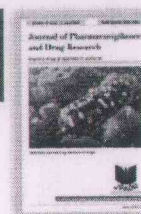


Journal of Pharmacovigilance and Drug Research

April-June 2024

JPADR, 2024; 5(2): 8-12

DOI: 10.53411/jpadr.2024.5.2.2



Journal home page: www.jpadr.com

RESEARCH ARTICLE

Analysis of price variation & formulation aspects of different brands of cefixime marketed in NCR region

Aditya Kaushal ^a, Saurabh Saraswat ^b, Manvi Aggarwal ^{c,*}, Ankit Sharma ^a^a B.Pharm(Student), Department of Pharmacy, School of Health Sciences, Sushant University, Gurugram-12203, Haryana, India^b Associate professor, Department of Pharmacy, School of Health Sciences, Sushant University, Gurugram-12203, Haryana, India^c Assistant professor, Department of Pharmacy, School of Health Sciences, Sushant University, Gurugram-12203, Haryana, India

ARTICLE INFO ABSTRACT

OPEN ACCESS

Received 04 December 2023;
Revised 21 January 2024;
Accepted 20 February 2024.

Keywords:

Dissolution,
Disintegration, Friability,
Hardness & Defects

Introduction: Cefixime tablets are frequently recommended by doctors to cure bacterial infections. Cefixime tablets are commonly prescribed to treat bacterial infections. This antibiotic medication can work either as bacteriostatic or bactericidal. In the NCR region,

Aim & Objective: To identify the Price Variability Among certain brands of Cefixime available NCR region

Method: Eight different brands of Cefixime tablets opt for quality control testing. Each brand was subjected to various tests, including evaluation for defects, friability, hardness, disintegration, and dissolution. In total, 10 tablets were tested for each brand to ensure their quality.

Result: Each brand has less than 1% acceptable friability values, except AricefO and Cefilab. Each brand represents hardness values around 8 to 13 N. No defects have been detected in any of the brands. The disintegration and dissolution tests were also tested, performed, and identified.

Discussion: The quality of medicines must be re-evaluated it is run by the regulatory body responsible for ensuring the safety and effectiveness of medicines people use throughout their shelf life.

An official publication of the Global Pharmacovigilance Society.

Introduction

Certain bacterial diseases, including a sexually transmitted illness i.e. gonorrhoea, infection of the airway tubes leading to the lungs i.e. bronchitis, and infections of the tonsils, ears, throat, and urinary system, can be treated with cefixime (Tsabang et al., 2016). Cefixime belongs to a group of drugs known as cephalosporin antibiotics. It functions by eradicating bacteria. For colds, the flu, or other viral diseases, it is ineffective. The chance of developing an infection later on that is resistant to antibiotic therapy rises when you use antibiotics when

they are not necessary. Cefixime is available in a liquid swallow, chewable tablet, capsule, and tablet form. Usually, it is taken every 12 or 24 hours, with or without food. It can be used as a single dosage to treat gonorrhoea. Take cefixime daily at approximately the same times. The instructions are written on the prescription and contact your pharmacist to explain anything you don't understand. Administer cefixime as prescribed. Never take more or less of it, or take it more frequently than your doctor has instructed. For the medication to be

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Contact: +917015923851

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IJPDD (April, 2024)

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Website: <https://ijpdd.org/>

Research

Formulation and evaluation of antidiarrheal sachet using *Dalbergia sissoo* leavesUjjwal Verma^{1*}, Amit Kr. Pandey², Saurabh Saraswat³, Manvi Aggarwal⁴^{1,2,3,4} Department of Pharmacy, School of Health Sciences, Sushant University, Gurugram, India

Article History

Received : 20/03/2024

Revised : 22/04/2024

Accepted: 29/04/2024

DOI: 10.62896/ijpdd.1.5.4



Abstract:

Diarrhoea represents a global health concern, affecting millions of individuals every year. In the quest to discover effective remedies, the focus has shifted towards the exploration of natural alternatives. One such candidate is *Dalbergia sissoo*, commonly known as Indian Rosewood, a plant with a rich history of traditional medicinal use. This article delves into the exploration of *Dalbergia sissoo* and its potential as an anti-diarrhoeal agent.

Keywords: diarrhea, sachet, *Dalbergia sissoo*, phytotherapeutics

*Corresponding Author

Ujjwal Verma,

Department of Pharmacy, School of Health Sciences, Sushant University, Gurugram, India

Email: uv.ujjwalverma1234@gmail.com

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1. Introduction to *Dalbergia sissoo*

Dalbergia sissoo or Indian Rosewood is a plant that has been subjected to significant scientific study due to its diverse phytochemical composition and potential medicinal applications. The primary focus of this study is the anti-diarrhoeal properties of a formulation derived from this plant.

The purpose of this investigation is to combine traditional knowledge with modern scientific methodologies to understand the pharmacological mechanisms at play in *Dalbergia sissoo*. The plant's rich phytochemical profile forms the basis for exploring its potential role in managing diarrhoea. [1]

2. Botanical Description of *Dalbergia sissoo*

Dalbergia sissoo, also known as Indian rosewood or sheesham, is a medium to large-sized deciduous tree belonging to the family Fabaceae. It is native to the Indian subcontinent and is commonly found in the foothills of the Himalayas. [2]

The tree is known for its durability and resistance to termites, making it a valuable resource for timber. Beyond its economic value, *Dalbergia sissoo* also has cultural significance in various regions. [3]



Fig 1- Dalbergia Sissoo Tree

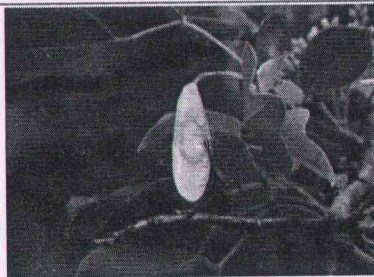


Fig 2- Fruits of D.sissoo

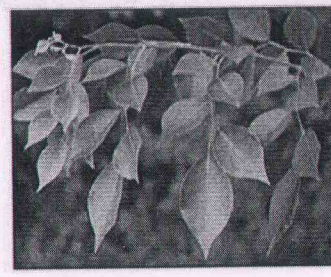


Fig 3- Leaves of D.sissoo

3. Phytochemistry of *Dalbergia sissoo*

The phytochemical profile of *Dalbergia sissoo* encompasses a diverse range of compounds, including flavonoids, tannins, alkaloids, terpenoids and saponins. These compounds contribute to the tree's therapeutic potential, particularly its anti-diarrhoeal activity. [4]







Research

Formulation and Evaluation of Anti-Aging Cream Using Red Grapes Peel Extract

Bharat Rana^{1*}, Harsh Rana², Saurabh Saraswat³, Pankaj Mahotra⁴^{1,2,3,4} Department of Pharmacy, School of Health Sciences, Sushant University, Gurugram, India

Article History	Abstract:
Received : 20/03/2024 Revised : 22/04/2024 Accepted: 29/04/2024	Aging is a natural process that affects everyone. As we age, our skin undergoes various changes, such as the loss of elasticity, the appearance of fine lines and wrinkles, and the development of age spots. Exposure to ultraviolet radiation from the sun is a significant extrinsic factor that generates reactive oxygen species (ROS), damaging dermal collagen and elastic fibers, leading to wrinkles, dryness, pigmentation, and loss of elasticity over time. While these changes are inevitable, there are ways to minimize their impact and maintain a youthful appearance. One such way is by using herbal anti-aging creams. In this article, we will explore the preparation of a herbal anti-aging cream using red grape peel extract which is rich in antioxidants and its potential benefits for the skin.
DOI: 10.62896/ijpdd.1.5.6	Keywords: Reactive Oxygen Species (ROS), anti-ageing, radiation, oxidative stress, pigmentation, red grape peel.
 	

*Corresponding Author

Bharat Rana,

Department of Pharmacy, School of Health Sciences, Sushant University, Gurugram, India

Email id: bharatrana00025@gmail.com

This is an Open Access article that uses a funding model which does not charge readers or their institutions for access and distributed under the terms of the Creative Commons Attribution License (<http://creativecommons.org/licenses/by/4.0>) and the Budapest Open Access Initiative (<http://www.budapestopenaccessinitiative.org/read>), which permit unrestricted use, distribution, and reproduction in any medium, provided original work is properly credited

1. Introduction

Skin aging is a natural biological process influenced by both intrinsic and extrinsic factors. Intrinsic aging, also known as photoaging, is primarily caused by exposure to ultraviolet (UV) radiation from the sun. Over time, UV rays generate reactive oxygen species (ROS) that damage dermal collagen and elastic fibers, resulting in wrinkles, dryness, pigmentation, and loss of elasticity. However, the rate of skin ageing can be slowed down through external intervention. One effective approach is the topical application of plant extracts rich in antioxidants, which can combat UV-induced aging at the skin level. Red grape peels in particular contain high levels of resveratrol and other flavonoids that can help protect the skin from UV radiation and oxidative stress [1].

2. Benefits of Red Grape Peel Extract for the Skin: The use of red grape peel extract in skincare products, such as anti-aging creams, can offer several benefits for the skin. Some of the key benefits include:

- Antioxidant Protection:** The antioxidants present in red grape peel extract help neutralize free radicals and protect the skin from oxidative stress. This can help prevent the breakdown of collagen and elastin, proteins that are essential for maintaining the skin's firmness and elasticity.
- Reduction of Wrinkles and Fine Lines:** Grape peel extracts have demonstrated anti-aging effects by attenuating wrinkle formation and improving skin hydration and brightness [1],[2],[3].
- Brightening of the Skin:** Red grape peel extract contains natural acids, such as tartaric acid, which can help exfoliate the skin and brighten the complexion. [[7],[8],[9]]



Quantum Dots: Technological Progress And Pharmaceutical Potential

Mr. Saurabh Saraswat

Associate Professor, Department of Pharmacy

Abstract: In spite of the tremendous progress in the field of nanotechnological advancements in medicine and healthcare along with oriented research and development, the feasibility of quantum dots into clinically-sound products is still not up to the mark. The core challenges involve an eagle-eye scrutiny of the modern nanomedicines from a clinical perspective to pinpoint the lacunae that hinder their therapeutic promise. Quantum Dots are considered as artificial atoms composed of nanocrystalline semiconducting material with numerous biomedical applications such as drug delivery, real time imaging and diagnostics. Quantum dots are also utilized beyond healthcare eg. solar cells, photodetectors and display devices owing to their optical properties. However, the pharmaceutical and clinical potential of quantum dots is still underestimated. The state of market interest and significant clinical trials are focusing and discussing the challenges restricting the medical utility of quantum dots. In this chapter, we have a glance on the preparation, characterization and biomedical applications along with current trends and future scenario.

Keywords: Nanocrystals, nanovectors, fluorophores, in vivo imaging, cell sorting

Introduction: Since the late 1990s, there have been significant breakthroughs in and growing interest in nanomedicine. As of 2020, there will have been more than 32,000 papers concerning nanomedicines, according to a recent study[1]. The rate of confining nanomedicines from the lab to the clinic, however, is still under estimation. The development of COVID-19 vaccinations based on nanomedicines has revived faith in nanomedicines' efficacy as a preventative measure to save the globe from



DEAN
School Of Health Sciences
Sushant University
Sector-55

PERFORMANCE APPRAISAL FORM – FOR ASSO. PROF/PROFESSOR
YEAR: 2023-2024

I. Personal Details:

Name: Dr. Sunil Kumar
Designation: Associate Professor
Emp. ID: SU0980
School: School of Health Sciences
Department: Department of Pharmacy
Date of appointment: 20 November 2023
Pay Band:
Academic Grade Pay:
Date of last promotion/appraisal, if any:
Mobile Number: 8512022518
E-mail: sunilkumar@sushantuniversity.edu.in

II. Summary of activities during the year:

	Heads	Description	Self-Appraisal (A)	Evaluation by the Dean (B)	Evaluation by the VC (C)
Knowledge Transfer - Teaching (30)					
1	Student feedback (05) *	As this cannot be assessed in the previous semester, these five marks are added at Knowledge & support Services under school related activities for the current year. Student feedback will be considered from next year.			
2	Average result of students (Pass percentage in final result) (10)	B. Pharm VIIIth Semester > 90 % 100 % result in Practical Exam BP209P	10		
3	New course design/redesign of an existing course/setting up a new Lab (05)	Setting of Labs as per PCI	4		
4	Innovations in teaching-learning pedagogy (05)	Using PPTs and White board teaching During class	4		
5	Teaching Hours in a week & New Courses Taught (05)	21 Hours	4		
Knowledge Development - Research (40)					
1	Publications (15)	2 Scopus Publication 4 Book Chapter	14		
2	Research Grants (funded projects) (05)				



3	Discovery & Innovation (Patents, Copyright, Creative works of arts, etc.) (10)	one copy - right accepted 4			
4	PhD enrolled/completed /Research work supervision (05)	Supervised Two students 1. Mr. Brijesh 2. Ms. Navneet	4		
5	Invited Research Talks delivered Or MOOC Developed (05)				
Knowledge Support - Service (15)					
1	Support in Admissions & Marketing (05)	3 Admission Ms. Renu Yadav Ms. Asha Pawar Mr. Abhishek	5		
2	Core - Contribution to accreditations (05)	Publication and related activity Uploaed in NAAC with help of chief librarian	4		
3	Administrative support to the School (05) * & University (05)	1 School SRC Committee 2 Ethical Committee 3 Mentor of 3 rd Semester 4 Mentor of 7 th Semester	4		

Support - Other Contributions (15)					
1	Collaborative projects/MoU with Industry; Inviting guest speakers from Industry, research centers etc. Or Co-/Extra-curricular activities (05)	Conducted a guest lecture on Cervical Cancer By. Dr. Rama Joshi , Principal Director Gyane and Oncology Fortis Memorial Institute Gurgaon on 29th January 2024	4		
2	Initiate of new MoU with reputed universities/research Centers/ organizations (05)				



3	Organizing a conference/seminar/workshop/symposium etc. (05)	Organising a Symposium on 25 th October 2024	5		
Sub-Total (100/100/100)			62/66		
Total points scored = $0.25*A + 0.5*B + 0.25*C =$					

DATE: 10/102024
SIGNATURE


APPLICANT'S

Comments of the Program Head

Dean's Comments

HR Comments

Grade	Range
A+	90+
A	80+
B+	70+



2	Initiate of new MoU with reputed universities/research Centers/organizations (05)				
3	Organizing a conference/seminar/workshop/symposium etc. (05)	Organising a Symposium on 25 th Octoer 2024	5		
Sub-Total (100/100/100)			66		
Total points scored = $0.25*A + 0.5*B + 0.25*C =$					

DATE: 10/10/2024
SIGNATURE

APPLICANT'S

Comments of the Program Head

Assoc. Dean

Dr Sunil cooperates with departmental work and is an excellent team worker with amazing positive attitude and polite behavior with all. He is proactive and keeps putting efforts for the betterment of the department.

He is one of the good faculty resource that we do have.

8.5/10

Sybil Singh
7/5/2025

Dean's Comments

He is a active member of team with enthusiasm and initiative tendency for various departmental activities.
Shamir
A

HR Comments

Good feedback

Leaves 2 10.

BORC = 70,000



B+

15/11/2024



ANALYTICAL CHARACTERISATION OF *RHODODENDRON GRIFFITHIANUM* USING SPECTROSCOPIC TECHNIQUES

Kumar Brijesh^{1*}, Kumar Sunil¹, Arora Poonam², Sinha Jyoti¹, Kumar Vinod³

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²SGT College of Pharmacy, SGT University, Gurugram, Haryana, India

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ABSTRACT

Background: The *Rhododendron griffithianum* have been used in traditional medicine for the treatment of inflammatory conditions, pain, gastro-intestinal disorders, common cold, asthma, skin disease, etc. **Purpose:** The focus of this present research is based on the analytical methodologies, which include the isolation of active ingredients from *Rhododendron griffithianum*. This study focused on isolation and characterization of *Rhododendron griffithianum* active constituent by column chromatography. **Methodology:** Various solvent at different polarity were pre-tested in TLC for developing solvent system. The eluted fractions were run in TLC mobile phase with the solvent Toluene: Ethyl acetate: Acetic acid (8:2:0.4). The isolated compounds were characterized by modern analytical techniques such as UV-visible Spectroscopy, FTIR (Fourier Transform Infrared spectroscopy), NMR Spectroscopy and Mass spectroscopy. **Results:** Spectral analysis confirmed, the existence of coumarin in Fraction A of RGE (F3). More studies are needed in the same lines to evaluate other phytoconstituents of this plant.

KEYWORDS: Isolation, Spectroscopy, Chromatography, *Rhododendron*

INTRODUCTION

Medicinal plants or plant-based medicine has been used cost-effectively throughout the world to prevent and/or treat diabetes¹. In fact, many developing countries rely on plant-based medicine to treat people with diabetes and other conditions. Consumers all over the world are becoming more conscious of the nutrition value, health benefits and safety of their food and its ingredients. In addition, there is a preference for natural functional food ingredients that are believed to be safer, healthier and less subject to hazards than their artificial counterparts². Several pharmaceuticals commonly used today are structurally derived from natural compounds that are found in traditional medicinal³⁻⁴. For example, the anti-hyperglycemic drug called metformin, currently used to treat diabetes, can be traced back to the traditional use of *Galega officinalis* to treat diabetes⁵⁻⁶. Most commonly used medicinal plants and vitamins with hypoglycemic activities to improve the immune system and manage blood sugar levels in humans include *Allium sativum* (garlic), *Momordica charantia* (Bitter Melon), *Hibiscus sabdariffa* L⁷ (Roselle Plant), *Zingiber officinale* Rosc (Ginger), and Vitamins C, D, and E⁸.



<https://doi.org/10.33472/AFJBS.6.9.2024.1370-1381>



African Journal of Biological Sciences

Journal homepage: <http://www.afjbs.com>



Research Paper

Open Access

Preparation and Assessment of Herbal Lip Balm by using Butea Monosperma Flowers

Riya Sangelia¹, Neelam Dhankhar², Shoaib Khan³ and Sunil Kumar⁴

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Article History

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ABSTRACT

The cosmetic industry has witnessed a significant shift towards natural and herbal products in recent years, aligning with the global trend of embracing a more sustainable lifestyle. This transition is evident in the growing demand for herbal cosmetics, which are regarded as invaluable gifts from nature. Among these products, lip care items such as lipstick, lip balm, and lip jelly play a pivotal role in enhancing facial beauty and maintaining lip health. Across history, a plethora of natural ingredients have been harnessed for lip care, with documented usage tracing back to ancient civilizations such as the Egyptians. Notably, The Butea monosperma flower, commonly referred to as the flame of the forest, presents medicinal properties and serves as a cosmeceutical ingredient owing to its antifungal, antibacterial, and anti-inflammatory attributes, among others. Evaluating the quality of lip balm products involves assessing performance parameters such as color, odor, spreadability, pH, texture, and skin compatibility. This abstract highlights the importance of herbal cosmetics, particularly in lip care, and underscores the significance of evaluating product quality to ensure consumer satisfaction and safety.

Key Words: Cosmetic, lip balm, Herbal, color, consumer, lip care



Premier Reference Source

Exploring Waste Management in Sustainable Development Contexts

Chandra Mohan, Shobhna Jeet, Saurav Dixit,
and Sónia A. C. Carabineiro

IGI Global

Free Preview

Exploring Waste Management in Sustainable Development Contexts

Chandra Mohan, Shobhna Jeet, Saurav Dixit, Sónia A.C.
Carabineiro

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4th book released with international

Chapter 10

Nanomaterials in Healthcare for Waste Management and Environmental Sustainability

Ginni Rani

DPG Degree College, Gurugram, India

Yashika Chitkara

DPG Degree College, Gurugram, India

Sunil Kumar

Sushant University, Gurugram, India

Chandra Mohan

K.R. Mangalalm University, Gurugram, India

ABSTRACT

The strength of a nation always stems from the resilience of each of its individuals. A vibrant and well-functioning society is built upon the well-being of its citizens. The increasing fascination with nanotechnology has prompted a shift in perspective, emphasizing a microscopic examination of problems to devise solutions. Nanomaterials are now integral to various scientific disciplines, with their application in healthcare marking a groundbreaking development that enhances the delivery of quality patient care. A significant share of the nanomaterials created for these purposes presently rely heavily on energy-intensive production methods and non-renewable resources. Furthermore, there exists a substantial delay between the swift advancement or discovery of these unsustainable nanomaterials and their potential long-term impacts on the environment, human health, and climate. Hence, there is an immediate requirement to create nanomaterials in a sustainable manner, utilizing renewable and natural resources while minimizing societal impact.

1. INTRODUCTION

The global population has swiftly grown from 7 billion to 8 billion over the past decade. This surge has placed significant strain and socio-economic challenges on the need for a more efficient and accessible

DOI: 10.4018/979-8-3693-4264-0.ch010



Education Policy will transform millions of lives in the times to 2020 is based on the pillars of access, equity, quality, accountability."

Narendra Modi, Prime Minister, Government of India

as to make the education system holistic, flexible, aligned to the needs of the 21st century and aimed at unique capabilities of each student."

Kasturirangan (Chairperson of the NEP drafting committee)

provide a comprehensive understanding of the NEP 2020, its and its potential impact on various stakeholders, including parents, policymakers, and educational institutions. It rationale behind the formulation of the policy, the extensive work undertaken, and the aspirations it holds for the future of

book, we will explore the key pillars of the NEP 2020, childhood care and education, school education, higher education, and teacher development. We will examine basis on multidisciplinary learning, the integration of promotion of experiential and practical learning, and the pathways for learners to pursue their interests and

Editors of Book

Paarth Publications
Dehradun, Uttarakhand



Shaping Minds, Empowering Futures:
The Framework of Indian Education Policy NEP-2020

Dr. Vinod Kumar
Dr. Chandra Mohan



Paarth Pub

India's New Education Policy

Revolutionizing India-centric education

Editors

Dr. Vinod Kumar
Dr. Chandra Mohan



New Education Policy 2020: Opportunities And Changing Perspectives Of Higher Education

Dr Vinod Kumar

Associate Professor, SoHAS, G D Goenka University, Gurugram

Sunil Kumar

Associate Professor, Sushant University, Gurugram

Abstract

India's National Education Policy 2020

The Government of India's announcement of the New Education Policy (NEP 2020) was a welcome and unexpected change from the dismal environment that had been molded by the difficulties posed by the Covid-19 pandemic. Many educationists were taken aback by the changes suggested by NEP 2020, as they had not expected such changes. Although the education policy has an impact at both the school and college levels, the focus of this essay is mostly on NEP 2020 and its implications for higher education. The report also outlines the main components of NEP and looks at how they affect the existing educational system.

Keywords: New Education Policy, Higher Education, Covid-19

INTRODUCTION

India's government launched the National Policy on Education (NPE) with the goal of promoting education throughout the nation. It covers both rural and urban locations and spans elementary education through college. Prime Minister Indira Gandhi first unveiled the NPE in



National Education Policy 2020 Roadmap: Policy, Implications, Success And Shortcomings

Dr Manish Yadav

Associate Professor, SoHAS, G D Goenka University, Gurugram

Sunil Kumar

Associate Professor, Sushant University, Gurugram

Abstract

India passed and implemented its first Education Policy in 1986. On July 29, 2020, the Union Cabinet finally adopted the revised National Education Policy (NEP) for India, a period of thirty-four years. With the implementation of this program, India's educational system will have achieved a major turning point and would now be seen as a desirable worldwide destination for higher education. Based on the concepts of "Access, Equity, Quality, Affordability, Accountability," this comprehensive framework covers education from elementary school to higher education and vocational training in both rural and urban areas. Its goal is to transform India into a vibrant knowledge center.

NEP 2020 highlights improvements in institutional and systemic aspects related to governance, regulation, and the advancement of interdisciplinary teaching and research in Indian Higher Education Institutions (HEIs). Various elements within this plan present potential new opportunities for UK HEIs. The alterations in the foundational education system will better equip Indian school graduates for direct entry into a UK undergraduate program. Furthermore, the implementation of a national academic credit system will facilitate credit recognition partnerships between Indian and UK universities. Law is also expected to make it possible for prestigious foreign universities (those in the top 100 worldwide) to open branch campuses



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PERFORMANCE APPRAISAL FORM – FOR ASSISTANT PROFESSOR

YEAR: 2022-23

I. Personal Details:

Name: Swati Rohilla
Designation: Assistant Professor
Emp. ID: SU0893
School: School of Art and Architecture
Department: Bachelor of Fine Art
Date of appointment: 24 August 2022
Pay Band: 18000
Academic Grade Pay:
Date of last promotion/appraisal, if any: No
Mobile Number: 8053581359
E-mail: swatirohilla@sushantuniversity.edu.in

II. Summary of activities during the year:

	Heads	Description	Self Appraisal (A)	Evaluation by the Dean (B)	Evaluation by the VC (C)
	Knowledge Transfer	Teaching (45)			
1	Student feedback (05) *	As this cannot be assessed in the previous semester, these five marks are added at Knowledge & support Services under admission related activities			
2	Average result of students (Pass percentage in final result) (10)	85% student passed	8	08	
3	New course design/redesign of an existing course/setting up a new Lab (10)	Designed entire Applied Art Syllabus	10	10	
4	Innovations in teaching learning pedagogy (10)	Using Information technology, Audio and visual methods and hands on investigation of the subject.	10	10	
5	Teaching Hours in a week (Workload) (05)	1. Teaching hrs. Per week- 20 hrs. 2. Academic responsibility 3. Course designing	5	05	



Signature

		4. Coordination of Applied Art and First year			
6	New Courses taught & Use of Digital learning (LMS) (05)	Courses Taught- Computer Applications in Art and Graphics, Graphic Design, Typography, Advertising Profession and Practice.	5	05	✓
Knowledge Development		Research (30)			
1	Research Publications (10)	-		00	✓
2	Research Grants (funded projects) (05)	-		00	✓
3	Discovery & Innovation (Patents, Copyright, Creative works of arts, etc.) (5)	Creative Work	3	03	✓
4	PhD enrolled/completed /Research work supervision (5)	-		00	✓
5	MOOC Developed (05)	-		00	✓
Knowledge Support		Service (10)			
1	Support in Admissions & Marketing (5) * Core - Contribution to accreditations (5)	All Posters and Media done by me. Contribution in IQAC and NAAC.	(5+5) 10	10	a
a					
b					
2	Administrative support to the School and University (5)				

Support		Other Contributions (15)			
1	Collaborative projects/ MoU with Industry; Inviting guest speakers from Industry, research centers etc. Or Co/Extra Curricular Activities (5)	Conducted Guest Lectures	5	05	✓



Bohla

2	Initiate of new MoU with reputed universities/research Centers/ organizations (5)	-	-	00	
3	Organizing a conference/seminar/ workshop/symposium etc. (5)	Organized Student exhibition	5	05	- a
Sub-Total (100/100/100)			61	61	61
Total points scored = $0.25*A + 0.5*B + 0.25*C =$					

DATE: 27th April 2023

Comments of the Program Head

APPLICANT'S SIGNATURE

She is very hardworking and dedicated person. She is also very innovative in her teaching methodology, also very articulate in her administrative work. She has a very good writing skill too. and she is handling Applied Art all the subject single handedly along with taking and coordinating all the visiting faculties. very good with her soft skills.

K. Arjun
28/04/23

Dean's Comments

Hardworking faculty involved in preparation of B.A., applications preparation. She was also involved in B.S., exhibition work of students. SHE is keen learner and willing to gain knowledge and work in Team

A. K. Kulkarni
08/05/2023

HR Comments

Leaves taken - 12

Performance - Avg.

Recommendation - Avg.



(3) with his/her strength as areas of improvement required to be mentioned in the appraisal letter.
 pe

Date:
chancellor

Grade	Range
A+	90+
A	80+
B+	70+
B	60+
C+	50+
C	40+
D	Less than 40

Vice-

	Description	Score awarding criteria
Teaching (45)		
1	Student feedback (05) *	5 points (maximum) Excellent (above 90%) : 5 point Very Good (80% - 90%) : 4 point Good (70% - 79.99%) : 3 point Average(60%-69.99%) : 2 point Poor (Less than 60%) : 1 point
2	Average result of students (10) Based on Passing Percentage	10 points (maximum) Avg. 90% or more: 10 points Avg. 85% - 89.9% : 8 points Avg. 80% - 84.9% : 6 points Avg. 75% - 79.9% : 4 points Avg. 70% - 74.9% : 2 points Less than 70% : 0 points
3	New course/Module design/redesign of an existing course setting up a new Lab (10)	10 points (maximum) Designing new course : 2 points per course Redesigning a course : 2 point per course Setting up a new Lab : 3 points per lab
4	Innovations in teaching-learning pedagogy (10)	10 points (maximum) (Please explain about the methodology followed, difficulty faced, new method identified, trial period, improvement recorded etc.)
5	No of Teaching Hours in a week & other Academic Responsibilities (Workload) (05)	Mention semester wise workload & List down other Academic Responsibilities
6	New Courses taught & Use of Digital learning (LMS) (05)	Names of the New Course taught last year Single handedly A note by the concerned faculty on how he has used Digital learning software (LMS)



* Student Feedback will be considered from the next year. The five marks of Student Feedback for this year are added at Knowledge & Support Services under admission related activities

Research (30)


1	Publications (10)	10 points (maximum) <ul style="list-style-type: none"> - For authoring Text books :5 points per book - For Authoring Edited Books: 4 points per book - For International Journal papers: 3 points per paper - For SCOPUS/ABDC/UGC Papers – 4 Points per paper - For National/International Conference papers: 3 point per paper - Book Chapters – 3 point per chapters
2	Research Grants (funded projects) (05)	5 points (maximum) <ul style="list-style-type: none"> More than 10 lakhs : 5points 5 – 10 lakhs : 4 points 2 -5 lakhs : 3 points More than 1 less than 2 lakhs: 2 points Less than 1 Lakh : 1 points
3	Discovery & Innovation (Patents, Creative works of arts, etc.) (5)	5 points (maximum) <ul style="list-style-type: none"> Patent Granted : 5 points Patent Filed : 2 points each Copyright Granted : 2 point each (Note: Creative works will be evaluated based on their visibility and impact)
4	PhD awarded/Enrolled/Research work supervision (5)	5 points (maximum) <ul style="list-style-type: none"> - PhD awarded (Self) : 5 points - PhD Enrolled (Self) : 3 points - PhD supervision: 3 points per scholar - M.Tech./B.Tech. project supervision: 1 point each
5	MOOC Course Developed (5)	5 points (maximum) per course



Service (10)

1		
a	Support in Admissions & Marketing (5) *	· 10 points (maximum) School Connect Delivered talks or sessions Contribution in brand building of the school (social media creatives/posts/videos) Contribution to University level or school level Accreditation To be given based on the followings: - Assurance of learning and other activities in support of achieving accreditation (NAAC/QS/NIRF/AISHE and others. Criteria incharges, SPOC of schools, University level accreditation team.
b	Core - Contribution to accreditations (5)	
2	Administrative support to the University (5)	List down in points what administrative support you have extended during the last 1 year. To be given based on the recommendations of Program Coordinator/HOD, Dean and the Vice-Chancellor

Other Contributions (15)

1	Collaborative projects/MoU with Industry; Inviting guest speakers from Industry, research centers etc. Or Co/Extra Curricular Activities (5)	· 5 points (maximum) List with Supporting Documents To be given based on the followings: - Programs conducted jointly with industry (3 marks each) - Setting up of industry sponsored labs (5 marks) - Inviting guest speakers from industry, research centers etc. for lecture, workshop etc. (maximum 2 marks)
2	Initiate of new MoU with reputed universities/research Centers/ organizations (5)	Details of MOU (University/Organisation details, Date of Signing) · 5 points (maximum) - International: 3 points per MoU - National: 2 point per MoU
3	Organizing a conference/seminar/ workshop/symposium etc. (5)	Provide details (Brochure, Event Report, Guest speakers) 

PERFORMANCE APPRAISAL FORM – FOR ASSISTANT PROFESSOR
YEAR: 2022-23

I. Personal Details:

Name: Dr. Isha Saini
Designation: Assistant Professor
Emp. ID: AU0359
School: School of Engineering and Technology
Department: Department of Applied Sciences
Date of appointment: 18th May 2016
Pay Band: Rs.15600/-
Academic Grade Pay: Rs 6000/-
Date of last promotion/appraisal, if any: Appraisal July 2021
Mobile Number: 9910026956
E-mail: ishasaini@sushantuniversity.edu.in

II. Summary of activities during the year:

	Heads	Description	Self Appraisal (A)	Evaluation by the Dean (B)	Evaluation by the VC (C)
Knowledge Transfer		Teaching (45)			
1	Student feedback (05) *	As this cannot be assessed in the previous semester, these five marks are added at Knowledge & support Services under admission related activities			
2	Average result of students (Pass percentage in final result) (10)	Three courses Taught: Engg Physics Theory Engg Physics Lab Geometrical Optics Avg Pass percent: 88%	8	8	
3	New course design/redesign of an existing course/setting up a new Lab (10)	<ul style="list-style-type: none"> • Renew existing Physics Lab + instruments. • Set up of experimental lab for PhD students • Setting up lab for B.Optom students • Design of Engg Physics Course 	10 (3+3+3+2)	5	
4	Innovations in teaching-learning pedagogy (10)	Project based learning – Students were asked to use critical thinking and problem solving skills to make a prototype from what they have learned in real world context.	10	9	



		The major challenge students are working on is the economic part of the prototype and to make it cost effective as well as environment friendly.			
5	Teaching Hours in a week (Workload) (05)	19 Hours – Sem 1 14 Hours – Sem 2 <ul style="list-style-type: none"> • SET Orientation incharge • Industrial Visit to Network Bulls • Mentoring BTech Students • SET Newsletter • SET NAAC criteria 3 incharge 	5	4.	
6	New Courses taught & Use of Digital learning (LMS) (05)	<ul style="list-style-type: none"> • Handled Physics Lab single handedly (130 students with no lab tech) • All content uploaded on LMS at the start of every semester with mapping of students and students are encouraged to use it. 	5	5	
Knowledge Development		Research (30)			
1	Research Publications (10)	2 Edited Books 2 Book Chapters (Elsevier & Taylor & Francis) 4 Conference papers (2 in springer proceedings)	(4+4+3+3+12) 10	10	
2	Research Grants (funded projects) (05)	-----		-	
3	Discovery & Innovation (Patents, Copyright, Creative works of arts, etc.) (5)	1 Patent Published <i>July 2022 published</i>	2	2	
4	PhD enrolled/completed /Research work supervision (5)	Supervising 2 PhD scholars	5	5	
5	MOOC Developed (05)	-----			



Knowledge Support		Service (10)		
1	<p>a Support in Admissions & Marketing (5) *</p> <p>b Core - Contribution to accreditations (5)</p>	<p>(a)</p> <ul style="list-style-type: none"> • Social media creatives/posts/videos/whatsapp msgs at the time of admissions July 2022. • Outreach activities for admissions. • Calling students • Published 6 SET School Newsletters • Delivered 3 talks in FDPs on Research at SET and SOL. • Conducting workshops <p>(b)</p> <ul style="list-style-type: none"> • Research data collection with PCN numbers of all 7 schools for NAAC/NIRF/AISHE/QS/IQAC. • SPOC for criteria 3 at SET. • Member of Book Publication Committee. • Drafted consultancy/IPR policies and presented in academic council meet. 	10	2
2	Administrative support to the School and University (5)	<p>Volunteered for the establishment of the Centre for Research and Development at the University. Worked on numerous activities including</p> <ul style="list-style-type: none"> • assistance in projects application to various govt agencies. • Research policies constitutions and implementation. • Identification of UGC CARE/SCOPUS/SCI journals for publications and presented in Dean's council. • Formation of <i>research and development cell committees</i>. • SOPs for publication data collection and implementation • Seed funding scheme implementation, • Research based workshops and capacity building etc. • Fetching of PFMS and DARPAN id of the University. 	5	5
Support		Other Contributions (15)		



1	Collaborative projects/MoU with Industry; Inviting guest speakers from Industry, research centers etc. Or Co/Extra Curricular Activities (5)	<ul style="list-style-type: none"> Invited Dr. Rahul Taneja, Scientist D from DST Haryana. Onboarded 3 Scientists from reputed govt organizations in Research Advisory Council at SU. Orientation program organized Conducted all Deans interaction with new SET students. 	(2+2+2+2) 5	5	✓
2	Initiate of new MoU with reputed universities/research Centers/ organizations (5)	<ul style="list-style-type: none"> Collaboration with INFLIBNET for implementation of Indian Research Information and Network System (IRINS) at SU. MoU with Patent Information Centre, DST Haryana for formation of IPR Cell at the University (<u>under planning stage</u>) 	4	2	✓
3	Organizing a conference/seminar/ workshop/symposium etc. (5)	<ul style="list-style-type: none"> Organizing Secretary for IATSM July 2022. Conducted workshop on Importance and Requirements for filing a Patent August 2022. Conducted one week workshop across all 7 school on VIDWAN software Feb 2023. 	5	5	✓
Sub-Total (100/100/100)			84	72	72
		Total points scored = $0.25*A + 0.5*B + 0.25*C =$		72	

DATE: 1 May 2023

APPLICANT'S SIGNATURE

Comments of the Program Head



Comments of the Program Head**Dean's Comments**

→ good resource, potential to grow more.

→ May work on quantum computing, advised to guide B-Tech students jointly with CSE faculty in application of AI

Latika

HR Comments

Leaves taken - 29.25

Performance - Good

Recommendation - Good

Grade	Range
A+	90+
A	80+
B+	70+
B	60+
C+	50+
C	40+
D	Less than 40

Date:

Vice-chancellor



SUSHANT UNIVERSITY

OFFICE NOTE

February, 15, 2023

Subject: Approval for organizational structure of Research and Development Cell as per UGC guidelines.

This is in regards to the guidelines formulated by UGC for the establishment of Research and Development Cell (RDC) at higher educational institutes (HEI) wherein the organizational structure of RDC has been defined. The structure is composed of various bodies, authorities and committees which will facilitate planning, implementation, and monitoring of research activities at HEIs. In order to avail the benefits and schemes extended by UGC, it is imperative to constitute RDC structure as per UGC guidelines.

Accordingly, the following organizational structure of RDC comprising of various committees and their specified heads are proposed as under:

Research Advisory Council (RAC):

S.No	Name	Designation
1.	Dr. Rakesh Ranjan	Vice Chancellor
2.	Dr. H.B Singh	External Expert
3.	Dr. Jai Prakash Tiwari	Principal Scientist-NPL CSIR
4.	Dr. Avni Khatkar	Scientist - NPL CSIR
5.	Dr. Saurabh	Officiating Dean - Vatel Hotel and Tourism Business School
6.	Dr. Latika Singh	Director - Accreditations
7.	Dr. Koshalpreet Kaur	Associate Dean - School of Design
8.	Dr. Jyoti Sinha	Principal - Pharmacy
9.	Dr. Suruchi Modi	Professor - School of Art and Architecture

Research and Development Cell (RDC):

S.No	Head	Name
1.	Convener & Research Program and Policy Development	Dr. Isha Saini
2.	IPR, Legal and Ethical matters	Dr. Kanupriya
3.	Collaboration and Community	Dr. Richa N. Agarwal
4.	Finance and Infrastructure	Dr. Vinod
5.	Product Development, Monitoring and Commercialization	Dr. Sachin Datt

For Approval.

Head - Centre for Research and Development

Registrar

Vice Chancellor





Workshop on VIDWAN Portal

Library Resource Centre and Centre for Research & Development organized brief workshops from 10th Feb -15th Feb, 2023 on the process of registration on **VIDWAN portal** and requirements for it for faculty members of all 7 schools of Sushant University.

These workshops were conducted school wise and the faculty members from each school were present in **D-312** with their **laptops (desktop systems were also available)**. VIDWAN ids were generated in the workshop and added to our database for further processing.

Faculty members were requested to be present with the following ids before VIDWAN registration:

- ORCID ID (<https://orcid.org/register>),
- Researcher ID (<https://www.researcherid.com/#rid-for-researchers>),
- Scopus ID (<https://www.scopus.com/>)
- Google Scholar ID (<https://scholar.google.com/>)
- Copy of resumes including publication details

Dr. Dharmendra Harit
Chief Librarian

Dr. Isha Saini
Head

Centre for Research and Development

Chief Librarian
Sushant University, Gurugram



Workshop on
"Importance and Requirements for Filing a Patent"
(Step-by-Step guidance for patent application)



AUGUST 5, 2022 AT 11:30 A.M
VENUE: D 421 SUSHANT UNIVERSITY CAMPUS



GUEST SPEAKER

DR. RAHUL TANEJA, SCIENTIST
HARYANA STATE COUNCIL FOR SCIENCE,
INNOVATION AND TECHNOLOGY



CHIEF GUEST

DR. RAKESH RANJAN,
VICE CHANCELLOR
SUSHANT UNIVERSITY



GUEST OF HONOR

DR. SANJIV SHARMA,
PRO-VICE CHANCELLOR
SUSHANT UNIVERSITY

CONVENERS



DR. ISHA SAINI
HEAD, CENTRE FOR RESEARCH AND DEVELOPMENT,
SUSHANT UNIVERSITY



DR. SUDIPTO SARKAR
DEAN, SCHOOL OF ENGINEERING AND TECHNOLOGY,
SUSHANT UNIVERSITY



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**ADVANCED TECHNOLOGY,
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MANAGEMENT**

IATSM2022

JULY 27-28, 2022



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Basic Information: Please complete the fields below.

Name:	DUSMANTA MAHALIK	Date of Joining:	20/04/2022
Job Title:	Asst. Librarian	Department:	LIBRARY
Grade/CTC:	30,854/-	Supervisor:	Dr. Dharmendra Harit

Major Duties & Responsibilities (KRA)	Self-Assessment	Assessment by Reporting Manager	Rating on Performance To be Completed by HR
Knowledge of the job given and having desired skills	4	4	
Responsibility served other than assigned	4	4	
Direct involvement in organizing events apart from their own kra	3	2	
Contribution made in branding university/admissions	2	2	
The extent to which the employee can be depended upon to be available for work, to complete work properly, and complete work on time	4	4	
Willingness to work harmoniously with others in getting a job done.	4	4	
Consistency in coming to work daily and conforming to scheduled work hours.	4	3	
Safeguarding University assets in accordance with applicable policies.	4	4	
Meeting the dress code and hygiene of workplace expectations.	4	4	
As directed by the management			
AVERAGE -FINAL RATING	4	4	

Any other relevant information which the employees wants to be considered while giving rating:-

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Leave = 26.5

Perc = Rs 308531-

HR Performance KPI Version 2.0, September 2024

Last Increment = 39.12 Rs 353

Remarks by the reporting manager:-

Rating Grid

Score	Rating
>= 75%	4
64- 75%	3 B
50-69%	2
<50%	1

SIGNATURE

Reporting Manager

HR Head

REMARKS-VICE CHANCELLOR

FINAL RATING -

INCREMENT PERCENTAGE-



Basic Information: Please complete the fields below.			
Name:	Sobha	Date of Joining:	
Job Title:	Librarian	Department:	Facilities
Grade/CTC:		Supervisor:	Mr. Vijit Lal Mehta

Major Duties & Responsibilities (KRA)	Self-Assessment	Assessment by Reporting Manager	Rating on Performance To be Completed by HR
<p>Knowledge of the job given and having desired skills</p> <p>Responsibility served other than assigned</p> <p>Direct involvement in organizing events apart from their own kra</p> <p>Contribution made in branding university/admissions</p> <p>The extent to which the employee can be depended upon to be available for work, to complete work properly, and complete work on time</p> <p>Willingness to work harmoniously with others in getting a job done.</p> <p>Consistency in coming to work daily and conforming to scheduled work hours.</p> <p>Safeguarding University assets in accordance with applicable policies.</p> <p>Meeting the dress code and hygiene of workplace expectations.</p> <p><u>As directed by the management</u></p> <p><u>AVERAGE -FINAL RATING</u></p>		<p>Managing the all G. near Libr of the University Properly.</p> <p>(3 in D Block 1 in E Block 2 in H-Block)</p>	

Any other relevant information which the employees wants to be considered while giving rating:-

Hardworking, Loyal, Punctual Employee



Remarks by the reporting manager:-

Doing Good job of all left related work

Leaves = 29

PGL = 17, 6231-

Rating Grid	
Score	Rating
$\geq 75\%$	4 ✓
64- 75%	3 ✓
50-69%	2
$< 50\%$	1

SIGNATURE
HR Head

Reporting Manager

V. J. K. Mallikarjuna
24/10

REMARKS-VICE CHANCELLOR

FINAL RATING -

INCREMENT PERCENTAGE-



Basic Information: Please complete the fields below.			
Name:	PARYZEN KUMAR	Date of Joining:	03/04/2023
Job Title:	SR. ACCOUNTS EXECUTIVE	Department:	ACCOUNTS
Grade/CTC:		Supervisor:	GAUTAM KUMAR
Major Duties & Responsibilities (KRA)	Self-Assessment	Assessment by Reporting Manager	Rating on Performance To be Completed by HR
Knowledge of the job given and having desired skills	4	4	
Responsibility served other than assigned	4	3	
Direct involvement in organizing events apart from their own kra	4	3	
Contribution made in branding university/admissions	4	3	
The extent to which the employee can be depended upon to be available for work, to complete work properly, and complete work on time	4	3.5	
Willingness to work harmoniously with others in getting a job done.	4	3.5	
Consistency in coming to work daily and conforming to scheduled work hours.	4	3	
Safeguarding University assets in accordance with applicable policies.	4	3.5	
Meeting the dress code and hygiene of workplace expectations.	4	3	
<u>As directed by the management</u>	4	3.5	
<u>AVERAGE -FINAL RATING</u>	4.0	3.3	

Any other relevant information which the employees wants to be considered while giving rating:-



<u>As directed by the management</u>			
<u>AVERAGE -FINAL RATING</u>			

Any other relevant information which the employees wants to be considered while giving rating:-

Remarks by the reporting manager:-

Leaves = 18.25
 POC = 137,0001 - / Sub

Rating Grid

Score	Rating
>= 75%	4
64- 75%	3
50-69%	2
<50%	1

SIGNATURE

Parveen Kumar

Reporting Manager

26/10/24.

HR Head

REMARKS-VICE CHANCELLOR

FINAL RATING -

INCREMENT PERCENTAGE-

B

