



Minutes of the Fifteen Meeting of Internal Quality Assurance Cell (IQAC), SGT University held on 06th May 2022 at 10:30 am in A Block, Room No- 306

**SGT University
Budhera, Gurugram-Badli Road
Gurugram (Haryana)-122505**



SGT UNIVERSITY

Minutes of Meeting

From: Director IQAC
Date 06th May 2022

To: All IQAC Members
CC: Hon'ble GB, Pro-VC

Minutes of 15th Meeting of Internal Quality Assurance Cell (IQAC), SGT University held on 06th May 2022 at 10:30 a.m. in Room A-306.

The following members attended the meeting:

Sr.No.	Name	Representing	Remarks
1.	Prof. O.P. Kalra, Vice Chancellor, SGT University	Chairman	Present
2.	Prof. Vinod Kumar, PVC Admin, SGT University	Senior Administrative Officers	Present
3.	Dr. Joginder Yadav, Registrar, SGT University		Present
4.	Dr. Vikas Dhawan, PVC Academics, SGT University		Present
5.	Mr. Satish Kumar Deputy Registrar, SGT University	Member of Management Teachers	Leave of Absence
6.	Mr. Dilpreet Singh Chawla Member, Governing Body		Present
7.	Dr SPS Kochhar, Dean, Faculty of Medicine and Health Sciences, SGT University	Alumni	Present
8.	Dr. Rajbir Singh, Dean Faculty of Behavioural Sciences, SGT University		Present
9.	Dr. Astha Chaudhry, Professor, FDS, SGT University		Present
10.	Dr. Vijay Bhalla, Principal, SGT College of Pharmacy, SGT University		Present
11.	Dr. M. Bhattacharya, Prof & HOD, Community Medicine, SGT University		Present
12.	Dr. Shourya Tandon, Prof & HOD, Public Health Dentistry, SGT University		Present
13.	Dr Sonia, Associate Professor, Physiotherapy, SGTU		Present
14.	Mr Asad Habeeb, FEAT, SGT University		Present
15.	Dr. Manish Gupta, Professor, SGT College of Pharmacy, SGT University		Present
16.	Dr. Reshu Madan, Associate Professor, FDS, SGT University		Employer Nominee
17.	Dr. Manoj Yadav, Junior Resident, Faculty of Medicine & Health Sciences, SGT University	Leave of Absence	
18.	Prof. (Dr.) Rajat Aggarwal, Dept. of Management Studies, IIT Roorkee	Member from local society	Leave of Absence
19.	Mr. Sushil Kumar, Ex Sarpanch (Number Daar), Village-Sultanpur, Tehsil-Farukh Nagar, District-Gurugram		Leave of Absence
20.	Dr. Jagan Nath, Former Principal, Commerce & Management Dayal Singh College, New Delhi	Special Invitee	Leave of Absence
21.	Prof. (Dr.) Satish Chander Sharma	Director IQAC	Present

The Minutes of the meeting are as under: -

The meeting commenced with the formal welcome of all the members by Prof. (Dr.) Satish Chander Sharma Director IQAC to all committee members. Following this, each agenda item was discussed.

1- Preparedness of NAAC-SSR data and other requirements

Prof. Satish Chander Sharma informed the committee members that University is working in the direction of NAAC, so all departments have to prepare accordingly with the guidance from IQAC.

Apart from data compilation, there is a need to modify the signages at various places in the University. The administrative offices shall be asked to look into the matter in coordination with IQAC.

The website of University needs to be updated and refined as per the requirements and easy verification by NAAC. This shall require cooperation from all Deans and coordinators.

In order to present the University achievements and activities, compiled booklets for cultural activities, community outreach activities, Synergy, simulation centre, placement cell and other reports from centre of excellence of University needs to be prepared

Action-All members agreed to work for timely submission of NAAC SSR.

2-Organize event related to gender sensitization and ethics

Director IQAC asked to organize Workshops/FDP's related to gender sensitization and ethics.

Action-All members agreed to organized events and submit report to the IQAC dept.

3- Discussion regarding preparedness of PO's and CO's and its mapping

IQAC Chairman suggested the committee members to schedule training for all teaching faculties regarding PO and CO mapping.

Action-All members agreed to schedule training at faculty level.

4-Training of for nonteaching staff members regarding office management

Director IQAC recommended the members for arranging training about office and file management for non-teaching and technical staff.

Action-All members agreed for training of nonteaching and technical staff regarding office and file management.

5- Regarding Feedback analysis

Director IQAC apprised the members that IQAC initiated the feedback about syllabus and curriculum from students, teachers and employers and good response has been achieved. The preliminary analysis of this feedback suggests that there is a need to improve communication skills among students and other life skills about professional

ethics, leadership skills. Thus, it was discussed to introduce more value added courses in this regard.

The feedback is also required to be taken from alumni and professionals.

Since, a central offline Alumni meet could not be held this time owing to COVID. Hence, online faculty alumni meet need to be conducted. DSW shall be asked to coordinate with faculty Deans for online alumni meet. The external experts of each Board of studies shall be included for the professionals feedback.

Action- All members agreed.

The meeting concluded with vote of thanks from the Director IQAC.

Minutes Approved by



Prof. (Dr.) Satish Chander Sharma
(Director, IQAC)