

Internal Quality Assurance cell (IQAC) Ad-hoc

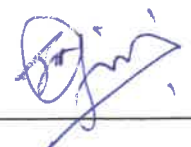
MINUTES

17 AUGUST 2019,
THURSDAY

11:30 AM

VICE CHANCELLOR,
CONFERENCE ROOM

MEETING CALLED BY	Hon'ble Vice Chancellor Prof (Dr.) Raj Singh
TYPE OF MEETING	
FACILITATOR	
NOTE TAKER	
ATTENDEES	Hon'ble Vice Chancellor Prof. (Dr.) Raj Singh , Prof. (Col.) Virendra Kumar Malik, Design, Chair, Sushant School of Art and Architecture (SSAA), Prof. (Dr.) Jagat Giri, Sushant School of Business, (SSB) and and Dr. Anjali Sehrawat, Assistant Professor, School of Law (SOL)

Sno.	Name	Designation	Signature
1	Prof. (Dr.) Raj Singh	Hon'ble Vice Chancellor	
2	Prof. (Col.) Virendra Kumar Malik	Design, Chair, Sushant School of Art and Architecture (SSAA)	
3	Prof. (Dr.) Jagat Giri	Sushant School of Business, (SSB)	
4	Dr. Anjali Sehrawat	Assistant Professor, School of Law (SOL)	

Latika



AGENDA

BIANNUAL MEET IQAC (AD-HOC), ANSAL UNIVERSITY

DISCUSSION

1. Institutionalization the IQAC with Core Committee members as:
 - **Chairperson:** Hon'ble Vice Chancellor Prof. Dr. Raj Singh
 - **Coordinator:** Prof. (Col.) Virendra Kumar Malik
 - **Other members:** Prof. (Dr.) Jagat Giri (SSB) and Dr. Anjali Sehrawat (Assistant Professor)
2. The NAAC document has to be shared with all Schools of Ansal University.
3. The strategic plans from the respective Dean have to be taken from all schools and further a University plan to be developed.
4. The Strategic plan to be shared has to be a 3-year plan. In strategic plan, all schools are required to have an Operational plan.
5. The strategic plan by all schools has to be in line with NAAC requirements.
6. The schools may have variation in their strategic plan but a blueprint for the upcoming three years is required.
7. IQAC and the feedback committee used both online and offline methods to deliver the structured questionnaire to different stakeholders. The feedback suggested was presented in front of the university IQAC Forum for deliberation. All school representatives conduct school level meetings with the concerned course incharges and put forth the changes in the BOS for its approval. The action taken report presented is attached as annexure 1.
8. The IQAC will vet the strategic plan submitted by all Schools and the operational plan. The gaps if any will be notified.
9. All Schools have to fix the accountability and may nominate a person for each parameter to be met by them as per their strategic plan.
10. IQAC will include more members from each school and other stakeholders taking inputs from all Schools.

11. The committee discussed the membership of Shodhganga and DELNET, emphasizing its importance for facilitating access to a vast repository of books, Indian theses and dissertations to enhance research capabilities.
12. Discussion about the renewal of DELNET membership in 2020 was done.
13. Centre for Corporate Legal Research and Training (CCLRT) is an entity established under the School of Law, Ansal University, which was inaugurated on February 14, 2019. It was discussed in the meeting to promote research by organizing workshops or conferences in the university by CCLRT.
14. All schools plan some green building initiatives to spread awareness among the students and society in general. Events like Swach Bharat abhiyan and Green building awareness were discussed.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Strategic plan Procurement from each school	Prof. (Col.) Virendra Kumar Malik	30 October 2019
2. Nominations for SPOC from each school	Prof. Dr. Jagat Narayan Giri	25 th August 2029
3. A Internal Quality Assurance Team/Strategic plan Committee from each School to be constituted	Prof. (Col.) Virendra Kumar Malik	30 October 2019

OBSERVERS	
SPECIAL NOTES	

Internal Quality Assurance cell (IQAC) Ad-hoc

MINUTES

19 NOVEMBER
2019, TUESDAY

11:30 AM

VICE CHANCELLOR,
CONFERENCE ROOM

Review Meeting

MEETING CALLED BY	Hon'ble Vice Chancellor Prof (Dr.) Raj Singh
ATTENDEES	Hon'ble Vice Chancellor Prof. (Dr.) Raj Singh , Prof. (Col.) Virendra Kumar Malik, Design, Chair, Sushant School of Art and Architecture (SSAA), Prof. (Dr.) Jagat Giri, Sushant School of Business, (SSB) and and Dr. Anjali Sehrawat, Assistant Professor, School of Law (SOL)

Sno.	Name	Designation	Signature
1	Prof. (Dr.) Raj Singh	Hon'ble Vice Chancellor	Present
2	Prof. (Col.) Virendra Kumar Malik	Design, Chair, Sushant School of Art and Architecture (SSAA)	Present
3	Prof. (Dr.) Jagat Giri	Sushant School of Business, (SSB)	Present
4	Dr. Anjali Sehrawat	Assistant Professor, School of Law (SOL)	Present



AGENDA

BIANNUAL MEET IQAC (AD-HOC), ANSAL UNIVERSITY

DISCUSSION

- 1.No. of research publications in Scopus, was and UGC care needs to be increased. Faculty are advised to publish at least two papers per semester.
- 2.1st Draft of Feedback questionnaire prepared and presented. Changes suggested post deliberations and suggestions from the members.
- 3.1st draft of Strategic plan presented in front of the committee, for feedback and suggestions.
4. School level curriculum development cell or IQAT teams to be formed to have an indepth discussion on Curriculum advancements based on feedbacks received from Stakeholders.
- 5.More corporate training programs for the faculty and staff.
6. Regular maintenance of academic and non-academic spaces that support teaching and learning process.
- 7.It was suggested to file more patents.
- Faculty are suggested to actively participate in national and international conference proceedings.
8. Plan to arrange more faculty development programs under ATAL.
- 9.Proposal to be made by faculty for Seed money.
10. Discussion on DelNet memberships negotiated rates

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Publications and seed money proposal	Prof. (Col.) Virendra Kumar Malik	20 th January 2020
2.IPR initiatives	Prof. Dr.Jagat Narayan Giri	25 th January 2020
3. FDP's	Dr. Anjali sehrawat	30 January 2020

OBSERVERS	
SPECIAL NOTES	



Internal Quality Assurance cell (IQAC)Ad-hoc

Review meeting of IQAC meeting held on 13 Feb 2020

MINUTES

**15 TH MAY 2020,
FRIDAY**

11:30 AM

**VICE CHANCELLOR,
ONLINE**

MEETING CALLED BY	Hon'ble Vice Chancellor Prof (Dr.) DNS Kumar
ATTENDEES	Hon'ble Vice Chancellor Prof. (Dr.) DNS Kumar, Prof. (Col.) Virendra Kumar Malik, Design, Chair, Sushant School of Art and Architecture (SSAA), Prof. (Dr.) Jagat Giri, Sushant School of Business, (SSB) and Dr. Anjali Sehrawat, Assistant Professor, School of Law (SOL)

Sno.	Name	Designation	Signature
1	Prof. (Dr.) DNS Kumar	Hon'ble Vice Chancellor	Present
2	Prof. (Col.) Virendra Kumar Malik	Design, Chair, Sushant School of Art and Architecture (SSAA)	Present
3	Prof. (Dr.) Jagat Giri	Sushant School of Business, (SSB)	Present
4	Dr. Anjali Sehrawat	Assistant Professor, School of Law (SOL)	Present

AGENDA

DISCUSSION
1. The proposed strategic plan for five years was shared by all schools which needs to be reviewed for its measurable and verifiable objectives.



2. Curriculum to be aligned with NEP.
3. All information regarding IQAC to be sent by official IQAC email ID- iqac@ansaluniversity.edu.in
4. Collaboration initiatives with industry for student engagement.
5. Online conferences and webinars to be organised for better research reach.
6. General suggestions were discussed regarding initiatives to be taken during covid 19 with respect to teaching and student engagement.
7. Placement centre discussed the measures taken for organising online placement drives
8. Examination department discussed how online examination will be conducted without compromising the essence of examination.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Industry collaborations, placements 2. Online webinars and conference. 3. A Internal Quality Assurance Team/Strategic plan Committee from each School to review	Dr. Anjali Sehrawat Prof. (Col.) Virendra Kumar Malik Prof. Dr. Giri	June 2020 20th August 2020



Internal Quality Assurance cell (IQAC) Ad-hoc

MINUTES

13 FEBRUARY
2020, THURSDAY

11:30 AM

VICE CHANCELLOR,
CONFERENCE ROOM

MEETING CALLED BY	Hon'ble Vice Chancellor Prof (Dr.) DNS Kumar
TYPE OF MEETING	
FACILITATOR	
NOTE TAKER	
ATTENDEES	Hon'ble Vice Chancellor Prof. (Dr.) DNS Kumar, Prof. (Col.) Virendra Kumar Malik, Design, Chair, Sushant School of Art and Architecture (SSAA), Prof. (Dr.) Jagat Giri, Sushant School of Business, (SSB) and Dr. Anjali Sehrawat, Assistant Professor, School of Law (SOL)

S.No	Name	Designation	Signature
1	Prof. (Dr.) DNS Kumar	Hon'ble Vice Chancellor	
2	Prof. (Col.) Virendra Kumar Malik	Design, Chair, Sushant School of Art and Architecture (SSAA)	
3	Prof. (Dr.) Jagat Giri	Sushant School of Business, (SSB)	
4	Dr. Anjali Sehrawat	Assistant Professor, School of Law (SOL)	

AGENDA

OFFICIAL CONSTITUTION OF IQAC, ANSAL UNIVERSITY

DISCUSSION

DISCUSSION

1. Institutionalization the IQAC with Core Committee members as:
 - **Chairperson:** Hon'ble Vice Chancellor Prof. (Dr.) DNS Kumar
 - **Coordinator:** Prof. (Col.) Virendra Kumar Malik
 - **Other members:** Prof. (Dr.) Jagat Giri (SSB) and Dr. Anjali Sehrawat (Assistant Professor)
2. IQAC team member welcomed- Hon'ble Vice Chancellor Prof. (Dr.) DNS Kumar
3. Hon'ble Vice Chancellor proposed institutionalisation of IQAC core committee and shared his vision for the IQAC.
4. The roles of various members were discussed. The role of the Coordinator of the Ansal University IQAC is to ensure the effective functioning of all the members and the IQAC.
5. The Member Secretary of the Ansal University, IQAC Committee is to be nominated from the existing members.
6. Minutes of Meeting to be maintained by Dr. Anjali and uploaded on IQAC Google drive.
7. The creation of IQAC email ID- iqac@ansaluniversity.edu.in is proposed for documentation of academic activities/programmes.
8. The Registrar office will notify the constitution of the Committee with the aforementioned members in the mail to all the Deans.
9. The IQAC is required to share their vision and objective for the constitution of the Committee with all the Deans by 20th February 2020.
10. The NAAC document has to be shared with all Schools of Ansal University.
11. The Strategic plan to be shared has to be a 3-year plan. In strategic plan, all schools are required to have an Operational plan.
12. The operational plan should have different parameters and a person/persons can be nominated from the respective School for the effective implementation of the plan.
13. The strategic plan should have measurable and verifiable objectives laid for the School.

14. Strategic plan Committee constituting 3-4 members to be nominated by respective Dean for drafting the strategy and its execution.
15. The strategic plan by all schools has to be in line with NAAC requirements.
16. The schools may have variation in their strategic plan but a blueprint for the upcoming three years is required.
17. The strategic plan will be 3 years but operational plan has to be audited by Ansal University IQAC annually, verifying the execution of the strategic plan through operational plan.
18. The IQAC will notify all the Deans for a meeting and explain them the working and objective of IQAC, the inputs from all the Deans will be taken for ensuring internalization of the quality culture at Ansal University.
19. System of Feedback for Syllabus Design and Review
Summary of Feedbacks from stakeholders related to curriculum was discussed. IQAC Head instructed the members to address and incorporate suggestions proposed by the stakeholders. Action taken report attached as Annexure 1.
20. The IQAC will vet the strategic plan submitted by all Schools and the operational plan. The gaps if any will be notified.
21. All Schools have to fix the accountability and may nominate a person for each parameter to be met by them as per their strategic plan.
22. IQAC will include more members from each school and other stakeholders taking inputs from all Schools.
23. The first draft of the strategic plan at school level is to be prepared and submitted to IQAC by the third week or 20th March, Friday 2020.
24. Meeting with all Deans to be coordinated in the fourth week of March 2020 to evolve methods to move forward.
25. IQAC shall conduct meetings with the Strategic Committee of the respective School or all schools as required.
26. The meeting with all 24 members of the strategic committee of all schools can be held after Dean's meeting or they can be called thrice in rotation.

27. The procurement of stationery for the purpose of IQAC to be done from the VC office.

28. The members in the strategic plan committee of each school should have proper representation of Ph.D. holders and non- Ph.D. 's.

29. The policy page for Ansal University, IQAC to be drafted and circulated to all the Schools.

30. The requirement for meeting room and other infrastructure necessities for IQAC to be proposed.

31. The university has proposed to celebrate world water day on 20 March 2020. The posters have been circulated to ensure maximum participation.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. The Internal Quality Assurance Committee constituted with four Core committee members. The members of the Core Committee are Chairperson: Hon'ble Vice Chancellor Prof. (Dr.) DNS Kumar, Coordinator: Prof. (Col.) Virendra Kumar Malik, Prof. (Dr.) Jagat Giri (SSB) and Dr. Anjali Sehrawat (Assistant Professor).	Prof. (Col.) Virendra Kumar Malik	
2. IQAC official email Id to be created.	Dr. Anjali Sehrawat	20 th February 2020
3. Uploading of minutes to be done.		
4. An email to all Deans to be sent by 20 th February 2020 sharing the vision and objective of the Internal Quality Assurance Committee.	Prof. (Col.) Virendra Kumar Malik	
5. A Internal Quality Assurance Team/Strategic plan Committee from each School to be constituted	Prof. Dr. Giri	20 th March 2020

OBSERVERS	
SPECIAL NOTES	

Minutes of Meeting of IQAC-SU

No.	AU/IQAC/23/1300600 dated 16 Sept 2020	Venue	D-508, D Block, Sushant University, Gurugram
Date	Tuesday, September 15, 2020	Time	11:00 AM

Members Present:

S. No.	Name	Designation
1.	Dr. D. N. S. Kumar	Chairperson
2.	Prof. (Col.) V. K. Malik	Coordinator
3.	Dr. Jagat Narayan Giri	Member Secretary
4.	Dr. Anjali Sehrawat	Member
5.	Dr. Sanjeev Kumar Sharma	Member
6.	Dr. Garima Prakash	Member
7.	Dr. Latika Duhan	Member
8.	Prof. Anil Yadav	Member
9.	Dr. Nadeem Luqman	Member
10.	Dr. Ajith Kaliyath	Member (Virtually present viva Google-Meet)
11.	Mr. Jitender Chawla	Member, Industry Representative
12.	Ms. Devika Diwan	Member, Alumni
13.	Ms. Ruchika Agrawal	Student Member (Virtually present viva Google-Meet)
14.	Mr. Aryan Bahl	Student Member (Virtually present viva Google-Meet)



The meeting of IQAC of Sushant University (Erstwhile Ansal University) was held on 15th September, 2020 at 11:00 am. To start with, the Coordinator of the IQAC-SU Prof. (Col.) V. K. Malik said that quality assurance is a continuous affair; it is not a one-time process and all the academic and pro-academic activities are needed to be properly documented. After that the IQAC-SU member Dr. Anjali Sehrawat read out the brief profile of the members to introduce them. Honb'le Vice-Chancellor, Sushant University Dr. D. N. S. Kumar who is also the Chairperson of IQAC-SU, addressing the members, threw light on the newly introduced National Education Policy. While speaking on the significance of NAAC and its seven criteria points he said that 'ensuring what we have assured is very important'. Thereafter, the agenda points for the first meeting of IQAC-SU as circulated to all members were discussed and deliberated upon:

1. Introductory brief on IQAC:

Mentioning the Vision and Mission statements of the IQAC-SU, the Coordinator of IQAC-SU, Col. Malik in his introductory speech elaborated the functions of IQAC-SU and its sub-committees through a flow chart.

2. To Welcome IQAC Members:

Dr. Anjali Sehrawat welcomed all the IQAC-SU members who were physically present and also the members who were virtually present online over Google-Meet Platform.

3. To discuss and approve formulation of various sub committees for smooth functioning of IQAC-SU:

The following sub committees at various level were discussed and approved –

i. IQACC (Internal Quality Assurance Core Committee of three members):

Record daily functioning/minutes of meetings/update web page/prepare action taken reports are some of the tasks.

- a. Prof. (Col.) Virendra Kumar Malik – Coordinator
- b. Prof. (Dr.). Jagat Narayan Giri – Member Secretary
- c. Asst. Prof. (Dr.) Anjali Sehrawat – Member

ii. IQAAC (Internal Quality Assurance Audit Committee of four members):

Conduct administrative and academic audit of the institute twice a year and suggest improvements plus follow up and suggest /recommend ways forward in enhancing quality. Plus, monitor preparation of strategic and operational plans of school along with measurable parameters and suggest improvements.

- a. Prof.(Dr.) Garima Prakash.....In Charge
- b. Assoc. Prof. (Dr.) Ajith Kaliyath
- c. Prof.(Dr.) Sanjeev Kumar Sharma
- d. Ms. Ruchika Agarwal (Student member)



- iii. **IQAEC (Internal Quality Assurance Event Committee of three members):**
Conduct seminars/workshops for all stakeholders to increase awareness about quality aspects and also collaborate with other institutes to learn about other best practices and innovations. Also responsible for conduct and create format of various surveys with all stakeholders like students/alumni/parents and to analyse the same and suggest /recommend way forward.
 - a. Prof. Anil Kumar Yadav.....In Charge
 - b. Mr. Jitender Chawla (Industry member)
 - c. Ms. Devika Diwan...(Alumni)
 - iv. **IQATC (Internal Quality Assurance Training Committee of three members):**
Responsible to ensure conduct of faculty training programs and design and conduct of various student training /orientation programs. Monitor all research related activities of institute Plus be responsible for Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.
 - a. Prof (Dr) Latika Duhan..... In Charge
 - b. Asso. Prof (Dr) Nadeem Luqman
 - c. Mr Aryan Bahl.....(Student member)
4. **To discuss and approve formulation of IQAT (Internal Quality Assurance Team) at School level and approval of milestones for preparation of Strategic and Operational Plan of each School:**
To pursue quality standard against set benchmarks at school level, three-member Internal Quality Assurance Team (IQAT) under the leadership of dean were discussed and approved to ensure quality at school level. It was also discussed that all the Schools of the University will give their Operational Plan of current year by 25th October, 2020 and Strategic Plan by 15th November, 2020 respectively. The Strategic Plan is to be for three years and the Operational Plans are to be annual. IQAAC to take this forward.
5. **To discuss and approve student survey form:**
Student survey form was discussed and deliberated it was held that it is lengthy, the number of questions to be reduced so that the students can fill the form with interest and give their feedback. It was also emphasised that the form to be filled by student anonymously so as to have genuine feedback from them. The Chairperson of IQAC in this context said that Students' feedback can be taken once in a year at University level. IQAEC to take this forward.
6. **Any Other items with permission of Chair:**
- i. A Strategic & Operational Plan Committee will be formed at University level with Registrar-SU as the Chairperson and Dr. Vibhuti Sachdev (SSAA), Dr. Garima Prakash (VHTBS), Dr. Komal Sandhu (SoL) as members. The said committee to give



University Level Strategic and Operational plan by 1st October, 2020. After that, different Schools of the University will submit to IQAAC their Operational Plan of current year by 25th October, 2020 and Strategic Plans for three years by 15th November, 2020 respectively.

- ii. IQAEC to prepare and submit its SOP by 30th October, 2020. The committee, for its operation, may involve some other IQAT faculty members also from different Schools wherever needed.
- iii. To bring and assure quality teaching FDP/Refresher courses to be conducted at University level. IQATC to include this aspect in its goals and prepare and submit SOP by 30th October, 2020.
- iv. Since faculty members are doers and assurers of quality at all levels, it is imperative to conduct Faculty Satisfaction Survey. IQAEC to include this aspect in its goal while preparing SOP.
- v. The non-academic offices like, Accounts and IT should also be involved for assuring quality at different levels. IQAAC to include this as one of the parameter in its audit and prepare SOP by 30th October, 2020.

7. To fix date of next meeting:

The next meeting of IQAC-SU is to be conducted in the 3rd week of January 2021.

There being no other items in agenda, the meeting concluded with the vote of thanks by Member-Secretary IQAC-SU, Dr. Jagat Narayan Giri to the chair.


Prof. (Col.) Virendra Kumar Malik
Coordinator, IQAC-SU



Minutes of 1st Internal Quality Assurance Event Committee (IQAEC) Meeting

Date	4 th Jan, 2021
Venue	D-508, D Block, Sushant University, Gurugram
Time	1:30 PM

Members Present:

S. No.	Name	Designation
1.	Prof. Anil Kumar Yadav	In-Charge
2.	Mr. Jitender Chawla	Industry Member
3.	Ms. Devika Diwan	Alumni

Absentees: Nil

The 1st meeting of IQAEC of Sushant University (Erstwhile Ansal University) was held on 4th Jan, 2021 at 1:30 pm. The meeting commenced with a welcome address and opening remarks by Prof. Anil Kumar Yadav, In-charge of IQAEC-SU, who greeted all members and explained the rationale behind the formation of the committee. The In-charge highlighted that the committee shall promote a culture of quality through seminars, workshops, collaborations, and stakeholder engagement. The committee shall create awareness, share best practices, and facilitate continuous improvement by organizing events aligned with institutional goals, accreditation standards, and quality enhancement initiatives.

- Awareness Seminars/Workshops:** It was proposed to conduct one seminar each for faculty, students, and administrative staff focusing on quality benchmarks, NAAC criteria, and institutional improvement strategies.
- University Collaboration:** Shortlisted three universities known for their best practices in teaching-learning and student support. Initial contact to be made for collaboration and knowledge-sharing events.
- Survey Development:** The committee drafted preliminary formats for Student Satisfaction Survey (SSS) and it was decided to review them in the next meeting.
- Event Calendar:** Proposed dates for workshops were finalized for April (Faculty), May (Students), and June (Non-Teaching Staff).
- Sub-Committee Formation:** Separate teams formed for content development, speaker coordination, logistics, and publicity.
- To fix date of next meeting:** The next meeting of IQACC-SU will be conducted in the 2nd week of September, 2021.

There being no other item in agenda, the meeting concluded with the vote of thanks by In-charge IQAEC-SU, Prof. Anil Kumar Yadav.



Head – IQAC


Registrar Office

Minutes of 1st Internal Quality Assurance Audit Committee (IQAAC) Meeting

Date	21 st Jan, 2021
Venue	D-508, D Block, Sushant University, Gurugram
Time	11:00 AM

Members Present:

S. No.	Name	Designation
1.	Prof. (Dr.) Garima Prakash	In charge
2.	Dr. Ajith Kaliyath	Member
3.	Dr. Sanjeev Kumar Sharma	Member
4.	Ms Ruchika Agarwal	Member

Absentees: Nil

The 1st meeting of IQAAC of Sushant University was held on 21st Jan, 2021 at 11:00 am. The meeting started with the introductory pace setting by the IQAAC-SU In-charge, Prof. (Dr.) Garima Prakash by welcoming all the members and elaborated the purpose of constitution of the committee

Following points were discussed during the meeting:

1. All schools were instructed to draft their Strategic Plans for 2021–2023, ensuring alignment with the university's overall vision and goals.
2. The committee stressed the importance of embedding SMART objectives (Specific, Measurable, Achievable, Relevant, Time-bound) into each plan to enable effective tracking and assessment.
3. Specific directions were provided to:
 - a. School of Law and School of Health Sciences to incorporate focused goals on faculty development and teaching innovation.
 - b. Schools of Architecture and Engineering were instructed to include interdisciplinary and collaborative initiatives that reflect cross-functional learning.
4. The committee noted the need for greater stakeholder involvement in the planning process:
 - a. Schools were advised to engage faculty members, student representatives, and industry advisors during strategic plan formulation and while conducting BOS.
 - b. Incorporate baseline data and target indicators to measure progress over time.
5. It was recommended to establish Quality Circles in every school to foster internal peer review, share best practices and support continuous quality improvement.
6. The next meeting of IQAAC-SU will be conducted in the month of August 2021.

There being no other item in agenda, the meeting concluded with the vote of thanks by IQAAC-SU In-charge, Prof. (Dr.) Garima Prakash.

Head – IQAC



Registrar Office

Minutes of 1st Internal Quality Assurance Core Committee (IQACC) Meeting

Date	20 th Jan, 2021
Venue	D-508, D Block, Sushant University, Gurugram
Time	11:00 AM

Members Present:

S. No.	Name	Designation
1.	Prof. (Col.) V. K. Malik	Coordinator
2.	Dr. Jagat Narayan Giri	Member Secretary
3.	Dr. Anjali Sehwat	Member

Absentees: Nil

The 1st meeting of IQACC of Sushant University (Erstwhile Ansal University) was held on 20th Jan, 2021 at 11:00 am. The meeting started with the introductory pace setting by the Coordinator of IQACC-SU Prof. (Col) V. K. Malik by welcoming all the members and elaborated the purpose of constitution of the committee. He highlighted that the committee shall plan, guide, and monitor quality assurance and enhancement activities in a university. It must be ensured by the committee that the university shall not just maintains its existing standards but shall consistently works to enhance every aspect of its functioning.

- Daily Functioning Records:** The committee reviewed existing daily records and suggested a uniform template for all departments to ensure consistency in reporting teaching-learning and academic activities.
- MoM Standardization:** A standard MoM format was approved and circulated to all departments for uniformity in meeting documentation and reporting to IQACC.
- Website Updates:** It was decided to initiate periodic updates to the web page regarding IQACC. Departments were directed to submit achievements and activities for online publication by end of March.
- NAAC Sensitization:** A workshop was proposed for March to familiarize newly appointed faculty with NAAC accreditation requirements and quality benchmarks.
- To fix date of next meeting:**
The next meeting of IQACC-SU will be conducted in the 2nd week of September, 2021.

There being no other item in agenda, the meeting concluded with the vote of thanks by Member-Secretary IQACC-SU, Dr. Jagat Narayan Giri to the chair.



Head - IQAC


Registrar Office

Minutes of the 2nd Meeting of IQAC-SU

No.	AU/IQAC/33/1300600 dated 08 Mar 2021
Date	Wednesday, February 10, 2021

Venue	D-508, D Block, Sushant University, Gurugram
Time	11:00 AM

Members Present:

S. No.	Name	Designation
1.	Dr. D. N. S. Kumar	Chairperson
2.	Prof. (Col.) V. K. Malik	Coordinator
3.	Dr. Jagat Narayan Giri	Member Secretary
4.	Dr. Anjali Dabas	Member
5.	Dr. Sanjeev Sharma	Member
6.	Dr.. Garima Prakash	Member
7.	Dr. Sudipto Sarkar	Member
8.	Dr. Latika Duhan	Member
9.	Dr. Nadeem Luqman	Member
10.	Dr. Sachin Dutt	Member
11.	Dr. Ajith Kaliyath	Member (Virtually present on Google Meet Link)
12.	Mr. Jitender Chawla	Member, (Industry Representative, Virtually present on Google Meet Link)
13.	Ms. Devika Diwan	Student Alumni
14.	Ms. Ruchika Agrawal	Student member
15.	Mr. Aryan Bahl	Student Member



The 2nd meeting of IQAC of Sushant University (Erstwhile Ansal University) was held on 10th February, 2021 at 11:00 am. The meeting started with the introductory pace setting by the Coordinator of IQAC-SU Prof. (Col) V. K. Malik by presenting summarized action taken report of IQAC-SU since last meeting. After that the IQAC member Dr. Anjali Dabas read out the brief profile of the new members and expressed gratitude to the outgoing member. Honb'le Vice-Chancellor, Sushant University Prof. D. N. S. Kumar who is also the Chairperson of IQAC-SU, addressing the members, elaborated on how the University did well during the Pandemic by each other's handholding. Throwing light on the new National Education Policy he emphasised to ensure the assurance of Quality standards by continuously improving by taking challenges to introducing new courses in liberal art and emerging technology and also work on developing certification courses which enhance skill set of our students. Thereafter, the agenda points of 2nd meeting of IQAC-SU as circulated to all members were discussed and deliberated upon:

1. To Confirm the Minutes of IQAC-SU 1st Meeting:

The Minutes of the IQAC-SU 1st meeting held on 15th September, 2020 were confirmed and approved.

2. To Welcome IQAC New Members:

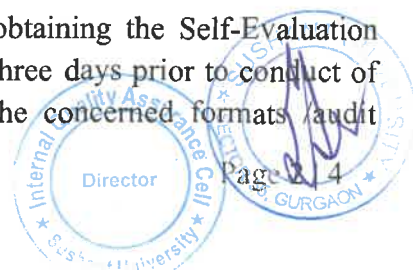
Dr. Anjali Dabas welcomed Dr. Sudipto Sarkar (SET) and Dr. Sachin Dutt (SSD) as new members of IQAEC and expressed gratitude for Outgoing Member Prof Anil Yadav for his valuable contribution in strengthening IQAC-SU.

3. To discuss and approve pending matters arising out of the minutes and action taken from 1st meeting of IQAC-SU:

- a. Every School of the University were instructed to prepare Strategic and Operational Plan of its School by Nov 2020. Every School has prepared except SoD and SPD delay in completion of task is due to churning of its faculty. Therefore, SoD and SPD are instructed to prepare Strategic and Operational plan by 01 March 2021 and all schools are instructed to gear up now to execute the same in order and spirit.
- b. Preparation of SOPs of sub-committees of IQAC-SU has been completed by all the Schools except IQAEC, which has recently been restructured by in-cooperating Dr. Sudipto Sarkar of SET to replace Prof. Anil Yadav and Dr. Sachin Dutt of SSD to reinforce to help Dr. Sudipto to carry on the assigned works related to IQAEC. The IQAEC was directed to prepare the SoP by 25th February, 2021 and conduct Students Satisfaction Survey in the month of March/April 2021.

4. To consider and discuss conduct of Academic and Administrative Audit of each School:

Process to conduct Audit of all schools was discussed it was decided that three-member audit committee (randomly picked members from IQAT of schools) plus one member as chairperson of audit committee (from IQAC-SU) will carry out audit. The Committee will be doing its work in phased manner commencing from obtaining the Self-Evaluation Report at School level submitted by Dean of each school three days prior to conduct of audit. Dr. Garima in charge of IQAAC to prepare all the concerned formats / audit



scorecard /parameters /benchmarks for the purpose by 01st March,2021 and also organize awareness session with all IQAT members and Deans of all schools in the month of March 2021 and prepare schedule of Audit of all schools to be conducted in the month of April 2021.

5. To consider and discuss quality calendar to include FDPs of each school:

Given the significance of the training and improving the quality of the academic environment in the University, it was decided that the FDPs and the training of the staff to be a regular feature at the University level. In this context the training to Faculty and Program Directors at different Schools to be held on various aspects of data evaluation, analysis and representation in context with NAAC. The staff members should also be given all the required training in the context at least twice a year. IQATC to regularly monitor the conduct of FDP by each school and prepare FDP calendar to archive the events to be suitably uploaded on website for increasing visibility.

6. System of Feedback for Syllabus Design and Review

Feedback on curriculum elements and courses gathered by the school from a variety of stakeholders, including parents, employers, faculty, alumni, and students to be presented in front of the BOS of the respective schools and take necessary measures in the form of Curriculum enhancement. The university should do student feedback soon on university level to help in curriculum enhancement and quality improvement. Likewise an alumni satisfaction should also be conducted in the upcoming semester.

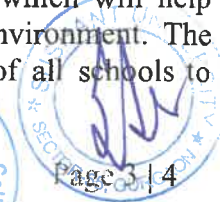
The action taken report was presented by the IQAC School level Member (attached as Annexure 1)

7. Any Other items with permission of Chair:

- a. Each School to have Professor Emeritus and visiting Researcher Mentor who will guide the faculty members on research and publication aspects.
- b. Chairperson directed that list of New initiative under taken by university to be shared with all IQAC-SU members.
- c. Chairperson directed that suitable room along with necessary IT support in D block should be allocated for functioning of IQAC-SU.

8. Discussion on Organizing a Comprehensive Student Survey

The committee discussed the importance of organizing a comprehensive student survey across all schools within the university. The objective of the survey is to collect valuable feedback on various aspects of the academic experience, including curriculum effectiveness, teaching quality, campus facilities, and student support services. This initiative aims to capture diverse perspectives from the student body, which will help identify areas for improvement and enhance the overall educational environment. The committee emphasized the need for the participation and cooperation of all schools to ensure the success of this initiative.



9. Discussion on Organizing an Alumni Satisfaction Survey

The committee highlighted the importance of conducting an alumni satisfaction survey to collect feedback from graduates about their educational experiences and career trajectories. The survey aims to evaluate the relevance and quality of the curriculum, the effectiveness of faculty support, and the adequacy of career services provided by the university. This initiative seeks to gather valuable insights from alumni to pinpoint strengths and areas for improvement, thereby enhancing educational programs and support services for current and future students.

10. Discussion on organizing events under “Unnat Bharat Abhiyan”. Dr. Latika Duhan was given the opportunity to hold an event or webinar on organic farming to promote farming concepts among faculty and students. Tentative dates were kept in June 2021.

11. To fix date of next meeting:

The next meeting of IQAC-SU will be conducted in the 3rd week of August, 2021.

There being no other item in agenda, the meeting concluded with the vote of thanks by Member-Secretary IQAC-SU, Dr. Jagat Narayan Giri to the chair.


Prof. (Col.) Virendra Kumar Malik
Coordinator, IQAC-SU



IQAC Meeting

No.	AU/IQAC/33/1300600 dated 14 may 2021
Date	May 14, 2021

Venue	D-508, D Block, Sushant University, Gurugram
Time	11:00 AM

Members Present:

S. No.	Name	Designation
1.	Dr. D. N. S. Kumar	Chairperson
2.	Prof. (Col.) V. K. Malik	Coordinator
3.	Dr. Jagat Narayan Giri	Member Secretary
4.	Dr. Anjali Dabas	Member
5.	Dr. Sanjeev Sharma	Member
6.	Dr.. Garima Prakash	Member
7.	Dr. Sudipto Sarkar	Member
8.	Dr. Latika Duhan	Member
9.	Dr. Nadeem Luqman	Member
10.	Dr. Sachin Dutt	Member
11.	Dr. Ajith Kaliyath	Member (Virtually present on Google Meet Link)
12.	Mr. Jitender Chawla	Member, (Industry Representative, Virtually present on Google Meet Link)
13.	Ms. Devika Diwan	Student Alumni
14.	Ms. Ruchika Agrawal	Student member
15.	Mr. Aryan Bahl	Student Member

Minutes of the Meeting:

1. Opening Remarks by Chairperson:

- Appreciated the commitment of faculty and staff during the second wave of COVID-19.
- Emphasized the importance of balancing safety with academic progress.

2. Online Academic Review:

- All departments reported successful continuation of online classes.
- Online attendance and engagement have improved compared to 2020.
- Students facing internet issues were given access to recorded lectures and study materials.
- Student and alumni feedback on curriculum enhancement to be taken in upcoming semester.

3. Campus Reopening Strategy:

- Proposed a phased reopening from July 2021 based on government directives.
- Hybrid/blended learning model to be adopted, especially for final year students.
- Safety SOPs to be updated and circulated in advance.

4. Examinations:

- End-semester exams scheduled for June 2021 to be conducted in online mode.
- Exam committee tasked with preparing guidelines and conducting mock tests for students.
- Continuous internal assessment to continue via Moodle and Google Forms.

5. Faculty Development & Training:

- Planned series of Faculty Development Programs (FDPs) on:
 - Blended learning methodologies
 - Assessment tools and e-content creation
- Encouraged faculty to attend national-level FDPs and MOOCs (SWAYAM/NPTEL).

6. NAAC 2020-21 Preparation:

- Departments reminded to upload all academic records, screenshots, attendance logs, and webinar reports.
- IQAC to conduct a virtual audit in June 2021 to ensure documentation readiness.

7. Other Discussions:

- Plan to organize National Webinar on "Post-COVID Pedagogical Innovations".
- Proposal to initiate online value-added certificate courses during summer break.
- Suggestions invited for academic collaborations and MoUs for e-learning platforms.

There being no other item in agenda, the meeting concluded with the vote of thanks by Member-Secretary IQAC-SU, Dr. Jagat Narayan Giri to the chair.

Prof. (Col.) Virendra Kumar Malik
Coordinator, IQAC-SU





**Minutes of Meeting – IQAC
Review meeting
Sushant University, Gurugram**

No.	SU/IQAC/57/1300600 dated 12 August , 2021
Date	Thursday, 12 August, 2021

Venue	D-508 (D Block) Sushant University, Gurugram
Time	11:00 AM

Members Present/Absent:

	Name	Designation	Present/ Absent
1	Dr. Rakesh Ranjan	Chairman	Present
2	Prof.(Col.) V. K. Malik	Coordinator	Present
3	Prof.(Dr.) Jagat Narayan Giri	Member Secretary	Present
4	Ass. Prof.(Dr.) Anjali Sehrawat	Member	Present
5	Prof.(Dr.) Sanjeev Sharma	Member	Present
6	Prof. (Dr.) Garima Prakash	Member	Present
7	Prof. (Dr.) Sudipto Sarkar	Member	Present
8	Prof. (Dr.) Latika Duhan	Member	Present
9	Prof. (Dr.) Nadeem Luqman	Member	present

10	Ass. Prof. (Dr.) Sachin Dutt	Member	Present
11	Asso. Prof. Saurav Chhabra	Member	Present
12	Ass. Prof. Ria Kapoor	Member	present
13	Justice Arun Kumar Tyagi	Member, Industry Representative	Present
14	Ms. Nain Lulla	Student Alumni	present
15	Ms. Sanya Goel	Student Member	Present
16	Ms. Komal Bhardwaj	Student Member	Present

Minutes of the 3rd IQAC Meeting at Sushant University (Erstwhile Ansal University)

Date: 12th August 2021

Time: 11:00 AM

Venue: Sushant University, Gurugram

Meeting Commencement: The 3rd meeting of the Internal Quality Assurance Cell (IQAC) of Sushant University (formerly Ansal University) was held on August 12,, 2021, at 11:00 AM. The meeting commenced with a warm welcome note by Prof. (Col.) V. K. Malik, the Coordinator of IQAC, who extended a welcome to Honourable Vice-Chancellor, Prof. (Dr.) Rakesh Ranjan, and the Chairman of IQAC_SU. Subsequently, Prof. (Col.) V. K. Malik provided a detailed explanation of the role and significance of the NEP cell and NAAC accreditation, along with insights into the ongoing preparations by various departments within the university.

Agenda Points: The following agenda points were discussed and deliberated upon during the meeting:

Review of Previous Meeting:

- The minutes of the last meeting were confirmed by all members.
- Action taken on previous recommendations was briefly discussed.

Feedback System for Curriculum and Syllabus:

- It was resolved that a structured feedback mechanism involving students, alumni, employers, and faculty will be developed.



- Feedback forms will be shared online at the end of each semester and will cover aspects like relevance, industry-orientation, and scope for skill development.
- Department coordinators will analyse the feedback and suggest changes to the Board of Studies.

Alumni Satisfaction Survey:

- An online survey to assess alumni satisfaction with academic, infrastructural, and career support aspects will be rolled out.
- Results will be compiled and used to improve institutional offerings and engagement with alumni.

Ph.D. Enrolment:

- The meeting reviewed the current Ph.D. enrollment statistics.
- Departments were encouraged to increase research program visibility through webinars, workshops, and collaborations.
- It was proposed to conduct an awareness session for postgraduate students regarding Ph.D. opportunities.

Research Incentives:

- A policy draft for providing research incentives was discussed.
- Proposed incentives include: financial support for publication in reputed journals, seed grants for initial research, and recognition at annual college events.
- Final policy will be presented in the next meeting for approval.

Any Other Item:

- Suggestions were invited for the upcoming institutional quality improvement initiatives.

Next Meeting Date:

A tentative date for the next IQAC_SU meeting was suggested for the second week of March 2022.

With no further items on the agenda, the meeting was adjourned, and a vote of thanks was extended by Dr. Jagat Narayan Giri, Member-Secretary of IQAC.

Prof. (Col.) Virendra Kumar Malik
Coordinator-IQAC,
Sushant University Gurugram



**Minutes of the Meeting – IQAC
Sushant University, Gurugram**

No.	SU/IQAC/57/1300600 dated 20 January , 2022
Date	Tuesday, 20 January, 2022

Venue	D-508 (D Block) Sushant University, Gurugram
Time	11:00 AM

Members Present/Absent:

	Name	Designation	Present/ Absent
1	Dr. Rakesh Ranjan	Chairman	Present
2	Prof.(Col.) V. K. Malik	Coordinator	Present
3	Prof.(Dr.) Jagat Narayan Giri	Member Secretary	Present
4	Ass. Prof.(Dr.) Anjali Sehrawat	Member	Present
5	Prof.(Dr.) Sanjeev Sharma	Member	Present
6	Prof. (Dr.) Garima Prakash	Member	Present
7	Prof. (Dr.) Sudipto Sarkar	Member	Present
8	Prof. (Dr.) Latika Duhan	Member	Present
9	Prof. (Dr.) Nadeem Luqman	Member	present



10	Ass. Prof. (Dr.) Sachin Dutt	Member	Present
11	Asso. Prof. Saurav Chhabra	Member	Present
12	Ass. Prof. Ria Kapoor	Member	Absent
13	Justice Arun Kumar Tyagi	Member, Industry Representative	Present
14	Ms. Nain Lulla	Student Alumni	Absent
15	Ms. Sanya Goel	Student Member	Present
16	Ms. Komal Bhardwaj	Student Member	Present

Minutes of the 5th IQAC Meeting at Sushant University (Erstwhile Ansal University)

Date: 20th January 2022

Time: 11:00 AM

Venue: Sushant University, Gurugram

Meeting Commencement: The meeting of the Internal Quality Assurance Cell (IQAC) of Sushant University (formerly Ansal University) was held on March 14, 2022, at 11:00 AM. The meeting commenced with a warm welcome note by Prof. (Col.) V. K. Malik, the Coordinator of IQAC, who extended a welcome to Honourable Vice-Chancellor, Prof. (Dr.) Rakesh Ranjan, and the Chairman of IQAC_SU. Subsequently, Prof. (Col.) V. K. Malik provided a detailed explanation of the role and significance of the NEP cell and NAAC accreditation, along with insights into the ongoing preparations by various departments within the university.

Agenda Points: The following agenda points were discussed and deliberated upon during the meeting:

Confirmation of Previous Meeting Minutes: The minutes of the previous meeting were reviewed and approved.

- IQAEC Internal Quality Assurance Event Committee (IQAEC) Meeting, Internal Quality Assurance Audit Committee (IQAAC), Internal Quality Assurance Core Committee (IQACC) to be merged into one single committee which will be known as Deans & Directors council.



- All quality & Academic Initiatives and concerns will be presented by the respective school deans in front of D & DC. This council or network will serve as a forum for collaboration, information sharing, and strategic planning related to academic matters. Action will be taken based on the consent of the members of this committee. The minutes of the D & DC meeting attached

Student Satisfaction Survey (SSS):

- It was decided that the IQAC will conduct the Student Satisfaction Survey in accordance with NAAC guidelines.
- The survey will be shared online with students of all departments.
- The feedback will be analysed, and an action plan will be developed based on student inputs.

Academic Audit:

- An internal academic audit will be scheduled for the current academic year.
- Departments will submit their self-evaluation reports
- An external expert may be invited to provide an unbiased review of academic practices and documentation.
- IQAC will prepare a consolidated report post-audit and share it with the Deans.

Research Publications:

- Faculty members will be encouraged to publish research in reputed journals (UGC-CARE / Scopus indexed).
- Workshops on research methodology and writing will be organized in the upcoming semester.
- A dedicated research cell will assist faculty in applying for research grants and promoting inter-disciplinary studies.

Next Meeting Date:

A tentative date for the next IQAC_SU meeting was suggested for the second week of September 2022. With no further items on the agenda, the meeting was adjourned, and a vote of thanks was extended by Dr. Jagat Narayan Giri, Member-Secretary of IQAC.

Prof. (Col.) Virendra Kumar Malik
Coordinator-IQAC,
Sushant University Gurugram



Minutes of 2nd Internal Quality Assurance Audit Committee (IQAAC) Meeting

Date	25 th August, 2021
Venue	D-508, D Block, Sushant University, Gurugram
Time	11:00 AM

Members Present:

S. No.	Name	Designation
1.	Prof. (Dr.) Garima Prakash	In charge
2.	Dr. Ajith Kaliyath	Member
3.	Dr. Sanjeev Kumar Sharma	Member
4.	Ms Ruchika Agarwal	Member

Absentees: Nil

1. The minutes of the previous meeting were confirmed and approved.
2. All schools presented their progress updates on drafted strategic plans, with performance assessed using internal KPIs and measurable benchmarks.

Notable achievements observed:

- a. 15% increase in student engagement in co-curricular and extension activities across four schools.
3. Areas needing improvement:
 - a. School of Law was advised to accelerate the development of a structured digital learning strategy.
 - b. School of Health Sciences required a more proactive approach to industry engagement and collaborative projects.
 4. Committee highlighted the need for more consistent documentation and reporting formats to streamline evaluation across schools.
 5. It was recommended to introduce mandatory industry immersion programs/Industrial visits for all final-year students.
 - Each school to initiate at least two faculty-led interdisciplinary projects that promote collaboration and innovation.
 - Conduct quarterly micro-audits from 2022 to ensure strategic initiatives remain on track and are properly documented.
 - Plan a capacity-building session in early 2022 to train academic teams on quality metrics, accreditation compliance, and impact assessment tools.

The next meeting of IQAAC-SU will be conducted in the month of January 2022.

There being no other item in agenda, the meeting concluded with the vote of thanks by IQAAC-SU In-charge, Prof. (Dr.) Garima Prakash.

Head – IQAC



Registrar Office

Minutes of the 3rd Meeting of IQAC_SU

No.	SU/IQAC/45/1300600 dated 28 Aug 2021	Venue	D-508, D Block, Sushant University, Gurugram
Date	Monday, August 23, 2021	Time	11:00 AM

Members Present:

S. No.	Name	Designation
1.	Prof. (Dr.) D. N. S. Kumar	Chairman
2.	Prof. (Col.) V. K. Malik	Coordinator
3.	Prof. (Dr.) Jagat Narayan Giri	Member Secretary (Virtually joined on Google Meet)
4.	Ass. Prof. (Dr.) Anjali Sehrawat	Member
5.	Prof. (Dr.) Sanjeev Sharma	Member
6.	Prof. (Dr.) Garima Prakash	Member
7.	Prof. (Dr.) Sudipto Sarkar	Member
8.	Prof. (Dr.) Latika Duhan	Member
9.	Prof. (Dr.) Nadeem Luqman	Member
10.	Asst Prof (Dr.) Sachin Dutt	Member
11.	Asso. Prof. Saurav Chhabra	Member
12.	Asst Prof (Dr.) Tiya Bose	Member
13.	Mr. Jitender Chawla	Member, (Industry Representative) (Virtually Joined on Google Meet)
14.	Ms. Devika Diwan	Student Alumni (Absent)



15.	Ms. Ruchika Agrawal	Student member <i>Ruchika</i>
16.	Mr. Aryan Bahl	Student Member (Virtually joined on Google Meet)
17.	Prof. (Dr)Vibhuti Sachdev	Special Invitee
18.	Asso Prof. . Himanshu Sanghani	Special Invitee

The 3rd meeting of IQAC of Sushant University (Erstwhile Ansal University) was held on 23 August 2021 at 11:00 am. The meeting started with the one-minute silence as a tribute to Covid-warriors. The introductory pace setting was done by the Coordinator of IQAC Prof. (Col.) V. K. Malik. Following which IQAC member Dr. Anjali Sehrawat extended gratitude to outgoing member of IQAC Prof. Ajith Kaliyath and welcomed two new members and read out their brief profile. Hon'ble Vice-Chancellor, Sushant University Prof. (Dr.) D. N. S. Kumar and the Chairman of IQAC_SU, addressed the members, elaborated on University's academic and research endeavours. He reiterated the importance of 'ensuring what we have assured'. He also discussed the importance of artificial intelligence in today's time. Thereafter, the following agenda points were discussed and deliberated upon:

1. **To Confirm the Minutes of IQAC 2st Meeting:** The Minutes of the IQAC_SU 2nd meeting held on 10 February 2021 were shared with IQAC members and Approved.
2. **To Welcome IQAC New Members:** Dr. Anjali Sehrawat welcomed Mr. Saurav Chhabra and Dr. Tiya Bose as new members of IQAC (IQAAC)
3. **To consider matters arising out of the minutes and action taken on 2nd meeting of IQAC_SU:** Each School were to have Professor Emeritus and visiting Researcher Mentor who will guide the faculty members on research and publication aspects. This Matters was delayed due to non-availability of suitable guidelines to engage the mentors. Chairperson directed that guideline should be in place by 15 September,2021 and in the mean while schools should shortlist mentors and complete this process by 15 October, 2021.
4. **To discuss and consider points related to IQAAC :** The Academic audit done by IQAAC was discussed.
 - a. There was a three-member audit committee constituted by IQAAC (consisting of IQAT members and one member from core group) carried out its work in a phased manner and prepared school wise academic report. The grades and performance of all the schools were presented to the IQAC. It was informed by Dr Garima that the next academic audit of SU is proposed to be scheduled from 17 November to 26 November,2021. FDP for Faculty will be conducted to iron-out shortcoming noticed in first audit.



- b. There were deliberations on best practises adopted by respective schools and how these best practises can be adopted by other schools for quality assurance. Chairperson directed that these practices should be shared with all schools so that they all can learn from each other.
5. **To discuss and consider points related to IQAEC :** IQAEC (Internal Quality Event Committee) discussed the various surveys carried out by them to know the satisfaction level of varied stakeholders including Students, Parents and faculty satisfaction.
- a. There were suggestions by the IQAC members how to increase to level of involvement and satisfaction of stakeholder. The Alumni satisfaction form are also in progress which will be conducted in the coming semester. Chairperson directed that IQAC Survey schedule should be reflected in the calendar prepared by Asso Prof Himanshu to avoid any conflict with other surveys being proposed.
6. **To discuss and consider points related to IQATC :** The IQATC (Internal Quality Assurance Training Committee) discussed the progress on research, patents, FDPs and publication component of the University.
- a. Dr Latika shared the information about QS Gold rating award which Sushant University recently attained. The IQAC members suggested various initiatives which can be undertaken by the University for incorporating a research culture. Chairperson directed that IQATC should share Seed Funding document with all schools and should facilitate in establishment of Staff Academic development centre for the University.
7. **To consider and discuss Progress on New Initiative of University:** List of initiatives were discussed and Chairperson directed that status on progress of data to be shared with all Deans for early compliance and complete pending activities by 15 September, 2021. And initiative pertaining to exhibition/display of PO/CO and vision, mission of schools on notice board, formation of school alumni associations and identification of research projects externals can be completed by 15 October ,2021.
8. **To fix date of next meeting:**
A tentative date for next meeting of IQAC_SU was suggested in the third week of January, 2022.

There being no other item in agenda, the meeting was closed with a virtual vote of thanks in an online google meet by Member-Secretary IQAC, Dr. Jagat Narayan Giri. This was followed by a group photo of members present physically.


Prof. (Col.) Virendra Kumar Malik
Coordinator, IQAC-SU



Minutes of 2nd Internal Quality Assurance Core Committee (IQACC) Meeting

Date	16 th Sep. 2021
Venue	D-508, D Block, Sushant University, Gurugram
Time	11:00 AM

Members Present:

S. No.	Name	Designation
1.	Prof. (Col.) V. K. Malik	Coordinator
2.	Dr. Jagat Narayan Giri	Member Secretary
3.	Dr. Anjali Sehrawat	Member

Absentees: Nil

The 2nd meeting of IQACC of Sushant University (Erstwhile Ansal University) was held on 15th Sep., 2021 at 11:00 am. The meeting started with the introductory pace setting by the Coordinator of IQACC-SU Prof. (Col) V. K. Malik by welcoming all the members by presenting summarized report on activities of IQACC-SU since last meeting. The coordinator elaborated on how the University did well during the Pandemic by each other's handholding.

- To Confirm the Minutes of IQACC-SU 1st Meeting:** The Minutes of the IQACC-SU 1st meeting held on 20th January, 2021 were confirmed and approved.
- Activity Log Monitoring:** IQACC secretary presented the activity log. It was resolved that updates should be made monthly and submitted to the coordinator.
- Documentation Compliance:** Most departments complied with the standard formats. Few were identified for mentoring and support to strengthen documentation.
- Faculty Digital Training:** A one-day training on Google Workspace and academic record-keeping tools was planned for October.
- Digital Repository:** The committee approved the creation of an internal cloud-based repository for IQACC-related documents, accessible to key stakeholders.
- To fix date of next meeting:** The next meeting of IQACC-SU will be conducted in the 2nd week of January, 2022.

There being no other item in agenda, the meeting concluded with the vote of thanks by Member-Secretary IQACC-SU, Dr. Jagat Narayan Giri to the chair.



Head - IQAC

Registrar Office

Minutes of 2nd Internal Quality Assurance Event Committee (IQAEC) Meeting

Date	6 th Oct., 2021
Venue	D-508, D Block, Sushant University, Gurugram
Time	1:30 PM

Members Present:

S. No.	Name	Designation
1.	Prof. Anil Kumar Yadav	In-Charge
2.	Mr. Jitender Chawla	Industry Member
3.	Ms. Devika Diwan	Alumni

Absentees: Nil

The 2nd meeting of IQAEC of Sushant University (Erstwhile Ansal University) was held on 6th Oct, 2021 at 1:30 pm. The meeting commenced with a welcome address and the in-charge presented the summary report of all activities taken up by the committee.

- To Confirm the Minutes of IQAEC-SU 1st Meeting:** The Minutes of the IQAEC-SU 1st meeting held on 4th January, 2021 were confirmed and approved.
- Review of Events:** Post-event feedback revealed high satisfaction and improved awareness among stakeholders. Suggestions for interactive formats were discussed.
- Survey Finalization:** The finalized formats for student, faculty, alumni, and employer feedback were approved. Circulation planned via Google Forms and institutional email IDs.
- Joint Webinar Planning:** It was agreed to host a collaborative webinar on "Innovation in Teaching" with collaborated university in December 2021.
- Data Management:** A team was assigned to analyze the survey responses. A quarterly review system was adopted.
- Documentation Strategy:** All event details, photos, feedback summaries, and outcomes to be maintained in the format of reports by IQAEC media team.
- To fix date of next meeting:** The next meeting of IQACC-SU will be conducted in the 2nd week of February, 2022.

There being no other item in agenda, the meeting concluded with the vote of thanks by In-charge IQAEC-SU, Prof. Anil Kumar Yadav.

Head - IQAC



Registrar Office



Minutes of the 4th Meeting – IQAC
Sushant University, Gurugram

No.	SU/IQAC/56/1300600 dated 21 March, 2022
Date	Monday, 14 March, 2022

Venue	D-508 (D Block) Sushant University, Gurugram
Time	11:00 AM

Members Present/Absent:

S. No.	Name	Designation	Present/ Absent
1	Dr. D. N. S. Kumar	Chairman	Present
2	Prof.(Col.) V. K. Malik	Coordinator	Present
3	Prof.(Dr.) Jagat Narayan Giri	Member Secretary	Present
4	Ass. Prof.(Dr.) Anjali Sehrawat	Member	Present
5	Prof.(Dr.) Sanjeev Sharma	Member	Present
6	Prof. (Dr.) Garima Prakash	Member	Present
7	Prof. (Dr.) Sudipto Sarkar	Member	Present
8	Prof. (Dr.) Latika Duhan	Member	Present
9	Prof. (Dr.) Nadeem Luqman	Member	Absent
10	Ass. Prof. (Dr.) Sachin Dutt	Member	Present
11	Asso. Prof. Saurav Chhabra	Member	Present
12	Ass. Prof. Ria Kapoor	Member	Present
13	Justice Arun Kumar Tyagi	Member, Industry Representative	Present
14	Ms. Nain Lulla	Student Alumni	Present
15	Ms. Sanya Goel	Student Member	Present
16	Ms. Komal Bhardwaj	Student Member	Present



The 4th meeting of IQAC of Sushant University (Erstwhile Ansal University) was held on 14 March, 2022 at 11:00 am. The meeting started with the introductory pace setting by the Coordinator of IQAC Prof. (Col.) V. K. Malik wherein he explained in details role and importance of setting up of NEP cell in university. He further elaborated on tasks related to SDG-4 goals of the university. Following which IQAC member Dr. Anjali Sehrawat extended gratitude to outgoing member of IQAC Asst. Prof. (Dr.) Tiya Bose, Mr. Jitender Chawla (the industry representative), Ms. Devika Diwan (student alumni), Ms. Ruchika Agrawal (student member), Mr. Aryan Bahl (student member) and welcomed new members and read out their brief profile.

Honb'le Vice-Chancellor, Sushant University Prof. (Dr.) D. N. S. Kumar and the Chairman of IQAC_SU, addressed the members, elaborated on University's academic and research endeavours. In this context on behalf of IQAC he conveyed congratulations to Dr. Neha Gupta of School of Engineering on her becoming a trainer on Udemy. He also congratulated Dr. Garima Prakash for successfully conducting the 2nd Academic Audit. Reiterating the ensurance of assurances, he deliberated on 'quality is a relative term'. He also discussed the importance of physical and mental health aspects. He also appreciated the efforts for of team for QS Rankings. Thereafter, the following agenda points were discussed and deliberated upon:

1. **To Confirm the Minutes of IQAC 3rd Meeting:** The Minutes of the IQAC_SU 3rd meeting held on 23 August, 2021 were shared with IQAC members and Approved.
2. **To Welcome IQAC New Members:** Dr. Anjali Sehrawat welcomed Justice Arun Kumar Tyagi, Ms. Ria Kapoor, Ms. Sanya Goel, Ms. Komal Bhardwaj, Ms. Nain Lulla as new members of IQAC.
3. **To discuss and consider points related to IQAAC:** Dr. Garima Prakash presented the report of the 2nd Academic Audit. She discussed some of the issues related to the academic audit regarding students' attendance and awarding of marks on the 'not applicable' points.
 - a. It was discussed, deliberated and agreed upon that the faculty members should be taking the attendance on mobile phones through TCSiON App – MTop; record of weekly attendance downloaded from ERP, should be maintained at respective School's Dean-Office.
 - b. It was also discussed at length and then agreed upon that the marks should not be given on the not-applicable parameters of the academic audit, rather the deans of the schools should ensure that the said not-applicable parameters should be applied and executed in all the way possible in a customised manner, suiting to the requirement of the concerned school.

In view of above changes Dr Garima to organise awareness session with all IQAT members and Deans of all schools in the month of April 2022 and prepare schedule of Audit of all schools to be conducted in the month of April 2022.

4. **To discuss and consider points related to IQAEC:** Dr. Sudipto Sarkar presented the report on the students and alumni surveys conducted.



a. It was discussed that the deans of the schools should emphasise the registration of the students for alumni association but the registration should not be subject to issuance of required documents at the time of their exit from the university. Justice Tyagi opined that the alumni students have willingness to come back to the university at later stage. Hence, all efforts should be made in this direction. The Chairman of IQAC Dr. D. N. S. Kumar said that we should make all efforts towards fulfilment of promises to the students by the University so that the alumni association should emerge out of its own.

In view of above Dr Sudipto Sarkar to prepare and gear up and conduct awareness campaign with students in April 2022 before conduct of 2nd students survey in the month of May 2022.

5. **To discuss and consider points related to IQATC:** Dr. Latika Duhan presented the status report on research publication/patent filled during last year. It was discussed that we should have cumulative count of journal publication to conference publication. It was also agreed upon that we should have more FDPs/refresher courses.
6. **Any other items with permission of Chair:** The Chairman of the IQAC Dr. D. N. S. Kumar suggested to IQAC that a certificate should be issued from IQAC to the deans of the schools for successfully participating in the academic audit. He further suggested that an appreciation letter should be issued to the faculty members who have submitted the proposal for the academic projects.
7. **To fix date of next meeting:** A tentative date for next meeting of IQAC_SU was suggested in the second week of September, 2022.

There being no other item in the agenda, the meeting was closed with a vote of thanks by Member-Secretary IQAC, Dr. Jagat Narayan Giri. This was followed by a group photo of members present.


Prof (Col) Virendra Kumar Malik
Coordinator-IQAC Sushant University
Gurugram





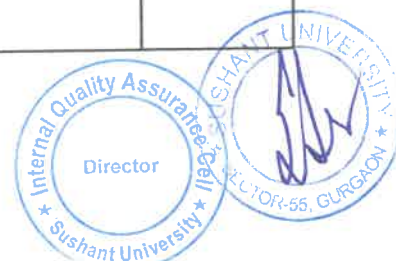
**Minutes of the 5th Meeting – IQAC
Sushant University, Gurugram**

No.	SU/IQAC/57/1300600 dated 12 September, 2022
Date	Monday, 12 September, 2022

Venue	D-508 (D Block) Sushant University, Gurugram
Time	11:00 AM

Members Present/Absent:

	Name	Designation	Present/ Absent
1	Dr. Rakesh Ranjan	Chairman	Present
2	Prof.(Col.) V. K. Malik	Coordinator	Present
3	Prof.(Dr.) Jagat Narayan Giri	Member Secretary	Present
4	Ass. Prof.(Dr.) Anjali Sehrawat	Member	Present
5	Prof.(Dr.) Sanjeev Sharma	Member	Present
6	Prof. (Dr.) Garima Prakash	Member	Absent
7	Prof. (Dr.) Sudipto Sarkar	Member	Present
8	Prof. (Dr.) Latika Duhan	Member	Present
9	Prof. (Dr.) Nadeem Luqman	Member	Absent



10	Ass. Prof. (Dr.) Sachin Dutt	Member	Present	<i>Sachin Dutt</i>
11	Asso. Prof. Saurav Chhabra	Member	Present	<i>Saurav Chhabra</i>
12	Ass. Prof. Ria Kapoor	Member	Present	<i>Ria Kapoor</i>
13	Justice Arun Kumar Tyagi	Member, Industry Representative	Present	<i>Arun Kumar Tyagi</i>
14	Ms. Nain Lulla	Student Alumni	Present	<i>Nain Lulla</i>
15	Ms. Sanya Goel	Student Member	Present	<i>Sanya Goel</i>
16	Ms. Komal Bhardwaj	Student Member	Present	<i>Komal Bhardwaj</i>

Minutes of the 5th IQAC Meeting at Sushant University (Erstwhile Ansal University)

Date: 12th September 2022

Time: 11:00 AM

Venue: Sushant University, Gurugram

Meeting Commencement: The 5th meeting of the Internal Quality Assurance Cell (IQAC) of Sushant University (formerly Ansal University) was held on September 12, 2022, at 11:00 AM. The meeting commenced with a warm welcome note by Prof. (Col.) V. K. Malik, the Coordinator of IQAC, who extended a welcome to Honourable Vice-Chancellor, Prof. (Dr.) Rakesh Ranjan, and the Chairman of IQAC_SU. Subsequently, Prof. (Col.) V. K. Malik provided a detailed explanation of the role and significance of the NEP cell and NAAC accreditation, along with insights into the ongoing preparations by various departments within the university.

Opening Addresses: Honorable Vice-Chancellor, Prof. (Dr.) Rakesh Ranjan, addressed the members and elaborated on the university's academic and research endeavors. During his address, he conveyed congratulations on behalf of IQAC to Dr. Neha Gupta from the School of Engineering for her achievement as a trainer on Udemy. Dr. Ranjan also acknowledged the successful execution of the 3rd Academic Audit by Dr. Garima Prakash and Prof. Saurabh Chhabra. Furthermore, he appreciated the diligent efforts of faculty and staff members in their research pursuits, including book publications and journal articles. Dr. Ranjan emphasized the need for a robust academic environment to equip young minds with critical inquiry, life skills, adaptability, values, and technical competencies to excel in an ever-changing world.



Agenda Points: The following agenda points were discussed and deliberated upon during the meeting:

1. Confirmation of Minutes: The minutes of the IQAC_SU 4th meeting held on March 14, 2022, were shared with IQAC members and approved.
2. Gratitude to Outgoing Members: Dr. Anjali Sehrawat expressed the IQAC's gratitude to outgoing members, including former Chairman (IQAC) and Vice-Chancellor Prof. (Dr.) D.N.S. Kumar, Prof. (Dr.) Garima Prakash, and Prof. (Dr.) Nadeem Luqman.
3. Discussion on Academic Audit: Dr. Saurabh Chhabra presented the report on the 3rd Academic Audit, and comments from the audit report were considered.
4. Discussion on Student Surveys: Dr. Sudipto Sarkar presented the report on the student surveys conducted. The Chairman of IQAC, Dr. Rakesh Ranjan, emphasized the importance of fulfilling promises made to students to foster the emergence of a strong alumni association. Dr. Sarkar and Dr. Sachin Dutt discussed their preparations for conducting an awareness campaign with students before the next survey, aimed at achieving better participation, scheduled for the next semester.
5. Discussion on Research Publications: Dr. Latika Duhan presented the status report on research publications and patents filed during the past year. It was suggested to maintain a cumulative count of journal publications versus conference publications. Additionally, it was agreed upon that more Faculty Development Programs (FDPs) and refresher courses should be organized. The policies formulated by the Research and Development Cell and approved by the competent authorities of the University were also discussed. The discussion was also done on the research related activities, webinars and FDPs conducted by different schools and their learnings.
6. Value Added Courses: Honorable Vice-Chancellor stressed the importance of incorporating Value Added Courses (VAC) into the curriculum of each department and suggested their inclusion in the subsequent semester.
7. Discussion on The events that took place in the past like Awareness campaign for health and safety environment, which was carried in the Ghata village. The motivation to organize such programmes in the future also was provided to the school heads and faculty.
8. Discussion on Stakeholder feedback and Presentation of Action taken Report
 - All stakeholders' feedback and suggestions will be taken into account, discussed, and presented in the next school-level BOS for implementation.
 - The recognized IQAC member/school representative presented the action taken report (attached as Annexure 1), which included the revisions/updates/additions suggested by the stakeholders and the course faculty's comments on its implementation.
 - It was instructed to all IQAC members to schedule their BOS for the forthcoming academic session and to communicate those dates to the IQAC Coordinator.
9. Any Other Items: The Chairman of the IQAC, Dr. Rakesh Ranjan, proposed the development of appraisal forms for faculty and staff. He also encouraged departments to prepare for NAAC work in accordance with the new guidelines and promoted research among faculty and students. The idea of providing seed money for research initiatives was put forth.
10. IQAT, IQAEC, IQAAC teams will be merged into one single committee and their activities, deliberations & discussions will be performed by Dean & Director Council.



Next Meeting Date:

A tentative date for the next IQAC_SU meeting was suggested for the third week of January 2023. With no further items on the agenda, the meeting was adjourned, and a vote of thanks was extended by Dr. Jagat Narayan Giri, Member-Secretary of IQAC.


Prof. (Col.) Virendra Kumar Malik
Coordinator-IQAC,
Sushant University Gurugram



**Minutes of the 6th Meeting – IQAC
Sushant University, Gurugram**

No.	SU/IQAC/65/1300600 dated 30 January, 2023
Date	Monday, 30 January, 2023

Venue	D-508 (D Block) Sushant University, Gurugram
Time	11:00 AM

Members Present/Absent:

	Name	Designation	Present/ Absent
1	Dr. Rakesh Ranjan	Chairman	Present
2	Prof.(Col.) V. K. Malik	Coordinator	Present
3	Prof.(Dr.) Jagat Narayan Giri	Member Secretary	Present
4	Ass. Prof.(Dr.) Anjali Sehrawat	Member	Present
5	Prof.(Dr.) Sanjeev Sharma	Member	Present
6	Prof. (Dr.) Sudipto Sarkar	Member	Present
7	Prof. (Dr.) Latika Duhan	Member	Present
8	Prof. (Dr.) Dr. Rahul Sharma	Member	Absent
9	Ass. Prof. (Dr.) Sachin Dutt	Member	Present
10	Asso. Prof. Saurav Chhabra	Member	Present



14	Mr. Gaurav Saini	Member	Present
15	Mr. Mahesh Dayma	Parent Representative	Present
16	Mr. Har Sarup Chahal	Member, Industry Representative	Present
17	Dr. Ashok Kumar Sangwan	Industry Representative	Present
18	Mr. Rishav Dixit	Alumni Representative	Present
19	Ms. Sanya Goel	Student Member	Present

Minutes of the 6th IQAC Meeting at Sushant University (Formerly Ansal University)

Date: 30th January 2023 Time: 11:00 AM Venue: Sushant University, Gurugram

Meeting Commencement: The 6th meeting of the Internal Quality Assurance Cell (IQAC) of Sushant University (formerly Ansal University) was convened on January 30, 2023, at 11:00 AM. The meeting commenced with an introductory address by Prof. (Col.) V. K. Malik, the Coordinator of IQAC. Prof. Malik provided a comprehensive overview of the ongoing initiatives undertaken by the IQAC.

Welcome and Introduction of New Members: Dr. Anjali Sehrawat, an IQAC member, expressed her gratitude to the outgoing members and extended a warm welcome to the newly appointed members. She introduced the new members, including Dr. Rahul Sharma, Dr. Kanu Priya, Mr. Vijay Anand Dubey, and Mr. Gaurav Saini, Director of the CRC at Sushant University. Additionally, she welcomed members representing various facets of our community, including Engineer Har Sarup Chahal (Former Vice-Chancellor and Engineer-in-Chief at MDU and DCRUST), Mr. Rishav Dixit (Alumni Representative), Mr. Mahesh Dayma (Parent Representative and Corporator at Municipal Corporation of Gurugram), and Dr. Ashok Kumar Sangwan (Head Program Management Office at Wipro Ltd).

Opening Addresses: Honorable Vice-Chancellor, Prof. (Dr.) Rakesh Ranjan, and the Chairman of IQAC_SU, addressed the gathering. They provided insights into the university's ongoing academic and research endeavors. The meeting also acknowledged the successful execution of the 4th Academic Audit by Dr. Saurabh Chhabra.

Agenda Points: The following agenda points were deliberated upon during the meeting:

1. Confirmation of Minutes: The minutes of the IQAC_SU 5th meeting held on September 12, 2022, were presented to the IQAC members and approved.
2. Welcome to New Members: Dr. Anjali Sehrawat extended a warm welcome to all the new members.
3. Discussion on Academic Audit: Dr. Saurabh Chhabra presented the report on the 4th Academic



Audit, and comments from the audit report were considered.

4. Discussion on Student Surveys: Dr. Sudipto Sarkar presented the report on the student surveys conducted. The Chairman of IQAC, Dr. Rakesh Ranjan, emphasized the importance of fulfilling promises made to students to foster the emergence of a strong alumni association. Dr. Sarkar and Dr. Sachin Dutt discussed their preparations for conducting an awareness campaign with students before the next survey, aimed at achieving better participation, scheduled for the next semester.
5. Discussion on Research Publications: Dr. Latika Duhan presented the status report on research publications and patents filed during the past year. It was suggested to maintain a cumulative count of journal publications versus conference publications. Additionally, it was agreed upon that more Faculty Development Programs (FDPs) and refresher courses should be organized. The policies formulated by the Research and Development Cell and approved by the competent authorities of the University were also discussed. The discussion was also done on the research related activities, webinars and FDPs conducted by different schools and their learnings.
6. Value Added Courses: Honorable Vice-Chancellor stressed the importance of incorporating Value Added Courses (VAC) into the curriculum of each department and suggested their inclusion in the subsequent semester.
7. Discussion on The events that took place in the past like Awareness campaign for health and safety environment, which was carried in the Ghata village. The motivation to organize such programmes in the future also was provided to the school heads and faculty.
8. Discussion on Stakeholder feedback and Presentation of Action taken Report
 - All stakeholders' feedback and suggestions will be taken into account, discussed, and presented in the next school-level BOS for implementation.
 - The recognized IQAC member/school representative presented the action taken report (attached as Annexure 1), which included the revisions/updates/additions suggested by the stakeholders and the course faculty's comments on its implementation.
 - It was instructed to all IQAC members to schedule their BOS for the forthcoming academic session and to communicate those dates to the IQAC Coordinator.
9. Any Other Items: The Chairman of the IQAC, Dr. Rakesh Ranjan, proposed the development of appraisal forms for faculty and staff. He also encouraged departments to prepare for NAAC work in accordance with the new guidelines and promoted research among faculty and students. The idea of providing seed money for research initiatives was put forth.

Next Meeting Date:

A tentative date for the next IQAC_SU meeting was suggested for the third week of January 2023. With no further items on the agenda, the meeting was adjourned, and a vote of thanks was extended by Dr. Jagat Narayan Giri, Member-Secretary of IQAC.



Virendra Kumar Malik

Prof. (Col.) Virendra Kumar Malik
Coordinator-IQAC,
Sushant University Gurugram



**Minutes of the 6th IQAC - Review
Meeting
IQAC Sushant University,
Gurugram**

No.	SU/IQAC/65/1300600
Date	15 March, 2023

Venue	D-508 (D Block) Sushant University, Gurugram
Time	10:00 AM

Members Present/Absent:

S.No	Name	Designation	Present/ Absent
1	Dr. Rakesh Ranjan	Chairman	Present
2	Prof.(Col.) V. K. Malik	Coordinator	Present
3	Prof.(Dr.) Jagat Narayan Giri	Member Secretary	Present
4	Ass. Prof.(Dr.) Anjali Sehrawat	Member	Present
5	Prof.(Dr.) Sanjeev Sharma	Member	Present
6	Prof. (Dr.) Sudipto Sarkar	Member	Present
7	Prof. (Dr.) Latika Duhan	Member	Present
8	Prof. (Dr.) Dr. Rahul Sharma	Member	Absent
9	Ass. Prof. (Dr.) Sachin Dutt	Member	Present

10	Asso. Prof. Saurav Chhabra	Member	Present
11	Ass. Prof. Ria Kapoor	Member	Present
12	Dr. Kanu Priya	Member	Present
13	Mr. Vijay Anand Dubey	Member	Present
14	Mr. Gaurav Saini	Member	Present
15	Mr. Mahesh Dayma	Parent Representative	Present
16	Mr. Har Sarup Chahal	Member, Industry Representative	Present
17	Dr. Ashok Kumar Sangwan	Industry Representative	Present
18	Mr. Rishav Dixit	Alumni Representative	Present
19	Ms. Sanya Goel	Student Member	Present

Minutes of the **6th IQAC Review Meeting** at Sushant University (Formerly Ansal University)
Date: 15th March 2023 Time: 10:00 AM Venue: Sushant University, Gurugram

Meeting Commencement: The **6th Review meeting** of the Internal Quality Assurance Cell (IQAC) of Sushant University was convened on March 15, 2023, at 10:00 AM. The meeting commenced with an introductory address by Prof. (Col.) V. K. Malik, the Coordinator of IQAC. Prof. Malik provided a comprehensive overview of the ongoing initiatives undertaken by the IQAC.

Opening Addresses: Honourable Vice-Chancellor, Prof. (Dr.) Rakesh Ranjan, and the Chairman of IQAC_SU, addressed the gathering.

Agenda Points: The following agenda points were deliberated upon during the meeting:

1. Activities Carried out in A.Y.2023-24 by all Schools (till Date).

Discussions - IQAC School representatives presented the details of activities conducted by the school during the Academic year 2023-24

2. Creating of Institutional Developmental plan

Discussion - IQAC team to prepare institutional development plan to envision next 5 year growth for the university

3. Creation of Apple lab

Discussion – Taking into consideration the Advancements in the field of AI & Machine learning. It is important to explore opportunities to engage in hands-on learning and the practical application of iOS development principles. Apple being pioneer in the same. It was discussed during the IQAC meeting to develop an apple lab at Sushant university . SOD and SSAA SPOCS to plan and design in coordination with IT department. The same will be used by School of Engineering students and also used for research and development purpose by other schools of the university.

4. Establishment of Institutional Innovation cell

Discussion- In order to promote the culture of Innovation and Entrepreneurship, Incubation cell SU to take steps in order to encourage students towards starting their own venture. The first step would be to set up Institution Innovation council under ministry of education and get grants for the development of Incubation cell.

5. Establishment of Dedicated Incubation cell

Discussion- Entrepreneurship is the next gen placement. IQAC team to discuss, plan and implement strategies in order to design Incubation cell for the entrepreneurs of tomorrow.

6. Review of Preparations of NAAC Cycle 1

Additional Items and Closing: Under the category of "Any Other Items with Permission of Chair," Prof. Dr. Rakesh Ranjan, the Chairman of the IQAC, congratulated all the schools for their contributions to the academic audit and ongoing NAAC Preparations.

Next Meeting Date: A tentative date for the next IQAC_SU meeting was proposed for the fourth week of September 2023.

With no further items on the agenda, the meeting was adjourned, and a vote of thanks was extended by Dr. Jagat Narayan Giri, Member-Secretary of IQAC.

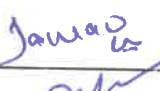
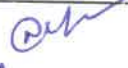
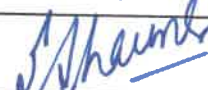
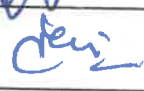
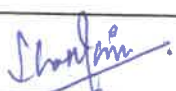
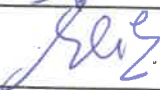
Prof. (Col.) Virendra Kumar Malik
Coordinator-IQAC
Sushant University Gurugram



**Minutes of the 7th Meeting –
IQAC Sushant University, Gurugram**

No.	SU/IQAC/65/1300602
Date	04/07/2023

Venue	D-508 (D Block) Sushant University, Gurugram
Time	11:00 AM

S. No	Name	Designation	Signature
1	Dr. Rakesh Ranjan	Chairman	
2	Dr. Saurav Chhabra	Director	
3	Dr. Neha Gupta	Deputy Director	
4	Ms. Chandana Paul	Member	
5	Dr. Himadri S Dey	Member Secretary	
6	Dr. Navin Piplani	Member from the Management	
7	Dr. Sanjeev Kumar Sharma	Senior administrative officer	
8	Mr. Rajesh	Senior administrative officer	
9	Dr. Latika Duhan	Member	
10	Ms. Shanu	Member	
11	Dr. Elina	Member	
12	Dr. Anjali Sehrawat	Member	
13	Dr. Sachin Datt	Member	
14	Dr. Kanika Sachdeva	Member	

15	Mr. Har Sarup Chahal	Local society Representative	Parent Only
16	Mr. Rishav Dixit	Alumni -Representative	Parent Only
17	Ms Pujan Garg	Student Representative	Parent Only
18	Mr. Mahesh Dayma	Parent Representative	Parent Only
19	Dr. Ashok Kumar Sangwan	Industry Representative	Parent Only

Minutes of the 7th Meeting – IQAC Sushant University, Gurugram

No.	SU/IQAC/65/1300602 dated
Date	4/7/2023

Venue	D-508 (D Block) Sushant University, Gurugram
Time	11:00 AM

Date: 4/07/2023 **Time:** 11:00 AM **Venue:** D 205, Sushant University, Gurugram

Meeting Commencement: The 7th meeting of the Internal Quality Assurance Cell (IQAC) of Sushant University was convened on July 4, 2023 at 11:00 AM. The meeting commenced with an introductory address by Prof. Dr. Saurav Chhabra, Director IQAC. Dr. Saurav provided a comprehensive overview of the ongoing initiatives undertaken by the IQAC.

Welcome and Introduction of New Members: Prof. Dr. Rakesh Ranjan (Hon. Vice Chancellor & Chairman of IQAC) welcomes new members of the IQAC Team.

Opening Addresses: Addresses were given by the Chairman of IQAC_SU and Honourable Vice-Chancellor, Prof. (Dr.) Rakesh Ranjan. He gave information about the university's current research and academic activities and status. The gathering also honoured Dr. Saurav Chhabra's successful completion of the recent academic audit.

Agenda Points: The following agenda points were deliberated upon during the meeting:

1. Confirmation of Minutes: The minutes of the IQAC_SU 6th meeting held on, were presented to the IQAC members and approved.
2. Welcome to New Members: Dr. Saurav extended a warm welcome to all the new members.
3. Discussion on Academic Audit: Dr. Saurav Chhabra presented the report on the 6th Academic Audit, highlighting key issues, areas for improvement.
4. University Level Review Committee: Discussion on Programs to be introduced from Academic session 2023-24.
5. Discussion on Career Advancement Scheme and Criteria. CAS to be implemented twice in a year.
6. Format for Capturing Learner Progress: Approval of a format for tracking the progress of both slow and advanced learners.
7. Curriculum enhancement and enrichment - Discussion on Stakeholders feedback and inputs from the school level curriculum development cell..
8. Discussion on the preparation for NAAC . Criteria-wise discussion.

9. Discussion on Stakeholder feedback and Presentation of Action taken Report
 - Feedback from all stakeholders & Suggestions to be considered/discussed and put forth in the upcoming School level BOS for its implementation.
 - The changes suggested by the stakeholders and after discussion with the respective course faculty, an Action taken report (Attached as Annexure 1) was presented by the respected IQAC member/school representative for further discussion & Deliberations (If any) .
 - All members of the IQAC were instructed to plan their BOS for the upcoming academic sessions and share the dates with the IQAC Coordinator.
10. Appraisal Forms: Approval of appraisal forms for faculty and staff.
11. Research and Publications: A status update on research papers and patents filed in the last year was given by Dr. Saurav. The focus was on encouraging academics to seek Ph.D. programs and involving researchers and students in research. Plans for further FDPs and refresher courses were considered, as well as the necessity of a cumulative record of journal publications versus conference publications. Guidelines for attending workshops, conferences, seminars, and FDPs were also taken into consideration and accepted.
12. Discussion on physical infrastructure and maintenance of university assets.
13. Discussion on infrastructure upgradation in next 2 years.
Renovation of LAB facilities at Vatel Hotel & Tourism Business School
Incubation Centre
14. Use of Digital learning platform - Optimum utilization of TCS resources to be done in order to achieve academic excellence.
15. Discussion on NEP based curriculum. Emphasizing on skill development, flexibility and choice based credit system.
16. Schools to Implement NEP guidelines and update or offer NEP Based programs.
16. Mock School Audit for all the metrics under NAAC - There will be mock audit which will be conducted school-wise and Audit committee will look for Academic & Administrative documents of the schools as per the 7 Criteria of NAAC.

Additional Items and Closing: Under the category of "Any Other Items with Permission of Chair," Prof. Dr. Rakesh Ranjan, the Chairman of the IQAC, congratulated all the schools for their contributions to the academic audit.

Next Meeting Date: A tentative date for the next IQAC_SU meeting was proposed for the third week of January 2024.

With no further items on the agenda, the meeting was adjourned, and a vote of thanks was extended by Dr. Himadri, Member-Secretary of IQAC.

Prof. Dr. Saurav Chhabra

Director-IQAC,

Sushant University Gurugram



Minutes of the IQAC 7th Meeting
Review Meeting
IQAC Sushant University,
Gurugram

No.	SU/IQAC/65/1300602
Date	30/10/2023

Venue	D-508 (D Block) Sushant University, Gurugram
Time	11:00 AM

Date: 30/10/2023 **Time:** 11:00 AM **Venue:** D 205, Sushant University, Gurugram

Opening Addresses: Addresses were given by the Chairman of IQAC_SU and Honourable Vice-Chancellor, Prof. (Dr.) Rakesh Ranjan.

Agenda Points: The following agenda points were deliberated upon during the meeting:

1. Brainstorming on Career Advancement Form outline. CAS form to be approved by Dean & Director council and further implementation by HR Department.
2. Discussion on the preparation for NAAC . Criteria-wise discussion.
3. **Discussion on Stakeholder feedback and Presentation of Action taken Report**
Schools to use updated feedback form for the Stakeholder feedback for Academic Year 2023-24.
4. **Appraisal Forms:** Appraisal forms for faculty and staff to be presented in front of Dean & Director council for approval and implementation.
5. **Focus on rigorous implementation of NEP on programs :** It is discussed that the institute has already started implementation of NEP. However, it is discussed that an orientation session may be scheduled for additional guidance and suggestions. Accordingly, program structure to be aligned with the NEP guidelines.
6. **Revision of Institute Level Policies:**
It is discussed that a few policies need to be revised. Hence it is further discussed to take a review of all existing policies through Deans. Also for the functional committees, SOPs and guidelines can be framed, if policies are not necessary.

Next Meeting Date: A tentative date for the next IQAC_SU meeting was proposed for the third week of

january 2024.

With no further items on the agenda, the meeting was adjourned, and a vote of thanks was extended by Dr. Himadri, Member-Secretary of IQAC.

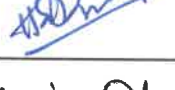
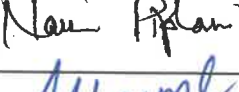
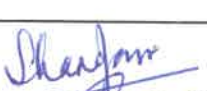
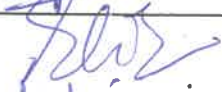
Prof. Dr. Saurav Chhabra
Director-IQAC,
Sushant University Gurugram



Minutes of the 8th Meeting
IQAC Sushant University, Gurugram

No.	SU/IQAC/65/1300603
Date	22/01/2024

Venue	D-508 (D Block) Sushant University, Gurugram
Time	11:00 AM

S. No	Name	Designation	Signature
1	Dr. Rakesh Ranjan	Chairman	
2	Dr. Saurav Chhabra	Director	
3	Dr. Neha Gupta	Deputy Director	
4	Ms. Chandana Paul	Member	
5	Dr. Himadri S Dey	Member Secretary	
6	Dr. Navin Piplani	Member from the Management	
7	Dr. Sanjeev Kumar Sharma	Senior administrative officer	
8	Mr. Rajesh	Senior administrative officer	
9	Dr. Latika Duhan	Member	
10	Ms. Shanu	Member	
11	Dr. Elina	Member	
12	Dr. Anjali Sehrawat	Member	
13	Dr. Sachin Datt	Member	

D-420

14	Dr. Kanika Sachdeva	Member	Kanika.
15	Mr. Har Sarup Chahal	Local society Representative	Online.
16	Mr. Rishav Dixit	Alumni -Representative	Online.
17	Ms Pujan Garg	Student Representative	
18	Mr. Mahesh Dayma	Parent Representative	
19	Dr. Ashok Kumar Sangwan	Industry Representative	Online.





Minutes of the 8th Meeting – IQAC
Sushant University, Gurugram

No.	SU/IQAC/65/1300603 dated
Date	22/1/2024

Venue	D-508 (D Block) Sushant University, Gurugram
Time	11:00 AM

Date: 22/1/2024 **Time:** 11:00 AM **Venue:** D 205, Sushant University, Gurugram

Meeting Commencement: The 8th meeting of the Internal Quality Assurance Cell (IQAC) of Sushant University was convened on 22/1/2024 at 11:00 AM. The meeting commenced with an introductory address by Prof. Dr. Saurav Chhabra, Director IQAC.

Opening Addresses: Addresses were given by the Chairman of IQAC_SU and Honourable Vice-Chancellor, Prof. (Dr.) Rakesh Ranjan. He gave information about the university's current research and academic activities and status.

Agenda Points

ITEM SERIAL NUMBER	DISCUSSIONS
1	Dr. Saurav Chhabra Director IQAC & Dr Neha – Deputy Director IQAC welcomed all IQAC Members
2	Discussion on Expectation , goals and functions of IQAC Cell.
3	NAAC Guidelines for IQAC to be fully adhered. Department & Schools to prepare school level presentation highlighting school's academic functioning, growth, projection plan, Research initiatives , MOU and Student Initiatives. It was reiterated that the objective of IQAC is to promote, inculcate and facilitate a culture of Excellence & Quality in the University.
4	Reinforcement of Quality Evaluation Approach Student Course Evaluation & Satisfaction survey towards the teaching learning processes to be taken twice during the semester. One during the mid semester

	and 2 nd at the completion of the course. Evaluation of Course faculty is also important. A separate form to be introduced which will be floated to the students wherein they can submit their satisfactions towards course faculty teaching skills. This will be anonymous wherein the email id of the students will not be registered.
5	Students pass percentage to be analysed every semester.
6	Discussion on Quality Research Benchmark Schools to start the practice of sharing List of Quality Journals with faculty. These will be identified and authenticated for their originality and should not be predatory.
7	Schools to ensure that feedback from stakeholders gets recorded and analysed and appropriate action to be taken post discussion in the School level Curriculum development committee, IQAC Cell (for any major Academic reforms, New Courses or Advancements) and subsequent BoS (School level).

List of New Courses were Presented in front of the Cell and was duly approved.

NEP oriented programs will be initiated Academic year 2024 onwards. Schools were instructed to map the course offering as per the NEW Guidelines (refer template shared by the IQAC & office of Vice chancellor).

Director IQAC expressed the confidence in the university and IQAC members that with the help of ongoing advancements in the facilities and teaching learning processes the student satisfaction score will go up.

Next Meeting Date: A tentative date for the next IQAC_SU meeting was proposed for the 1st week of January 2025.

With no further items on the agenda, the meeting was adjourned, and a vote of thanks was extended by Dr. Himadri, Member-Secretary of IQAC.

Prof. Dr. Saurav Chhabra
Director-IQAC,
Sushant University Gurugram



**Minutes of the Review meeting of
8th Meeting – IQAC
Sushant University, Gurugram**

No.	SU/IQAC/65/1300603
Date	11/3/2024

Venue	D-508 (D Block) Sushant University, Gurugram
Time	11:00 AM

Date: 22/1/2024 **Time:** 11:00 AM **Venue:** D 205, Sushant University, Gurugram

Meeting Commencement: The Review meeting of 8th meeting of the Internal Quality Assurance Cell (IQAC) of Sushant University was convened on 11/3/2024 at 11:00 AM. The meeting commenced with an introductory address by Prof. Dr. Saurav Chhabra, Director IQAC.

Opening Addresses: Addresses were given by the Chairman of IQAC_SU and Honourable Vice-Chancellor, Prof. (Dr.) Rakesh Ranjan.

Agenda Points

ITEM SERIAL NUMBER	DISCUSSIONS
1	Dr. Saurav Chhabra Director IQAC & Dr Neha – Deputy Director IQAC welcomed all IQAC Members
2	Discussion on enhancement of active participation of faculties in reframing of the syllabus. Need to initiate activities to strengthen Industry - Institute Interaction and bridging the gap.
3	Placement activities need to be further enhanced by arranging activities for skill development, personality development, resume writing, interview skills, etc.
4	Reinforcement of Quality Evaluation Approach IQAC School level representatives presented student satisfaction ratings.
5	Students pass percentage to be analysed every semester. Students overall pass percentage (Program wise) presented in front of IQAC.
6	Discussion on Quality Research Benchmark

	Each school faculty to publish at least 1 paper in Scopus or ABDC or any Journal of Repute. Deans to share the list of journals of repute with the office of the registrar.
7	Feedback forms,, analysis and action taken report presented.

Next Meeting Date: A tentative date for the next IQAC_SU meeting was proposed for the 1st week of january 2025.

With no further items on the agenda, the meeting was adjourned, and a vote of thanks was extended by Dr. Himadri, Member-Secretary of IQAC.

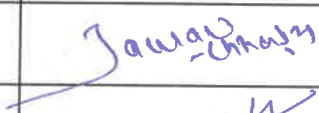
Prof. Dr. Saurav Chhabra
Director-IQAC,
Sushant University Gurugram



**Minutes of the 9th Meeting –
IQAC Sushant University, Gurugram**

No.	SU/IQAC/65/1300604
Date	17/01/2025

Venue	D-205 (D Block) – IQAC Office Sushant University, Gurugram
Time	11:00 AM

S. No	Name	Designation	Signature
1	Dr. Rakesh Ranjan	Chairman	
2	Dr. Saurav Chhabra	Director	
3	Dr. Neha Gupta	Deputy Director	
4	Ms. Chandana Paul	Member	
5	Dr. Himadri S Dey	Member Secretary	
6	Dr. Navin Piplani	Member from the Management	
7	Dr. Sanjeev Kumar Sharma	Senior administrative officer	
8	Mr. Rajesh	Senior administrative officer	
9	Dr. Latika Duhan	Member	
10	Ms. Shanu	Member	
11	Dr. Elina	Member	
12	Dr. Anjali Sehrawat	Member	
13	Dr. Sachin Datt	Member	

14	Dr. Kanika Sachdeva	Member	<u>Only.</u>
15	Mr. Har Sarup Chahal	Local society Representative	<u>Only.</u>
16	Mr. Rishav Dixit	Alumni -Representative	—
17	Ms Pujan Garg	Student Representative	—
18	Mr. Mahesh Dayma	Parent Representative	<u>Only.</u>
19	Dr. Ashok Kumar Sangwan	Industry Representative	<u>Only.</u>





Minutes of the 9th Meeting – IQAC Sushant University, Gurugram

Venue	D-205 (D Block) –IQAC – Office , Sushant University, Gurugram
Time	11:00 AM onwards

Meeting Commencement: The 9th meeting of the Internal Quality Assurance Cell (IQAC) of Sushant University was held on January 17, 2025, at 11:00 AM. The meeting commenced with a warm welcome note by Dr. Saurav Chhabra & Dr. Neha Gupta,

Subsequently, Dr. Saurav provided a detailed explanation of the role and significance of the NAAC accreditation, along with insights into the ongoing preparations by various departments within the university.

Opening Addresses: Honorable Vice-Chancellor, Prof. (Dr.) Rakesh Ranjan, addressed the members and elaborated on the university's academic and research endeavors. During his address, he conveyed congratulations on behalf of IQAC for all the support extended during SSR & DVV. Dr. Ranjan also acknowledged the successful execution of the Academic Audit by Dr. Neha, Dr. Kanika, Dr. Gunjan, and Prof. Saurabh Chhabra.

Dr. Ranjan addressed the importance of research and shared insights on the importance of publishing in journals of repute.

The key action points discussed during the recent IQAC meeting held in D-205, which are essential to address in the ongoing semester without fail:

1. Organize a 5-Day MDP/EDP or Workshop.

- o Duration: 5 days.
- o Participants: Minimum of 30 paid participants.
- o Resource Persons: Executives from the industry to deliver sessions.
- o This initiative will contribute significantly to our academic engagement and industry collaboration.

2. Circulation of Scopus-Indexed and UGC Care Journal List – School/Area wise

- o An email from School Dean's office is requested to be sent to all faculty members.
- o The email should include the updated list of Scopus-indexed/ABDC journals and UGC Care journals for the year 2025
- o **Timeline:** This should be executed by February 2025 to ensure faculty members have access to reliable publication resources.

3. Funded Projects

- o Faculties should be encouraged to pursue original projects involving external funding. At least 1 funded project should be initiated in this semester per school.
- o Proper creatives and detailed project reports must be prepared to ensure transparency.

It was also decided to explore further avenues for Faculty and Staff training.

The Committee highlighted the need for promoting research, training and consultancy.

Discussion on Audit outcomes for the Administrative & Academic audit scheduled for schools and ancillary Departments between 15 dec 2024 – 15 Jan 2025.

The Departments were instructed to work on the shortcomings and work towards continuous improvement aim towards establishing Sushant university a leader in the academic sphere.

4. Re - Constitution of POSH Committee at University level.

- HR to constitute POSH Committee at University level.

5. Registration of University Incubation Cell under MSME

- Perform activities to promote research and innovation culture at Sushant University.
- Incubation cell to submit a plan for collaboration opportunities with eminent incubators in the entrepreneurial landscape.
- A virtual tour of the Incubation centre to go on the Sushant university Website.

6. Strengthening of Alumni Engagement

- Schools to initiate steps to prepare a comprehensive Alumni database & Community
- Schools/university to plan alumni events/meet

7. Development of MOOC by the members of the faculty.

- Dean office to communicate and motivate staff to develop MOOC/Swayam courses.
- IT to extent necessary help for recording of lectures.

8. Discussion on planning 1-week online FDP on Indian Knowledge system.

- Members/School representatives to plan the same keeping IQAC in loop.

9. Discussion on planning University level Magazine – Life @ SU.

- School of Design & Architecture to take the lead. All schools and ancillary Departments to extend support and provide information.

Centre for International relations to plan more Global immersion programs, academic MOU with Eminent foreign institutions and universities to strengthen academic delivery at the university.

Meeting was concluded post inputs and suggestions from members of the IQAC followed by vote of thanks from Dr Himadri – Member Secretary.

Jawgghmy
Dr. Saurav Chhabra & Dr. Neha Gupta



IQAC

Sushant University, Gurugram