

IQAC

INTERNAL QUALITY
ASSURANCE CELL



SGT UNIVERSITY
SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY
(UGC Approved) Gurugram, Delhi-NCR



ANNUAL Report

(1st July 2017 - 30th June 2018)

2017 -18





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Internal Quality Assurance Cell(IQAC)

Annual Report for 2017-18

(1st July 2017-30th June 2018)



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Introduction

Internal Quality Assurance Cell(IQAC) is an integral part of Higher Education Institutions(HEIs). It serves as a quality sustenance measure and integrates with Institutional system to work towards realization of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institution. It serves to channelize all the efforts and measures of the institution towards promoting its holistic academic excellence.

IQAC evolves mechanisms and procedures for efficient and progressive performance of academic procedures including integration of modern methods of teaching, learning and evaluation procedures. It promotes quality research programmes as well as sharing of research findings with network of institutions nationally and internationally. It also ensures timely and efficient performance of administrative and financial tasks.

Vision statement:

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Core values:

- Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes
- Dissemination of information on various quality parameters of higher education
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles
- Documentation of the various programmes/activities leading to quality improvement



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- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices
- Development and maintenance of institutional database for the purpose of maintaining /enhancing the institutional quality
- Development of Quality Culture in the institution



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IQAC at SGT University

The quality assurance at SGT University initiated even before the formation of IQAC through the creation of Collegium of Deans comprising of Three University Deans lead by Pro-Chancellor, Dr T.D Dogra.

The constitution of Collegium of Deans was as follows:

- 1) Dr T. D Dogra, Pro-Chancellor, SGT University
- 2) Dr M.S Sidhu, Dean, Research and development
- 3) Dr H.S Grover, Dean Education, Examinations and International relations
- 4) Dr S.C Mohapatra, Dean Academic affairs

The IQAC at SGT University was started in the year 2017 with the formation of cell as per the Guidelines of UGC.

OFFICE OF THE REGISTRAR

No. SGTU/IQAC/39/2017/934 Dated: 08.05.2017

Notification

The Vice Chancellor is pleased to reconstitute Internal Quality Assurance Cell (IQAC) as per the Guidelines of NAAC. This supersedes the existing IQAC.

The composition of IQAC is as given below:

S. No.	Proposed post for IQAC	Name & Designation
1.	Chairman	• Dr. Inderjit Singh Mann (Vice Chancellor)
2.	Member Senior Administrative officers	• Dr. Dalsep Singh (Pro Vice Chancellor) • Mr. H.K. Puri (Registrar)
3.	Teachers	• Prof. M.S. Sidhu, Dean Research and Development • Prof. H.S. Grover, Dean Education; Examinations & Foreign Affiliations • Dr. Suma G.N., Associate Dean, Research • Dr. M.S. Turan, Dean, Commerce & Management • Dr. Jasdeep Monga, Asst. Professor, ENT, P/H/S • Dr. Astha Choudhary, Member Secretary
4.	Special Invitee	• Prof. Dr. R.P. Bajpai, Advisor to the Management • Prof. Dr. S.C. Mohapatra, Dean Academic Affairs
5.	Members of Management	• Smt. Madhupreet Kaur Chawla, Chairperson
6.	Alumni	• Dr. Shefali Phogat • Dr. Radhika Rai
7.	Employer Nominee	• President/ Nominee of Gurugram Industry Association
8.	Coordinator	• DR. T.D. Dogra, Pro Chancellor

C/O Registrar

Dist. No. SGTU/IQAC/39/2017: 935-968 Dated: 08.05.2017



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The IQAC would meet at regular intervals (quarterly) and discuss about the quality initiatives to be taken for the University mainly in the academic front. The finalized decisions will then be communicated to all the Deans and their faculty coordinators for the implementation and execution.

The IQAC would meet the Deans and the faculty coordinators monthly regularly and sometimes fortnightly or weekly depending on the initiative or the work to be implemented.



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IQAC Meetings



IQAC Meetings

1 st Meeting	28 th June 2017
2 nd Meeting	22 nd December 2017
3 rd Meeting	17 th April 2018

Minutes of meetings

First meeting

The first meeting of members of IQAC in SGT University was held on 28th June 2017 at 11:00am in the Dental committee room.

The agenda of the meeting was:

- Introduction of members among themselves
- Presentation on IQAC By DrAsha Chaudhry and Dr Amit Bhardwaj

The following members were present for the meeting:

- 1) DrDaleep Singh- Chairperson and member senior administrative officer
- 2) Mr H.K Pir- Member senior administrative officer
- 3) Dr H.S Grover- Teacher
- 4) Dr Suma G.N- Teacher
- 5) Dr M.S Turan- Teacher
- 6) Dr Jasdeep Monga- Teacher
- 7) Dr R.P Bajpai- Special Invitee
- 8) DrAsha Chaudhry-Member Secretary
- 9) Dr Radhika Rai- Alumni
- 10)Dr Amit Bhardwaj
- 11)Dr T.D Dogra- Coordinator

The following were the proceedings of the meeting:-

- The Introduction was given by Dr Dogra about the agenda.
- The presentation on IQAC was given by DrAsha Chaudhry and Dr Amit Bhardwaj about objectives, strategies, functions, benefits, constitution of IQAC, role of coordinator and Annual Quality Assurance report.
- Dr Dogra informed the members that some of the strategies have already been formed by the collegiums of Deans. This includes Dean research and development,



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Dr M.S Sidhu and Associate Dean Research and Development Dr G.N Suma who shall be looking after all the research related activities.

- Dean Education, Examination and International affairs Dr H.S Grover will be looking towards designing of syllabus and curriculum, development of creditable evaluation procedures and networking with other institutes nationally and internationally.
- Dean Academic affairs, Dr S.C Mohapatra shall be looking after designing of new and modern syllabus and curriculum.
- Student feedback system will be monitored by Dr Amit and Dr Astha, Sub-Deans, Collegium office where Dr Astha will be looking the formatting of feedback form and Dr Amit will be handling the evaluation process of feedback forms.
- The documentation of all the activities done in University will be looked by Dr Suma in collaboration with Dr M.S Turan.
- It was stressed by the members that HR data record is extremely important for NAAC inspection as the inspectors will evaluate the stability of faculty in an institution.
- Also, the placement records of the passed out students is very important document that will be checked in NAAC Inspection. The institute should actively work to arrange for the placement letters of the students.
- It is also required that the minutes of meeting of every meeting of IQAC should be maintained separately and should be uploaded on the website of the university. The action taken report after each meeting should also be maintained and uploaded on the website.





Second meeting

The second formal meeting of IQAC committee took place on 22nd December 2017 at 10:00 am in Board room, Corporate Block with the agenda of status update of the work done by IQAC till now.

The Following members were present:

- 1) Dr T.D Dogra, Director IQAC
- 2) Mr. Devadesh Sharma, Registrar and Senior Administrative member
- 3) Dr. Waheeda Khan, Dean International relations and Teacher IQAC
- 4) Dr. Amit Srivastava, Dean Examinations and Teacher IQAC
- 5) Dr. S.C. Mohapatra, Dean Academic affairs and Special Invitee
- 6) Dr. R.P Bajpai, Advisor and Special Invitee
- 7) Dr. G.N Suma, Asso Dean, Research and development and Teacher IQAC
- 8) Dr. Amit Bhardwaj, Sub Dean, IQAC and Teacher IQAC
- 9) Dr. AkshayMunjaj, Teacher IQAC
- 10) Dr. ShefaliPhogat, Member Alumni relations IQAC
- 11) Dr. Astha Chaudhry, Sub Dean and Member Secretary IQAC

The members who could not attend the meeting were:

- 1) Dr. Daleep Singh, Pro-Vice Chancellor
- 2) Dr. M.S Turan, Dean Commerce and management
- 3) Dr. M.S Sidhu, Dean, Research and development
- 4) Dr. Jasdeep Monga, Teacher IQAC
- 5) Dr. Radhika Rai, Member Alumni relations, IQAC
- 6) Smt. Madhupreet Kaur Chawla, Managing Chairperson
- 7) Member Gurgaon Industry Association



The following were the proceedings for the meeting:

- The meeting started with the presentation of activities undertaken by IQAC so far(List enclosed) and their status report. Each activity was discussed in terms of the progress so far, the issues or hurdles encountered and the methods for their resolution.
- Regarding Syllabus and curriculum, it was discussed that syllabus should be prepared according to CBCS and it differs from subject to subject. For Physical sciences, there were issues of multiple core subjects and excessive credit hours and it was suggested by Dr.Waheeda Khan, Chairperson for CBCS committee that the total credit hours should be 120-140 and it should be strongly followed and executed by the Dean to avoid excessive burden on students and faculty and to maintain admissions.
- The newer teaching methods advocated are being followed by faculty and coordinators are submitting monthly reports for the same.
- The faculty publications and faculty profiles in the prescribed format have been compiled and have been uploaded on IQAC website. The credit for the same goes to the members of the publication division. It was updated to the members that publication section is also compiling the hard copies of all the publications to keep a record in IQAC. It was suggested that the recent updates in the publications and the faculty profiles of the newly recruited members should also be updated on the website.
- It was updated that annual report has been received by only 7 faculties namely Engineering, Physical Sciences, Pharmacy, Allied Health Sciences, Hotel management, Nursing and Indian Medical System and the rest of faculties should also update the same to IQAC as they need to be uploaded on IQAC website. Registrar sir also mentioned about University annual report that needs to be uploaded on website faculty wise.
- The status of research projects was asked and it was reported by DrShefali that compilation is going on and few faculties have left. It was suggested that whatever data has been compiled till now shall be uploaded, the remaining matter can be uploaded as and when received.
- Regarding the Choice based credit system(CBCS), The Director IQAC Dr T.D Dogra thanked Dr Waheeda Khan, Chairperson CBCS committee for all the hard work in compilation of courses and their syllabi. Dr Waheeda updated that syllabus will be compiled soon and shall be sent for uploading. Forms for the students to choose a particular course has been designed and circulated to all deans.
- Regarding the newer question paper guidelines, it was updated by all the members coming from different faculties that it has been implemented and the examinations



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presently are based on newer guidelines. Dr Amit Srivastava, Dean Examinations reported that the team is working for the online (OTMS) system for objective questions and it shall be applicable from next year onwards.

- The examination reforms of 50% theory and 50% practical and about 40% formative assessment and 60% summative assessment is being followed.
- The continuous internal assessment with Saturday as assessment day has been made applicable and is being followed in most of the faculties. Some of the faculties mentioned that instead of Saturdays some other days have been chosen depending on their timetable and it was reported that that Deans are free to choose any day as per their convenience as long as weekly assessments are being done.
- The Log book for students have been printed and are being used by the students in majority of faculties.
- The daily dairy for teachers is in printing stage and shall be applicable soon.
- Regarding research promotion by the faculty, DrBajpai suggested that on 1st and 3rd Saturday, teaching activities should be suspended for non-medical faculty to give them time to exclusively focus on research. Regarding extramural projects, it was updated that about 40 extramural projects have been sent from the university so far to multiple funding agencies.
- For the consultancy services, the proposals from each faculty have been received but their practical feasibility needs to be ensured. Communications have been going on with the accounts department to open separate account and it was suggested that a central store/outlet should be opened and that should be registered with the Government. DrAkshay, coordinator incharge for the consultancy program was asked to hold a separate meeting for the same at an early date to expedite the process and to take registrar in loop for the same. It was suggested to Dr Amit Srivastava, Dean Engineering and Physical Sciences that some software should be developed to prepare the teaching calendar in a manner that all PG orientation classes and pre Ph.D classes should be collectively taken at a common place and Dr Amit should use it as consultancy.
- The UNESCO-Bioethics unit affiliated to UNESCO Chair in Bioethics, Haifa, Israel has been established in the University on June 30th 2017 and 1 symposium and 2 guest lectures have been conducted so far by the unit.
- Regarding the National and International tie ups, it was updated that DrWaheeda Khan has been made the Dean International relations and she shall be holding meeting with all the deans regarding old tie ups and MOUs in coordination with DrAkshayMunjhal. Regarding the new tie ups, DrWaheeda updated that active communications are going on for faculty exchange and students for Hotel management and communications with 2 foreign universities are in process for Faculty of Behavioural Sciences. Dr Amit Srivastava updated that along with tie ups



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we can also explore possibilities of foreign university mentors. Many of the contemporary universities like Amity, BML are following the same.

- Regarding NCC and NSS it was updated that applications for the same have been given and by March they should be done.
- Regarding the Alumni association it was updated that the next alumni meet is on 13th January and they have asked for the nominations for the members of association, President, Vice president, Secretary, Treasurer, EC member. The elections for the same will be conducted on the day of meeting and the results will be declared there only. It was updated by Dr Dogra, that association has been registered on Dr Dogra's name and annual audit account of the association should be sent. The alumni coordinators should take a note of it and do the needful. It was suggested that our website should have a separate portal "our alumni speaks" where testimonials of the alumni along with their photographs can be added. DrShefali, alumni coordinator updated that during alumni meet, they are planning to make a testimonial booklet with signatures from the alumni. There were suggestions by the members that "Best alumni award" should be given, the placement records of the alumni should be taken during the meet and they can be uploaded on website too. Also, the alumni can be asked for some monetary contributions to help in the establishment of SGT Alumni incubation centre. The rules and regulations of the alumni association can also be uploaded on IQAC website.
- Regarding the mentor-mentee system, it was updated that the system has been streamlined under the chairmanship of Dr M.S Turan and few meetings have been conducted by them. It was suggested that the record of meetings should be kept and should be uploaded on the website. The next meeting for the mentor-mentee group can be done in IQAC to handle any issues.
- It was reported by members in general that multiple meetings are been held and minutes are been recorded but the system of follow up of these and formation of Action taken report is weak and that needs to be streamlined.
- The MOU with CSDL for digitalization of degree certificates was updated to members and it was mentioned by registrar that it has been made functional.
- IQAC has been regular in conducting core team meetings and FDP was also conducted in November 2017.
- Regarding the student feedback, it was updated that one round of feedback has been taken for all the faculties of University and registrar sir mentioned that feedback form shall be introduced in ERP and the students should be asked to fill the form mandatorily before the exam. The portal for filling the form on ERP shall be open from 1st May-30th May and the process for the same has been initiated.



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- The proposal for the start of Social sciences faculty has been sent to registrar and has been forwarded to the government for approval.
- The department of Audiology and Speech language pathology(ASLP) has been established under Faculty of Behavioural Sciences. They are also in process of having an MOU with autism school.
- The MOU with Shodhganga and procurement of anti-plagiarism software URKUND was updated to members. The report of 3 Ph.D thesis checked so far was also updated to members. The letter for the process intimation and for the charges has been sent to Registrar for approval. It was suggested by registrar that SOP should be prepared for the same and should be circulated to all Deans.
- For NIRF, it was updated that since we did not fulfill the parameters for NIRF, we shall be applying for NIRF next year.
- The e-learning centre establishment was discussed with the members and it was mentioned that 1 recording of Dr Amit Srivastava has been done and we have asked all deans for atleast 5 online lecture recordings. This e-learning portal shall be created on university website for our students and faculty. For outside students we can impose some charges.
- The formulation of multiple committees of IQAC was updated to the members and the meetings of the same have been initiated and the chairman of the committee shall formulate the rules and regulations and send to IQAC. IQAC will then send the same to registrar office for circulation. The rules and regulations shall also be uploaded on the IQAC website.
- Regarding the newer initiatives by IQAC, it was reported that a manual for teaching methods and evaluation shall be prepared by IQAC. For the start up of Incubation cell, IQAC shall write to space committee to provide space for the incubation entre. The induction programme for newly recruited faculty regarding the demonstrations of newer teaching methodologies is being finalized and shall be conducted in 2 batches.1st batch shall be covered on 16-17th January and 2nd batch shall be done on 22nd-23rd January 2018. The proposal to start the Academic staff colleges within IQAC was discussed and it shall be exclusively for training of faculty, teaching as well as non-teaching. The constitution of the same needs to be devised, the details for the same can be taken from UGC and it was decided that Dr S.C Mohapatra shall be the Director of the Academic staff College. The training in the same shall be given on many topics like dress code, discipline, teaching methods, evaluation, office procedures etc. It was suggested that training modules of renowned institutes like MDI can be arranged for reference and resource persons from MDI can also be called for training workshops.
- There were certain suggestions by Registrar that a “Student wall” can be created in each faculty for dissemination of information to students by students.



- “Hall of fame” for all faculties shall be prepared. The newsletter by students should be activated. Faculty Quality benchmarks in the same format as NAAC quality format should be done. Industrial visit of the students should be focused for practical learning.

The Activities undertaken by IQAC and discussed in meeting included:

- Syllabus and curriculum
- New teaching methods
- Lesson plan/Teaching calendar
- Annual report
- Faculty Publications
- Faculty profile
- Research projects
- Choice based credit system
- New guidelines for question paper
- Examination reforms- 50% theory 50% Practical, formative 40% : summative 60%
- Continuous Internal assessment- Saturday as assessment day
- Log book for students
- Daily diary for teachers
- Research promotion- submitting of research projects for extramural grant
- Consultancy services
- UNESCO-Bioethics unit
- National and international tie ups- AIESEC,SAP, National Law school
- NCC, NSS
- Revival of Alumni Association
- Streamlining of mentor-mentee system
- Digitalization of Degree certificates
- Faculty Development programmes
- Core team meetings
- Student Feedback
- Creation of IQAC website
- Start of Social Sciences Faculty
- Start of Dept of Speech Pathology
- MOU with Shodhganga
- Procurement of Anti-plagiarism software
- NIRF
- E-learning
- Formulation of multiple IQAC committees and their functioning initiated



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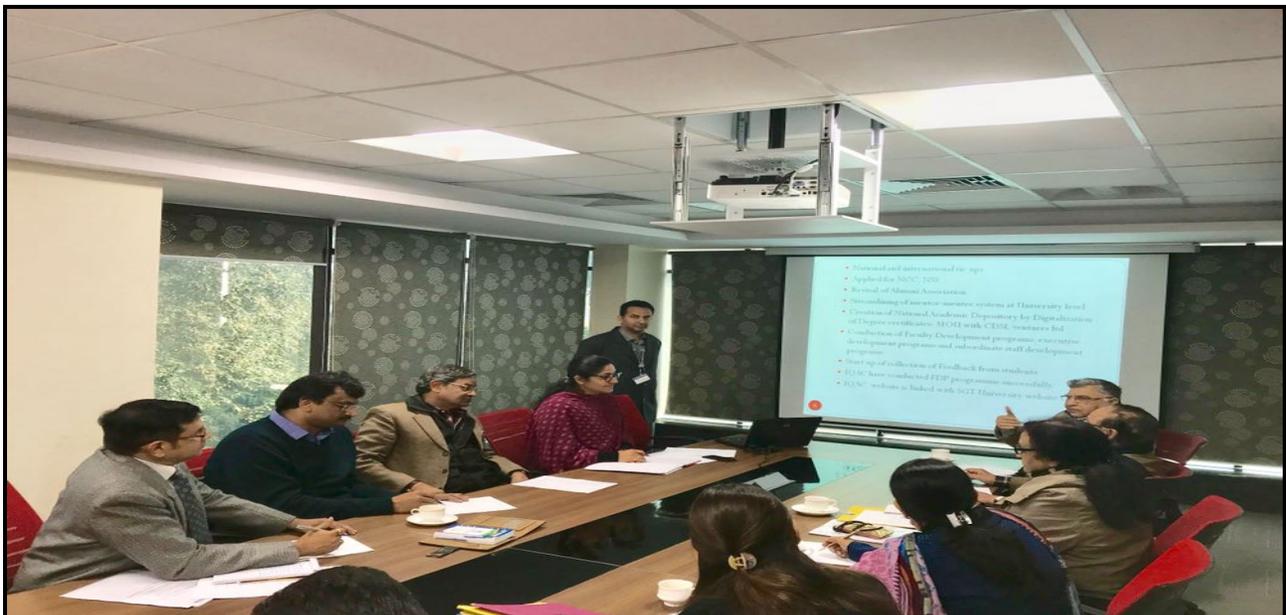
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New initiatives and future plans

- Manual for teaching and evaluation
- Start up of incubation cell
- Induction programme for newly recruited faculty members regarding teaching methodology
- Start up of Academic Staff Colleges





Third Meeting

The Third formal meeting of IQAC committee took place on 17th April 2018 at 12:00 noon in A306, Third Floor, A Block with the following agenda:

- 1) Discussion and update about IQAC activities
- 2) Faculty Development programs
- 3) E-learning portal

The Following members were present:

- 1) Dr T.D Dogra, Director IQAC
- 2) Dr M.S Sidhu, Dean Research and Development
- 3) Dr. Waheeda Khan, Dean International relations and Teacher IQAC
- 4) Dr. S.C. Mohapatra, Dean Academic affairs and Special Invitee
- 5) Dr. R.P Bajpai, Advisor and Special Invitee
- 6) Dr. G.N Suma, Asso Dean, Research and development and Teacher IQAC
- 7) Dr. Amit Bhardwaj, Sub Dean, IQAC and Teacher IQAC
- 8) Dr Manpreet Arora, Member Alumni relations
- 9) Dr. Reshu Madan, Member Alumni Relations
- 10) Dr. Shefali Phogat, Member Alumni relations IQAC
- 11) Dr. Astha Chaudhry, Sub Dean and Member Secretary IQAC

The following were the proceedings of the meeting:

- 1) After the welcome of all the members, the Chairman for the meeting and Director IQAC, Dr T.D Dogra updated about the continuing activities of the IQAC.
- 2) Updates were taken from alumni coordinators about the report of Alumni meet and the planning of the next meeting for year 2019.
- 3) Dr Waheeda, Chairperson CBCS and Dean International relations updated about the CBCS courses in the present year and the status of students in each. She also updated about the upcoming international collaborations with Polonia University and Kent State University.
- 4) Regarding Research Dr Sidhu updated that faculty is being motivated to write research projects for extramural funding and to submit during the open window of SERB in June 2018. Interested faculty members are being guided appropriately for the same.
- 5) It was updated by Dr Dogra that 2 faculty development programs for newly recruited faculties have been conducted on 13-14th March 2018 and 21st-22nd March 2018 and the feedback about them has been good. The third in line FDP for newly recruited faculty shall be conducted on 27th-28th April 2018.



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- 6) Dr Dogra also updated about the preparations being done for the upcoming FDP.
- 7) It was also discussed that next FDP shall be planned on OSCE/OSPE to sensitize all the faculty members in particular the health related faculty about the Objectively structured Clinical examination and Objectively Structured Practical examination. It shall be planned in May 2018.
- 8) Regarding e-learning it was updated that E-learning channel of SGT University has been created on Youtube and functional website for e-learning of SGT University has also been created which can be accessed at www.elearning.sgtuniversity.ac.in and about 40 vidoes have been uploaded. It was informed that once a video is recorded it is first uploaded on YouTube and with the lecture write up it is uploaded on e learning portal.
- 9) The meeting concluded with vote of Thanks from Chairman.



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List of IQAC activities 2017-18



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List of activities in the year 2017-18

- 1) Modification of syllabus into must to know, desirable to know and need to know areas and curriculum into teaching guidelines, methodology, learning objectives.
- 2) Introduction of student centric teaching methods.
- 3) Creation of IQAC Website and regular uploading of the data
- 4) Compilation of Annual report for each faculty for uploading on IQAC website.
- 5) Compilation of Total Faculty Publications for uploading on IQAC website
- 6) Compilation of whole University Faculty members profiles on IQAC website
- 7) Compilation of completed, ongoing and submitted Research projects of University
- 8) Introduction and implementation of Choice based credit system (CBCS) as per UGC guidelines.
- 9) Formulation of Newer guidelines for question paper and introduction of Objective questions
- 10) Introduction of Examination reforms- 50% Theory 50% Practical, Formative 40% : Summative 60%
- 11) Introduction of Continuous Internal assessment with Saturday as weekly assessment day
- 12) Introduction and implementation of daily Log book for students
- 13) Research promotion and encouraging submission of research projects for extramural grants
- 14) UNESCO-Bioethics unit establishment on 30th June 2017 and its activities.
- 15) National and international tie ups
- 16) Initial communications for start up of NCC, NSS. Got the approval for establishment of NSS Unit and send the list of volunteers to MHRD
- 17) Revival of Alumni Association
- 18) Streamlining of mentor-mentee system at University level
- 19) Creation of National Academic Depository by Digitalization of Degree certificates
- 20) Conduction of Faculty Development programs
 - i) 13th-15th February 2017
 - ii) 23rd-24th November 2017



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- iii) 13-14th March 2018
 - iv) 20-21st March,2018
 - v) 27-28th April 2018.
 - vi) 7th-8th May 2018
- 21) Workshop on research methodology on 28th May 2018 under the chairmanship of Dr Y.K Gupta for health related group
 - 22) Start up of collection of Feedback from students
 - 23) Initiation of Social Sciences Faculty
 - 24) Start up of Dept of Speech Pathology
 - 25) MOU with Shodhganga and procurement of Anti-plagiarism software-Urkund and Regular checking for plagiarism of PhD Thesis, MD/MS/MDS/MPhil Dissertation and scientific papers
 - 26) Constitution of IPR cell and formation of draft of IPR policy
 - 27) Registration of SGT University for National Institutional Ranking Framework(NIRF)
 - 28) Formulation of Ph.D Ordinance
 - 29) Formulation of multiple IQAC committees
 - 30) Academic audit for all faculties, and editorial board in December 2017
 - 31) Initiation of reporting of events. The format for report of event formulated and circulated to all faculties and all faculties were encouraged to submit the reports of all the events conducted in their faculty.
 - 32) Start up of e-learning portal for SGT University
 - 33) Creation of Education coordinators group and sensitization of faculty coordinators about curriculum and outcome based education. Regular meetings with education coordinators to discuss about the status of teaching methodology implementation reports and continuous internal assessment. The meetings include-
 - i) 9th March 2018
 - ii) 25th April 2018
 - iii) 2nd June 2018
 - 34) Compilation of teaching methods implementation report in all faculties- Monthly reports about implementation of teaching methodology



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Syllabus & Curriculum Revision



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Syllabus and curriculum revision

SGT University to achieve its vision of creating a world class university that is capable of creating human resource commensurating with the international work ethos has revised its learning strategies to bring it at par with the methodologies adopted by the developed world.

The syllabus and curriculum of SGT University is primarily based on the concepts of Bloom's Taxonomy and Malcolm Knowles Principles of Andragogy to fulfill the vision of the University. The curriculum of the programs offered by University have been developed as per the industrial requirements and is benchmarked with that of the contemporary institutions in alignment with the requirements prescribed by the statutory bodies of the centre and state.

The curriculum is reviewed and revised regularly according to the changing demands of the society and industry. The syllabus has been categorized into Must to know, Desirable to Know and Nice to Know domains.

The process of syllabus and curriculum revision is well defined incorporating the inputs from stakeholders namely students, teachers, alumni, parents and employers. The feedback is analyzed and the result of the responses received together with the changing industrial and societal demands and the opinions of the external experts in the board of studies, the revisions in the syllabus and curriculum are done. The revised syllabus and curriculum is put forth to the Academic council for approval and further implementation.

The Health sciences related group of faculties are regulated by statutory bodies like MCI, DCI, PCI, INC, Central Council of Indian Medicine, RCI etc that provide the mandatory requirements for the syllabus and curriculum of related faculties and provide minimal scope for major modifications.

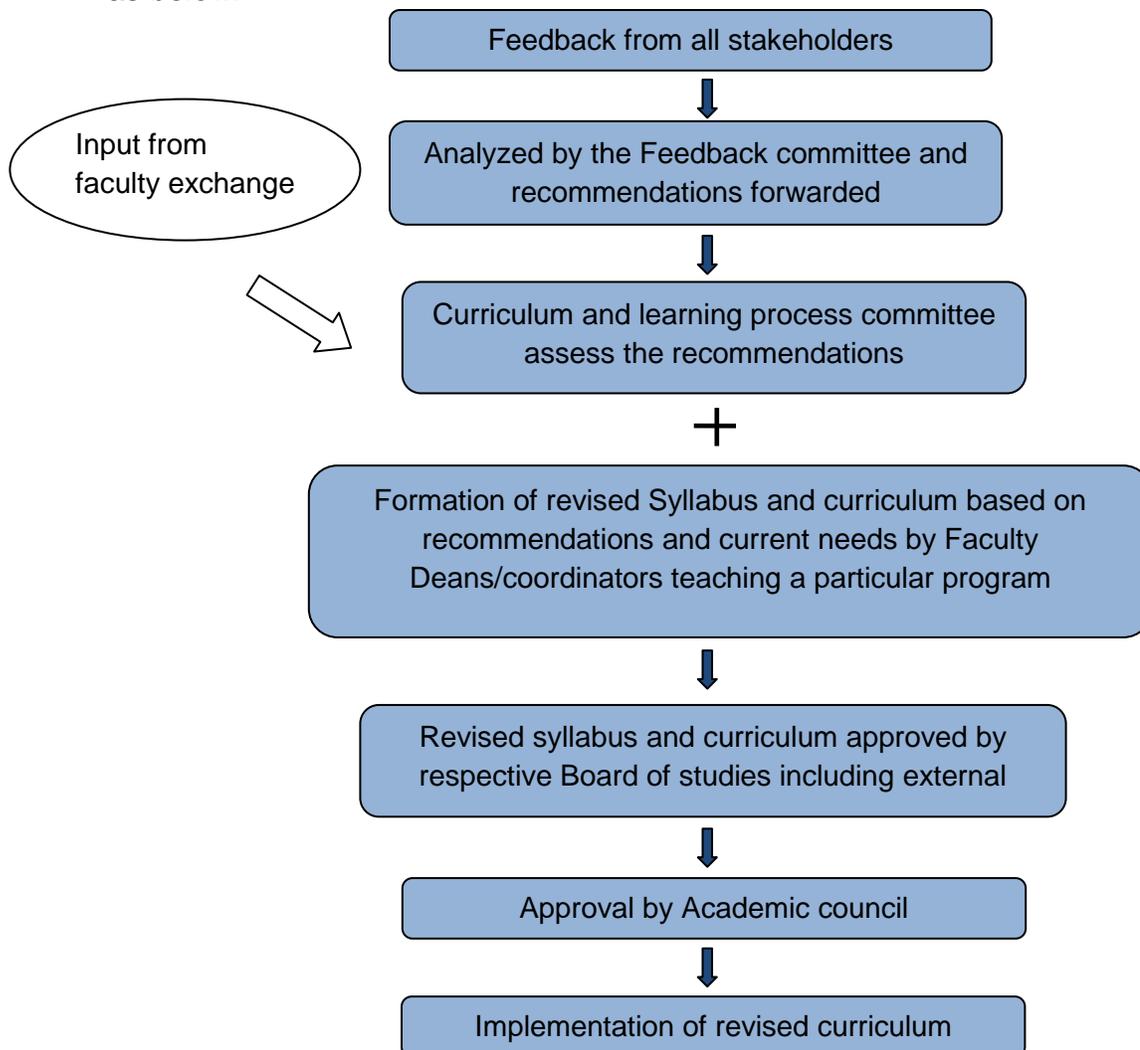
The curriculum and learning process committee has been created within IQAC to review the curriculum of each program and to revise it according to the current demands and the feedback received in consultation with the Dean/coordinator of the parent faculty.

The curriculum and Learning process committee is constituted as :-

1.	Dr.T.D.Dogra, Professor Emeritus & Advisor, IQAC	Chairman
2.	Dr M.S Sidhu, Director IQAC	Member
2.	Dr. S C Mohapatra, Dean academic affairs	Member
3.	Dr.Amit Bhardwaj, Member IQAC and Professor, FDS	Member
4.	Dr Jasdeep Monga, Associate professor, FMHS	Member
5.	Dr.Astha Chaudhry, Member secretary IQAC and Reader, FDS	Member Secretary



The whole process of syllabus and curriculum revision and implementation is summarized as below:



The syllabus and curriculum is prepared by parent faculty and is reviewed by Curriculum and learning process committee. The suggested revisions by the committee along with inputs from feedback committee will then be incorporated in the revised syllabus and curriculum prepared by the parent Faculty Dean and Faculty coordinator. The revised syllabus will then be approved by the Board of Studies constituted in each faculty and comprising of an external expert. Once approved by Board of studies, it shall be put forth to Academic council and once approved from Academic council, it shall be implemented.



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Teaching methodologies



Teaching methodologies

A **teaching method** comprises the principles and methods used by teachers to enable student learning. These strategies are determined partly on subject matter to be taught and partly by the nature of the learner. For a particular teaching method to be appropriate and efficient it has to be in relation with the characteristic of the learner and the type of learning it is supposed to bring about. Suggestions are there to design and selection of teaching methods must take into account not only the nature of the subject matter but also how students learn. In today's school the trend is that it encourages a lot of creativity. It is a known fact that human advancement comes through reasoning. This reasoning and original thought enhances creativity. This is the basic thinking process which mooted the concept of Andragogy...as "How do Adults learn!". Thus IQAC, SGT University initiated Adult Learning with Newer Teaching Technology.

The teaching methods advocated by IQAC includes:

Cognitive Skills

1. Student's Interactive Session(SIS)
2. Student's Seminar(SS)
3. Teacher's Seminar(Multispecialty)
4. Project Based Learning(PBL)
5. Problem Based Learning(PBL)
6. Case Studies
7. Integrated Teaching
 - Intra-faculty (Within one faculty)
 - Interfaculty(More than one faculty)
8. Focus Group Discussion
9. Spot Group Discussion
10. Presentation cum Panel discussion(By Teachers)
11. Presentation cum Panel discussion (By Students)
12. Fish Bowl Technique

13. Role Play
14. Simulation Technique
15. Tutorials

Psychomotor Skills

1. Unconventional Clinical Examination
2. Unconventional Practical Examination
3. Hands- on



Assessment Techniques

1. Objective type questions
2. Objective Structured Clinical Examination(OSCE)
3. Objective Structured Practical Examination (OSPE)

For the implementation of the same the strategic plan included a series of steps which were followed as mentioned below:

1) **Gaining confidence of all Deans and faculty:**

All the Deans of 17 faculties along with their faculty members were apprised of the new teaching methods advocated by IQAC. This was done through series of meetings regularly to gain their confidence and cooperation in the smooth implementation of the same.

The details of meetings were as follows:

Multiple meetings regarding implementation of newer teaching methodologies in all faculties of SGT University were conducted in the Dental Committee room from 12:00noon-1:00pm as per the schedule:

7th July 2017– Faculty of Behavioural Sciences, Faculty of Physical sciences and Faculty of Law.

8th July 2017– Faculty of Hotel and Tourism Management, Faculty of Education and Faculty of Commerce and Management

10th July 2017- Faculty of Engineering

11th July 2017– Faculty of Pharmacy and Faculty of Nursing

12th July 2017– Faculty of Physiotherapy, Faculty of Indian Medical System and Faculty of Allied Health Sciences

13th July 2017– Faculty of Mass Communication, Faculty of Fashion Technology and Faculty of Agricultural Sciences

14th July 2017– Faculty of Medical and Health Sciences and Faculty of Dental Sciences (in T.V Studio, from 2:00pm-3:00pm)

The meetings were attended by all the deans along with all the faculty members ([the signatures list attached](#)) and chaired by Dr T.D Dogra, Director IQAC. The members of IQAC and the curriculum and learning process committee that were present include:



- Dr H.S Grover, Dean education and examinations
- Dr S.C Mohapatra, Dean Academic affairs
- DrAsha Chaudhry- Sub dean, IQAC
- Dr Amit Bhardwaj, Sub-Dean, IQAC
- DrAkshayMunjaj

The agenda was to discuss each newer teaching methodology and its implementation.

- The list of newer teaching methods were distributed to each member and each methodology was discussed one by one.
- It was stressed by the chairman that all didactic lectures should be replaced by SIS.
- All the teaching methods are student centric and the role of teacher will mainly be a facilitator in increasing the learning of students. The presentation skills, communication and leadership skills of the students can be improved by these methods and will help in increasing the confidence of the students. The idea is to break the monotony of the lectures and to increase the participation of the students in the learning.
- The chairman emphasized that atleast 40% of all classes should be taken by newer methods.
- The chairman also briefed about the constitution of feedback forms and that IQAC will be confidentially taking the feedback of the students regarding the faculty in general and about the teaching methods and requested that all Deans and faculty members should cooperate with this initiative of IQAC. It was also insisted by the chairman that each faculty can develop their own feedback proformas for improved results and that this activity is not to discourage or discriminate any faculty. It is just an exercise to know about the shortcomings and their improvisation.
- The Chairman Dr Dogra also suggested that extra credits should be given to students participating in student seminars, role play and other student centric activities and it should be included as part of formative assessment to increase the student participation.
- It was stressed upon that faculty should not restrict themselves to only these methods. The faculty should be creative and innovative to design and implement their own methods of teaching.

2) Creation of Group of Coordinators(action group):

The action group of education coordinators was created to act as communication link between the Faculty and IQAC.

The nominations by Deans of each faculty for the same were received and a wats app group as well as mail group of the same was created.

The list of coordinators was:



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I.Dental	Dr. ReshuMadan
	Dr. Nupur Dabas
	Dr.Atul
II. Nursing	Mrs. A.K. Mamta Devi
III. Pharmacy	Ms. Manisha Vats
IV. Physiotherapy	Dr. Sonia
V. Ayurveda	Dr. Vikas Sharma
VI. Law	Mr. Amit Singh
VII. Com & Mngt	Dr. Neha Gupta
VIII.Engineering	Mr. Aman Dureja
IX. Hotel Mgt	Ms. Ambika Chauhan Nair
X. Agriculture	Dr. Mahender Singh yadav
XI. Fashion Techn	Swati Yadav
XII. Behavioural Sciences	Ms. Preeti Pandey
XIII. Education	Dr. Chetna Jathol
XIV. Allied	Dr. Manbir Singh EVS
XV. Physical Sciences	Dr. Irfan Lone
XVI. Journalism & Masscom	Mr.Mahesh Kumar Mishra
XVII. Medical	Dr. Sanjiv Bansal
ENT	Dr. Jasdeep Monga

Regarding the practical demonstration of how each method of teaching shall be practiced, the team of trainers from Collegium of Deans office guided demonstrations of each technique in each faculty on stipulated days which is to be attended by all faculty coordinators to understand the technique so that it can be implemented in their particular faculties. The demonstrations were done in April-May 2017.

Following the demonstrations, FDPs were scheduled every Friday for the coordinators to update them about teaching technologies and assessment and evaluation methods.



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Regarding start up of FDP every Friday from 2:00-3:30pm inbox x



collegium of deans <collegiumofdeans@sgtuniversity.org>

Thu, Apr 27, 2017, 10:23 AM



to me, dean.engineering, Joginder, Prof.Suman, Ravi, Sarla, Sidhu, A.K., Prof, K.S., Mukesh, S.K., Waheeda, Indira, MK, Chinna, Devender, B.P, Akshay, vishwamegh, deaneducation

Dear Sir/Mam,

This is to bring to your kind notice that every Friday starting from 28th April 2017, there will be a FDP(Faculty Development Programme) on the various teaching modalities and examination methods in TV Studio from 2:00-3:30pm. It is compulsory for all the core team members and coordinators to attend. Other interested faculty members can also attend the same. The Deans are requested to kindly make the core team members and the willing faculty members from your respective faculty available for the same.

Please find attached the circular and the schedule of the FDP presentations.

Thanks and Regards



The list of scheduled FDPs was as:

IQAC
FACULTY DEVELOPMENT PROGRAMME SCHEDULE
NEWER TEACHING MODALITIES

S.no.	Date	Teaching methodology	Presenter
1.	28-07-2017	Seminar cum Panel Discussion	Dr Reshu Madan
2.	04-08-2017	Objective type questions exercises+difficulty and discriminatory index	Dr Akshay Munjal
3.	11-08-2017	Workshop	Ms Ambika Nair
4.	18-08-2017	Fish Bowl Technique	Dr Akshay Munjal
5.	25-08-2017	Focused Group Discussion	Dr Astha Chaudhry
6.	01-09-2017	Item analysis	Dr Amit Bhardwaj
7.	08-09-2017	Interposed tutorial	Dr Amit Bhardwaj
8.	15-09-2017	Unconventional clinical exercise	Dr Reshu Madan

Venue-T.V Studio

Time: 2:00-4:00pm

Prof(Dr) T.D Dogra
Pro-Chancellor

CC

- 1) Chairperson and Managing trustee
- 2) Vice Chancellor
- 3) Pro Vice Chancellor
- 4) Registrar
- 5) All Deans



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After this initial schedule of FDP by Collegium of Deans, and the change in members of the group, The IQAC updated the group of coordinators taking nominations from the Deans. That group was called as Education coordinators group.

Regular meetings with the education group coordinators were held to facilitate the IQAC initiatives related to education and to have a status update regarding the use of newer methods of teaching in their particular faculty and the issues faced.

The list of meetings in 2017-18 included:

S.No.	Date of meeting
1)	23 rd October 2017
2)	27 th October 2017
3)	15 th November 2017
4)	20 th December 2017
5)	09 th March 2018
6)	25 th April 2018
7)	02 th June 2018

23rd October 2017

A meeting of all the coordinators nominated by respective Deans for Teaching methodologies took place in the corporate block at 12:30 pm in Board room, corporate block on 23rd October 2017.

The following members were present:

1. Dr T.D Dogra, Director IQAC and Chairman for the meeting
2. Dr S.C Mohapatra, Dean academic affairs
3. Dr V.K Bhalla, Principal, SGT College of Pharmacy
4. Dr Astha Chaudhry, Sub Dean, IQAC
5. Dr Varsha Goel, Faculty of Commerce and Management
6. Dr Vijyalaxmi, Faculty of Agricultural Sciences
7. Ms Mamata Devi, Faculty of Nursing
8. Ms Swati Yadav, Faculty of Fashion & Design
9. Mr Nishit R Chaki, Faculty of Law
10. Dr Kamlesh Sharma, Faculty of Physical Sciences
11. Mr Harsh Upreti, Faculty of Hotel and Tourism Management
12. Dr Manisha Vats, SGT College of Pharmacy
13. Ms Priyanka Tyagi, Faculty of Mass Communication
14. Dr Shivani Sahdev, Faculty of Behavioural Sciences
15. Dr Aparna Gupta, Faculty of Physiotherapy
16. Dr Jasdeep Monga, Faculty of Medicine and Health Sciences



Absent members:

1. Ms Jyoti Ahlawat, Faculty of Engineering and Technology
2. Dr Manbir Singh, Faculty of Allied Health Sciences

The Following points were discussed:

1. Dr T.D Dogra addressed the members and asked about the status of the teaching methods being followed in their respective faculty. All the coordinators reported that about 60-70% of the newer teaching methods are being followed in their respective faculties.
2. Dr Bhalla said that newly appointed faculty members should be trained in the newer teaching methods and FDP should be conducted for them. Dr Aparna from Faculty of Physiotherapy volunteered to make a proposal of the Induction Program for newly appointed teachers for their training in newer teaching methods and trainers will be the coordinators of this “Education Group”.
3. A wats app group and email group of all the coordinators for teaching methods needs to be prepared for effective communication. These coordinators will act as nodal persons for all the communications from IQAC related to teaching methods with their respective Deans in loop.
4. It was decided that on 4th Friday of every month, an induction program on newer teaching methods for newly recruited faculties will be conducted in corporate block at 2:00 pm. This meeting every month will also be a platform to get update about the practicing of the newer teaching method in each faculty from the respective coordinators.
5. All Coordinators have been asked to develop their feedback proformas and start collecting feedback from students without revealing their identity. Dr Kamlesh from Physical Sciences reported of the availability of online feedback proforma with herself and she has been asked to circulate in the group.
6. All Coordinators to ensure that student log book should be used by all first year students in their faculty. The respective Deans can indent the required amount from central store.
7. Dr V.K Bhalla and Dr S.C Mohapatra shall be the co-chairman of this Education Group.
8. The meeting concluded at 1:10 PM with a thanking note from chairman of the meeting- Dr T.D Dogra.



27th October 2017

The first formal meeting of all the coordinators nominated by respective Deans for Teaching methodologies took place in the corporate block at 2:00 pm in Board room, corporate block on 27th October 2017.

The following members were present:

1. Dr T.D Dogra, Director IQAC and Chairman for the meeting
2. Dr S.C Mohapatra, Dean academic affairs
3. Dr Amit Srivastava, Dean Faculty of Engineering
4. Dr Astha Chaudhry, Sub Dean, IQAC
5. Dr Vijyalaxmi, Faculty of Agricultural Sciences
6. Dr S.S Sharma, Faculty of Agricultural Sciences
7. Ms Mamata Devi, Faculty of Nursing
8. Dr Kamlesh Sharma, Faculty of Physical Sciences
9. Dr Manisha Vats, SGT College of Pharmacy
10. Ms Priyanka Tyagi, Faculty of Mass Communication
11. Dr Shivani Sahdev, Faculty of Behavioural Sciences
12. Dr Aparna Gupta, Faculty of Physiotherapy
13. Dr Abhilasha Singh, Centre for language and communications
14. Ms Jyoti Ahlawat, Faculty of Engineering
15. Dr Neeraj Gupta, Faculty of Indian Medical System
16. Dr Vikram Mor, Faculty of Allied Health Sciences
17. Mr Anil Sharma, IQAC Member

The members who could not attend the meeting were:

1. Dr V.K Bhalla, Principal, SGT College of Pharmacy
2. Dr Varsha Goel, Faculty of Commerce and Management
3. Dr Jasdeep Monga, Faculty of Medicine and Health Sciences
4. Mr Nishit R Chaki, Faculty of Law
5. Ms Swati Yadav, Faculty of Fashion & Design
6. Mr Harsh Upreti, Faculty of Hotel and Tourism Management

The agenda of the meeting was:

- I. Collection of Teaching methodology report
 - II. Students Log book – use report
 - III. Syllabus/Curriculum Revision intimation
 - IV. Publication Division- Update about status and instruction to meet atleast twice a week.
 - V. NIRF presentation by Dr Amit Srivastava
1. The meeting started with revision of the minutes of previous meeting by Dr Astha Chaudhry. The minutes were approved by all present. The action taken for the decisions taken in the last meeting were assessed. Some members were still not



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clear about the use of students Log book and its availability. They were asked to issue the students log book from central store for their first year students.

2. All coordinators were asked to ensure correct filling of Log book whether it has been filled completely and evaluated by the concerned teachers. There can be a random check by IQAC and coordinators will be answerable.
3. Since, syllabus revision needs to be done every year, coordinators have to initiate the process of curriculum and syllabus revision with coordination from their respective heads and Deans and it needs to be completed by December end.
4. All the members submitted their reports and they were asked to submit the soft copies with details of the percentage of each teaching methodology used by 30th October 2017. On reviewing some of the reports, Dr Dogra insisted that Didactic lectures needs to be converted to Student Interactive session and PPT should not be mentioned as a teaching method.
5. Regarding update about publication division section, the members of publication division Dr Manisha Vats and Ms Mamata Devi were asked to complete their pending work by 25th November 2017. Some doubts about Popular press, Conference proceedings were cleared.
6. NIRF introduction and parameters were discussed by Dr Amit Srivastava, Dean Engineering. It was decided a separate committee for NIRF will be constituted which will comprise of 2 faculty members from the Faculty of Engineering, Law, Management, Pharmacy, Medical. From all other faculties 1 coordinator those already nominated in the education group will be part of NIRF Committee and Dr Amit Srivastava will chair and coordinate the NIRF committee.
7. Also, The coordinators were intimated about the “National Convention on Higher education Road map 2030” and were asked to help the Deans in preparing the concept papers assigned to them.
8. The meeting concluded at 3:30pm with Vote of Thanks from chairman Dr T.D Dogra.

15th November 2017

A meeting took place on 15th November 2017 at 2:00pm in the Dental Committee room with the following agenda:

– Review of new Teaching Methodology its implementation and follow up

The following members were present:



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1. Mr. Manmohan Singh Chawla, Managing Trustee and Chairman for the meeting
2. Dr. S.C Mohapatra, Dean academic affairs
3. Dr. Vijay Bhalla, Principal, SGT College of Pharmacy
4. Dr. Astha Chaudhry, Sub Dean, IQAC
5. Dr. Amit Bhardwaj, Sub Dean, IQAC
6. Ms. Jyoti, Co-ordinator, IQAC
7. Mr. Anil Sharma, Co-ordinator, IQAC
8. Dr. Jasdeep Monga, Faculty of Medical & Health Sciences
9. Dr. Debashish Chattopadaha, Faculty of Medical & Health Sciences
10. Dr. Prachi Saffar Aneja, Faculty of Medical & Health Sciences
11. Ms. Mamta Devi, Faculty of Nursing
12. Ms. Swati Yadav, Faculty of fashion & Designing
13. Ms. Ambika C Nair, faculty of Hotel Management
14. Ms. Jyoti Ahlawat, Faculty of Engineering
15. Mr. Asad Habeeb, Faculty of Engineering
16. Mr. Rambir Joon, Faculty of Engineering
17. Mr. Vipin Tiwari, Faculty of Engineering
18. Ms. Satnam Kaur, Faculty of Engineering
19. Mr. Nishit R Chaki, Faculty of Law
20. Ms. Anchal Mittal, Faculty of Law
21. Dr. Yogesh Mehta, Faculty of Management
22. Dr. Neha Gupta, Faculty of Management
23. Dr. Varsha Goel, Faculty of Management
24. Dr. Kamlesh Sharma, Faculty of Physical Sciences
25. Dr. Shivani Sahdev, Faculty of Behavioural Science
26. Dr. Neeraj Gupta, Faculty of Ayurveda
27. Dr. Manisha Vats, Faculty of Pharmacy
28. Dr. Aparna Gupta, Faculty of Physiotherapy
29. Dr. Abhilasha Singh, Centre for Language and Communications
30. Dr. Mohinder Singh, Faculty of Agriculture
31. Dr. G.B. Bhatt, Faculty of Allied Health Sciences

The members who could not attend the meeting were:

1. Ms Priyanka Tyagi, Faculty of Mass Communication

The proceedings were as follows:

1. The Chairman addressed the members and asked about their individual experiences in using the Newer teaching modalities, the challenges faced and student perception towards these methods.
2. All the members shared their experiences and gave a **positive feedback** about the use of these newer teaching methods and also expressed that students have become more receptive to these methods due to their increased participation. Also,



the weekly assessment has improved the learning quotient and interest among the students.

3. The student seminars, group discussions are making students more confident in expressing their views and it has also increased the interaction of students with the faculty thus helping the faculty members identify the weaker students and to plan appropriate initiatives directed towards their better learning.
4. Some of the faculty members expressed that the greatest challenge in using these newer methods is that these are **time consuming** and requires more classes for particular topics and this makes it difficult to complete the syllabus in the required timeframe. Chairman sir addressed that to increase the academic time period some initiatives have been taken by controller of examinations to reduce the examination days by conducting exams both in morning and afternoon. This might give an added time period of 1 month to complete the required academic curriculum.
5. Another challenge expressed by faculty was that the some of the students have poor knowledge about **basics of computers** which make them incapable of preparing presentations for seminars etc. This issue was discussed and it was decided that some initiatives in the form of workshop or foundation courses should be taken up by IQAC.
6. Some of the faculties expressed that **communication skills** of students are weak and sometimes they have to be explained in local language to understand the concept. The chairman sir addressed that it is important to develop the communication skill but the most important task is to develop the confidence among the student so students should be allowed to express themselves even if it is in local language.
7. Chairman sir emphasized that it is very important to give **practical learning** to students especially in engineering, law, management, physical sciences and the faculty members should look for opportunities to give practical learning within the university by posting the students in groups within the departments like purchase, HR, Pharmacy, building site etc.
8. The need for **revision of syllabus and curriculum** was emphasized to remove the obsolete items and to focus on current and futuristic concepts to prepare the students for industry challenges.
9. Chairman sir also briefly discussed about the proceedings of Vision 2022 workshop and the proposed convention for vision 2030 to enable the faculty members have a



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futuristic vision and to develop their course and curricula according to the increasing demands of the market and industry.

10. The meeting concluded at 3:45pm with convey of thanks from the chairman

20th December 2017

The meeting of education group coordinators was conducted on 20th December 2017 at 2:00pm in the Board room, Corporate Block with the following agenda:

- Feedback of the ICDL Diagnostic Test
- Discussion of Teaching methodology report of November month
- Finalization of Induction Program schedule for newly recruited faculty members
- Intimation for preparation of teaching methodology report of December month

The following members were present:

1. Dr. T.D Dogra, Director IQAC and Chairman for the meeting
2. Dr. S.C Mohapatra, Dean academic affairs
3. Dr. Astha Chaudhry, Sub Dean, IQAC
4. Dr. Amit Bhardwaj, Sub Dean, IQAC
5. Dr. Prachi Saffar Aneja, Faculty of Medical & Health Sciences
6. Ms. Mamta Devi, Faculty of Nursing
7. Ms. Jyoti Ahlawat, Faculty of Engineering
8. Mr. Asad Habeeb, Faculty of Engineering
9. Ms. Satnam Kaur, Faculty of Engineering
10. Dr. Yogesh Mehta, Faculty of Management
11. Dr. Kamlesh Sharma, Faculty of Physical Sciences
12. Dr. Neeraj Gupta, Faculty of Ayurveda
13. Dr. Manisha Vats, Faculty of Pharmacy
14. Dr. Aparna Gupta, Faculty of Physiotherapy
15. Dr. Abhilasha Singh, Centre for Language and Communications
16. Dr. Vinita Rajput, Faculty of Agriculture
17. Dr. G.B. Bhatt, Faculty of Allied Health Sciences
18. Dr. Vikram Mor, Faculty of Allied Health Sciences
19. Dr. Abhinav Bhargava, Faculty of Dental Sciences
20. Ms. Priyanka Tyagi, Faculty of Mass Communication

The following were the proceedings of the meeting:

1. The meeting started with the collection of feedback of ICDL Diagnostic test from each faculty member who had taken the test and the education group members had



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mixed response about it. Some of the members suggested that such program can be taken up for students rather than teachers.

2. Regarding the discussion about teaching methodology reports, it was pointed out by the chairman that the reports should not include the terms didactic, Power point presentation(PPT), White Board, AV as teaching methods. All didactic lectures to be replaced by Student Interactive session(SIS). The White Board, PPT and AV are teaching aids not methods.
3. The Induction program for newly recruited faculty members should be taken in 2 batches comprising of 25 members each and should be finalized by Dr Astha.
4. All the faculty member coordinators were instructed to organize FDPs in their respective faculties monthly or bimonthly and should be intimated to IQAC.

9th March 2018

The meeting of education group coordinators was conducted on 9th March 2018 at 2:00pm in the Dental Committee room with the following agenda:

- Discussion of Teaching methodology report of December, January and February
- Cooperation with Marketing team for evaluation of teaching methods
- Intimation about capacity building for teaching technology
- Feedback about the newer question paper pattern
- E-learning modules

The following members were present:

1. Dr. T.D Dogra, Director IQAC and Chairman for the meeting
2. Dr. S.C Mohapatra, Dean academic affairs
3. Dr. Vijay Bhalla, Principal, SGT College of Pharmacy
4. Dr. Astha Chaudhry, Sub Dean & Member Secretary IQAC
5. Dr. Amit Bhardwaj, Sub Dean, IQAC
6. Dr. Jasdeep Monga, Faculty of Medical & Health Sciences
7. Mr. Asad Habeeb, Faculty of Engineering
8. Dr. Yogesh Mehta, Faculty of Management
9. Dr. Kamlesh Sharma, Faculty of Physical Sciences
10. Dr. Manish Yadav, SGT College of Pharmacy
11. Dr. G.B. Bhatt, Faculty of Allied Health Sciences
12. Dr. Aparna Dave, Faculty of Dental Sciences
13. Ms. Priyanka Tyagi, Faculty of Mass Communication
14. Ms. Swati Yadav, Faculty of fashion
15. Ms. Sandhya Singh, Faculty of fashion
16. Mr. Nishit R Chaki, Faculty of Law
17. Ms. Ambika Nair, Faculty of Hotel management



The following were the proceedings of the meeting:

1. The meeting started with the briefing of the teaching methodology reports received by IQAC of all the faculties. The missing reports from the faculties were also briefed to the members and were asked to submit the reports as early as possible.
2. For the reviewing of the implementation of the teaching methods, the management has involved marketing team to review the classes and make a report. The team shall not be judging the concerned teacher but the technique being followed or not shall be reviewed. The chairman asked all the coordinators to extend their cooperation to the marketing team for the same.
3. Dr. Dogra stressed that all coordinators should explore the literature about educational technology and should do some research or assessment about the techniques of education, their impact on results and it should be published either in University Journal or outside. An academic section shall be created in the University Journal for the same purpose.
4. Dr. Dogra intimated all the members about the Capacity Building in Teaching technology for newly recruited faculty to be held on 13-14th March/21-22nd March/28-29th March 2018. Dr Bhalla suggested that that 2-3 members from each faculty should be taken from one faculty for the training program to avoid any hinderance in the conduction of classes for the faculty where more no. of new teachers names have been provided.
5. Dr. Dogra asked the members to collect the feedback about the newer question paper pattern and the other examination reforms and should intimate to IQAC.
6. Some concerns were raised about the CAP system for evaluation and the queries were discussed and it was suggested that there will be initial settling issues for any new system and it should be handled patiently as it will be reeping benefits in the long run.
7. The faculty members were asked to explore the options about the skill courses for the professionals(in service) in their respective faculties and to prepare the e-learning modules for the same.

25th April 2018

The meeting of education group coordinators was conducted on 25th April 2018 at 2:00pm in Room no 306, Third floor, A block with the following agenda:



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- Teaching methodology report of March
- Syllabus and curriculum
- Annual report
- Consultancy proposals
- Question Bank
- Continuous internal assessment follow up
- Student log book
- Faculty profiles for updating on IQAC Website
- E-learning modules

The following members were present:

1. Dr T.D Dogra, Director IQAC and Chairman for the meeting
2. Dr. S.C Mohapatra, Dean academic affairs
3. Dr. Vijay Bhalla, Principal, SGT College of Pharmacy
4. Dr. Astha Chaudhry, Sub Dean & Member Secretary IQAC
5. Dr. Yogesh Mehta, Faculty of Management
6. Dr. Yogesh Mehta, Faculty of Management
7. Dr. Kamlesh Sharma, Faculty of Physical Sciences
8. Dr. Manish Yadav, SGT College of Pharmacy
9. Dr. Aparna Dave, Faculty of Dental Sciences
10. Ms. Priyanka Tyagi, Faculty of Mass Communication
11. Dr. Neeraj Gupta, Faculty of Indian Medical System
12. Ms. Mamata Devi Akoijam, Faculty of Nursing
13. Dr. Vikram Mor, Faculty of Allied Health Sciences
14. Dr. Abhilasha Singh, Centre for Language and Communications
15. Dr. Vinita Rajput, Faculty of Agricultural Sciences

The faculties from which no coordinator/ representative attended the meeting are as follows:

1. Faculty of Physiotherapy
2. Faculty of Behavioural Sciences
3. Faculty of Medicine & Health Sciences
4. Faculty of Fashion and Design
5. Faculty of Law
6. Faculty of Engineering
7. Faculty of hotel management
8. Faculty of Education



The following were the proceedings of the meeting:

- On the absence of multiple coordinators in the meeting, Director IQAC expressed his concern that this is a monthly meeting of all the coordinators from each faculty and the absence of coordinators or representative leading to lack of representation of a particular faculty shall not be tolerated. The deans shall be informed about the absence of coordinators and shall be strictly instructed to ensure the attendance of coordinators in the meeting.
- The meeting started with the briefing of the status of teaching methodology reports of March as received by IQAC. The reports of March were received from only 4 departments. The missing reports from the faculties were also briefed to the members and were asked to submit the reports as early as possible.
- The status of the UG and PG syllabus and curriculum received so far was discussed and the faculty coordinators were asked to submit the remaining syllabus and curriculum. Dr Dogra stressed that the syllabus/ curriculum should be revisited every year by the curriculum committee of the dept/faculty relook if any modifications are required.
- Regarding the pending Annual report of 2016-17 from the 6 faculties namely Behavioural sciences, Agriculture, Commerce and Management, Fashion, Education, and Medical Sciences was asked by the present coordinators.
- The revised consultancy proposals remaining from the faculties of Hotel management, Medical sciences, Engineering, Behavioural Sciences, Physical Sciences, Language, Education, Commerce management were asked to submit as early as possible. Dr Dogra also insisted that list of items that can be kept in the SGT outlet/shop should be submitted asap so that work can be initiated early.
- Regarding the question papers formation for the creation of question bank, the queries from the faculties were resolved and they were asked to submit the papers at the earliest.
- The faculties were asked about the continuous internal assessment if it is been followed in their faculty, all the faculty members admitted that weekly tests are being done however it is not necessarily done on Saturday. As per the convenience of the teacher it is scheduled.
- It was stressed that the student log book being used should be monitored, reviewed by the faculty and it should be collected so that marks can be given according to the same.



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- Since, there has been change in the faculty with the addition of new members and leaving of the old members, the faculty profiles as uploaded on the IQAC website needs to be updated and should be arranged in the order of hierarchy. For this, it was decided that format shall be circulated to all faculties and each coordinator shall be contacted one by one to check for the accuracy of uploading.
- Regarding the e-learning modules, faculty members were asked to send the topics according to the modules which should be clear, concise and each topic of the module should not be more than 20minutes.

2nd June 2018

The meeting of education group coordinators was conducted on 2nd June 2018 at 11:00am in Room no 306, Third floor, A block with the following agenda:

- Teaching methodology report of April, May
- Syllabus and curriculum
- Question Bank
- Faculty profiles for updating on IQAC Website
- E-learning modules
- Reports of events

The following members were present:

1. Dr. T.D Dogra, Director IQAC and Chairman for the meeting
2. Dr. S.C Mohapatra, Dean academic affairs
3. Dr. Vijay Bhalla, Principal, SGT College of Pharmacy
4. Dr. Astha Chaudhry, Sub Dean & Member Secretary IQAC
5. Dr. Yogesh Mehta, Faculty of Management
6. Dr. Kamlesh Sharma, Faculty of Physical Sciences
7. Dr. Manish Yadav, SGT College of Pharmacy
8. Dr Abhinav Bhargava, Faculty of Dental Sciences
9. Ms Priyanka Tyagi, Faculty of Mass Communication
10. Dr Neeraj Gupta, Faculty of Indian Medical System
11. Ms Mamata Devi Akoijam, Faculty of Nursing
12. Ms Sonia Srivastava, Centre for Language and Communications
13. Mr Asad Habeeb, Faculty of Engineering and Technology
14. Ms Malini Tewari, Faculty of Engineering and Technology
15. Ms Jyoti Ahlawat, Faculty of Engineering and Technology
16. Dr Sachin Bhardwaj, Faculty of Indian Medical System
17. Dr Aparna Gupta, Faculty of Physiotherapy
18. Prof Ashok Panchal, Faculty of Hotel and Tourism Management
19. Dr Shivani Sahdev, Faculty of Behavioural Sciences



The faculties from which no coordinator/ representative attended the meeting are as follows:

1. Faculty of Medicine & Health Sciences
2. Faculty of Agricultural Sciences
3. Faculty of Allied Health Sciences
4. Faculty of Fashion and Design
5. Faculty of Law

The following were the proceedings of the meeting:

- On the absence of coordinators/ representatives of some of the faculties mentioned above, Director IQAC expressed his concern that this is a monthly meeting of all the coordinators from each faculty and the absence of coordinators or representative leading to lack of representation of a particular faculty shall not be tolerated. The deans shall be informed about the absence of coordinators and shall be strictly instructed to ensure the attendance of coordinators in the meeting.
- Dr Dogra asked the coordinators to share their experiences of the implementation of newer teaching methods, the problems encountered. It was then decided that all the coordinators shall be making presentations about the status of teaching methodology implementation in their faculty, their outcomes, the problems encountered, any innovative technique used etc on 14th July 2018.
- Dr Yogesh Mehta expressed his concern as Centre Superintendent for the examinations that the answer booklet given for the University examinations has more than required no. of pages in view of the recently introduced Objective component in examinations, so a revision of the answer booklet is required. Dr Dogra addressed that examination branch is aware of the same and shall be revising it in the next lot to be sent for printing.
- One of concerns expressed by Faculty of Commerce and Management was that they are getting permission to attend the Faculty development programs, seminars and conferences but not workshops. This was pointed out as a clerical mistake where the concerned staff may actually not be aware of the workshops as academic activities. Dr Dogra said that he shall talk to Vice chancellor for issuing a circular to grant leave for academic activities.
- It was decided that the education coordinators will now be the IQAC coordinators to help in coordination of all the tasks/cooperation required from all the faculties by the IQAC. They shall be the point of contact by IQAC for all the information/requirements being sent to the Dean.



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- There was a discussion about the Faculty development programs and it was discussed to find out the UGC guidelines for the approval of FDPs.
- The issue of making a regional centre of IGNOU for physiotherapy was discussed and faculty representative from physiotherapy was asked to find out the details about the protocol and procedures for the same.
- Since, most of coordinators expressed their concerns about Problem based learning, It was discussed that a workshop shall be planned with IQAC Coordinators on PBL.
- Some of the coordinators expressed that some of the teaching methodologies are not applicable in their field for which Dr Dogra cleared that the list of 15 teaching methods as advocated by IQAC are not the only ones to be used. The faculty is free to devise their own innovative teaching methods and can use the newer methods in whatever proportion they feel is suitable for their faculty. The basic idea is to eliminate the didactic lecture and to engage the students in the class for their increased participatory learning.
- On asking about the submission of latest curriculum and syllabus, concern was expressed that even after repeated reminders verbal and through mail, some of the faculties have not responded so they should communicate the same to their respective Deans to expedite the process. Also, since some of the faculty members may not be well versed with these terminologies and their preparation, there was a discussion to hold a half day workshop for the coordinators to make them understand about the concept of Unit, Syllabus, curriculum, modules etc. so that they may communicate the same to their respective colleagues and help in preparation of the syllabus and curriculum as syllabus and curriculum revision shall be a regular annual activity.
- The faculty was motivated to record more and more e-lectures and also to prepare modules of lectures where in 1 module may be composed of more than 5 lectures and as per Vice Chancellor, Faculty preparing modules shall be given monetary benefits and appreciation certificates.
- Regarding the question bank, all the co-ordinators were explained the purpose and the objective behind the creation of question bank so that they are able to supply the required question papers from their respective faculties to expedite the process. Dr Dogra also informed the coordinators that IQAC is in the process of procuring the question bank software that will dramatically ease the creation of question paper just before the exam to reduce any chances of bias and leaking of paper and urged the coordinators to cooperate in the same.



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- Since, IQAC has already communicated to all deans regarding updating of the faculty profiles on the IQAC website, so the faculties who have not initiated the process, their coordinators were urged to help in coordination of the same. Many faculties expressed that the same data is being asked by multiple sources in multiple formats so there should be central data centre who shall be responsible for making the changes in the website when any faculty leaves or joins the institution. On this, Dr Dogra expressed that these things are being discussed and some system shall be made into place taking HR into loop.
- The faculties have also been communicated multiple times about the report of events in a said format but still then many faculties are not sending the reports post the event. The coordinators expressed that they are not aware of any report format and have been sending the write up for social media upload. But it was made very clear that social media upload is different and documentation of an event in the form of report by IQAC is required for the inspection purpose to have a record of the activities of each faculty. So, if every event report is made separately rather than a compiled report of all events, it is better representation of the faculty during the upcoming inspections like NAAC. It was decided that the IQAC format for report of events shall be sent to all the coordinators.
- The meeting ended with vote of thanks by the chairman for the meeting Dr T.D Dogra.

The Teaching methodology report for each month have been collected from the coordinators countersigned by the Deans.

For the surveillance about the use of newer teaching methods, the Marketing team was also utilized. First they were trained about each method and then they were asked to observe the teaching sessions to understand the type of teaching methodology used.

Separate training workshops to teach the faculty about education technology in the form of capacity building workshops/ faculty development programs have been conducted which have been discussed in detail in the following sections.



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Research Promotion



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Research Promotion

IQAC has also emphasized on the importance and development of research culture in the University. To begin with, a Research committee under the Chairmanship of Dean, Research and development, Dr M.S Sidhu was made. This committee was created taking coordinators from all faculties. These coordinators were contact point for the research committee and the dissemination of the relevant information to their concerned faculties.

The Research committee is as follows:

 **Office of the Registrar**

No: SGTU/Comm./37/2018/4240 Dated: 19th December, 2018

Notification

The Vice Chancellor is Pleased to constitute the Research Committee with following members:

(a) Dean, Research & Development	- Chairperson
(b) Dr. Shourya Tandon, Professor Faculty of Dental Sciences	- Member
(c) Dr. Shefali Phogat, Reader Faculty of Dental Sciences	- Member
(d) Dr. Nupur Dabas, Professor Faculty of Dental Sciences	- Member
(e) Dr. Reshu Madan, Reader Faculty of Dental Sciences	- Member
(f) Dr. Radhika Rai, Reader Faculty of Dental Sciences	- Member
(g) Dr. Shalini Ray, Assistant Professor Faculty of Medicine & Health Sciences	- Member
(h) Dr. Jasdeep Monga, Associate Professor Faculty of Medicine & Health Sciences	- Member
(i) Dr. Vidyavathi, Associate Professor Faculty of Indian Medical System	- Member
(k) Dr. Simranjeet Singh, Assistant Professor Faculty of Physical Sciences	- Member
(l) Dr. Priya Chauhan, Assistant Professor Faculty of Physiotherapy	- Member
(m) Ms. Akojjam Mamta Devi, Professor Faculty of Nursing	- Member
(n) Mr. Sunil Dullar, Associate Professor Faculty of Nursing	- Member
(o) Dr. Raman Kapoor, Assistant Professor Faculty of Engineering & Technology	- Member
(p) Dr. Suma G.N., Professor Faculty of Dental Sciences	-Member Secretary


Registrar

Endst. No: SGTU/Comm./37/2018/4240 Dated: 19th December, 2018

A copy is forwarded to the following for information and necessary action:

1. PA to Chairperson, Dashmesh Educational Charitable Trust for kind information of the Chairperson
2. PA to the VC for kind information of the Vice Chancellor

A central core team of the University was made with the selected faculty members from all 17 faculties who would meet regularly (every Tuesday) to update their and others'



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knowledge about Research, its importance, writing of research projects, extramural funding agencies, scientific publication and so on.

The details of core team meetings are as follows:-

S.No	Date	Agenda
1)	8-12-16	Introduction of the core group
2)	20-1-17	Interaction of the core group and objectives
3)	2-2-17	Interaction with Chairman
4)	7-2-17	Research projects
5)	14-2-17	Formation of Inderdisciplinary groups for academics, education examination, international tieups, development of research protocols, and infrastructure and Faculty Development.
6)	18-2-17	Interaction with Chairman
7)	4-3-17	Presentation of concepts for Tech Fest/Synergy
8)	25-4-17	Lecture- on Funding agencies and Grants for Research proposal. Filling up a Grant proposal template. Departmental presentations- FMHS
9)	2-5-17	Brief lecture- on Grants (Part 2)- other Granting bodies for Research proposal. Hands on activity on-: " Time Perspective- Psychological WellBeing and Mindfulness" Technofest Discussions
10)	9-5-17	Departmental presesntation- Faculty of behavioural sciences Lecture- on " Multi disciplinary Innovative Ideas"- Dr Bajpayee Activity on-: " Effective Communication"
11)	23-5-17	Technofest projects discussions
12)	6-6-17	FDP
13)	4-7-17	Presentation of Proposals written for various funding agencies. Activity on-: " Effective Communication - Pronunciation"
14)	22-8-17	h-index, impact factor, citation analysis
15)	29-8-17	Impactitis- how important is the Impact factor" - Dr. Mandeep, and Dr. Simranjeet Singh, FAHS. "Role of teacher & public speaking"- Dr. Sarju Devi, department of English and communication.
16)	12-9-17	NAAC – Introduction Presentation of the Committee for Research, Consultancy & Extension " (Criterion III)
17)	21-11-17	Sharing experiences by winning teams of Synergy 2017
18)	19-12-17	Interaction with Chairman Sir
19)	22-5-18	Introduction of Professor Dr. YK Gupta, Introduction & functioning of the Research council, and council members Address by Dr. YK Gupta Interactive session with core team.



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The faculty members were encouraged to write research proposals for extramural funding with resultant submission of about 24 research projects in various extramural agencies.

The list of extramural projects submitted in 2017-18 are as follows:

S.No	Name of the Faculty Investigator(s)	Title of the Project	Funding Agency	Date of Submission of the Proposal
1.	Dr Puja Malhotra, Dr Nupur Dabas, Dr Manoti Sehgal, Dr Aparna Dave, Dr Varun Arya-FODS	Extraction socket regeneration : a comparative evaluation of physiologically healed bone vs grafted bone in terms of bone quality, width and implant stability	SERB	29/7/2017
2.	Dr. Sumit, Dr Bhupender Yadav, Dr Reshu Madan, Dr Shefali Phogat-FODS	Evaluating Fracture Strength and Phase transition of Polished Monolithic Zirconia following chair side occlusal	SERB	31/7/2017
3.	Dr. Reshu Madan, Dr. Shefali, Dr. Puja Malhotra, Dr. Sumit Singh Phukela, Dr. Nupur Dabas, Dr. Bharti Raina	The Effect of salivary Cotinine levels on osseointegration of root form endosseous implants as assessed by digital radiography & clinical evaluation	SERB	31/7/2017
4.	Dr. M. S. Sidhu, Dr. Mona, Dr. Ashish	A Prospective study in orthodontic management of dental deformities in young adults using 3 adjunct devices	CSIR	31/7/2017
5.	Dr. M. S. Sidhu, Dr. Seema, Dr. Vikas	Development of newer diagnostic tool for perioral muscular therapy in orthodontic treatment	SERB	31/7/2017
6.	Dr. Aparna Dave, Dr. Manpreet Arora, Dr. Vijaylaxmi, Dr. Pulin Saluja, Dr. Radhika Rai	Assessment of Salivary Zinc Finger Protein 510 (Znf510) as a Non Invasive Tool for Early Detection and Progression of Oral Squamous Cell Carcinoma.	SERB	31/7/2017
7.	Dr. Manpreet Arora, Dr. Aparna Dave, Dr. Pulin Saluja, Dr. Radhika Rai	Assessment of serum periostin level in patients with Oral squamous cell carcinoma and in patients with Oral leukoplakia	SERB	31/7/2017
8.	Suma GN, Dr. Astha Chaudhry	A newer method of risk assessment for early in conspicuous malignant areas in oral potentially malignant diseases, through quantified reflected light by a novel optical tool.	SERB	31/7/2017
9.	Dr. Lavina Arya, Vishal Arya	Usefulness of Intensified Preventive Program for Caries Reduction in 3-6 Year Old Children in Rural Gurgaon	SERB	31/7/2017



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10.	Dr Sonia	Biochemical studies and differential gene expression of salinity stress related genes in drought tolerant recombinant inbred lines of wheat.	DST	21/2/2018
11.	Dr Sonia	Identification of the candidate gene(s) for grain yield under drought by fine mapping of a major QTL on wheat chromosome 7B and its transfer into popular high yielding variety of wheat	DST	20/3/2018
12.	Dr. S.S. Sharma	Exploitation and utilization of biorational and organic means in the production and protection of field crops	DBT	28/5/2018
13.	DrWaheeda	Neuro-cognitive correlates of prospective memory and emotional recognition in children with and without Autism Spectrum Disorder (ASd)	DST	27/6/2018
14.	Prof. Amal K. Saha/Dr. Amit Goel/Sah/Dr. Amit Goel	Smart Service Delivery for elderly, disabled, illiterate and vulnerable citizens, using Natural Language Processing (NLP), Humanoid Agent and Conversational User Interface (CUI) based channels, and Combination of Machine Learning and Rule-based Algorithms.	CSIR	1/10/2017
15.	Miss.Bharti	Prevalence of Intradialytic Hypertension and its association with 44 hours interdialytic ambulatory Blood pressure: a prospective observational case control study	DST	30/6/2018
16.	Ramandeep	Reducing the incidence of child abuse by imparting a twelve weeks training module for parents of primary school children of rural haryana	DST	30/6/2018
17.	Miss.Mamta	Development of bilingual android mobile based application on perinatal home care for developmental outcomes of mothers and infants, validation in Gurugram	DST	30/6/2018
18.	Mr.Ravi Malhotra	Effect of Air Pollutants on Respiratory Health by Monitoring Oxidative Stress by SOD and Pulmonary Expiratory Flow Rate by Wright's Peak Flowmeter and Spirometer in Youth (15-29 Years of Age)	DST	31/6/2018
19.	DrSheetal,Dr Sonia	Inspiratory Muscle Rehabilitation training for early cure in Post Pulmonary Tuberculosis Sequelae	DST	30/7/2017
20.	DrBharti,Dr Priyanka	Gait Trainer for parkinsonism patients	DST	31/7/2017
21.	DrPriya ,Dr Harpreet	Recovery of cognitive impairments in traumatic brain injury patients using virtual reality (VR) programme and assessment using CANTABR software. testing the proposal	DST	31/7/2018
22.	Dr.Dhirendra Mishra,Prof.R.C.S harna	Evaluation and mitigation of health effects using personal atmospheric pollution exposure through monitoring and modelling	SERB	30/3/2017
23.	Dr.Kamlesh Sharma	Discovery of novel multitarget3D pharmacophore model for alzheimers disease by way of computer aided drug design	CSRI	19/6/18

Out of these submitted projects, 1 project by Dr Puja Malhotra and team on "Extraction socket regeneration : a comparative evaluation of physiologically healed bone vs grafted



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bone in terms of bone quality, width and implant stability” was sanctioned the extramural grant from SERB of approx 7 lakhs in 2018.

Apart from this, the faculty is regularly motivated to attend national and international conferences by providing them with financial aid as per the travel grant policy.

The faculty is also motivated to publish research papers in good quality journals with high impact factor and indexing in Scopus/Web of Science/ABDC.

A workshop on research methodology was conducted on 28th May 2018 under the chairmanship of Dr Y.K Gupta.

The poster is for a workshop titled "Research Methodology" held on 28th May 2018 at 09:00 am onwards. It is hosted by SGT University, Shree Guru Gobind Singh Tricentenary University, Gurugram, Delhi-NCR. The poster lists four guest speakers: Dr. Y.K. Gupta (Former Dean, AIIMS), Dr. R. M. Pandey (Prof. & Head, Dept of Biostatistics, AIIMS), Dr. Bikash Medhi (Prof. of Pharmacology, PGI Chandigarh), and Dr. Pooja Gupta (Asst. Prof. of Pharmacology, AIIMS). The venue is Auditorium, 3rd Floor, C-Block.

The workshop started with the inauguration ceremony which witnessed the presence of Hon. Vice Chancellor Sir, Shri Balvinder Kumar, ProChancellor Dr Sham Lal Singla, Director IQAC, Dr T.D Dogra, Dean Research and Development Dr M S Sidhu and Dr Y K Gupta, Former Dean Academics, AIIMS and Chairman SGT Council for Biomedical Research.

Dr Y.K Gupta discussed about the Research hypothesis and Research question writing. Dr Bikash Medhi, Professor Pharmacology, PGIMER, Chandigarh discussed about Good Clinical Practice, Good Laboratory practice and scheduled Y. In the post lunch session Dr Pooja Gupta, Assistant Professor Pharmacology AIIMS discussed about the Ethics in research and Dr R M Pandey, Professor and Head, Dept of Biostatistics, AIIMS deliberated on the types of study designs.



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The event included the felicitation of the faculty members of the research project that received first extramural grant from Science and engineering Research Board. The Department of Prosthodontics, Dept of Oral pathology and Department of Oral Surgery with faculty members namely Dr Puja Malhotra, Dr Aparna Dave, DrNupurDabas, DrManoti Sehgal and Dr Varun Arya were awarded with a certificate of appreciation. The research project for which grant of 7 lakhs was sanctioned was “Extraction socket regeneration: a comparative evaluation of physiologically healed bone vs grafted bone in terms of bone quality, width and implant stability”.



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The team of faculty members receiving certificate of appreciation for the extramural funding for the Research project titled “Extraction socket regeneration : a comparative evaluation of physiologically healed bone vs grafted bone in terms of bone quality, width and implant stability”



Vice Chancellor Shri Balwinderkumar presenting University memento and certificate of appreciation to Dr Y.K Gupta



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Dr M.S Sidhu presenting University memento and certificate to Dr Bikash Medhi



Dr M.S Sidhu presenting University memento and certificate to Dr R.M Pandey



Dr Anil Gupta, Dean Faculty of Dental Sciences presenting University Memento and Certificate to Dr Pooja Gupta.



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Examination Reforms



Examination reforms

The continued developments in the field of education including syllabus and curriculum and innovative teaching methods also requires reformation of examination and evaluation system.

Therefore, Collegium of Deans and IQAC advocated multiple examination reforms including:

- 1) Importance on practical and skill based learning with resultant equal distribution of theory and practical percentages.
- 2) Emphasis on continuous assessment of the student and resultant formative assessment as 40% and summative assessment as 60%.
- 3) Change of question paper pattern with the introduction of objective types of questions constituting 50% of the total marks.
- 4) The Evaluation of Objective type questions through OMR software
- 5) Creation of Question bank and generation of question paper through software.
- 6) Implementation of Choice based credit system as per UGC guidelines.

Multiple meetings have been held with various faculty Deans and Controller of Examinations office to facilitate the acceptance and implementation of these reforms.

The list of meetings include:

S.No	Date	Agenda
1.	27 th May 2017	Examination reforms with Controller of Examination office
2.	6 th July 2017	Review of Examination process of faculty
3.	7 th July 2017	Review of Examination process of faculty
4.	8 th July 2017	Review of Examination process of faculty
5.	18 th July 2017	Discussion about newer question paper guidelines
6.	20 th July 2017	Discussion about newer question paper guidelines
7.	22 nd July 2017	Discussion about newer question paper guidelines
8.	8 th August 2017	IQAC agenda items regarding exam reforms for AC meeting
9.	21 st August 2017	CBCS discussion with Faculty
10.	22 nd August 2017	CBCS discussion with Faculty
11.	30 th August 2017	Rules and regulations for CBCS
12.	4 th September 2017	Rules and regulations for CBCS
13.	7 th September 2017	Discussion of syllabus of various CBCS courses by Committee
14.	4 th October 2017	Official announcement of CBCS and Newer Question paper
15.	6 th December 2017	CBCS meeting with Deans for clarifying any queries
16.	12 th March 2018	Examination analysis presentation
17.	29 th May 2018	Regarding Question bank software
18.	18 th June 2018	Meeting with Question bank software representatives



27th May 2017

Minutes of Meeting with the Controller of Examinations

The Meeting with the Controller of Examinations took place in Collegium of Deans Office on 27th May 2017 from 12:00 noon onwards.

The following members attended the meeting:

1. Dr T.D Dogra, Pro-chancellor, SGT University- Chairperson for the meeting
2. Dr H.S Grover, Dean Education, Examinations and International affairs, SGT University
3. Dr S.C Mohapatra, Dean Academic Affairs, SGT University
4. DrKhazan Singh Sangwan, Controller of Examinations, SGT University
5. Mr. Balvinder Singh, Asst COE
6. DrAstha Chaudhry, Reader, Dept of Oral Medicine and Radiology
7. Dr Amit Bharadwaj, Reader, Dept of Periodontics
8. DrAkshayMunjal, Reader, Dept of Periodontics

The meeting was mainly done for a brainstorming session regarding the existing examination process and to discuss the possible reforms to make the examination process more student friendly and objective.

The Following points were discussed:

- 1) Controller of examinations were asked to find out if any directions/ guidelines from UGC, Council or court are prevalent regarding the necessity of external examiner for examination process as external examiners are merely adding to the expenditure for the examination process whereas the assessment is mainly based on internal observations. Discussions were done if internal examination quotient can be increased and external examination quotient can be reduced or atlas 50:50 ration of each can be done or if only 1 external examiner can be sufficient.
- 2) To search for the examination process/ patterns of reputed national and international universities.
- 3) To formulate a common question bank from where questions can be given for examinations. The question may be selected from the bank by internal examiner to reduce the expenditure posed by external examiner. However, updation and accreditation of question bank may be done time to time by calling an external expert.
- 4) To make 'Saturday' as a weekly assessment day for each subject. The assessment may comprise of objective or subjective questions. The weekly assessment will then be compiled into monthly assessment, then into mid semester and then end of



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semester assessment. The average of these will constitute the internal assessment. This will actually constitute the formative assessment and this can increase the quotient of internal assessment. The policy for weekly assessment to be prepared by Dean Examinations.

- 5) The pattern of question paper should be changed. It should comprise of 150-200 questions covering all types of questions namely:
 - Essay
 - Short questions
 - Only Definitions
 - Objective type
 - Problem based
 - Single response
 - Multiple response
 - Reasoning and assertion
 - Matching type
 - Sequencing
 - True/false
 - Fill in the blanks
- 6) The questions should be prepared according to syllabus areas designated as must to know, desirable to know and nice to know.

On 4th July 2017 it was decided that there is a need to review the existing examination system of all faculties and to propose the desired modifications.

All the Deans were therefore asked to send the copy of the examination system prevailing for their faculty so that they can be studied about the ratio of theory and practical marks and the ratio of internal assessment and summative assessment.

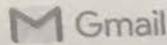
The circular which was sent to all Deans from Collegium of Deans office was as under:



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T D Dogra <tddogra@gmail.com>

Review of Examination process

Tue, Jul 4, 2017 at 11:59 AM

collegium of deans <collegiumofdeans@sgtuniversity.org>

To: T D Dogra <tddogra@gmail.com>, dean.engineering@sgtuniversity.org, "Dr. Joginder Yadav" <dean.physiotherapy@sgtuniversity.org>, "Prof.Suman Gupta" <dean.law@sgtuniversity.org>, "Dr. Ravi Rana" <hit.ravirana@gmail.com>, "Dr. Sarla Hooda" <dean.medical@sgtuniversity.org>, "Dr. M. S. Sidhu" <deanresearch@sgtuniversity.org>, "Dr. A.K. Dubey" <dean.mgt@sgtuniversity.org>, "Prof [Dr] Kamal Piyush" <dean.hotelmgt@sgtuniversity.org>, "Dr. K.S. Bhambra" <dean.physicals@sgtuniversity.org>, "Mr. Mukesh Kumar" <dean.journalism@sgtuniversity.org>, "Dr. S.K. Sharma" <principal.pharmacy@sgtuniversity.org>, "Dr. Waheeda Khan" <dean.psychology@sgtuniversity.org>, "Dr. Indira Dhull" <dean.education@sgtuniversity.org>, "Dr. MK Nair" <dean.fashion@sgtuniversity.org>, "Prof. Chinna Devi M." <dean.nursing@sgtuniversity.org>, "Dr. Devender Singh" <dean.ayurveda@sgtuniversity.org>, "Dr. B.P. Govila" <dean.alliedhealth@sgtuniversity.org>, "Dr. Akshay Bhargava" <dean.dental@sgtuniversity.org>, Sadhu Charan Mohapatra <vishwamegh@gmail.com>, deaneducation@sgtuniversity.org, Rajiv Khanna <rajivkhannas@gmail.com>, registrar@sgtuniversity.org, hkpir1@gmail.com, coe@sgtuniversity.org

As desired by the Chairman, a schedule of meeting to review the examination process is arranged by the Collegium of Deans for all the Deans from 2:00pm onwards from 6th- 8th July in the dental committee room in undermentioned order.

All the Deans are requested to attend the meeting along with the existing examination process in the subject of concern and come along with a copy of rules or recommendations of regulatory council of the concerned subject if available to be presented in the meeting.

The Agenda is to finalize the examination process.

The dates for the respective faculties have been mentioned hereunder.

6th July 2017

- 1) Faculty of Law
- 2) Behavioural sciences
- 3) Hotel management
- 4) Fashion designing
- 5) Education
- 6) Agriculture

7th July 2017

- 1) Physical sciences
- 2) Mass communication
- 3) Physiotherapy
- 4) Allied Health Sciences
- 5) Ayurveda
- 6) Pharmacy

8th July 2017

- 1) Engineering
- 2) Medical
- 3) Dental
- 4) Nursing
- 5) Commerce and management

Electronically Signed

Dr T.D Dogra

Pro-Chancellor, SGT University



6th July 2017

Minutes of meeting of Deans on 6th July 2017 regarding Examination process

The first meeting regarding examination process was conducted on 6th July 2017 in the Dental committee room at 2:00 pm.

The following members were present for the meeting:

1. Dr T.D Dogra- Pro-Chancellor and Chairman of the meeting
2. Dr Daleep Singh- Pro-vice Chancellor
3. Mr H.K Pir- Registrar
4. Dr Khazan Singh Sangwan- Controller of examinations
5. Mr Balvinder Singh- Adds COE
6. Dr H.S Grover- Dean Education, Examinations and International affairs
7. Dr S.C Mohapatra- Dean Academic Affairs
8. Mr M.K Nair- Dean Fashion and Design
9. Dr Naresh – Professor, Behavioural Sciences
10. Mr Kamal Piyush- Dean, Hotel and Tourism Management
11. Dr Rajiv Khanna- Director and Dean, faculty of Law
12. Dr K.R Dagur- Dean, Agriculture
13. Dr Snehlata Verma, Off Dean, Faculty of Education
14. Dr Astha Chaudhry- Reader, FDS

The agenda of the meeting was discussion regarding the examination pattern of each faculty and to discuss about increasing the practical component in each. Each faculty examination pattern was first presented by Dr Astha Chaudhry pointing mainly towards the ratio of theory and practical and then discussion was done on the feasibility of the same.

- The meeting began with presentation about Faculty of Fashion and Design existing examination process. It was found that theory and practical component was 1:1 which was actually very good. Dr Grover suggested on including internship in the curriculum during which assignments also will be given to the students and it will be evaluated. Some internal marks (10 marks) can be kept for the internship.
- Examination pattern of Faculty of Behavioural Sciences was presented where it was found that theory : practical was actually 1:3 which is the need of the hour. Dr Naresh told that they have also revised the pattern a bit where practical is included with each theory paper, Students are given regular assignments and Log book is also maintained. Sir also urged that they shall be keeping Friday as assessment day as they have kept Saturday as field training day.
- Presentation of examination pattern of Agricultural Sciences was done by where theory:practical was 3:1. Dr Dagur explained that they follow choice based system where in student will select one of the 5 modules. The 4th semester was practical itself and the course is designed according to the regulations of council where credit



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points have been given for theory and practical and if practical component will be increased, the whole time table and duration of the hours will need to be changed to keep the required credit points.

- Presentation on exam pattern of Faculty of Education was done next where it was found that practical component was different in each semester and it was bit less. So it was urged by pro-VC sir and Dogra sir to go through the guidelines of NCTE(National Council of Teacher Education) as it emphasizes practical learning more than theory classes. It was also pointed out that Distribution of marks in each semester is different and it is decreasing s semester is increasing, there should be rationalisation of marks and revisions in the examination pattern of education are required as there are some areas like school profile, psychology profile that are not considered for exams or marks and should be considered for overall evaluation of student. Faculty of Education to present the revised pattern within 3-4 days.
- Next Presentation on faculty of Hotel and Tourism management was done wherein it was found that practical learnings and practical evaluation in this faculty is almost 1:1 and should be continued in the same manner.
- Last presentation was on faculty of Law where theory:practical was 85:15. Dr Rajiv Khanna insisted that this patten has been revised to make the practical component. 50% but it needs to be approved first by Board of Studies and then by Academic Council . Once it is approved, it will be implemented.
- Dr Dogra then asked all gathered if it is feasible to have uniform theory paper pattern for whole University . On consensus of all, it was then decided that theory question paper pattern should be changed where all types of questions should be asked to overall evaluate the student.
- The questions to be included are:
 - Long essay
 - Short notes with a specific word limit
 - Discriminative questions like differences/similarities
 - Problem based question/case study
 - Definitions/concept to test the recall by the student
 - Interpretation question to check the interpretation/application ability of student.
 - Objective types of questions
 - i. Single response MCQs
 - ii. Multiple response MCQs
 - iii. Matching type
 - iv. Assertion and reasoning etc



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- All the gathered faculties are requested to prepare a model question paper according to their distribution of marks and incorporating all these types of questions and they should submit this model question paper to the collegium of Deans office by 18th July 2017.
- On discussing about the practical methodology, Dogra sir mentioned that OSCE and OSPE should be introduced.
- A separate LOG Book should be made for UG and PG student where student will mention about their daily work done and it should be time and again checked by the faculty and then overall evaluation marks should also be kept for the same. All the faculties gathered were also asked to make their own pattern of LOG Books and should submit to Collegium of Deans office by 18th July 2017. As the Log book maintenance is very crucial for NAAC and this should be implemented by the new batch students (2017-18).

7th July 2017

The second meeting regarding examination process was conducted on 7th July 2017 in the Dental committee room at 2:00 pm.

The following members were present for the meeting:

1. Dr T.D Dogra- Pro-Chancellor and Chairman of the meeting
2. Mr H.K Pir- Registrar
3. DrKhazan Singh Sangwan- Controller of examinations
4. Dr H.S Grover- Dean Education, Examinations and International affairs
5. Dr Ramachandra Nisargi, Dean, Faculty of Indian Medical System
6. DrVijay Bhalla, Principal, SGT College of Pharmacy
7. Prof Mukesh Kumar, Dean, Faculty of Mass communication and Media Technology
8. DrArchana Chaudhary, Dept of Environmental Studies, FAHS
9. DrReshamVinayak, Faculty of Physical Sciences
10. DrSheetalKalra, Asso Dean, Faculty of Physiotherapy
11. Prof R C Sharma, Professor, Faculty of Physical Sciences
12. Prof Amal k Saha, Dean, Faculty of Physical Sciences
13. Dr Amit Bhardwaj- Reader, FDS

The agenda of the meeting was discussion regarding the examination pattern of each faculty and to discuss about increasing the practical component in each.

1. Each faculty examination pattern was first presented by DrAmit Bhardwaj pointing mainly towards the ratio of theory and practical and then discussion was done on the feasibility of the same.
2. Dr Dogra explained about the various types of questions and urged that there is a need to change the existing pattern of question paper.



3. There were Discussions regarding the introduction of objective types of questions in the question paper.
4. It was discussed that each faculty should prepare as sample question paper on these lines and submit to Collegium of Deans so that it can be reviewed and if suitable can be implemented.

8th July 2017

The third meeting regarding examination process was conducted on 8th July 2017 in the Dental committee room at 2:00 pm.

The following members were present for the meeting:

1. Dr T.D Dogra- Pro-Chancellor and Chairman of the meeting
2. DrKhazan Singh Sangwan- Controller of examinations
3. Dr H.S Grover- Dean Education, Examinations and International affairs
4. Dr S.C Mohapatra- Dean Academic Affairs
5. Dr Anil Gupta, Dean Faculty of Dental Sciences
6. DrSarlahooda, Dean, Faculty of Medical Sciences
7. Dr Amit Goel, Professor, FET
8. Maj Gen Shashi Bala, Asso Dean, Faculty of Nursing
9. Prof M.S Turan, Dean Commerce Management
10. DrAmit Bhardwaj, Asso. Prof, FDS
11. DrAstha Chaudhry- Reader, FDS

The agenda of the meeting was discussion regarding the examination pattern of each faculty and to discuss about increasing the practical component in each.

1. Each faculty examination pattern was first presented by DrAstha Chaudhry pointing mainly towards the ratio of theory and practical and then discussion was done on the feasibility of the same.
2. Dr Dogra explained about the various types of questions and urged that there is a need to change the existing pattern of question paper.
3. There were Discussions regarding the introduction of objective types of questions in the question paper. It was also discussed that id objective type questions have to be framed from external experts, appropriate remuneration should be given to the faculty.
4. It was discussed that each faculty should prepare as sample question paper on these lines and submit to Collegium of Deans so that it can be reviewed and if suitable can be implemented.
5. There were discussions about the use of Students Log book that should be filled by students and should be regularly checked by faculty.



Following these meetings it was decided that Guidelines for question paper should be framed to be circulated among all faculty so that sample papers can be made.

The guidelines were framed as:

Guidelines for setting up of question paper

As decided in the meeting held from 6th-8th July 2017 regarding the examination process, the guidelines for preparing question paper are as under.

Part A(Descriptive)

- 1) One **long essay** type question (candidate should be able to answer it in 20 mins)
- 2) **Short answer** questions (candidate should be able to answer each short note in 4 mins. Total time duration for short notes should be atleast 20 mins that makes for total of 5 questions)
- 3) **Definitions/concepts** (candidate should be able to write within 2 mins. Total time duration should be about 10 mins that makes for total of 5 questions)
- 4) **Discriminatory/differentiation** questions (4 mins each, total of 20 mins that amounts to 5 questions)
- 5) **Problem based question.**
- Stem/story of the question should be readable within 2 mins. Candidate should be able to answer each question in 2 mins. (Total 10mins)

For example:-

A 25 yr old male was going to IFFCO Chowk on motorcycle. He met with an accident on NH8 Highway by colliding with a car. He is lying unconscious on the road with bleeding from the head and you are a passer by at the same time. In such circumstances as a responsible citizen, you will respond to the situation

- A) What first action you will take as a stranger?
- B) Explain the first action the attending Doctor will take when the victim is taken to hospital?
- C) Enumerate the possible traumatic causes of unconsciousness in such a case?
- D) What is the "Golden Hour" in emergency care?

- 6) **Interpretation questions**(candidate should be able to answer in 3 mins, total 5 questions may be asked that amounts to 15 mins)

For example,

1) A patient on oral examination showed discoloured central incisor tooth(11) without loss of tooth structure. It did not show any response on vitality testing. Radiographically, it showed a diffuse radiolucency at the apex measuring 3*2mm with external root resorption.

Interpret the data and make the diagnosis. What could have been the cause of the discolouration in the tooth.

2) A patient is having symptoms of evening rise in temperature, cough from last 2 weeks and loss of weight. Mention the 2 immediate investigations required to be done in this case.

Part B(Objective)

- 7) **Objective type questions** (Total of 50 questions)

i) Single response questions(1 min for each question, Total of 20 questions)

For Example

- 1) The radiographic appearance of suppurative osteomyelitis of the jaws is
A) Snail-track



- B) Driven snow
- C) Moth-eaten
- D) Onion-skin

ii) **True/False** (1 min for each question, total of 5 questions)

For example

1) Multiple Periodontal abscesses may be the complication of uncontrolled diabetes mellitus.

- A) True
- B) False

iii) **Assertion-reasoning questions** (2 min for each question, total of 5 questions)

For example

Assertion: Earth revolves around the sun

Because

Reason : The sun gravity attracts the earth and the earth's velocity pulls it forward into orbits.

- A. (Both assertion and reason are correct)
- B. (Assertion is correct but reason is wrong)
- C. (Assertion is wrong but reason is correct)
- D. (Both assertion and reason are wrong)

iv) **Multiple response questions** (2 mins for each question, Total of 5 questions)

For example,

1) The oral manifestations in HIV are:

i) Linear Gingival erythema ii) MolluscumContagiosum iii) Lichen planus
iv) Hyperpigmentation v) Cervical lymphadenopathy

- A) i, ii, iii are correct
- B) i, iii, are correct
- C) iii,v are correct
- D) i, iv are correct

v) **Text/numerical questions** (2 min for each question, Total of 5 questions)

For example

1) If the single dose of paracetamol for an adult aged 25 yrs is 500mg, the single dose for a 10 yr old child will be.....mg

- A) 100
- B) 150
- C) 200
- D) 250

2) The atomic number of Tungsten is

- A) 64
- B) 74
- C) 84
- D) 94

vi) **Matching questions**(2 mins for each question, Total of 5 questions)

Match the following items with their developers

- a) X-ray tube .i) Numata and Paatero
- b) OPG. ii) Hounsefield
- c) CT. iii) W.C Roentgen
- d) X-rays iv) W.C Coolidge



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- A) a-vi, b-i, c-ii, d-iii
- B) a-i, b-iv, c-iii, d-ii
- C) a-iii, b-i, c-iv, d-ii
- D) a-ii, b-iii, c-i, d-iv

vii) **Sequencing** (2 mins for each question, Total of 5 questions)

For example:

Arrange in sequence the following stages of tooth development

- 1) Histodifferentiation
- 2) Initiation
- 3) Morphodifferentiation
- 4) Proliferation
- 5) Maturation

- A) 1,3,4,5,2
- B) 2,4,1,3,5
- C) 3,1,5,2,4
- D) 4,2,1,3,5

S.NO	Type of question and total no.of questions	Total time in minutes
Part A(Descriptive)		
1.	Long Essay-1	20
2.	Short notes -5	20
3.	Definitions/concepts- 5	10
4.	Discriminatory/Differentiation questions- 5	20
5.	Problem based question- 2	20
6.	Interpretation question- 5	15
Part B (Objective)		
7.	Single response questions-20	20
8.	True/False-5	5
9.	Assertion-Reasoning -5	10
10.	Multiple response questions-5	10
11.	Text-numerical question-5	10
12.	Matching type -5	10
13.	Sequencing -5	10
Total	Part A- 23 Part B-50	180 mins(3 hrs)

Dr T.D Dogra
Pro-chancellor

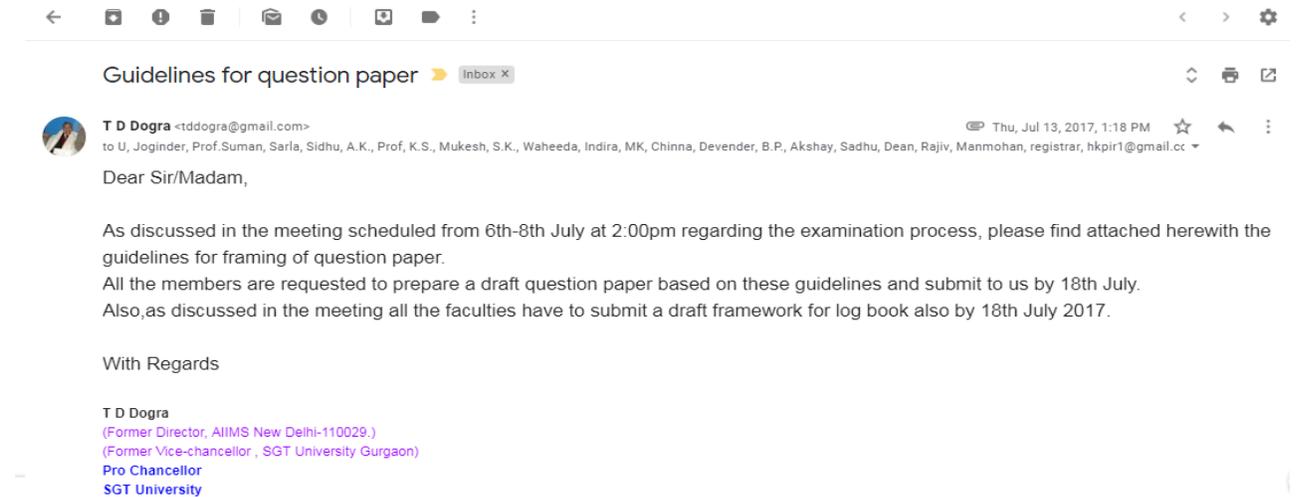


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These guidelines were then circulated to all Deans on 13th July 2017 as per the mail



Following this framing of new guidelines, multiple meetings were held with Deans to make them understand about the guidelines and to slightly tailor the questions as per their faculty requirements.

The dean and faculty members were called as per the schedule:

1. **18th July 2017-** Fashion and Design
2. **20th July 2017-** Pharmacy, Language deptt
3. **22nd July 2017-** Agriculture, Nursing, Language, Allied health Sciences, Physiotherapy, Dental, Fashion design, hotel management, medical, Behavioural sciences, pharmacy, engineering.

The following members were present in the meeting:-

1. Dr. T.D. Dogra, Director IQAC and Chairman for the meeting
2. Dr. R.K. Bajpai, Advisor
3. Dr. H.S. Grover, Dean Education and Examination
4. Dr. S.C. Mohapatra, Dean Academic Affairs
5. Dr. Amit Bhardwaj, Sub Dean IQAC
6. Dr. AkshayMunjaj
7. Dr. Astha Chaudhry, Sub Dean IQAC
8. Dr. Sonia, Faculty of Physiotherapy
9. Dr. Bharti, Faculty of Physiotherapy
10. Dr. Vikas Sharma, Faculty of Ayurveda
11. Dr. Mamta, Faculty of Nursing
12. Dr. NeelamVashist, Faculty of Pharmacy
13. Dr. Suma, Faculty of Dental
14. Ms. Ambika C. Nair, Faculty of Hotel Management



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15. Dr. Mohindersingh, Faculty of Agriculture
16. Dr. S.S Sharma, Faculty of Agriculture
17. Dr. Neha Gupta, Faculty of Commerce & Management
18. Dr. Yamini Pandey Faculty of Commerce & Management
19. Dr. Zuber Akhtar, Faculty of Physical Science
20. Mr. Gaurav, Faculty of Engineering
21. Mr. Abhishek Kumar, Faculty of Engineering
22. Mr. Raman Kapoor, Faculty of Engineering
23. Dr. Jasdeep Monga, Faculty of Medical Science
24. Ms. Swati, Faculty of Fashion
25. Ms. Monika, Faculty of Fashion
26. Dr. Nudrat Jahan, Faculty of Behavioural Science
27. Dr. Manbir Singh, Faculty of Allied Health Science
28. Dr. Sonali Bhandari, Faculty of Physical Science
29. Mr. NishitRanjanChaki, Faculty of Law
30. Dr. Sarju Devi, Language
31. Dr. Mukesh Sharma, Microbiology
32. Dr. Vijay Bhalla, Principal, SGT College of Pharmacy

The following were the proceedings of the meetings:

1. The newer examination pattern was discussed stating its significance. The faculty members were requested to prepare their model question papers according to newer guidelines and submit to IQAC.
2. All the question type patterns may not be applicable in all the faculties. Hence, Deans can choose the question types fit for their faculty, the percentage of one type of question can be increased or decreased depending on the applicability.
3. The scoring scheme was also discussed as the total marks are different in faculties. There was discussion that uniform scoring pattern should be followed for all faculties. But it was stressed that number of questions should be increased and atleast 50 objective type questions should be there.
4. The methods of checking MCQs were also discussed with COE.
5. Dr. Bhalla, Principal, Pharmacy was asked to prepare a standard format of Log book to be followed uniformly for the University.
6. It was decided that these newer guidelines needs to be approved from Board of studies and academic council for their effective implementation.
7. It was stressed by Dr Dogra that all co-ordinators from faculty should collect the sample papers both hard & soft copy and submit it to IQAC.
8. Dr. Dogra asked the members that while framing the question paper, the time taken to solve a particular question should be kept in mind before framing the question paper.



8th August 2017

A meeting was conducted in IQAC at 11:00am on 8th August 2017 regarding the Examination and Evaluation system of SGT University in Vice – Chancellors committee room.

The Following members were present:

1. Vice-Chancellor
2. Pro-vice Chancellor
3. All the Deans
4. Dr T.D Dogra- Co-ordinator IQAC for the meeting
5. Dr H.S Grover- Dean Education, Examination and International affairs
6. Dr S.C Mohapatra- Dean Academic affairs
7. Dr Amit Goel- professor, Faculty of Engineering and Technology
8. Dr Sharma- Controller of examinations
9. MrBalwinder- Examination Branch
10. DrAstha Chaudhry- Sub Dean
11. Dr Amit Bhardwaj- Sub Dean
12. DrAkshayMunjial- Coordinator

To start with the Vice-chancellor welcomed all the participants, he briefed the significance of the curriculum and evaluation process in a University set up, hence gave insistence on seriousness of the purpose of such periodic discussion. After that he asked Prof. T D Dogra for presentation and discussion on the agenda items to come at logical conclusions.

Prof. T D Dogra, explained the existing recommendations of UGC in 11th and 12th five-year plan documents circulated in April 2009 subsequently reaffirmed in Oct 2012 and new guidelines issued by UGC for 2017-18. These guidelines state that in any certificate, undergraduate, post graduate and diploma course/es the external examiner may be called for evaluation and assessment in summative examination at the end of semester. In view of the above detailed discussion was held among Deans and other members and following was decided unanimously.

Prof. Turan commented that since, SGT University is in early stage, we need to abide by the guidelines of UGC. Once, we get recognition by UGC or NAAC, then we can design or reform our policies of our own. Hence, we may not go for 100% summative examinations as internal examination.

Pro-vice chancellor said, however, we can explore the methods to reduce the cost/expenses involved in examinations.

Prof S C Mohapatra Dean, academics supported the CAP system.



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1. UGC Guidelines suggest that **all the students pursuing certificate, diploma, degree, UG,PG, Research courses have to undergo external evaluation at the end of each semester as per syllabi or credit schedule and it was approved unanimously.**
2. **“Centralized assessment program” (CAP)** system of evaluation may need to be adopted where in the evaluation of answer papers will be done at the **central area in the examination branch** under CCTV surveillance for a focused evaluation and targets should be cleared to the evaluator in the beginning itself (7 answer sheets per hour accounting for 50 answer sheets/day).
3. An **“internal and external resources question bank”** should be created and submitted to Controller of examination sticking to the domains of the syllabus from where randomly, the questions can be used for regular and supplementary examinations by the Controller of Examinations. The questions in question bank should be categorized according to the level of difficulty index, discriminatory index and other norms should be set about the percentage of questions that will be used from each category to prepare a question paper.
4. The **moderation** of question papers should be done by a **committee** (not an individual) who are proficient in the same subject in the office of COE (Controller of Examinations).
5. **A special supplementary examination or summer semester** should be observed after 5th semester to clear the supplementary of students to make them eligible for appearing in the placement exams or interviews especially for engineering and Management students.
6. **About 5% of the sample copies can be scrutinized by IQAC to evaluate for appropriateness of correction.**
7. **No remuneration should be given to the internal evaluator for setting up of question paper or invigilation or evaluation**, provided the duties are being performed on the working days and within the working hours of the Institution. However, if any of these are performed on holidays, a compensatory leave or nominal remuneration can be provided to the faculty.
8. This **“No remuneration policy”** for paper setting, invigilation or evaluation should not inhibit the faculty from performing these duties within the working days and working hours of the institution and **Deans of the respective faculties should ensure complete attendance of the faculty for the prescribed duties by the examination branch.**
9. The new question paper format wherein 50% of the questions are objective will make the evaluation system easier as the objective type questions will be checked electronically. The Descriptive part will be checked by external examiner.



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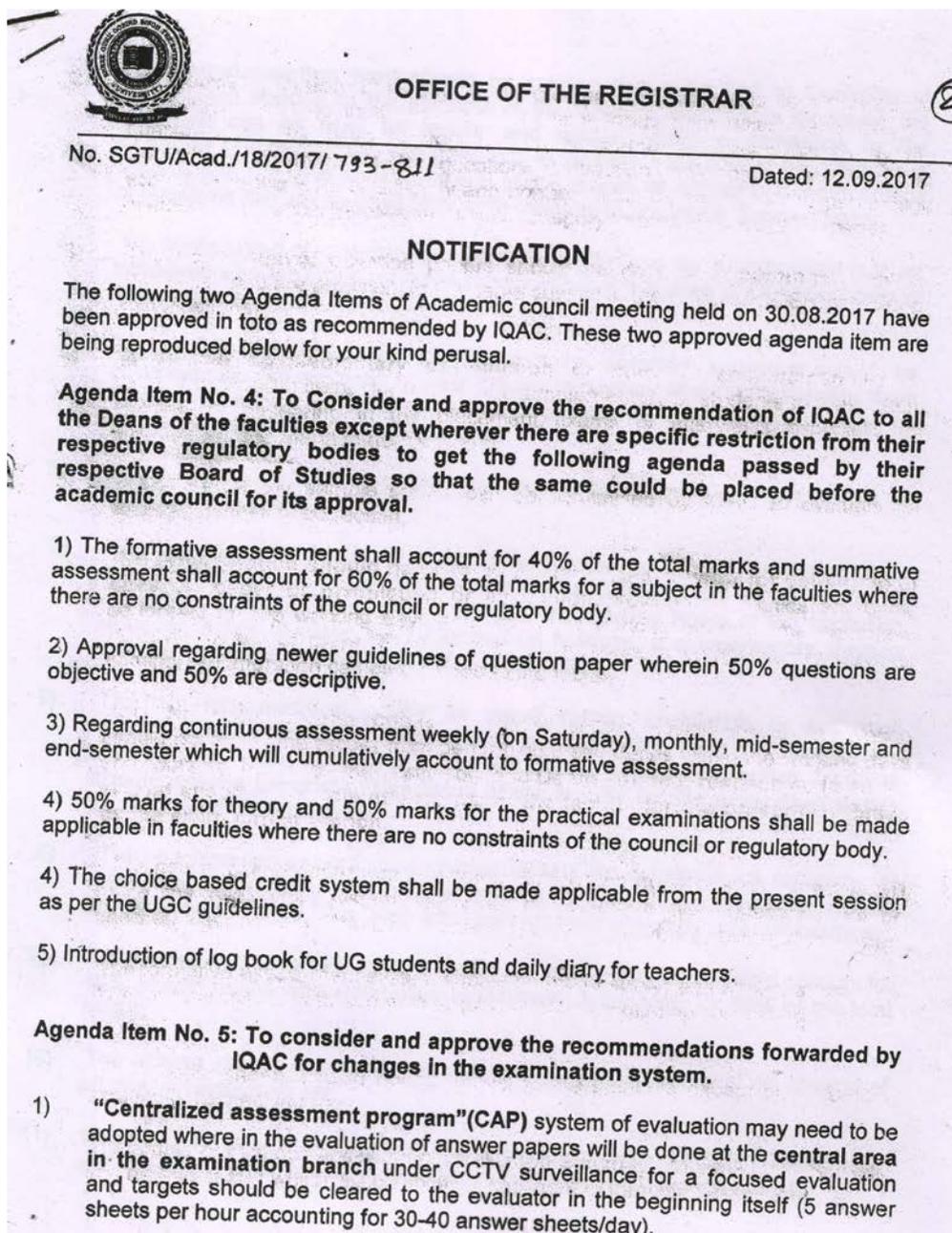
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10. The formative assessment system should be made strong and should account for 40% of total marks with summative assessment accounting for 60% of the total marks.

11. The answer sheets should not be shown to the students except on request of scrutiny or rechecking etc.

The points discussed in these meetings were put forth to registrar to be approved in the next Academic council meeting.

The approved agenda items in the Academic council meeting held on 30th August 2017 as enclosed below:





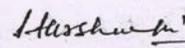
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- 2) An **internal question bank** should be created and submitted to Controller of examination sticking to the domains of the syllabus from where randomly, the questions can be used for regular and supplementary examinations by the Controller of Examination. The questions in question bank should be categorized according to the level of difficulty and norms should be set about the percentage of questions that will be used from each category to prepare a question paper.
- 3) The **moderation** of question papers should be done by a **committee** (not an individual) who are proficient in the same subject in the office of COE(Controller of Examinations).
- 4) A **special supplementary examination or summer semester** should be observed after 5th semester to clear the supplementary of students to make them eligible for appearing in the placement exams or interviews especially for engineering and Management students.
- 5) About 5% of the sample copies can be scrutinised by IQAC to evaluate for appropriateness of correction.
- 6) **No remuneration should be given to the internal evaluator for setting up of question paper or invigilation or evaluation**, provided the duties are being performed on the working days and within the working hours of the Institution. However, if any of these are performed on holidays, a compensatory leave or nominal remuneration can be provided to the faculty.
- 7) This **“No remuneration policy”** for paper setting, invigilation or evaluation should not inhibit the faculty from performing these duties within the working days and working hours of the institution and **Deans of the respective faculties should ensure complete attendance of the faculty for the prescribed duties by the examination branch.**
- 8) The new question paper format wherein 50% of the questions are objective will make the evaluation system easier as the objective type questions will be checked electronically. The Descriptive part will be checked by external examiner.
- 9) The formative assessment system should be made strong and should account for 40% of total marks with summative assessment accounting for 60% of the total marks.
- 10) The answer sheets should not be shown to the students except on request of scrutiny or rechecking etc.
- 11) Regarding continuous assessment weekly (on Saturday), monthly, mid-semester and end-semester which will cumulatively account to formative assessment.
- 12) 50% marks for theory and 50% marks for the practical examinations shall be made applicable in faculties where there are no constraints of the council or regulatory body.
- 13) The choice based credit system shall be made applicable from the present session as per the UGC guidelines.


Registrar

Copy to:

1. PA to VC for kind information of the Vice Chancellor
2. PA to PVC for kind information of the Pro Vice Chancellor
3. Dr. T.D. Dogra, Emeritus Professor and Director IQAC
4. All Deans/Principal/Directors except Faculty of Medicine & Health Sciences and Dental Sciences.



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Following the implementation of newer guidelines of question paper, the focus was now for the **implementation of Choice based credit system.**

Regarding Implementation of **CBCS**(Choice Based Credit System) in SGT University >



T D Dogra <tddogra@gmail.com>

Thu, Aug 10, 2017, 11:39 AM



to U, Joginder, Prof.Suman, Sarla, Dean, Prof, K.S., Journalism, S.K., Dean, Harpreet, MK, Chinna, Devender, V.K., Akshay, R, Sarju, Dean, Sidhu, deanacademicaaffairs, Suma, Astha, i

Dear Sir/Mam,

Greetings for the Day!!

This is to inform you that as per the recommendations of UGC in April 2009 reiterated in 2012 (copy attached), they have insisted upon **Choice Based Credit System (CBCS)**. I understand that the time is ripe to implement **CBCS** at SGT University in faculties wherein there are no constraints of the regulatory bodies or councils.

Accordingly, all the Deans (other than under regulatory bodies) are requested to plan the implementation of **CBCS** in their respective faculty, the background paper is attached herewith which may be helpful to understand and formulate the various programs, courses, credit, grade points, SGPA and CGPA.

In addition, two programs(choices) for the electives to be chosen by students of other faculties may also be planned. So that in each faculty one or two programs are available to be chosen by the students of other faculties.

A presentation of the plan shall be required to be made on 21st and 22nd August 2017.

With Regards

T D Dogra

Multiple meetings were held with all the Faculty Deans to make them understand the concept of CBCS. All the faculties were asked to enlist the open elective courses that they can offer from their faculty. These discussions were held in regular meetings faculty wise as per the schedule:

S.No	Date	Faculty meeting/presentations regarding CBCS
1.	21st August 2017	1) Faculty of Nursing 2) SGT College of Pharmacy 3) Faculty of Hotel and Tourism Management 4) Faculty of Physiotherapy 5) Faculty of Physical Sciences 6) Faculty of Commerce and Management 7) Faculty of Law
2.	22nd August 2017	1) Faculty of Agricultural Sciences 2) Faculty of Allied Health Sciences 3) Faculty of Indian Medical System 4) Faculty of Behavioural Sciences 5) Faculty of Fashion and Design 6) Faculty of Mass Communication 7) Faculty of Dental Sciences 8) Faculty of Education

The meeting included the Deans of all these mentioned faculties along with the members of IQAC namely

- 1) Dr T.D Dogra, Director IQAC
- 2) Dr H.S Grover, Dean Education, Examination and International affairs
- 3) Dr S.C Mohapatra, Dean Academic affairs



- 4) DrAkshayMunjaj, coordinator
- 5) Dr Amit Bhardwaj, Member IQAC
- 6) DrAstha Chaudhry, Member Secretary IQAC

During this meeting each Dean presented the CBCS courses that they can offer from their faculty. The list of courses discussed faculty wise are as follows:-

List of Elective Courses proposed by faculties for “Choice Based Credit System”

1. Faculty of Pharmacy- Pharma Marketing Management

- Pharmaceutical Regulatory Science
- Pharmacovigilance
- Quality Control and Standardization of herbals
- Computer Aided Drug Design
- Cell and Molecular Biology
- Cosmetic Science
- Experimental Pharmacology
- Advanced Instrumentation Techniques
- Dietary Supplements and Nutraceuticals

2. Faculty of Nursing – Geriatrics

- First Aid

3. Faculty of Physiotherapy - Exercise Therapy

- Rehabilitation

4. Faculty of Law - Human resource and Industrial relations

- Corporate Social responsibility
- Consumer protection law
- Intellectual property Law
- Medical Ethics and Negligence
- Medical Jurisprudence
- Sports Law
- Media Law
- SEBI Guidance

5. Faculty of Agricultural Sciences –Post Harvest management of fruits and vegetables

- Fundamentals of Agri Business Management
- Renewable Energy
- Commercial production of Medicinal andAromatic plants

6. Faculty of Hotel Management –Food, Etiquettes and Nutrition

- Life and Service skills
- Retail Management



- Culinary management
- Food Service management
- Accomodation management

7. Faculty of Physical Sciences - Computer fundamentals

- Computer hardware and Trouble-shooting
- Solid Geometry
- Programming in C
- Statics
- Data structure in C
- Programming in C and Numerical Methods
- Introduction to algorithm Design
- Programming in Java
- Numerical analysis
- Artificial Intelligence

8. Faculty of Commerce and Management – Management Concepts

- Entrepreneurial Development

9. Faculty of Allied Health Sciences – Basic Nutrition

- Forensic Sciences

10. Faculty of Indian Medical System- Ayurvedic Drug Manufacturing

- Ayurvedic Materia Medica
- Ayurvedic Dietetics

11. Faculty of Behavioural sciences- Child Psychology

- Adolescent Psychology
- Inter Group relation
- Organizational behavior

12. Faculty of Fashion & Design- Dress Designing

- Creative printing

13. Faculty of Education - Environmental Education

- Value Education
- Peace Education
- Life Skill Education
- Human Rights Education
- School Leadership and Management
- Educational Guidance and Counselling
- Health and Physical Education
- Adult Education



- Distance Education

14. Faculty of Engineering & Technology- Not submitted

15. Faculty of Dental Sciences- Infant Oral Health Care

- Oral Health Care

- Forensic odontology

16. Faculty of Mass communication – Photography

In these meetings, it was also deliberated that a central committee to formulate rules and regulations and to look after its implementation should be made.

Regarding committee for CBCS policy making >> [Inbox x](#)



T D Dogra <tdogra@gmail.com>

to U, Joginder, Prof. Suman, Sarla, Dean, Prof. K.S., Journalism, S.K., Dean, Harpreet, MK, Chinna, Devender, V.K., Akshay, R, Sarju, Rajiv, anilgupta_In, msturan, Dean, Sidhu, deanscademicaaffairs, Suma, Astha, ami

Aug 23, 2017, 11:17 AM



Dear Sir/Mam,

Greetings for the day!!

On behalf of IQAC, I convey my sincere thanks to all the Deans for coming prepared with the proposal for "Choice Based Credit System". During the deliberations on CBCS, it was found that we should settle rules and regulations for the smooth implementation of CBCS at the earliest. Therefore, a committee of the following is being constituted by IQAC to prepare the rules, regulations and procedures not later than 15th September 2017.

- 1) Dr M.S Turan, Dean Commerce and Management- Chairman
- 2) Dr V.K Bhalla, Dean SGT College of Pharmacy- Member
- 3) Prof N.S Bawa- Faculty of Law- Member
- 4) Dr H.S Grover- Dean Education, Examination, Int Affairs- Member secretary.

With Regards

T D Dogra

Director IQAC

30th August 2017

A meeting of the IQAC was held on 30.8.17 at 12 pm for framing the rules for CBCS i.e Choice Based Credit System. The meeting was attended by Prof N S Bawa, Prof Bhalla, Prof H S Grover, and Prof TDDogra, DrAkshayMunjaj. Prof Turan could not attend the meeting.

Prof N S Bawa provided the following inputs:

- To confine the system to Undergraduate courses
- Not applicable to postgraduate courses
- Difficult to accommodate extra courses in the present timetable which is already fixed
- How to incorporate the extra subject in the mark sheet
- How to incorporate the choice subject marks in the original degree
- The UGC does not allow extra charge for the extra subject
- For teaching the extra subject should the faculty go to teach the subject or students from different faculties come there.

In view of these deliberations the following was decided:

1. The CBCS shall only be applied to undergraduate courses
2. It should not be counted as part of the degree course
3. A separate certificate shall be issued to the candidate mentioning the credit score and adequate when achieved by the student



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4. It shall be necessary for all students to opt for One compulsory elective and one optional elective subject but this should not be counted as a qualifying criteria for award of degree
5. Classes will be held in the faculty offering the courses twice a week
6. Classes will be arranged so that they do not clash with the classes of the original degree courses
7. The preparation execution and examination shall be the responsibility of the faculty offering the course
8. The timetable of the degree course shall be arranged in such a manner that on Wednesday and Friday 3-4 pm students are free from their degree courses
9. The compulsory elective English and communication skills course applicable to all faculties should be an integral part of the degree program as per department of languages.
10. The Professional courses regulated by various councils shall not apply CBCS is in their teaching without permission from their respective councils.
11. A committee consisting of a Principal Pharmacy Prof Bhalla, Prof N S Bawa, Prof Turan along with Prof H S Grover as member secretary is constituted to over see the implementation of CBCS at SGT University.

After this meeting the following circular was circulated:

Regarding meeting of the committee for policy making related to Choice based credit system

Inbox x



T D Dogra <tddogra@gmail.com>

to Dean, Dean, S.K., profnsbawa, Dean, T, Sidhu, me, amit, akshay, Suma, Manmohan

Thu, Aug 31, 2017, 11:02 AM



Dear Sir/Mam,

Greetings for the day!!

This is to inform you that the first meeting for formulation of rules and regulations for choice based credit system (CBCS) took place on 30th August 2017 in corporate block. The minutes and decisions taken therein are hereby attached for your ready reference. The second meeting for the same is scheduled on **4th September 2017 at 11:30 am in Corporate block 2nd floor**. The committee members are requested to be present for the same to form the policies for smooth implementation of CBCS in the University.

With Regards

T D Dogra

Director IQAC
Professor of Andragogy & Educational Philosophy
Professor Emeritus Forensic Medicine & Forensic Sciences
SGT University



T D Dogra <tddogra@gmail.com>

to profnsbawa, U, Joginder, Prof.Suman, Sarla, Dean, Prof, K.S., Journalism, S.K., Dean, Harpreet, MK, Chinna, Devender, V.K., Akshay, R, Sarju, Rajiv, anilgupta_in, msturan, Dean, Sidhu, deanacademicaaffairs, Sum

Aug 31, 2017, 10:58 AM



Dear Sir/mam,

Greetings for the day!!

With reference to the above mail dated 23rd August 2017 regarding committee for CBCS policy making, please note that Dr Waheeda Khan, Dean, Faculty of Behavioural Sciences will also be a member of the committee for formulation of rules and regulations regarding the implementation of "Choice Based Credit System".

With Regards



4th September 2017

Following the circular, The meeting was held on 4th September in IQAC, Corporate block at 11:30am under the chairmanship of Dr H.S Grover to finalize the rules and regulations for CBCS.

The following members were present:

- 1) DrWaheeda Khan, Dean FBS
- 2) Dr V.K Bhalla, Principal SGT COP
- 3) Dr M.S Turan, Dean FCM
- 4) Dr Amit Bhardwaj, Member IQAC

The following were the deliberations during the meeting:

- 1) Along with English language, Environmental Studies should be a compulsory elective with 2hrs of teaching and 1hr of tutorial making a course of 2 credits.
- 2) The time table of each faculty needs to be adjusted.
- 3) The maximum number of students in each course should not be more than 60.
- 4) This shall be applicable only for UG courses and shall not be applicable in faculties government by council regulations.
- 5) Intrafaculty choice papers are preferred by the students.
- 6) Each faculty to offer maximum 2 open electives with 2hrs per week class schedule.

Following this, the committee for screening of proposals of CBCS was constituted comprising of:

- 1) DrWaheeda Khan, Dean, FBS and Chairperson CBCS committee
- 2) DrSnehlata, Officiating Dean, Faculty of Education and Member CBCS committee
- 3) Dr Suma G.N, Associate Dean, Research and Development and Member Secretary CBCS committee.

This was circulated to all as per the circular:

Regarding Committee for CBCS > Inbox x



T D Dogra <tdogra@gmail.com>

to U, Joginder, Prof.Suman, Sarla, Dean, Prof, K.S., Journalism, S.K., Dean, Harpreet, MK, Chinna, Devender, V.K., Akshay, R, Sarju, Rajiv, anilgupta_in, msturam, Dean, Sidhu, deanaci

Wed, Aug 23, 2017, 11:15 AM



Dear Sir/mam,

Greetings for the day!!

On behalf of IQAC, I convey my sincere thanks to all the Deans for coming prepared with the proposal for "Choice Based Credit System". After going through all the presentations, it was felt necessary that the CBCS proposal should be screened by a committee of Deans. Therefore, a committee of the following is being constituted by IQAC to screen, advise and make changes if necessary-

- 1) Dr Waheeda Khan, Dean, Faculty of Behavioural Sciences, Chairperson
- 2) Dr Snehlata Verma, Officiating Dean, Faculty of Education, Member
- 3) Dr Suma G.N, Associate Dean, Member Secretary

All Deans are requested to get their CBCS proposals screened after taking time from the chairperson Dr Waheeda Khan before 15th September 2017 so that it is implemented by 20th September 2017. She will be starting screening from 28th August 2017. Please contact her on extension(6153) or Mobile no.(9811230663) to take appropriate time.

With Regards

T D Dogra

Following this, the committee scheduled a meeting to screen CBCS proposals from all faculties on 7th September 2017 as per the following circular:



Meeting for screening of CBCS proposals, on 7.9.17 at 2pm Inbox x



Suma Gn <sumagnodaya@gmail.com>

Sep 6, 2017, 12:27 PM

to dean.fashion, principal, Dean, Dean, Dean, Department, Joginder, R, Mukesh, V.K., Faculty, Physical, Prof, Chinna, Prof.Suman, SGT, ST, Dean, deanresearch, me

Respected Sir / Madam,

This is to bring to your kind notice that a meeting has been scheduled by the committee (Dr Waheeda Khan, Dean, Faculty of Behavioural Sciences, Chairperson, Dr Snehlata Verma, Officiating Dean, Faculty of Education, Member, Dr Suma G.N, Associate Dean Research and development, Member Secretary) constituted by IQAC to screen, advise and make changes in the CBCS proposed by all faculty, on 7.9.17 at 2pm, at the board room, ground floor, A-block.

All the Deans are requested to send the faculty member who is preparing the CBCS proposals from your respective institutions (or may personally attend), along with the copy of the proposal for screening / presenting/ corrections. In case where it is yet not ready, you are still requested to send them to discuss and clarify the challenges faced in preparing the proposals.

Anticipating your positive support

Regards

—

Prof.(Dr). G. N. Suma

7th September 2017

The meeting on 7th September 2017 was proceeded by the committee and minutes were sent to IQAC for record as mentioned below:

Minutes of the Meeting of CBCS

A Meeting of deans and their representatives was held in the Faculty of Behavioural Sciences , Block A on 7th September 2017 at 2:00 PM to discuss the progress in CBCS work

Following members attended the meeting:

- | | |
|--|------------------|
| 1. Prof. Waheeda Khan
Dean, Faculty of Behavioural Sciences | Chairperson |
| 2. Dr. Snehlata Verma
Dean(Offg.), Faculty of Education | Member |
| 3. Dr. Suma G.N.
Associate Dean, Research and Development | Member Secretary |

4. Representatives of Faculty of Physical Sciences, Nursing, Physiotherapy, Hotel Management, Commerce and Management, Engineering, Allied Sciences, Mass Communication, Education, Behavioural Sciences, Pharmacy and Indian Medical System attended the meeting whereas no representative from Faculty of Law, Agriculture, Dental, Medical have reported to the meeting. Faculty of Fashion could not attend the meeting due to pre planned orientation programme in their department.



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After prolong deliberations on the Choice Based Credit System and revision of scheme/syllabi; suggestions/clarifications for minor modifications were given to the concerned faculty and the status of work progress was assessed, mentioned as under:

S.No	Faculty	Course	Semester/ Annual	Action/Approval of CBCS Proposal
1.	Behavioural Sciences	B.Sc Psychology (3 yr)	Semester	Finalised for Approval
2.	Education	B.Ed(2Yr)	Semester	Finalised for Approval
3.	Engineering and Technology	B.Tech(4 Yr)	Semester	Discussed, draft proposal awaited
4.	Nursing	B.Sc Nursing	Semester	Draft proposal awaited
5.	Physiotherapy	BPT(4.5 Yr)	Semester	Discussed, draft proposal submitted and will be finalized by the committee
6.	Pharmacy	B.Pharma (4.5 Yr)	Annual mode open elective syllabus converted to Semester mode	Discussed, draft proposal will be finalized by the committee
7.	Allied Sciences	B.Sc Nutrition and Dietics	Semester	First meeting, draft proposal awaited
8.	Physical Sciences	B.Sc(3Yr)	Semester	Discussed, final submission awaited
9.	Hotel Management	BHMT(3 Yr)	Semester	First meeting, draft proposal awaited
10.	Commerce and Management	B.Com(3Yr)	Semester	First meeting, draft proposal awaited
11.	Mass Communication	BA (Journalism and Mass Comm)	Semester	First meeting, Discussed, final submission awaited
12.	Ayurveda	BAMS(4.5 Yr)	Annual mode open elective syllabus converted to Semester mode	Discussed, draft proposal will be finalized by the committee
13.	Agriculture	Not Reported
14.	Law	Not Reported
15.	Dental Sciences	Not reported today



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				but discussed earlier
16.	Medical Sciences	Not Reported
17.	Fashion Technology	Discussed draft proposal, final submission awaited.
18.	Forensic Sciences	Reported in morning, Discussed draft proposal, final submission awaited.

The meeting ended with a combined decision for all faculties operational under the umbrella of SGT University and the following suggestions submitted for consideration to the Chairman IQAC:

1. A minimum of two courses to be offered by each faculty under Open Courses as Open Electives, later on more could be added.
2. Open Courses will be offered from Semester I to IV, however, this year the implementation will start from the second semester onwards so that time table/examination/grade etc. get finalized and proper teaching days are available for completion of syllabi.
3. Since all faculties have their full workload in a week, so additional periods cannot be assigned, the faculties offering interdisciplinary open elective will adjust these classes in timetable in a single slot of 3:00 – 4:00 pm in a week.
4. Thus Credits earned on account of Open Elective will get adjusted in a semester without additional load and students will have the choice to choose any open electives from Semester I to IV. To begin with minimum 4 credits will be adjusted and maximum could be 16.
5. Programs governed by regulatory bodies may offer Interdisciplinary courses in Semester mode but these credits cannot be transferred/adjusted? This point need to be deliberated further.
6. A meeting with the dean/representatives of English and Allied Sciences need to be arranged separately to bring uniformity in syllabus/curriculum/examination of English Communication and Environmental Studies offered as Ability Enhancement Courses to all students of the university.

Meeting ended at 4:00PM with the thanks by the Chair to the committee members, deans and faculty representatives present there.

Following the multiple meetings regarding screening and finalizing of CBCS proposals from all faculties, the final compilation regarding CBCS was shared by Chairperson CBCS, DrWaheeda Khan as mentioned below:



Choice Based Credit System (CBCS)

About CBCS

SGT University has introduced Choice Based Credit System (CBCS) at Undergraduate level with effect from the session 2017-2018. This system is intended to provide students a wide diversity of subjects from which they can choose what they really like and have aptitude for, apart from the core subjects they have chosen. The flexibility inherent in the system will allow students to acquire skill

based knowledge across disciplines and would engage students in meaningful learning leading to their holistic development. This system also encourages students to develop inter-disciplinary aptitude in their studies and research. To facilitate this, a cumulative list of courses offered by various faculties under CBCS is being provided. Courses under CBCS are designed as to be suitable for students who have no background or previous knowledge of the subject.

Students are advised to go through the list carefully so that they can make informed choices. There would be an overall coordinator of the CBCS Program. Course Advisors, nominated by the dean in each faculty/department will help students to make their choices. Advisors should first acquaint themselves with the finer details of CBCS to be able to guide students properly. They are mentors who should help students make informed choices taking into account their special aptitude and academic leanings, their future aims and prospects. They will provide counseling and will be available for consultation by the students. They should also work in close coordination with fellow advisers in other departments/faculty and try to sort out small issues if and when arise. Deans will ensure that counseling is being done properly.

A STUDENT CARD will be issued to students who wish to enroll themselves in CBCS classes and will be signed by the advisors. In no cases, the office staff of the faculty should be entrusted with this job. The advisors should keep a record of students choosing particular subject/course and report the figure (course wise) to the Dean's office. All records must be available both with the Advisor and concerned Dean's office.

General Guidelines:

Classes for CBCS courses MUST be held from 3:00 - 4:00 or as per the decision of the department/faculty.

All courses are of 4 Credits /4 Hours (Theory+Tutorial) OR 2+2 Credits, syllabus/curriculum developed by the concerned faculty.

All courses are assigned 100/50 Marks with uniform pattern of summative and formative evaluation pattern as approved by the university.

All courses are governed by the ordinances of the concerned faculty or the amendments incorporated by the university from time to time.

There will be a link on website:

Website Details <http://cbcsgtu.webs.com/>

Home (About CBCS) Team Program Advisors Blogs Photo Gallery



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B Sc. / B.A (Hons.) Clinical Psychology Programme

An Example: Proposed Semester-wise Number of Papers & Credits under the Choice Base Credit System (CBCS)

Semester	Qualifying Papers *	Core Courses (Theory+ Tutorial)	Core Courses (Practical)	Discipline Specific Electives (Theory)	Discipline Specific Electives (Practical)	Choice Based Courses /Generic Electives (Theory+ Tutorial)	Skill Enhancement Courses (AEEC)	Ability Enhancement Compulsory Courses(AECC)**	Total Papers	Credits
I	-	3	3	-	-	1		1	8	24
II	-	3	3	-	-	1		1	8	24
III	-	3	3	-	-	1	1	1	9	28
IV	-	3	3	-	-	1	1	1	9	28
V	-	2	2	3	3	-	-	-	10	30
VI	-	2	2	3	3	-	-	-	10	30
No. of Papers	-	16	16	6	6	4	2	4	54	
Total Credits	-	16x4=64	16x2=32	6x4=24	6x2=12	4x4=16	2x4=8	4x2=8		164

Note:

*Not to be counted in the Credit/Merit;

** Each English paper / Other language paper shall be of 4 credits, can be split into two papers of 2 credit each;

***Ability Enhancement Courses: Environmental Sciences, English, MIL Communication, Gender Studies etc. will be of 2 credits.

ELECTIVE PAPERS UNDER CBCS

S.No.	FACULTIES	CBCS PAPERS	SEMESTER
1.	Agriculture	1. Post Harvest Management of Fruits and Vegetables 2. Fundamentals of Soil & Water Conservation Engineering	V V
2.	Allied Sciences	1. Healthy Life Styles & Nutrition 2. Nutraceuticals and Health Foods 3. Food Laws and Food Safety 4. Sports Nutrition 5. Cyber Security 6. Economic Offences	I II III IV III IV
3.	Behavioural Sciences	1. Child Psychology 2. Adolescent Psychology	I II



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		3. Inter-Group Relations	III
		4. Organizational Behaviour	IV
4.	Commerce and Management	1. Management Concepts	I
		2. Entrepreneurship Development	VI
5.	Dental Sciences	NOT SUBMITTED	
6.	Education	1. Peace Education	IV
		2. Life Skill Education	IV
7.	Engineering	1. Programming in C	II
		2. Data Structure using C	III
		3. Introduction to Algorithm Design.	IV
		4. Programming in Java	IV
		5. Artificial Intelligence	VI
8.	Fashion and Design	1. Surface Ornamentation	III
		2. Design Interpretation on CAD	III
		3. Dying and Printing	IV
		4. Visual Merchandising	IV
9.	Hotel Management	1. Life and Service Skills	I
		2. Food - Etiquettes and Nutrition	II
10.	Indian Medicine System	1. Ayurved Materia Medica	III
		2. Ayurvedic Dietetics	IV
11.	Law	1. Family Law-1	I
		2. Banking Law Including NI Act)	III
		3. Labour & Industrial Law-I	III
		4. Labour & Industrial Law-II	IV
12.	Mass Communication	1. Basics of Photography	I
		2. Basics of Film & Television Production	II
13.	Medical Sciences	NOT SUBMITTED	
14.	Nursing	1. Geriatrics (Gerontology)-I	I
		2. Geriatrics (Gerontology)-II	II
		3. First Aid – I	I
		4. First Aid -II	II
15.	Pharmacy	1. Dietary Supplements and Neutraceuticals	I II
		2. Cosmetic Science	
16.	Physical Sciences	1. Solid Geometry (Paper II)	II
		2. Statics	III
		3. Programming in C and Numerical Methods	IV V
		4. Numerical Analyses	
17.	Physiotherapy	1. Exercise Physiology	I
		2. Physical Fitness	II
		3. Ergonomics	III
		4. Geriatric Care & Rehabilitation	IV



SUMMARY

No. of Courses offered Semester I: 10
No. of Courses offered Semester II: 10
No. of Courses offered Semester III: 11
No. of Courses offered Semester IV: 13
No. of Courses offered Semester V: 03
No. of Courses offered Semester VI: 02

No. of Papers in ODD Semester: 24
No. of Papers in EVEN Semester: 25
TOTAL No. of Elective Courses Offered: 49

Following the compilation and finalization of data by CBCS chairperson, the official announcement in the presence of managing trustee Shri Manmohan Singh Chawla was made on 4th October 2018.

Regarding meeting for Announcement of CBCS system and New Guidelines for Question paper. 



T D Dogra <tdogra@gmail.com>

to U, Joginder, Prof.Suman, Sarla, Dean, Prof, K.S., Journalism, S.K., Dean, MK, Chinna, Devender, V.K., Akshay, R, Sarju, Rajiv, anilgupta_in, msturan, Sidhu, Dean, Suma, Astha, amit, ps.vc@sgtuniversity.org, SGT, Registrar, Manmohan, Sai,   

Tue, Oct 3, 2017, 3:40 PM

Dear Sir/mam,

I convey my sincere thanks for your kind cooperation for implementation of "Choice based credit System". The final concept paper has been prepared by Dr Waheeda Khan, Dean, Faculty of Behavioural Sciences and Dean International relations.

The official announcement of the implementation of CBCS at SGT University shall be made tomorrow 4th October 2017 at 11:00 am in the committee room A block(A05, Ground Floor).

Dr Waheeda khan, the coordinator for CBCS program will make a short presentation of 5-7 minutes.

I am further pleased to inform you that with your kind co-operation, the task of revising the question paper having uniform pattern has also been completed and the sample papers have been received from all the faculty and departments. The announcement of the newer pattern of question paper and other examination related reforms shall be officially announced along with CBCS.

Also, this is to inform you that in order to streamline the mentor-mentee system in the University, Dr M.S Turan, Dean Commerce and management has been made overall incharge for the mentor-mentee system at University level and Dr Bharti Raina, Coordinator- Cultural committee, Scholar's council and Hobby clubs shall be the secretary/coordinator for the mentor-mentee program.

For this purpose a short meeting is arranged on 4th October at 11:00 am in the committee room A block(A05, Ground Floor). Kindly make it convenient to attend out of your busy schedule.

With Regards

T D Dogra

Director IQAC

4th October 2017

For the official announcement of CBCS and New Question paper guidelines, a meeting was held in A05, Ground Floor, A Block at 11:00am.

The Following members were present for the meeting:

- 1) Shri Manmohan Singh Chawla, Managing trustee
- 2) Dr T.D Dogra, Director IQAC
- 3) Dr Daleep Singh, Pro-Vice Chancellor
- 4) Dr K.C Bhardwaj, Advisor, SGT
- 5) Shri H.K Pir, Registrar
- 6) Dr S.C Mohapatra, Dean Academic affairs
- 7) Dr V.K Govila, Dean, Allied Health Sciences



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- 8) Dr Aparna Dave, FDS
- 9) Dr Snehlata verma, Dean, Education
- 10) Dr Sonia, FPT
- 11) Ms Swati Yadav, Fashion and Design
- 12) Shri Rajiv Khanna, Director, faculty of Law
- 13) Dr V.R Dinkar, Dean law
- 14) Dr Kamal Piyush, Dean, FHTM
- 15) Dr Amal Kumar Saha, Dean, FPS
- 16) Dr Priyanka Sharma, FAS
- 17) Dr Mukesh Kumar, Dean Mass comm.
- 18) Dr Vijay Bhalla, Principal, Pharmacy
- 19) Dr R.K Patel, FCM
- 20) Dr Amit Srivastava, FET
- 21) Dr M.S Turan, Dean FCM
- 22) Dr Akshay Munjal, Member IQAC
- 23) Dr Amit Bhardwaj, Member IQAC
- 24) Dr Astha Chaudhry, Member secretary IQAC

The following were the proceedings of the meeting:

- 1) Dr Dogra addressed the members regarding CBCS and expressing his gratitude and appreciation for Dr Waheeda Khan, chairperson CBCS and other team members and also appreciated all faculty members who have helped in making the humongous task of implementing CBCS possible.
- 2) Dr Dogra also updated the members that sample papers according to newer guidelines have been received from all faculties
- 3) Dr Waheeda Khan gave a brief presentation of CBCS concept paper to resolve any queries.
- 4) It was also discussed that Mentor mentee system of the University shall be looked after by Dr M.S Turan at University level with support from Dr Bharti Raina, Coordinator of mentor mentee committee. There were deliberations about the smooth implementation of mentor mentee system and the use of mentor mentee diary and its regular updation which shall be monitored at central level.
- 5) It was also discussed that Dr Amit Srivastava who has been given additional responsibility of Dean Examinations shall be involved in the policy making for examinations and examinations per se shall be looked after by Controller of examinations.
- 6) The meeting ended with distribution of sweets on the occasion of implementation of CBCS.

6th December 2017

A meeting for the implementation of CBCS from current semester was called by Prof. Waheeda Khan, for the Deans of various faculties of SGT University, on behalf of IQAC at A Block at 3pm on 6.12.17.

The following members were present:

1. Dr. T D Dogra, Director, IQAC
2. Dr. Waheeda Khan



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3. Dr. Vijay Bhalla
4. Dr. K R Dabur
5. Dr. Anil Gupta
6. Dr. Saurab
7. Mr. V R Dinkar
8. Dr. Sonia
9. Ms. Santosh Mehta
10. Mr. Sushil Sharma
11. Dr. Mukesh Kumar
12. Dr. Suman Rohilla
13. Mr. Ashwani Bali
14. Dr. AkshayMunjhal
15. Dr. PallaveeShrivastava
16. Ms Nisha Solanki

The following were the proceedings of the meeting:

- 1) The topic of discussion was introduced by Prof.T D Dogra.
- 2) Prof. Anil Gupta, DeanDental Sciences said CBCS cannot be implemented as council approval still waited.Prof. Dogra clarified the complexity of council approvals and requested FDS to designcourses as electives for other students of the university.
- 3) Prof. Waheeda Khan informedthat the advisory committee on CBCS has decided that in place of the earlier 4credits/100 marks we shall have 2 credits i.e. 2 hours of teaching to be started fromJanuary 2018 for 100 marks.
- 4) The University in the present session has around 1400students in the first year and CBCS shall be introduced for them from the currentsemester.
- 5) Prof. Dabur, Dean agriculture, suggested that the courses be offered on firstcome first basis and each course should have a maximum of 60 students.
- 6) ProfWaheeda said that each dean should intimate about the 2 courses which their faculty isgoing to offer. She also suggested that the syllabi and the courses should be interestgenerating such as course on “cyber crime”.
- 7) Prof. Dinkar, Dean law, said that thestudents should be informed about the course option well in advance.
- 8) Prof. Daburwanted to know how to insist upon the students to opt for the CBCS. Prof. Gupta saidthat this shall be an added teaching burden on the faculty. Prof. Dogra said that initiallymedical and dental faculty shall be excluded from the preview of CBCS.
- 9) Dr. Bali,additional controller examinations, suggested that we can have a counseling session forthe students of the university. It was unanimously decided that Wednesday 2PM to 4 PM shall be a common period in the university for CBCS and all deans shall submit theirCBCS program to Prof. Waheeda.
- 10) After deliberation it was unanimously decided that:CBCS be implemented from 8 th Jan 2018 onwards.
- 11) The form for options of courses shall be distributed among students by 8.12.17 so thatthe choices are received in time to plan the schedule of classes.
- 12) The counseling of students for course should be completed by 2.1.18.



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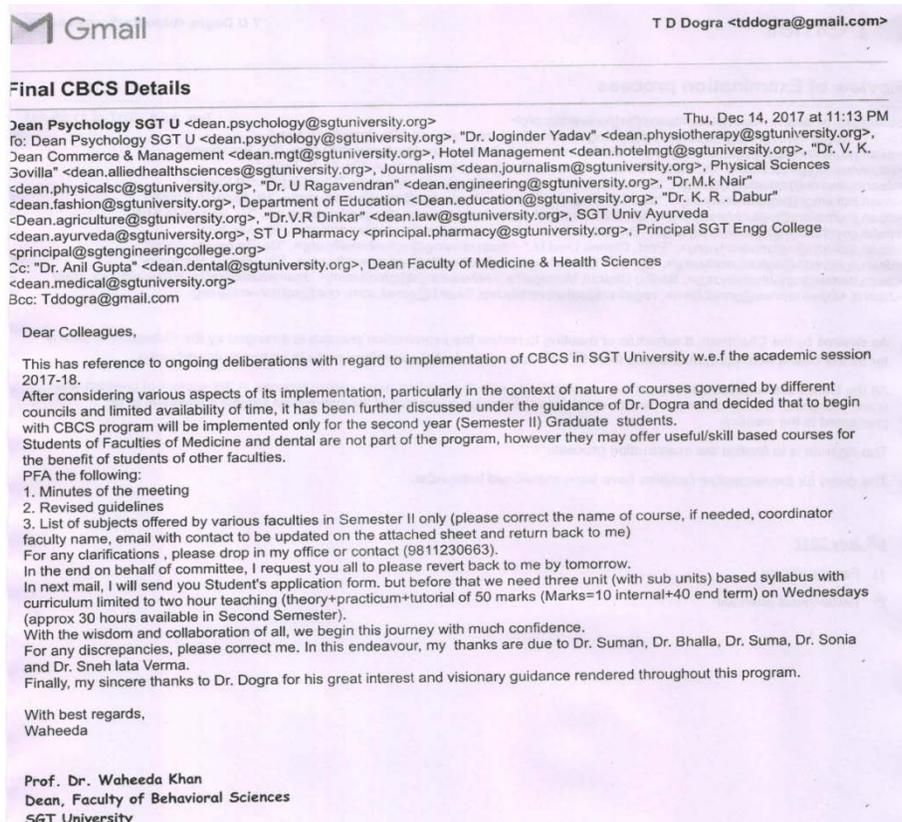
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13) There shall be not more than 60 students per class.

The meeting ended with thanks to the Chair.

Following this, the Final CBCS details were shared by Chairperson CBCS as follows:



The revised guidelines for CBCS were as follows:

REVISED Choice Based Credit System

The choice based credit system provides a 'cafeteria' type approach in which the students can take courses of their choice, learn as per interest, undergo additional courses and acquire more than the required credits, and adopt an interdisciplinary approach to learning.

CBCS Guidelines

- 1) Students of 2nd Semester from each department are directed to opt one elective subject from the list of subjects offered from various faculties under CBCS Program and will learn 2 extra credits duly endorsed by Examination department. The examination will be conducted for 50 Marks (Formative=10 Marks and Summative=40 Marks (Descriptive=20 and Objective=20). Duration of exam would be two hours.
- 2) Students can choose inter-disciplinary courses / skill oriented papers from other disciplines according to their learning needs, interests and aptitude.
- 3) Students can submit preference for subject choice in the prescribed application form and can choose three elective subjects in order of preference, out of the subject list offered.



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- 4) The first option shall be allotted on first come first basis and as per the convenient application of system.
- 5) Co-coordinators from each department should counsel and help students to choose elective subjects. The ultimate decision of the choice of subject will be of students.
- 6) Student's intake is limited to 60 for one elective subject under each faculty.
- 7) Classes for CBCS Electives shall be held on every Wednesday from 2:00-4:00 pm in the faculties offering CBCS program in the university.
- 8) All other provisions related to attendance, evaluation etc. will remain the same as in other regular courses.

Important Instructions

- 1) CBCS classes will be started from 8 th January 2018 onwards.
- 2) Prescribed Application Forms duly forwarded by respective faculty Coordinator / Dean need to be submitted in the office of the Faculty of Behavioural Sciences positively before 8th January 2018. Final Allocation of students to various faculties would be done by the Chairperson CBCS Committee.

The final list of CBCS courses along with coordinators is as follows:

S.No.	Faculty	Subject Code	Subjects	Semester	Co-ordinator	Email /Contact
1.	Faculty of Indian Medical System	IMS-1	Ayurvedic Dietetics	II	Dr. B. Kothainayagi	kothai_navazi@gmail.com Contact: 9003029857
		IMS-2	AyurvedMateriaMedica	II	Dr. Vidya Vati V. Hiremath	vidyahiremath2003@gmail.com Contact: 7042517978
2.	Faculty of Commerce & Management	CM-1	Management Concepts	II	Dr. Yogesh Mehta	mehtayogi17@gmail.com
		CM-2	Entrepreneurship Development	II	Dr. Sunil Verma	skvermamc@gmail.com Contact: 9871609336
3.	Faculty of Hotel Management	HM-1	Life and Service Skills	II	Mr. Harsh Upreti	harsh.upreti@sgtuniversitytv.org
		HM-2	Food – Etiquettes and Nutrition	II	Ms. Ambika Nair	ambikachauhannair@sgtuniversitytv.org Contact: 9599811957
4.	Faculty of Physical Sciences	PS-1	Radiation Physics	II	Dr. Zubair Akhter	akhterzuber022@gmail.com Contact: 9910861245
		PS-2	Green Technology	II		
5.	Faculty of Engineering & Technology	FET-1	Cyber Security	II	Dr. Amit Goel	hodcse@sgtengineeringcollege.org Ph. No. 9268659101
		FET-2	Solid Waste Management	II	Mr. Kaushal Sharma	kaushal.sharma68@gmail.com Ph. No. 8860080237
6.	College of Pharmacy	PH-1	Dosage Form Design	II	Dr. Tripti Arora	gaba_tripati@yahoo.co.in Contact:
		PH-2	Cosmetic Science	II		
7.	Faculty of Physiotherapy	PHY-1	Basics of Yoga Therapy	II	Dr. Sonia Pawaria	sonia@sgtuniversitytv.org Contact: 9416414362
		PHY-2	Physical Fitness	II		
8.	Faculty of Education	ED-1	Education System in Contemporary India	II	Dr. Sneha Lata Verma	dean_education@sgtuniversitytv.org Contact: 9953353034
9.	Faculty of Allied Sciences	ASC-1	Healthy lifestyle and Nutrition	II	Dr. Akanksha Yadav	akankshayadav5@gmail.com Contact: 9719415211



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		ASC-2	Anthropology and Personal Identification	II	Dr. Ruchika Yadav	druchika@sgtuniversity.org Contact: 9467374988
10.	Faculty of Fashion Design	FD-1	Design Development Techniques	II	Ms. Swati Yadav	dean.fashion@sgtuniversity.org swati.yadav@sgtuniversity.org Contact: 9540111680
		FD-2	Fashion Sketching	II		
11.	Faculty of Law	LW-1	Business Law	II	Dr. Saurabh Chaturvedi	saurabh_law@sgtuniversity.org Contact: 7982292431
		LW-2	Law of Constitution	II		
12.	Mass Communication & Media Technology	MCM-1	Basics of Photography	II	Dr. Sushil S.	sushil_masscom@sgtuniversity.org Contact: 7506649180
		MCM-2	Basics of Film and Television Products	II		
13.	Faculty of Behavioral Sciences	FBS-1	Anxiety and Stress Management	II	Ms. Srishti B. Lall	srishtisagar@gmail.com Contact: 9810090595
		FBS-2	Understanding Social Behavior	II		
14.	Faculty of Agriculture Sciences	ASC-1	Hi-tech Horticulture	II	Dr. Vinita Rajput	rockingeverytime@gmail.com Contact: 9468111162
		ASC-2	Sustainable Approaches in Agriculture	II		
15.	Faculty of Nursing	NRS-1	First Aid	II	Prof. Soma Kumari	somakumari54@gmail.com Contact: 9215613081
		NRS-2	Gerontology	II	Mr. Anoop M. Sandhu	anoopsandhu3@gmail.com Contact: 9888141234
16.	Centre for Languages and Communication	CLC-1	Elementary German Language	II	Dr. Sarju Devi	sarju.devi@sgtuniversity.org Mobile: 9811457539
		CLC-2	Elementary French Language	II		

The student application form for CBCS was as follows:



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CHOICE BASED CREDIT SYSTEM
Chanda-Budhera, Gurugram-Badli Road, Gurugram, Haryana 122505 Phone: 0124-2278183

APPLICATION FORM
(SEMESTER II)



Student Photograph

Student's Name: _____ Registration Number: _____
 Father's Name: _____ Session: _____
 Date of Birth: _____ Gender: Male Female
 Name of Faculty: _____ Semester: _____
 Name of Course: _____

Details of Choice Based Credit Courses Offered:

Name of the Faculty: _____

Open Elective Subject Name Chosen out of List of Courses Offered
(Write name of the subjects chosen in given space in preference order)

1. _____	2. _____	3. _____
----------	----------	----------

Open Elective Subject Code: (Write corresponding code of the subject in given space in preference order)

1. _____	2. _____	3. _____
----------	----------	----------

I declare that all the answers to this application are complete and accurate to the best of my knowledge. I have been informed about the rules and regulations of Choice Based Credit System. I am warned that failure to report accurate information will invalidate my application.

Student's Signature _____ Date _____

Additional Information/Comments: _____

Co-ordinator: _____

Name: _____ Signature: _____ Date: _____

Dean/Principal Signature with seal

Date: _____



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12th March 2018

A meeting was held in Dental Committee room on Examination analysis on 12th March 2018 at 12:00noon.

The following members were present for the meeting:

- 1) Shri Manmohan Singh Chawla, Managing Trustee
- 2) Dr T.D Dogra, Director IQAC
- 3) Dr S.C Mohapatra, Dean Academic affairs
- 4) Mr Rajneesh Wadhwa, CTO and Head, CRC
- 5) Mr Arvind Makkar, Head HR
- 6) Dr Ashwani Bali, COE
- 7) Mr Balwinder, COE
- 8) Mr Sunil Sharma, COE Office
- 9) Mr Dharmender Rohilla, COE office
- 10) Dr Amit Bhardwaj, Member IQAC
- 11) Mr Anil, IQAC activity Coordinator
- 12) Dr Astha Chaudhry, Member secretary IQAC

The following were the proceedings of the meeting:

- 1) There was presentation by Dr Astha Chaudhry about the activities and reforms made by IQAC in the area of examinations.
- 2) This was followed by analysis of examination results of 2016 and 2017 and the comparison in the result outcome after the introduction of Objective type of Questions. This was presented by Dr Ashwani Bali, Additional Controller of examinations.
- 3) During the presentation, it was found that there was marked improvement in the results after the objective type questions were introduced.

The detailed presentation is as follows:

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S.No	Name of Faculty	Total No's of Courses	Total No's of Question Paper Prepared	Total No's of Candidate(s) (Batch 2017)
1	Faculty of Commerce & Management	07	76	142
2	Faculty of Engineering & Technology	11	48	118
3	Faculty of Nursing	06	23	122
4	Faculty of Indian Medical System	01	-	-
5	Faculty of Pharmacy	02	06	56
6	Faculty of Mass Communication & Media Technology	03	23	32
7	Faculty of Fashion & Design	02	09	19
8	Faculty of Physiotherapy	05	26	82
9	Faculty of Allied Health Science	18	67	141
10	Faculty of Law	04	19	42
11	Faculty of Behavioural Science	04	19	49
12	Faculty of Agriculture	01	11	35
13	Faculty of Physical Sciences	04	20	18
14	Faculty of Education	01	05	4
15	Faculty of Hotel Management	03	06	24
16	Faculty of Dental Health Sciences	02	-	-
17	Faculty of Medical Sciences	02	-	-
Total No's :-		74	358	884



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RESULTS COMPARISON

Faculty of Commerce & Management

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strength 2016	Pass % (2016)	Student Strength 2017	Pass % (2017)	REMARKS	Notification No.
1	B.Com (Pass)	1st Sem.	35	11.43	32	34.38	↑	170
2	BBA (Gen.)	1st Sem.	112	26.79	56	30.36	↑	181
3	BBA (HA)	1st Sem.	17	64.71	10	50.00	↓	164
4	BBA-MBA	1st Sem.	06	16.67	NA	NA	-	NA
5	B.Com (Hons)	1st Sem.	24	29.17	24	70.83	↑	167
6	MBA	1st Sem.	35	77.14	15	86.67	↑	176
7	MBA (HA)	1st Sem.	04	75.00	05	80.00	↑	175

RESULTS COMPARISON

Faculty of Engineering & Technology

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strength 2016	Pass % (2016)	Student Strength 2017	Pass % (2017)	Remarks	Notification No.
1	B.Tech CSE	1st Sem.	116	44.83	56	85.71	↑	148
2	B.Tech ECE	1st Sem.	16	37.50	NA	NA	-	NA
3	B.Tech ME	1st Sem.	66	51.52	14	71.43	↑	143
4	B.Tech CE	1st Sem.	23	34.78	04	75.00	↑	133
5	B.Tech EEE	1st Sem.	NA	NA	06	100	↑	134
6	M.Tech (CSE)	1st Sem.	01	100.00	01	100	↑	184
7	M.Tech (CE)	1st Sem.	01	100.00	01	00	↓	198
8	M.Tech (ECE)	1st Sem.	02	50.00	02	100	↑	195
9	M.Tech (ME)	1st Sem.	NA	NA	01	100	↑	183
10	BCA	1st Sem.	40	67.50	33	84.85	↑	127
11	MCA	1st Sem.	05	80.00	NA	NA	-	NA

Faculty of Pharmacy

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strength 2016	Pass % (2016)	Student Strength 2017	Pass % (2017)	Remarks	Notification No.
1	B.Pharmacy	1st Sem.	55	49.09	56	49.12	↑	93
2	D.Pharmacy	1st Sem.	54	51.85	NA	NA	-	-



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Faculty of Nursing

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strenth 2016	Pass % (2016)	Student Strenth 2017	Pass % (2017)	Remarks	Notification No.
1	Basic B.Sc Nursing	1st Year/Sem.	101	52.48	84	41.67	↓	201
2	Post Basic Nursing	1st Year/Sem.	10	60 (Annual)	24	91.67 (Sem.)	↑	182
3	M.Sc. Nursing (Mental Health)	1st Year/Sem.	04	100 (Annual)	01	100 (Sem.)	↑	151
4	M.Sc. Nursing (Child Health)	1st Year/Sem.	04	100 (Annual)	05	100 (Sem.)	↑	153
5	M.Sc. Nursing (Medical Surgical)	1st Year/Sem.	NA	NA	03	100 (Sem.)	↑	150
6	M.Sc. Nursing (Obstetric & Gynaecological)	1st Year/Sem.	05	100 (Annual)	05	100 (Sem.)	↑	152

Faculty of Indian Medical System

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strenth 2016	Pass % (2016)	Student Strenth 2017	Pass % (2017)	Remarks	Notification No.
1	B.A.M.S 1st Proof	1st Sem/Year	92	55.43 (Annual)	NA	NA	-	-

Faculty of Mass Communication & Media Technology

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strenth 2016	Pass % (2016)	Student Strenth 2017	Pass % (2017)	Remarks	Notification No.
1	BPMC	1st Sem.	41	46.34	25	56.00	↑	116
2	MPMC	1st Sem.	03	100	02	100	↑	106
3	B.A. (Film & Television Production)	1st Sem.	NA	NA	05	60.00	↑	118



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Faculty of Fashion & Design

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strength 2016	Pass % (2016)	Student Strength 2017	Pass % (2017)	Remarks	Notification No.
1	B.Design	1st Sem.	06	66.67	18	78.00	↑	205
2	M.Design	1st Sem.	NA	NA	01	100	↑	202

Faculty of Physiotherapy

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strength 2016	Pass % (2016)	Student Strength 2017	Pass % (2017)	Remarks	Notification No.
1	BPT	1st Year/Sem.	99	35.35 (Annual)	76	59.21 (Sem.)	↑	179
2	Master of Physiotherapy (Neuro)	1st Year/Sem.	01	100 (Annual)	01	00 (Sem.)	↓	138
3	Master of Physiotherapy (Sports)	1st Year/Sem.	NA	NA	02	100 (Sem.)	↑	139
4	Master of Physiotherapy (Ortho)	1st Year/Sem.	02	100 (Annual)	02	100 (Sem.)	↑	137
5	Master of Physiotherapy (Cardio)	1st Year/Sem.	01	100 (Annual)	01	00 (Sem.)	↓	136

Faculty of Physical Sciences

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strength 2016	Pass % (2016)	Student Strength 2017	Pass % (2017)	Remarks	Notification No.
1	B.Sc. (Non-Medical)	1st Sem.	32	18.75	11	45.45	↑	208
2	B.Sc. (Hons) Mathematics	1st Sem.	12	16.67	NA	NA	-	-
3	M.Sc. (Chemistry)	1st Sem.	17	58.82	03	100	↑	128
4	M.Sc. (Physics)	1st Sem.	05	20.00	04	100	↑	120



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Faculty of Allied Health Science

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strenth 2016	Pass % (2016)	Student Strenth 2017	Pass % (2017)	Remarks	Notification No.
1	BMLT	1st Year/Sem.	21	85.71 (Annual)	17	94.12 (Sem.)	↑	172
2	MMLT	1st Year/Sem.	NA	NA	02	100 (Sem.)	↑	165
3	DMLT	1st Year/Sem.	13	53.85 (Annual)	NA	NA	-	-
4	BRIT	1st Year/Sem.	41	73.81 (Annual)	34	79.41 (Sem.)	↑	177
5	DRIT	1st Year/Sem.	03	66.67 (Annual)	NA	NA	-	-
6	MRIT	1st Year/Sem.	03	100 (Annual)	12	91.67 (Sem.)	↓	146
7	BOTT	1st Year/Sem.	08	62.50 (Annual)	07	85.71 (Sem.)	↑	173
8	MOTT	1st Year/Sem.	NA	NA	03	100 (Sem.)	↑	185
9	DOTT	1st Year/Sem.	03	00 (Annual)	NA	NA	-	-
10	BND	1st Year/Sem.	20	75.00 (Annual)	12	75.00 (Sem.)	↑	141
11	MND	1st Year/Sem.	03	66.67	10	90.00 (Sem.)	↑	130
12	BOPT	1st Year/Sem.	15	80.00 (Annual)	09	88.89 (Sem.)	↑	168
13	MOPT	1st Year/Sem.	NA	NA	02	50.00 (Sem.)	↑	155
14	BNPT	1st Year/Sem.	04	50.00 (Annual)	NA	NA	-	-
15	B.Sc (Microbiology)	1st Year/Sem.	06	66.67 (Annual)	11	100 (Sem.)	↑	129
16	B.Sc (Forensic Science)	1st Year/Sem.	NA	NA	21	95.24 (Sem.)	↑	180
17	M.Sc (Forensic Science)	1st Year/Sem.	01	80.00 (Annual)	01	100 (Sem.)	↑	169
18	M.Sc. (Microbiology)	1st Year/Sem.	03	100 (Annual)	NA	NA	-	-

Faculty of Law

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strenth 2016	Pass % (2016)	Student Strenth 2017	Pass % (2017)	Remarks	Notification No.
1	BA LLB (Hons)	1st Sem.	60	20.00	16	43.75	↑	105
2	BBA LLB (Hons)	1st Sem.	30	23.33	11	45.45	↑	103
3	LLB (Hons.)	1st Sem.	18	72.22	11	81.82	↑	108
4	LLM	1st Trim.	NA	NA	04	100	↑	94



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Faculty of Behavioural Science

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strenth 2016	Pass % (2016)	Student Strenth 2017	Pass % (2017)	Remarks	Notification No.
1	B.Sc. (Clinical Psychology)	1st.Sem.	31	83.87	31	87.1	↑	97
2	M.Sc (Clinical Counseling Psychology)	1st.Sem.	07	100	14	85.71	↓	99
3	BA (Hons) (Psychology)	1st.Sem.	NA	NA	04	100	↑	91
4	PG Diploma in Guidance and Counseling	1st.Sem.	02	100	NA	NA	-	-

Faculty of Agriculture

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strenth 2016	Pass % (2016)	Student Strenth 2017	Pass % (2017)	Remarks	Notification No.
1	B.Sc. (Hons) (Agriculture)	1st Sem.	66	27.27	35	74.29	↑	121

Faculty of Education

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strenth 2016	Pass % (2016)	Student Strenth 2017	Pass % (2017)	Remarks	Notification No.
1	B.Ed	1st Sem.	12	83.33	04	100	↑	09



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Faculty of Hotel Management

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strenth 2016	Pass % (2016)	Student Strenth 2017	Pass % (2017)	Remarks	Notification No.
1	BHIM	1st.Sem.	80	37.5	24	62.50	↑	87
2	Diploma in Food Production & Patisserie	1st.Sem.	06	33.33	NA	NA	-	-
3	Diploma in Food Beverage & Service	1st.Sem.	01	100	NA	NA	-	-

Faculty of Dental Health Sciences

End Term Theory Examination Dec-Jan, 2017-18

S.No	Course Name/Branch	Sem./Year	Student Strenth 2016	Pass % (2016)	Student Strenth 2017	Pass % (2017)	Remarks	Notification No.
1	HDS	1st.Sem./Year	38	89.47 (Annual)	NA	NA	-	-

Following this, The next big initiative was for generation of **Question bank**. All the Deans were sensitized for the same as per the circular:

Preparation of **Question Bank** at SGT University ▾ Inbox x

 **T D Dogra** <tdogra@gmail.com> Sat, Apr 21, 2018, 12:03 PM ☆ ↶ ⋮
to V.K., Dean, Sarla, Prof, Akshay, Devender, MK, K.S., Dean, Joginder, dean.pharmacy, dean.physical, U, Prof.Suman, Chinnu, Dean, R, Journalism, anil.sharma, amit, astha.chaudhry, Dean, K.S. ▾

Dear Sir/Madam,

You shall be glad to know that IQAC has decided to prepare **question bank** for controller of examination. Prof. Dr Amit Bhardwaj, Sub-Dean, IQAC shall be the officer in-charge for this activity.

To start with kindly ask your each faculty member to prepare two full **question** papers containing all the types of **questions** and send it to IQAC on amit.bhardwaj@sgtuniversity.org

Kindly send **question** papers by 1st May 2018 for any query you are welcome to contact Dr. Amit Bhardwaj at 9818718872

Thank you,
Regards

Dr. Amit Bhardwaj

for

T D Dogra



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Meanwhile, the quotations from various question banking softwares was called for and there were detailed deliberations between IQAC, Pro-Vice Chancellor, COE office and the IT team to decide the plan of action and the way forward.

To understand these, meetings were held among these offices to arrive at a conclusion.

29th May 2018

A meeting was held in IQAC on 29th May 2018 regarding Question Banking software.

The meeting was attended by:

- 1) Dr Daleep Singh, Pro-vice Chancellor
- 2) Dr T.D Dogra, Director IQAC
- 3) Mr Rajneesh Wadhwa, CTO
- 4) Dr S.C Mohapatra, Dean academic affairs
- 5) Dr Amit Bhardwaj, Member IQAC
- 6) Mr Satish, Academic Registrar
- 7) Mr Vijay Kumar, COE
- 8) Mr Balwinder Singh

The following were the proceedings:

- 1) There were discussions about the various proposals received regarding question banking software.
- 2) The plan of action to proceed for Question bank generation was discussed.
- 3) It was discussed that before the purchase of software, we should be ready with the question bank. Hence all the deans should be asked to depute one faculty coordinator to prepare the question papers of their faculty in a particular format accepted by the software.
- 4) Dr Amit Bhardwaj was nominated as the incharge for creation of question bank

18th June 2018

After all the deliberations and presentations by multiple question bank software representatives, the Chronon software by Yoctel was shortlisted and a meeting with the representatives was scheduled on 18th June 2018 in IQAC to discuss about the specifications and to have an understanding of the software mechanism.

The minutes were circulated to all concerned as:



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Director IQAC <director.iqac@sgtuniversity.org>

Minutes of the meeting regarding Question Banking software

Mon, Jun 18, 2018 at 2:52 PM

Director IQAC <director.iqac@sgtuniversity.org>

To: IT Manager <jvatsa@sgtuniversity.org>, Controller Examination <coe@sgtuniversity.org>, Ajay Verma Purchase <ajay.verma@sgtuniversity.org>, Amit Bhardwaj <amit.bhardwaj@sgtuniversity.org>, Astha Chaudhry <astha.chaudhry@sgtuniversity.org>, Dean academic Affairs <deanacademicaffairs@sgtuniversity.org>

Dear Sir/Madam,
There was meeting on Question Banking software by Yoctel on 18/6/18 under the chairmanship of

Dr. T D Dogra, Director IQAC and following members.

Sh. Jitender Vats, IT Head

Sh. Vijya kumar, Dy. COE

Dr. S C Mohapatra, Dean, Academic affairs,

Dr. Amit Bhardwaj, Sub-Dean, IQAC

Dr. Astha Chaudhry, Sub-Dean, IQAC,

Ms. Neha Arora, Representative from Yoctel

After detailed discussion on all the technical aspects of the software it was found that it is suitable for implementation of question banking and question paper generation in SGT University.

Initially we want to purchase Premium cum ultimate version of this software with one license and 5 users later we may go for 4 more licenses depending on the requirement.

The company will provide us training of the software on 9th and 10th July 2018.

--

T D Dogra

Director IQAC
Professor of Andragogy & Educational Philosophy
Professor Emeritus Forensic Medicine & Forensic Sciences
Unit Head, UNESCO-Bioethics Unit
(Former Director, AIIMS New Delhi-110029.)
(Former Vice-chancellor, SGT University Gurgaon)
(Former Pro-chancellor, SGT University Gurgaon)
SGT University
Village Budhera
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Collaborations



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Collegium of Deans and IQAC has entrusted the responsibility of collaborations with National and international Universities to Dr H.S Grover, Dean Education, Examination and International affairs.

Through him under the guidance of Dr T.D Dogra, Director IQAC, Multiple collaborations were made in 2017-18 as summarized below:

S.no	Collaborating Institute/ University/ Organisation	Date of Signing	Validity	Faculty/ Course of interest	Points of Interest	Contacting Person from SGT
1.	Polonia University, Czetochowa Poland	12.4.18	5 years	a. Nursing b. Physiotherapy c. BBA, MBA		Dr. Waheeda Khan Dean, IR
2.	Binawan Institute, Indonesia	2017	5 years	a. Physiotherapy b. Nursing (Midwifery) c. Nutrition and Dietics	a. Joint research b. Faculty Exchange Program	Dr. Priyanka (FPT)
3.	Jhpiego Corporation, Laerdal Medical India, Indian Nursing Council	2017	2019	Nursing		Ms. Mamta
4.	Oistat	2017	July 2019	Mass Communication and Media Technology		Mr. Amit Dangi
5.	Bitlis Eren University, Turkey	12.04.18	5 years	a. Engineering b. Nursing/ Midwifery		Dr. Waheeda Khan Dean, IR
6.	College of Physical Education & Sport Palestra, Prague, Czech Republic	20.12.17	5 years		Faculty of Behavioral Sciences	Dr. Waheeda Khan
7.	German Academy of Digital Education	12.06.17	In progress	Engineering		
8.	Fortis Healthcare	07.04.15		Medical	Their DNB students come for basics. Allied students go for classes of neurophysiology	
9.	SAP Associate Membership	6.05.17	12 months and extendable			
10.	CIMA, London	2016	3 years	FCM		
11.	NSE	19.06.14	6 years	FCM	<ul style="list-style-type: none"> • BCom • MCom • BBA • MBA • Short term skill oriented Diploma • Certificate in Financial Literacy 	



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12.	National Law Institute, Bangalore	03.01.17	5 years	Law		
13.	Shodhganga-Repository of Indian Electronic Theses and Dissertations	07.10.17			Depository of PH.D thesis	Mr Mukesh Kumar, Librarian, Dr T.D Dogra, Director IQAC
14.	CDSL Ventures Ltd	12.09.17	2 years	Examinations	National Academic Depository for Degree certificates	Manoj Bhatia
15.	Safexpress		2021	FCM	Students get practicum industrial exposure and get on the job training stipend based.	
16.	GEN/NEN		Lifetime	FCM	Entrepreneurship eco system	
17.	IBM-SME			FCM	Business analytics	
18.	Tally			FCM	Professional certification course	
19.	Regional Cancer Centre		LIVE	Dental		
20.	Dharamsheela Cancer Centre		LIVE	Dental		
21.	Bhagwan Mahavir Cancer Centre		LIVE	Dental		
22.	ISP Colloquim		New	Dental		
23.	Chanvaz University of Implantology		LIVE	Dental		
24.	Glasgow University		LIVE	Dental		
25.	MIW Foundation		LIVE	Dental		
26.	DLF Global Development		LIVE	Dental		
27.	Reliance		LIVE	Dental		
28.	Blind Relief Association		LIVE	Dental		
29.	Nav Muskan		LIVE	Dental		



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Faculty Development programs



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Collegium of Deans and IQAC has been conducting faculty development programs to update the faculty members about academics including curriculum, syllabus, teaching methods, framing of questions etc.

Initially weekly faculty development programs were scheduled every Friday from 2:00pm onwards for the Core team members created for training in the field of research, education and examination.

The schedule was as follows:

IQAC

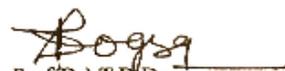
FACULTY DEVELOPMENT PROGRAMME SCHEDULE

NEWER TEACHING MODALITIES

S.no.	Date	Teaching methodology	Presenter
1.	28-07-2017	Seminar cum Panel Discussion	Dr Reshu Madan
2.	04-08-2017	Objective type questions exercises+difficulty and discriminatory index	Dr Akshay Munjal
3.	11-08-2017	Workshop	Ms Ambika Nair
4.	18-08-2017	Fish Bowl Technique	Dr Akshay Munjal
5.	25-08-2017	Focused Group Discussion	Dr Astha Chaudhry
6.	01-09-2017	Item analysis	Dr Amit Bhardwaj
7.	08-09-2017	Interposed tutorial	Dr Amit Bhardwaj
8.	15-09-2017	Unconventional clinical exercise	Dr Reshu Madan

Venue-T.V Studio

Time: 2:00-4:00pm


Prof(Dr) T.D Dogra
Pro-Chancellor

CC

- 1) Chairperson and Managing trustee
- 2) Vice Chancellor
- 3) Pro Vice Chancellor
- 4) Registrar
- 5) All Deans

Separate training workshops in the field of educational technologies were also organized to train the faculty members in the field of education, teaching and examinations.



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The details of specific training programs/ FDPs organized by IQAC are as follows:

S.No	Date	Name of FDP	Number of participants
1.	23 rd -24 th November 2017	Faculty Development Program	32
2.	13-14 th March 2018	4 th Capacity Building program on Teaching technology	26
3.	20-21 st March 2018	5 th Capacity Building program on Teaching technology	25
4.	27-28 th April 2018	6 th Capacity Building program on Teaching technology	25
5.	7-8 th May 2018	7 th Capacity Building program on OSCE/OSPE	20

FDP on 23rd-24th November 2017

This faculty development program was organized to apprise the faculty about the effective teaching strategies, ethical issues in teaching, research methodology etc.

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Internal Quality Assurance Cell (IQAC)
Organises
Faculty Development Program

23rd & 24th November 2017
10:00 AM TO 3:00PM

Venue - IQAC Board Room, Corporate Block



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The Program schedule was as follows:

Date	Time	Topic	Speaker
23.11.2017			
Inaugural Session 10:00 - 10:45 AM	10:00-10:15 AM	Welcome Address	Prof T D Dogra
	10:15 AM-10:30 AM	Objectives Of The Workshop	Dr. Akshay Munjal
	10:30-10:45 AM	Introduction By Participants	
10:45-11:00 A M TEA			
Technical Session I	11:00 AM-11:45 AM	Ethical Issues In Teaching	Prof T D Dogra
	11:45 AM -12:30 AM	Effective Teaching Part I	JHPIEGO
	12:30 AM-1:15 PM	Effective Teaching Part II	JHPIEGO
1: 15- 2:00 P M LUNCH			
Technical Session II	2:00 PM- 2: 45 PM	Communication Skill	Dr. Debasish Chattopadhyia
2:45 P M- 3:00 P M Tea			
Technical Session III	3:00 P M-3: 45 PM	Preparation And Planning For A Lecture	Dr. Debasish Chattopadhyia
24.11.2017			
Technical Session IV	10:00 A M- 10:45AM	Student Assessment	Dr.Prachi Saffar Aneja
10:45 AM -11:00 AM TEA			
Technical Session V	11:00 AM- 11:45 AM	Vision 2022 of SGT University	Mr. Anshumal Dixit
Technical Session VI	11:45 AM-12:30 AM	Research Methodology And Project Writing	Dr. M S Sidhu
	12:30 AM-1:15 PM	Evaluation Of Teaching	Dr. Amit Srivastava
1:15 - 1:45 PM LUNCH			
Valedictory Session	1:45 PM – 2:00 PM	Presentation By Participant Group	Moderator: Dr. S C Mohapatra
	2:00 PM - 2:30 PM	Distribution Of Certificates	
	2:30 PM - 3: 00 PM	Concluding Remarks	Prof T D Dogra
	3:00 PM-3:15 PM	Vote Of Thanks	Dr. Akshay Munjal



The list of participants for the workshop included:

1	Ms. Jyoti Alhawat	Engineering
2	Mr. Rambir Joon	
4	Ms. Satnam	
5	Mr. Nishit Ranjan Chaki	Law
10	Dr. Varsha Goel	Management
12	Dr. Neha Gupta	
14	Mr. Harsh Upreti	Hotel Management
15	Dr. Kamlesh Sharma	Physical Science
16	Dr. Mohinder	Agriculture
17	Dr. Gobind Bhatt	Allied
18	Ms. Akoijam Mamta Devi	Nursing
20	Mrs. Manisha Vats	Pharmacy
21	Dr. Aparna Gupta	Physiotherapy
22	Dr. Vikas Malik	Dental
23	Neeraj Gupta	Ayurveda
25	Dr. Prachi Saffar Aneja	
26	Dr. Debashish Chattopadhy	
27	Ms. Abhilasha Singh	Language
28	Ms Arvinder Kaur Pabla	
29	Dr Vijay Laxmi	Faculty of Allied Health Sciences
30	Dr Leena	
31	Ms Bharti	Nursing
32.	Dr Manish Arya	

An array of subjects was deliberated and the highlight was a session on effective teaching by resource person from John Hopkins Program for International Education in Gynecology & Obstetrics. The other esteemed Speakers were Prof. T D Dogra, Prof. M S Sidhu, Prof. Debasish Chattopadhy, Prof. Prachi Saffar Aneja, Prof. Amit Srivastava, and Mr. Anshumal Dixit.

The sessions were interactive and the participants enjoyed the programme. The faculty members were also motivated to conduct such programs in their respective faculties on a monthly basis and shall update the same to IQAC.



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Dr Akshay Munjal Introducing the Program on 23rd November 2017



The Audience of the FDP Programme



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The Representative from JPHIEGO addressing the audience



Dr Deboshish Chhatopadhyaya interacting with the audience



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During the regular meeting with the education coordinators group, it was found out that about 80 new faculty members have been recruited. Hence it was necessary to train the newly recruited faculty with the teaching methods being followed in the University after the advocacy of the previously mentioned student centered teaching methodologies by the IQAC.

The list of those faculty members were retrieved from HR dept and 3 training programs/capacity building programs for the newly recruited faculty members were organized by IQAC.

4th Capacity building Program on teaching technology 13-14th March 2018

Once the list of faculty members were received from HR, The deans were asked to nominate the faculty members for this program so that representatives from each faculty can be accommodated.

The program began with the registration of the participants by entering details on the registration form as enclosed below. All the participants were given registration kit including the reading material and stationary.



IQAC

4th Capacity Building in Teaching Technology REGISTRATION FORM

Name of the Faculty:.....Age.....M/F

Faculty.....Department.....

Whether Trained in Teaching Technology Earlier.....Y/N

Signature

.....



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The Program schedule was as follows:

Day	10:00-10:45am	10:45 - 11:15 am	11:15-12:15 pm	12:15-1:15pm	1:15 to 2:00 pm	2:00-2:45pm	2:45-3:30pm
Day 1	Ice Breaking Self Introduction Pre Training Evaluation Prof SC Mohapatra & Ms Arvinder Kaur Pabla	T E A B R E A K	Student Interactive session Dr Sarju Devi & Ms Arvinder Kaur Pabla	Demonstration technique Mr Harsh Upreti	L U N C H	Problem based learning Dr Sham Lal Singla	Fish Bowl technique Dr S.C Mohapatra
Day 2	Panel Discussion Dr Reshu Madan		Role Play & Simulation Ms Manisha & Ms Mamata Akoijam	Spot / Focus Group Discussion Dr Astha Chaudhry		Post Training Evaluation Valedictory session	

The pre-training assessment form was given to participants.

The list of participants included:

S. No.	Name of faculty member	Designation	Faculty name
1.	Dr. Kavita Sharma	Assistant professor	Ayurveda
2.	Dr. Sarika Yadav*	Assistant Professor	Ayurveda
3.	Dr. Avinash Chaudhary	Assistant Professor	Ayurveda
4.	Dr. Sujata Surendra Masamatti	Reader	Dental Periodontology
5.	Dr. Pratibha Goswami*	Sr. Lecturer	Dental Orthodontics
6.	Dr. Sheena Mariya	Sr. Lecturer	Dental Oral Surgery
7.	Dr. Abhinav Bhargava	Sr. Lecturer	Dental Public Health Dentistry
8.	Dr. Neha Shukla	Sr. Lecturer	Dental Public Health Dentistry
9.	Dr Vatsala Saharan	Assistant Professor	Allied health Sciences
10.	Ms. Suchandra Gupta	Lecturer	Allied health Sciences
11.	Mr Sumit Pant	Tutor	Allied health Sciences
12.	Dr. Nutan Sharma	Assistant Professor	Physical Sciences Chemistry
13.	Mrs. Namita	Assistant Professor	Physical Sciences Mathematics
14.	Dr. Vinod Raghava	Professor	FMHS Pathology
15.	Dr. Praveen Shah	Professor	FMHS Pathology



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16.	Dr. Rekha Singh	Associate Professor	FMHS Pathology
17.	Dr. Sachin Yadav	Assistant Professor	FMHS General Medicine
18.	Dr. Barnali B Sharma	Assistant Professor	FMHS General Medicine
19.	Dr Sunil Arora	Associate Professor	FMHS Pathology
20.	Ms Tripti Arora	Assistant Professor	Pharmacy
21.	Ms Divya	Assistant Professor	Pharmacy
22.	Dr Tabassum	Assistant Professor	Physiotherapy
23.	Dr Priya	Assistant Professor	Physiotherapy
24.	Dr Bhawana Aggarwal	Assistant Professor	Physiotherapy
25.	Mr Shivendra Singh	Asst professor	Engineering
26.	Mr Asad Habeeb	Asst professor	Engineering

* Did not attend the training on 2nd day.



The team of participants for the workshop



The team of facilitators for the workshop



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Dr Sham Lal Singla explaining Problem based learning



Mr Harsh Upreti explaining demonstration techniques

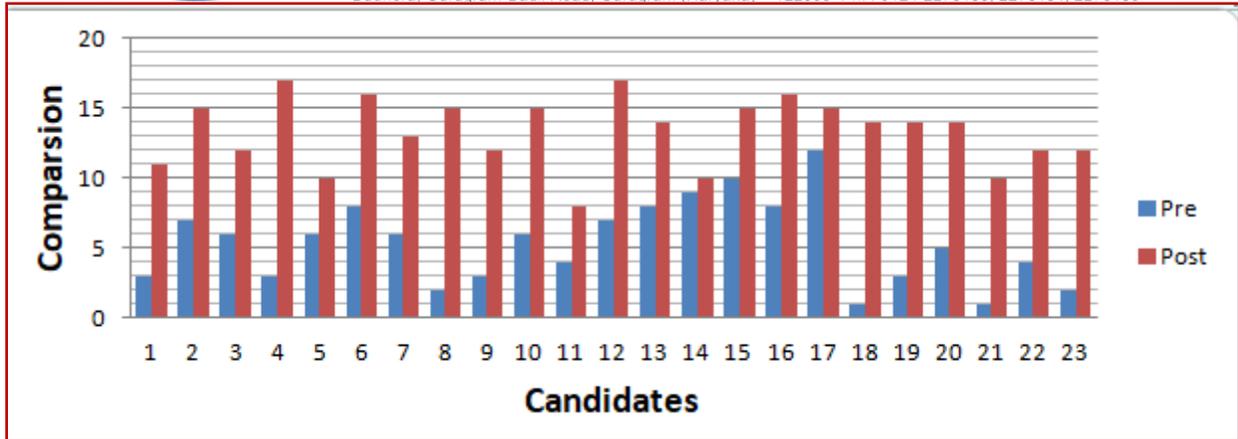


Dr Astha Chaudhry explaining about Group Discussion



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Pre and post training assessment of participants



Certificate distribution during valedictory session





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5th Capacity Building program on Teaching technology

The second capacity building program in series for newly recruited faculty was organized on 21st-22nd March 2018.

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(UGC Approved) Gurugram, Delhi-NCR

**Internal Quality Assurance cell
(IQAC)**

**Capacity Building in Teaching Technology
(Andragogy)**

21st - 22nd March, 2018

Venue: Board Room Corporate Block



Dr Mohapatra addressing the participants



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The Program schedule for the workshop was as follows:

Day	10:00-10:45am	10:45 - 11:15 am	11:15-12:15 pm	12:15-1:15pm	1:15 to 2:00 pm	2:00-2:45pm	2:45-3:30pm
Day 1	Ice Breaking Self Introduction Pre Training Evaluation Prof SC Mohapatra & Ms Arvinder Kaur Pabla	T E A B R E A K	Student Interactive session Dr Sarju Devi & Ms Arvinder Kaur Pabla	Demonstration technique Mr Harsh Upreti	L U N C H	Problem based learning Dr Sham Lal Singla	Fish Bowl technique Dr S.C Mohapatra
Day 2	Panel Discussion Dr Jasdeep Monga		Role Play & Simulation Ms Manisha & Ms Mamata	Objective type questions Dr Astha Chaudhry		Spot / Focus Group Discussion Dr Astha Chaudhry	Post Training Evaluation Valedictory session



Ms Ambika Nair explaining about Dining etiquettes to participants



Dr Sham Lal Singla explaining about Problem based learning



Dr Jasdeep Monga explaining about Seminar cum Panel Discussion



Demonstration of Role play by Nursing students under faculty guidance



Demonstration of Simulation by Nursing faculty and students

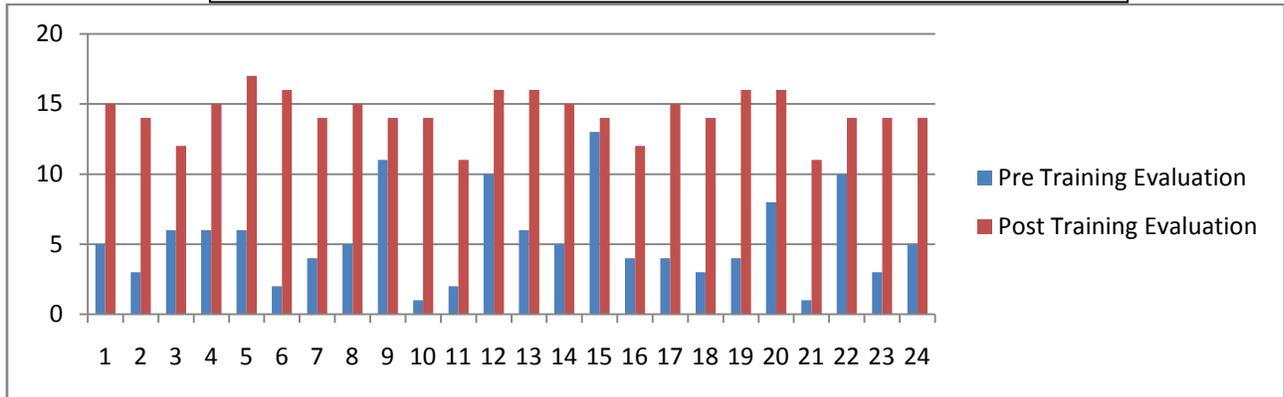


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Dr Astha Chaudhry explaining about Group Discussion



Pre-and post training assessment of participants



The team of participants and facilitators



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The list of participants for the program on 21st-22nd March were:

S.No	Name of faculty	Designation	Faculty Name
1.	Ms. Shagun	Assistant Professor	Commerce & Management
2.	Mr. Shaveta Sachdeva	Assistant Professor	Commerce & Management
3.	Prof Ashok Panchal	Professor	Hotel management
4.	Dr. Avnish Pathak	Professor	Ayurveda
5.	Dr. Nithin R. Krishnan		Ayurveda
6.	Dr. Sachin Bhardwaj		Ayurveda
7.	Dr. Himani Goswami		Ayurveda
8.	Mr. Muzaffar A. Makrani	Asst. Prof.	Nursing
9.	Ms.Nitu	Tutor	Nursing
10.	Mr S.K Pandey	Assistant professor	Mass communication
11.	Abhilasha	Assistant professor	CLC
12.	Amita Bhati	Asst Professor	CLC
13.	Dr Nitin Mittal		Pharmacy
14.	Dr Vijay Sharma	Associate Professor	Pharmacy
15.	Dr Vinita Rajput		Agriculture
16.	Dr Vijaylakshmi		Agriculture
17.	Mr Sumit Kumar Moudgil		CSE, Engineering
18.	Dr. Chitra Kaul		CSE, Engineering
19.	Ms. Preeti Garg		CSE, Engineering
20.	Ms. Renu Batra		CSE, Engineering
21.	Ms. Vimm Malhotra		CSE
22.	Ms. Neha Gehlot		CSE
23.	Mr. Pankaj Jain		CSE
24.	Dr Mukesh Kumar	Asst Prof	Physical Sciences
25.	Surender Bondwal,		FAHS



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6th Capacity Building program on Teaching technology

The third in series Capacity Building program on Teaching technology for newly recruited faculty was organized on 27th-28th April 2018.

The process followed was same, there was registration and distribution of registration kits to all participants.

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(UGC Approved) Gurugram, Delhi-NCR

Internal Quality Assurance cell (IQAC)

Capacity Building in Teaching Technology (Andragogy)

27th-28th April, 2018

Venue : Room No : A 306, 3rd Floor A - Block

The schedule for the program was as follows:

Day	10:00-10:45am	10:45-11:15am	11:15-12:15 pm	12:15-1:15pm	1:15-2:00pm	2:00-2:30pm	2:30-3:30pm
Day 1 27 th April	Ice Breaking Self Introduction Pre Training Evaluation Prof SC Mohapatra & Ms Arvinder Kaur Pabla	TEA BREAK	Student Interactive session Dr Sarju Devi/Ms Arvinder Kaur Pabla	Demonstration technique Mr Harsh Upreti/Ms Ambika Nair	LUNCH	Problem based learning Dr Sham Lal Singla	Fish Bowl technique Dr S.C Mohapatra
Day 2 28 th April	Panel Discussion Dr Jasdeep Monga		Role Play & Simulation Ms Manisha & Ms Mamata	Objective type questions Dr Astha Chaudhry		Spot Group Discussion Dr Astha Chaudhry	Valedictory session



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The participants who attended the program were:

S.No	Name of faculty	Designation	Faculty Name
1.	Ms. Shagun	Assistant Professor	Commerce & Management
2.	Mr. Shaveta Sachdeva	Assistant Professor	Commerce & Management
3.	Prof Ashok Panchal	Professor	Hotel management
4.	Dr. Avnish Pathak	Professor	Ayurveda
5.	Dr. Nithin R. Krishnan		Ayurveda
6.	Dr. Sachin Bhardwaj		Ayurveda
7.	Dr. Himani Goswami		Ayurveda
8.	Mr. Muzaffar A. Makrani	Asst. Prof.	Nursing
9.	Ms.Nitu	Tutor	Nursing
10.	Mr S.K Pandey	Assistant professor	Mass communication
11.	Abhilasha	Assistant professor	CLC
12.	Amita Bhati	Asst Professor	CLC
13.	Dr Nitin Mittal		Pharmacy
14.	Dr Vijay Sharma	Associate Professor	Pharmacy
15.	Dr Vinita Rajput		Agriculture
16.	Dr Vijaylakshmi		Agriculture
17.	Mr Sumit Kumar Moudgil		CSE, Engineering
18.	Dr. Chitra Kaul		CSE, Engineering
19.	Ms. Preeti Garg		CSE, Engineering
20.	Ms. Renu Batra		CSE, Engineering
21.	Ms. Vimm Malhotra		CSE
22.	Ms. Neha Gehlot		CSE
23.	Mr. Pankaj Jain		CSE
24.	Dr Mukesh Kumar	Asst Prof	Physical Sciences
25.	Surender Bondwal,		FAHS



Dr Dogra giving introduction about the objectives of program



Ms Arvinder and Dr Sarju Devi explaining about Student interactive session



Dr Monga explaining about seminar cum panel discussion



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Demonstrations of role play and simulation



Dr Astha Chaudhry taking session on Objective type questions



Dr Dogra evaluating the objective questions framed by faculty during exercise

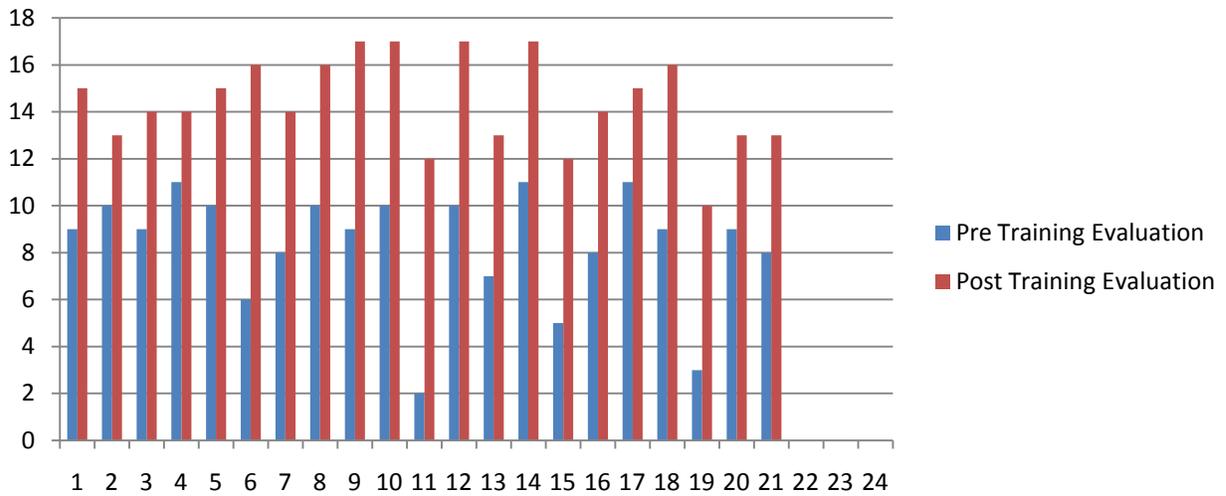


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Group activity during session on group discussion



Pre-training and post-training assessment of participants



Certificate distribution during valedictory session



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The team of participants and facilitators

7th Capacity Building program on OSCE/OSPE

After the successful conduction of 3 back to back FDPs in teaching technology, the next FDP was planned on Objectively structured practical examination and Objectively structured clinical examination.

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Internal Quality Assurance Cell

Capacity Building Workshop
on
OSPE & OSCE

07th-08th May, 2018

Venue : Room No : 306, 3rd Floor, A-Block



The 7th capacity building workshop on OSCE and OSPE was organized on 7th and 8th May 2018 to train the faculty members in the objective method of assessment. Since, OSCE/OSPE were primarily developed to be used in medical education, for this workshop only the faculty members of health related faculties namely medical, dental, physiotherapy, pharmacy, ayurveda, nursing, allied health sciences and clinical psychology were called.

A total of 20 nominations were received from the deans all of whom registered for the program on 7th May 2018. Due to the western disturbance and the thunderstorm risk in Delhi NCR on 8th May and non-plying of the university buses, 3 faculty members could not attend the program on the second day(8th May 2018).

The list of participants who completed the training program is as follows:

1) Nursing

Mr. Sunil K. Dular

Ms. Mamata Devi.

2) Medicine & Health Sciences

Dr. Mriganko Shekhar Ray, Professor, General Surgery

Dr. Prachi Saffar Aneja, Professor, Anatomy Department

Dr. Vijaylaxmi malhotra, Professor, Microbiology Department

Dr. Sheetal Kaul, Assistant Professor, General Medicine

3) Behavioural Sciences

Ms Sayma Jameel

4) Dental Sciences

Dr. Mona Prabhakar, Professor Orthodontics & Dentofacial Orthopedics

Dr. Puneeta Vohra, Reader Oral Medicine & Radiology

Dr. Pulin Saluja, Reader Oral Pathology & Microbiology

Dr. Abhinav Bhargava, Senior Lecturer Public Health Dentistry

5) Faculty of Physiotherapy

Dr Sheetal kalra

Dr Sonia

6) College of Pharmacy

Mr. Vinod Gahlot Assistant Professor

Ms Sushma Maratha Assistant Professor

7) Ayurveda

Dr. Avnish Pathak

Dr. Vikas Sharma



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The schedule for the program was as follows:

Day	10:00- 10:45am	10:45-11:15 AM	11:15-11:45 PM	11.46-1:00 PM	1:00 to 2:00 PM	2:00-3.30 PM	
Day 1	Ice Breaking Self Introduction Pre-Training Evaluation Ms Arvinder Kaur Pabla	T E A B R E A K	Why Objectivize Examination Prof T D Dogra	OSPE Dr Priti Agarwal	L U N C H	Demonstration of OSPE Dr Priti, Dr Astha, Dr. Amit & Dr Mohapatra	
Day 2	OSCE Dr Pankaj Abrol		Demonstration of OSCE Dr Pankaj, Dr Astha & Dr. Amit			2-3PM	3-3.30 PM
					Group work Dr Astha, Dr. Amit & Dr Mohapatra	Post Training Evaluation Valedictory session	

Dr Dogra explaining about the need for Objective assessment and the basics of examination and evaluation.





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Ice-breaking session



Dr Priti Aggarwal explaining about OSCE/OSPE



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The first day there was discussion and demonstration about OSPE.

All the participants were handed over the checklist for the stations. The 20 participants were divided into 5 groups with 4 members each. Each group was made to rotate on each of the 5 stations where 1 student on each station was evaluated individually by each participant of the group according to the checklist provided.



Station 1 showing the student interpreting the radiograph and answering the questions



Station 2 showing the student recording the blood pressure on the simulated patient and all the participants of the group evaluating the student individually according to the checklist



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The second day there was discussion and demonstration of OSCE.



Dr Pankaj Abrol explaining about OSCE



Participant group performing the task of recording history from simulated patient and being evaluated by Dr Pankaj

All the participants were thereafter engaged in group activity wherein the faculty members pertaining to one speciality were asked to formulate stations designs that can be applicable to them whether OSCE or OSPE. All the participants prepared the stations and their respective checklist and discussed the same with Dr T.D Dogra.



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Certificates were distributed to all the Participant Faculties and facilitators by Professor T D Dogra, the Director of IQAC and Prof.S C Mohapatra.





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Academic audit



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IQAC initiated the process of Academic audit/Faculty review in January 2018. The circulars for the same and the template were shared with deans as follows:

T D Dogra <tddogra@gmail.com>

Corrigendum to the mail dated 20th December regarding revised schedule for faculty review meetings

Sat, Dec 23, 2017 at 10:13 AM

T D Dogra <tddogra@gmail.com>
To: "Dr. U Ragavendran SGT U" <dean.engineering@sgtuniversity.org>, "Dr. Joginder Yadav" <dean.physiotherapy@sgtuniversity.org>, "Prof. Suman Gupta" <dean.law@sgtuniversity.org>, "Dr. Sarla Hooda" <dean.medical@sgtuniversity.org>, Dean Commerce & Management <dean.mgt@sgtuniversity.org>, "Prof (Dr) Kamal Piyush" <dean.hotelmgt@sgtuniversity.org>, "Dr. K.S. Bhambra" <dean.physicalsc@sgtuniversity.org>, Journalism <dean.journalism@sgtuniversity.org>, "Dr. S.K. Sharma" <principal.pharmacy@sgtuniversity.org>, Dean Psychology SGT U <dean.psychology@sgtuniversity.org>, "Dr. Harpreet Grover" <dean.education@sgtuniversity.org>, "Dr. MK Nair" <dean.fashion@sgtuniversity.org>, Chinna Devi Nursing <dean.nursing@sgtuniversity.org>, "Dr. Devender Singh" <dean.ayurveda@sgtuniversity.org>, "Dr. V.K. Govila" <dean.alliedhealth@sgtuniversity.org>, "Dr. Akshay Bhargava" <dean.dental@sgtuniversity.org>, dean.agriculture@sgtuniversity.org, Sarju Devi <sarju.devi@sgtuniversity.org>, Rajiv Khanna <rajivkhannas@gmail.com>, anilgupta_in@yahoo.co.in, msturan <msturan@rediffmail.com>, "Dr. M. S. Sidhu" <deanresearch@sgtuniversity.org>, Dean academic Affairs <deanacademicaffairs@sgtuniversity.org>, Suma Gn <sumagnodaya@gmail.com>, Astha Chaudhry <dr.asthac@gmail.com>, amit bhardwaj <amitmds1980@rediffmail.com>, ps.vc@sgtuniversity.org, SGT Univesity <ps.pvc@sgtuniversity.org>, Registrar <registrar@sgtuniversity.org>, "Mr. Navdeep Punj" <cfo@sgtuniversity.org>, Dilpreet Singh Chawla <dilpreet@sgtuniversity.org>, PRO VC SGT University <provc@sgtuniversity.org>, mpkchawla@sgtuniversity.org, Manmohan Singh Chawla <mmschawla7@gmail.com>, mms chawla <mmschawla07@gmail.com>, arvind.hr@sgtuniversity.org

Dear Sir/ Madam

IQAC in its endeavor to bring academic excellence in our university is pleased to inform about the formation of **Faculty Review Committee** at SGT University.

The meeting of this committee shall be held monthly. Deans of the faculties along with the heads of departments of their faculty shall attend this meeting. The dean shall make a comprehensive presentation of his or her faculty in the following areas of the previous month.

Vision of the faculty, planning for admissions, revenue projections, staff position, website update, faculty performance in terms of teaching syllabus curriculum, teaching, learning schedules & methodology , Paper presentation, publications, conferences seminars or meetings attended or conducted. The presentation should not exceed 7 minutes.

The format should be:

- Current position of syllabus on time/ late – if delay why and what measures shall be taken
- No. of lecture per faculty taken / missed, method used any new method used/ devised
- Examinations/ weekly assessment, Summative & Formative assessment
- Exam Result assessment
- Faculty: publication, presentation, research innovation, grant, patent, academic event participation, events organized, proposed, Faculty development programs/ initiatives, consultancy services provided
- Mentor – Mentee program Disciplinary action if any
- Administrative hurdles if any
- Roadmap/ Target for the following month

The template for the presentation shall be shared shortly.

The venue shall be IQAC board room in corporate block at 2pm.

Schedule for the meetings is as follows:



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DATE	FACULTY
11 th January 2018	Pharmacy, Agriculture, Physiotherapy, Nursing, Behavioural Science
12 th January 2018	Hotel Management, Law, Indian System of Medicine, Fashion Technology, Commerce & Management
15 th January 2018	Medical Sciences, Mass Communication, Education, Physical Sciences, Dental Sciences

With Regards
T D Dogra
Director IQAC
Professor of Andragogy & Educational Philosophy
Professor Emeritus Forensic Medicine & Forensic Sciences
Unit Head, UNESCO-Bioethics Unit
(Former Director, AllMS New Delhi-110029.)
(Former Vice-chancellor , SGT University Gurgaon)
(Former Pro-chancellor , SGT University Gurgaon)
SGT University
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Ph No Off.-+911242278183,84,85
Fax- +911242278151
email- tddogra@gmail.com
Residence
C-17, South City 2
Sohna Road
Sector 49, Gurgaon
Haryana, India-122018
Ph.no.-+911244231334

The template for the same as shared with Deans was as follows:
The format for these presentations was common and as follows:-

Faculty Name

Status of Faculty

- ▶ Faculty members
- ▶ Non-Teaching staff
- ▶ Strength of Students
- ▶ No. of courses offered
- ▶ Other activities

Teaching activities

- ▶ No. of classes
- ▶ Course completion status, problems encountered, suggested remedies
- ▶ Teaching methodology used (percentage of each method used)
- ▶ Details of Choice based credit system
- ▶ Summer and winter break assignments to students

Examination and evaluation

- ▶ Formative assessment
- ▶ Summative assessment
- ▶ Examination methodology used
- ▶ Analysis of results



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Extra-curricular activities and mentor-mentee program

Research

- ▶ Intramural
- ▶ Extramural
- ▶ Thesis- PhD
MD/MS/MDS
Dissertation



Publications/patents

- ▶ Indexed/Non-Indexed
- ▶ Indian/foreign journal
- ▶ Popular press
- ▶ Conference/Seminar/ conventions/ symposiums- organized, participation, presentation
- ▶ Community lectures



National and international collaboration

- ▶ Active/inactive
- ▶ Outcome

Preparedness for next semester





Proposed activity in next 2 months

- ▶ **Invited Guest Lectures**
- ▶ **FDP Organized**
- ▶ **Industrial visits**
- ▶ **Workshops**
- ▶ **Conference / Seminar**
- ▶ **Student's activity outside**
- ▶ **MoUs / Tie Ups**
- ▶ **International Tie ups**
- ▶ **Journal Publications**
- ▶ **Awards / Recognition**
- ▶ **Research proposal/ Consultancy**
- ▶ **Professional society activities**
- ▶ **Alumni Engagement**
- ▶ **Placement**



Administrative difficulties



As per the schedule, the presentations of each faculty were carried out.

After the presentations by all faculty Deans, the review of Journal of the University i.e “Indian Journal of Health Sciences and Care” was also scheduled on 20th January 2018.

The review/audit meeting included the editorial board members headed by Dr Shobha Broor, Editor-in chief, IJHSC. They gave the entire status update about the journal and the issues being faced.



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There were discussions regarding the indexing of the journal, non-compliance of the reviewers, remuneration of reviewers, plagiarism checking of articles submitted, the open access of the journal.

Following this initial round of academic audit by IQAC, The next round of academic audit was scheduled in the presence of Vice-Chancellor Shri Balwinder Kumar as per the schedule:

T D Dogra <tddogra@gmail.com>

Internal Academic Audit before Hon'ble Vice Chancellor (IQAC)

Fri, May 25, 2018 at 2:57 PM

T D Dogra <tddogra@gmail.com>
 To: dean.engineering@sgtuniversity.org, "Prof.Suman Gupta" <dean.law@sgtuniversity.org>, Dean Commerce & Management <dean.mgt@sgtuniversity.org>, Dean Faculty of Behavioral <dean.psychology@sgtuniversity.org>, "Dr. K. R. Dabur" <dean.agriculture@sgtuniversity.org>, "Dr. K.S. Bhambra" <dean.physicalsc@sgtuniversity.org>, Dean Faculty of Physical Sciences <dean.physical@sgtuniversity.org>, Dean Faculty of Mass Communication and Media Technology <dean.journalism@sgtuniversity.org>, "Dr. MK Nair" <dean.fashion@sgtuniversity.org>, "Prof (Dr) Kamal Piyush" <dean.hotelmgt@sgtuniversity.org>, dean.hotelmanagement@sgtuniversity.org, dean.medical@sgtuniversity.org, Dean Faculty of Dental College <dean.dental@sgtuniversity.org>, "Dr. Devender Singh" <dean.ayurveda@sgtuniversity.org>, Dean College of Pharmacy <dean.pharmacy@sgtuniversity.org>, Dean Faculty of Nursing <dean.nursing@sgtuniversity.org>, dean.physiotherapy@sgtuniversity.org, dean.alliedhealth@sgtuniversity.org, Dean Faculty of Education <dean.education@sgtuniversity.org>, Sarju Devi <sarju.devi@sgtuniversity.org>, anil.sharma@sgtuniversity.org, amit.bhardwaj@sgtuniversity.org, astha.chaudhry@sgtuniversity.org, deanacademicaffairs@sgtuniversity.org, TD Dogra <vc@sgtuniversity.org>, Manmohan Singh Chawla <mmschawla7@gmail.com>, mms chawla <mmschawla07@gmail.com>
 Cc: Sharanjeet Kaur <ps.vc@sgtuniversity.org>

Dear Sir/Madam,

The Hon'ble Vice Chancellor has decided that the presentations made by Deans regarding academic audit before IQAC should be repeated again before him. Therefore the schedule for the presentations of academic audit along with vision for the faculty/speciality, challenges, scope of innovation, research, preparedness of NAAC/NIRF and at least one e-learning module. before Vice Chancellor and some other officials of the university as invited by Vice Chancellor shall be made as per the following schedule. In case Dean is unable to come personally due to some urgent official engagement, he/she may depute next person well versed with the departmental activities in their faculty.

28.5.2018

Engineering	11am-12pm
Law	12:15pm-1:00pm
Commerce and Management	2:00pm-3:00pm
Behavioural Sciences	3:00pm-3:45pm

30.5.2018

Agriculture	10.30am-11:15am
Physical Sciences	11:30am-12:15pm
Mass Communication	12:30pm-1:15pm
Fashion	2:00pm-2:45pm
Hotel Management	3:00pm-3:45pm

1.6.2018

Medical	10:30am-11:30am
Dental	11:45am-12:30pm
Ayurveda	12:45pm-1:30pm
Pharmacy	2:00pm-2:45pm
Nursing	2:45pm-3:30pm

2.6.2018

Physiotherapy	10:30am-11:30am
Allied health sciences	11:45am-12:30pm
Education	12:45pm-1:30pm
language	2:00pm-2:45pm

Venue- Room no.A106, A-Block



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e-learning



The IQAC took the initiative of developing e-learning portal of the University in the month of November in the Academic year 2017-18.

Meeting regarding initiation of e-learning

The meeting for the same held in IQAC office in Corporate block on 3rd November 2017 at 10:15 am with the agenda regarding creation of e-learning centre and recoding of lectures for the same.

The following members were present:

- 1) Dr. T.D. Dogra, Director IQAC and Chairman for the meeting
- 2) Dr. Mukesh Kumar, Dean, Faculty of Mass Communication and Media technology
- 3) Dr. S.C. Mohapatra, Dean Academic Affairs
- 4) Dr. Astha Chaudhry, Sub Dean and Member Secretary IQAC
- 5) Mr Anil Sharma, Executive IQAC

The following were the proceedings of the meeting:

- 1) Dr Dogra informed that e-learning centre of the University needs to be established wherein the lectures videos shall be uploaded on the website so that the students can view the lectures any time. Dr Dogra stressed that e-learning is going to be the future of education so we should start preparing the same at the earliest.
- 2) Dr Dogra informed that for the start only 5 lectures per faculty have been asked by deans so that atleast a total of 85 lectures is compiled which can be kept in library and uploaded on the website for easy access to students.
- 3) Dr Astha Chaudhry shall be the supervisor from IQAC for the same and the coordination from multiple faculties, the studio booking and coordination with mass comm. faculty shall be done by Mr Anil Sharma.
- 4) Dean Mass Communication Mr Mukesh Kumar shall make a team for the lecture recording including camera man, director, editor etc.
- 5) The logistics of execution of the same were discussed and it was decided that the initial recordings shall be done in TV studio without the students with a standard background wherein faculty constantly looks in the camera during the recording. Later on few videos can be recorded in the lecture theatre itself where there is interaction with the students and movement of the faculty.

Following this regular interactions with mass communication department were made to facilitate the process of e-learning.

The communications to all the Deans were made regarding the start of e-learning portal and to motivate the faculty members to get their lectures recorded.

The First lecture was recorded on 11th December 2017 of Dr Amit Shrivastava, Dean FET.

For the uploading of lectures, a channel on You Tube was created by the name "ELearning SGTU". All the recorded videos were uploaded on this YouTube channel.

To make them readily accessible to the University Students, a separate website for e-learning was created by the IT department of University in consultation with IQAC.



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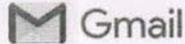
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The uploaded lectures on YouTube were linked to the e learning website with the brief write up about the lecture at "elearning.sgtuniversity.ac.in"

11/16/2017

Gmail - E learning portal of SGT University



T D Dogra <tddogra@gmail.com>

E learning portal of SGT University

T D Dogra <tddogra@gmail.com>

Fri, Nov 3, 2017 at 11:54 AM

To: "Dr. U Ragavendran SGT U" <dean.engineering@sgtuniversity.org>, "Dr. Joginder Yadav" <dean.physiotherapy@sgtuniversity.org>, "Prof.Suman Gupta" <dean.law@sgtuniversity.org>, "Dr. Sarla Hooda" <dean.medical@sgtuniversity.org>, Dean Commerce & Management <dean.mgt@sgtuniversity.org>, "Prof (Dr) Kamal Piyush" <dean.hotelmgt@sgtuniversity.org>, "Dr. K.S. Bhambra" <dean.physicalsc@sgtuniversity.org>, Journalism <dean.journalism@sgtuniversity.org>, "Dr. S.K. Sharma" <principal.pharmacy@sgtuniversity.org>, Dean Psychology SGT U <dean.psychology@sgtuniversity.org>, "Dr. Harpreet Grover" <dean.education@sgtuniversity.org>, "Dr. MK Nair" <dean.fashion@sgtuniversity.org>, Chinna Devi Nursing <dean.nursing@sgtuniversity.org>, "Dr. Devender Singh" <dean.ayurveda@sgtuniversity.org>, "Dr. V.K. Govila" <dean.alliedhealth@sgtuniversity.org>, "Dr. Akshay Bhargava" <dean.dental@sgtuniversity.org>, "Dr. K. R . Dabur" <dean.agriculture@sgtuniversity.org>, Sarju Devi <sarju.devi@sgtuniversity.org>, Rajiv Khanna <rajivkhannas@gmail.com>, anilgupta_in@yahoo.co.in, msturan <msturan@rediffmail.com>, "Dr. M. S. Sidhu" <deanresearch@sgtuniversity.org>, Dean academic Affairs <deanacademicaffairs@sgtuniversity.org>, Suma Gn <sumagnodaya@gmail.com>, Astha Chaudhry <dr.ashtac@gmail.com>, amit bhardwaj <amitmds1980@rediffmail.com>, "ps.vc@sgtuniversity.org" <ps.vc@sgtuniversity.org>, SGT Univesity <ps.pvc@sgtuniversity.org>, Registrar <registrar@sgtuniversity.org>, Manmohan Singh Chawla <mmschawla7@gmail.com>

To
The Deans of Faculties
SGT University
Gurugram

3.11.17

Sub: E learning portal of SGT University

Sir/ Madam

IQAC has decided to start an E learning portal for the students of the university. Wherein the lectures of the faculty members will be recorded & uploaded as well as kept accessible in library. This will help students to retrieve these lectures either from net or in the library whenever required.

The preparation for proper recording shall be required hence advance intimation is necessary.

Therefore, it is requested that a list of five lecture topics along with the presenter and his contact details, which you feel to be recorded may please be sent form 15th Nov.2017 onwards so that we can contact the presenter and plan the recording of the class. This information may please be provided to the IQAC by 15th Nov. 17 so the schedule can be planned and intimated back to you.

Regards

Dr. T D Dogra

Director IQAC
Professor of Andragogy & Educational Philosophy
Professor Emeritus Forensic Medicine & Forensic Sciences
Unit Head, UNESCO-Bioethics Unit
(Former Director, AllMS New Delhi-110029.)
(Former Vice-chancellor, SGT University Gurgaon)
(Former Pro-chancellor, SGT University Gurgaon)

<https://mail.google.com/mail/u/0/?ui=2&ik=9436a43827&isver=M-vhRWn0ln0 en &view=nt&msn=15f808da2a548d44&n=%20&search=querv&si> . 1/2



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Following this, the list of topics were received from all faculties. After uploading of about 10 videos with write ups from faculty on e-learning site, the website was officially inaugurated by Pro-Chancellor, Dr Sham Lal Singla.

The communications for the same were:

Inauguration of e-learning Portal of SGT University >



T D Dogra <tdogra@gmail.com>

to TD, Dr. Devadesh, Manmohan, Daleep, Journalism >

Tue, Feb 6, 2018, 3:43 PM



Dear Sir,

IQAC is pleased to inform you that a dedicated portal for e-learning has been launched and some of the videos have already been uploaded.

IQAC shall be officially inaugurating the start of the portal by viewing 7 of the uploaded lectures out of 40 Recorded at Dental Committee Room at 2 PM .

The Pro-Chancellor and vice Chancellor are requested to grace the occasion and launch the portal. Members of IQAC and of the E-learning team shall also be present.

With regards

T D Dogra

Director IQAC
Professor of Andragogy & Educational Philosophy
Professor Emeritus Forensic Medicine & Forensic Sciences
Unit Head, UNESCO-Bioethics Unit

The inauguration ceremony was attended by Pro-Chancellor, Dr Sham Lal Singla, the IQAC team members, the Mass Comm team and the IT team.



The inauguration of the portal elearning.sgtuniversity.ac.in was done by Dr Sham Singla.



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Official inauguration of e-learning portal > Inbox x



T D Dogra <tddogra@gmail.com>

Feb 12, 2018, 10:38 AM

to U, Joginder, Prof.Suman, Sarla, Dean, Prof, K.S., Journalism, S.K., Dean, Harpreet, MK, Chinna, Devender, V.K., Akshay, dean.agriculture, Sarju, Rajiv, anilgupta_in, msturam, Sidhu, Dean, Suma, Astha, am

Dear Sir/Mam,

Greetings for the day!!

It gives us immense pleasure to intimate about the official inauguration of e-learning portal of SGT University by the Pro-Chancellor, Dr Sham Lal Singla on 9th February 2018. Dr Singla operated the system to upload the e-learning portal and connect it with all social media and Google. The Inaugural Photograph is attached herewith.

The Faculties and students are requested to visit the site elearning.sgtuniversity.ac.in and please put your comments to encourage us.

Kindly give it a wide publicity.

With Regards

T D Dogra

Director IQAC

Once, it was inaugurated the lectures were regularly recorded, edited and uploaded on website with the write ups.

The detailed list of all the lectures recoded in the academic year 2017-18 are as follows:



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Sl.No	Name of the teacher	Faculty Name	Name of the module	Date of launching econtent	Link of the relevant document
1	Dr Amit Srivastava	Engineering	Seepage in dams	28.01.2018	https://www.youtube.com/watch?v=Mr6JNJy3QIU
2	Dr S.C. Mohapatra	Medical	Health Management	28.01.2018	https://www.youtube.com/watch?v=nZdkZvuCx5Q
3	Dr. Astha Chaudhry	Dental	Radiation Physics	28.01.2018	https://www.youtube.com/watch?v=FiQtQ_sMuw
4	Dr Manbir Singh	Physical Science	Air Pollution	29.01.2018	https://www.youtube.com/watch?v=HcYQud20HAq
5	Dr. Amit Bhardwaj	Dental	Resective osseous surgery	29.01.2018	https://www.youtube.com/watch?v=TjimZlgHR04
6	Dr Shalini Ray	Medical	Adult Immunisation	05.02.2018	https://www.youtube.com/watch?v=vYLLA_qaNeY
7	Dr V.K Singhal	Medical	Polio Eradication and End game	05.02.2018	https://www.youtube.com/watch?v=iti0FEKaxEQ
8	Dr Sonia Pawaria	Physiotherapy	Postural Drainage	06.02.2018	https://www.youtube.com/watch?v=ZLO0Gb064A4
9	Dr. Pulin Saluja	Dental	Amelogenesis & life cycle of Ameloblasts	08.02.2018	https://www.youtube.com/watch?v=fOWmclukyQ
10	Dr Bharti Arora	Physiotherapy	Vestibular Rehabilitation	11.02.2018	https://www.youtube.com/watch?v=jnDihGbLvr4
11	Ms. Rishu Jain	Law	Meaning and Introduction to the concept of Hindu Joint Family.	12.02.2018	https://www.youtube.com/watch?v=sSQFnyV0wW0
12	Dr Priyanka	Medical	Measles	15.02.2018	https://www.youtube.com/watch?v=SIBRQ-kagGk
13	Dr. Ravi Malhotra	Pharmacy	Drug Regulatory Authorities and Agencies	16.02.2018	https://youtu.be/Np1JN4HM7Do
14	Mr.Vivek Jha	Behavioral Science	Speech, Audio, Learning	16.02.2018	https://www.youtube.com/watch?v=31pU861pbwg
15	Mr. Amit Dayal	Law	The meaning, definition and conditions of law of torts.	17.02.2018	https://www.youtube.com/watch?v=bXaxXCXFFyA
16	Mr. Shekhar Olhyan	Law	Law relating to Negotiable instruments, banking and insurance-kinds of negotiable instruments.	19.02.2018	https://www.youtube.com/watch?v=GCz7AONfyfk



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17	Mr. Vinod Gahlot	Pharmacy	Skeletal System	02.03.2018	https://youtu.be/OtlalmESEgs
18	Dr Sheetal Kalra	Physiotherapy	Female Athletic Triad,	04.03.2018	https://www.youtube.com/watch?v=IKUqN-TCiIA
19	Upasana Sarma	Allied	Introduction to Viruses -	06.03.2018	https://www.youtube.com/watch?v=UezhdJjiMGU
20	Dr Ashwani Kumar Ghai	Allied	Computer Vision Syndrome	08.03.2018	https://www.youtube.com/watch?v=8pxuyqvONEs
21	Ms. Apporva Dangi	Law	White Collar Crimes.	14.03.2018	https://www.youtube.com/watch?v=ETyTqj2iMg4
22	J M Gandhi	Law	Nature of Indian federalism	15.03.2018	https://www.youtube.com/watch?v=qjil5AwTRSM
23	Dr Priyanka Rishi	Physiotherapy	Scoliosis	16.03.2018	https://www.youtube.com/watch?v=bHsBeYGF0j8
24	Dr Aparna	Physiotherapy	Intracranial Tumors	16.03.2018	https://www.youtube.com/watch?v=M52fbs5TZnk
25	Dr. Nupur Dabas	Dental	Tooth preparation	19.03.2018	https://www.youtube.com/watch?v=BX7Ib9FrG2A
26	Anjali Dhillon	Pharmacy	Prescription	20.03.2018	https://www.youtube.com/watch?v=1AROkac8Dis
27	Ms. Sonia Yadav	Pharmacy	Adsorption	26.03.2018	https://youtu.be/A16xxVOW6Ao
28	Dr Bharti Arora	Physiotherapy	Parkinsonism-Clinical Implications	27.03.2018	https://www.youtube.com/watch?v=pmFT8dNn9VM
29	Dr. Aparna	Physiotherapy	Parkinsonism - Pathophysiology	27.03.2018	https://www.youtube.com/watch?v=y_rB75pF48s
30	Dr Abhilasha Singh	Language	Presentation skills	29.03.2018	https://www.youtube.com/watch?v=cYt23lgnnl4
31	Jaslien Chatwal	Hotel Management	French language	29.03.2018	https://www.youtube.com/watch?v=G87WA4oCysk
32	Dr. Vidhushi Sheekand	Dental	Chronic periodontitis	03.04.2018	https://www.youtube.com/watch?v=76G68-ni3O8
33	Naresh Kumar	Engineering	Development of system using Digital Design-	03.04.2018	https://www.youtube.com/watch?v=sX5-f0TMqgo
34	Dr. Vijay Bhalla	Pharmacy	Recent amendments in Pharmacy Act	06.04.2018	https://youtu.be/SAYYKb0LtQ0
35	Prof Ashok Panchal	Hotel Management	Wine manufacturing Process and Classification	06.04.2018	https://www.youtube.com/watch?v=fv1Kqb1qjc



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36	Prof Ashok Panchal	Hotel Management	Scotch manufacturing process	06.04.2018	https://www.youtube.com/watch?v=uSykoGEeEdE
37	Prof Ashok Panchal	Hotel Management	Trends in F&B Services	06.04.2018	https://www.youtube.com/watch?v=z-EU-ufMdjY
38	Jaslien Chatwal	Hotel Management	Negatives in French	07.04.2018	https://www.youtube.com/watch?v=qH7S2iF8i28
39	Dr Sarju Devi	Language	Language	10.04.2018	https://www.youtube.com/watch?v=1-tcF5XfPv4
40	Ms Arvinder Kaur Pabla	Language	Campus to Corporate-	10.04.2018	https://www.youtube.com/watch?v=SudoDiVU_nY
41	Dr Priya	Physiotherapy	Management of spinal cord injuries	12.04.2018	https://www.youtube.com/watch?v=eNcM5nY7QqM
42	Jaslien Chatwal	Hotel Management	French Grammar	16.04.2018	https://www.youtube.com/watch?v=nmvFEqV9WFE
43	Dr. Manpreet Arora	Dental	Introduction to odontogenic cysts	18.04.2018	https://www.youtube.com/watch?v=8zGEACrKd7E
44	Prof. Rajbir Singh	Behavioral Science	Biopsychology	20.04.2018	https://www.youtube.com/watch?v=7jdPHavN-8
45	Ms. Ritu Ahlawat	Nursing	Burn	25.04.2018	https://www.youtube.com/watch?v=it9voHeiBEE
46	Mr Gaurav	Engineering	Introduction to Object oriented Programming using C++	29.04.2018	https://www.youtube.com/watch?v=Rz0qQoyLjZs
47	Ms Preeti Garg	Engineering	Introduction to JAVA	29.04.2018	https://www.youtube.com/watch?v=JvEhVTonJ60
48	Dr. Abdul Azim Akhtar	Law	Nation and Nationalism.	30.04.2018	https://www.youtube.com/watch?v=D0YWZJ1fXVM
49	Dr. Abdul Azim Akhtar	Law	Islam, Women and Gender Equality; Beyond Perceptions.	30.04.2018	https://www.youtube.com/watch?v=u7uNB8AZ8-4
50	Dr. Namrata Dogra	Dental	Classification of malocclusion	8.05.2018	https://www.youtube.com/watch?v=ekZIVjIwZ6A
51	Dr. Seema Grover	Nursing	Biologic basis of tooth movement	8.05.2018	https://www.youtube.com/watch?v=DAYXu7UV-Yw
52	Dr Sheetal Kalra	Physiotherapy	Gait Analysis	17.05.2018	https://www.youtube.com/watch?v=9mXs2nAeHEI



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53	Ms. Sarika yadav	Nursing	Neural tube Defects	20.05.2018	https://www.youtube.com/watch?v=hU9dJUQ434E
54	Dr Simranjeet Singh	Physical Science	Ecosystem and it's structure	21.05.2018	https://www.youtube.com/watch?v=mkXS3c89oWM
55	Ms. Anchal Mittal	Law	Karta: Meaning, Power of Karta and female as karta .	29.05.2018	https://www.youtube.com/watch?v=BuVyUgLoOYg
56	Ms. Sarika yadav	Nursing	Infection control	10.06.2018	https://elearning.sgtuniversity.ac.in
57	Dr.Aparna	Physiotherapy	Upper and Lower Motor Neuron Lesions	24.06.2018	https://www.youtube.com/watch?v=wXdzZjn82DE
58	Dr Aparna	Physiotherapy	Basal Ganglia	25.06.2018	https://www.youtube.com/watch?v=BPJx8KeGsBM
59	Dr. Anupam Sharma	Ayurveda	Prakruti	27.06.2018	https://www.youtube.com/watch?v=LCZ483FaJ0k
60	Ms. Neha Kumar	FCM	Unpaid seller	27.06.2018	https://www.youtube.com/watch?v=lr3DYfsiyDI
61	Ms. Nisha Solanki	FCM	Introduction to Management	27.06.2018	https://www.youtube.com/watch?v=wK6-ld0h4B0



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Feedback



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IQAC initiated the process of feedback collection by the students.

The standard formats for students feedback about Faculty in General, Mess, Transport, University Infrastructure and teaching session using newer teaching methods were prepared.

These feedbacks were collected manually on paper and were analyzed.

The formats used are as:

1) Faculty in general

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FEED BACK PROFORMA

DATE.....

Course..... Year/Semester

- I opted for this course due to..... My own choice/parents choice/ ornamental degree
- I am comfortable in class room with.....Young teacher/Experienced teacher/ highly experienced teacher/ All of these.

Give marks on the scale of 5 to the following (1 being the 'poorest' to 5 as the 'best')

1. The faculty of..... in general	1	2	3	4	5
2. SGT University in general	1	2	3	4	5
3. Courses and curriculum of.....	1	2	3	4	5
4. Methodology of teaching	1	2	3	4	5
5. Colleagues/Students/Classmate	1	2	3	4	5
6. Class room ambience	1	2	3	4	5
7. General facilities	1	2	3	4	5
8. Extracurricular activities	1	2	3	4	5
9. Extended academic activities	1	2	3	4	5
10. Administration	1	2	3	4	5

I want to give following suggestions for further improvement.....



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2) Newer method of teaching

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FEED BACK PROFORMA

FOR NEWER TEACHING METHODS OF ANDRAGOGY

Date.....

Course..... Year/Semester

Teaching Method used.....

Give marks on the scale of 5 to the following (1 being the 'poorest' to 5 as the 'best')

1. Extent of interaction between student and facilitator	1	2	3	4	5
2. Extent of understanding the Subject Matter	1	2	3	4	5
3. Utility of the present method in understanding the concept	1	2	3	4	5
4. Degree of liking this method vis a vis didactic lecture	1	2	3	4	5
5. Extent of role of facilitator in learning session	1	2	3	4	5
6. How much did the Facilitator motivated you for learning	1	2	3	4	5
7. Clarity of the Language	1	2	3	4	5
8. Overall rating of Learning session	1	2	3	4	5

Any suggestions

3) For Transport

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FEED BACK PROFORMA

TRANSPORT FACILITY — BUS

DATE.....

Route No..... Bus No.

Give marks on the scale of 5 to the following (1 being the 'poorest' to 5 as the 'best')

1. Driver's behavior	1	2	3	4	5
2. Bus attendant's behavior	1	2	3	4	5
3. Maintenance of cleanliness of interior and exterior of vehicle	1	2	3	4	5
4. Maintenance of daily schedule	1	2	3	4	5
5. Maintains discipline and reports issues to appropriate personnel	1	2	3	4	5
6. Whether driver obey traffic rules	1	2	3	4	5

I want to give following suggestions for further improvement.....



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4) For Hostel

 **SGT UNIVERSITY**
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(UGC Approved University) GURGAON, Delhi-NCR

FEED BACK PROFORMA

HOSTEL

Date... 21/8/17
 Course... B.S.C. in Nursing Year/Semester 2017
 Name of the Hostel/Block/Wing... Sri Krishna Hostel

Give marks on the scale of 5 to the following (1 being the 'poorest' to 5 as the 'best')

1. Hostel's compound cleanliness	1	2	3	4	5
2. Hostel's corridor cleanliness	1	2	3	4	5
3. Room conduciveness	1	2	3	4	5
4. Hostel's facility	1	2	3	4	5
5. Hostel's mess facility	1	2	3	4	5
6. Safety at the hostel	1	2	3	4	5
7. Security's professionalism	1	2	3	4	5
8. Warden's professionalism	1	2	3	4	5

Any suggestions

5) For Mess

 **SGT UNIVERSITY**
SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY
(UGC Approved University) GURGAON, Delhi-NCR

FEED BACK PROFORMA

MESS

Date.....
 Course... B.S.S. Year/Semester INTERN
 Mess Area... G.P.S. Hostel

Give marks on the scale of 5 to the following (1 being the 'poorest' to 5 as the 'best')

1. Mess area cleanliness	1	2	3	4	5
2. Cleanliness of utensils	1	2	3	4	5
3. Freshness of food	1	2	3	4	5
4. Taste of food	1	2	3	4	5
5. Variety of food	1	2	3	4	5
6. Behavior of mess staff	1	2	3	4	5
7. Timings of mess	1	2	3	4	5
8. Hygiene in mess	1	2	3	4	5

Any suggestions

Timings of lunch shud be extended.
 or we should be allowed to take
 food outside the mess in tiffin



The analysis of feedback of all these types collected was as follows:

Feedback about Faculty in general

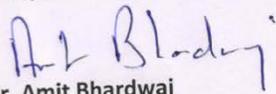
1) Faculty of Hotel management

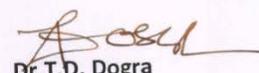
FACULTY OF HOTEL MANAGEMENT
REPORT OF FEEDBACK (28/10/2017)
BHM 5th Semester (28 participants)

Average score out of 5

1. The faculty of Hotel Management in general	3.6
2. SGT University in general	3.3
3. Courses and curriculum of Hotel Management	3.5
4. Methodology of teaching	3.4
5. Colleagues/students/classmate	3.9
6. Class room ambience	3.5
7. General facilities	3.8
8. Extracurricular activities	3.6
9. Extended academic activities	3.5
10. Administration	3.3
Total average=3.58	

Analysis & Suggestions- Overall result of the feedback is satisfactory.


Dr. Amit Bhardwaj
Sub-Dean, IQAC
SGT University,
Gurugram


Dr. T. D. Dogra
Director, IQAC
SGT University,
Gurugram

Note- Grading criteria

- 1.0-1.9=Poor
- 2.0-3.0=Below average
- 3.0-3.5=Average/Satisfactory
- 3.6-4.0=Good
- 4.1-4.5=Very good
- 4.6-5.0=Excellent



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2) Faculty of Nursing

FACULTY OF NURSING

REPORT OF FEEDBACK (28/10/2017)

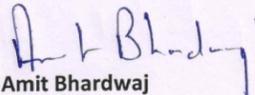
B.Sc 3rd Year(61 participants)

Average score out of 5

1. The faculty of Nursing in general	3.0
2. SGT University in general	3.5
3. Courses and curriculum of Nursing	3.5
4. Methodology of teaching	3.8
5. Colleagues/students/classmate	4.0
6. Class room ambience	3.5
7. General facilities	3.1
8. Extracurricular activities	3.1
9. Extended academic activities	3.0
10. Administration	2.7

Total average=3.36

Analysis & Suggestions- Overall result of the feedback is satisfactory except point no.10 which is below average and needs improvement.


Dr. Amit Bhardwaj

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SGT University,
Gurugram


Dr. T.D. Dogra

Director, IQAC
SGT University,
Gurugram

Note- Grading criteria 1.0-1.9=Poor
2.0-3.0=Below average
3.0-3.5=Average/Satisfactory
3.6-4.0=Good
4.1-4.5=Very good
4.6-5.0=Excellent



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3) Faculty of Fashion and design

FACULTY OF FASHION

REPORT OF FEEDBACK (26/10/2017)

B.Design 1st Semester (11 participants)

Average score out of 5

1. The faculty of Fashion in general	1.7
2. SGT University in general	2.0
3. Courses and curriculum of Fashion	1.7
4. Methodology of teaching	2.0
5. Colleagues/students/classmate	3.8
6. Class room ambience	3.0
7. General facilities	2.0
8. Extracurricular activities	1.5
9. Extended academic activities	1.7
10. Administration	3.0

Total average=2.24

Analysis & Suggestions- Overall result of the feedback is below average. Kindly improve.

Dr. Amit Bhardwaj

Sub-Dean, IQAC
SGT University,
Gurugram

Dr. T.D. Dogra

Director, IQAC
SGT University,
Gurugram

Note- Grading criteria

1.0-1.9=	Poor
2.0-3.0=	Below average
3.0-3.5=	Average/Satisfactory
3.6-4.0=	Good
4.1-4.5=	Very good
4.6-5.0=	Excellent



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4) Faculty of Behavioural Sciences

FACULTY OF BEHAVIOUR SCIENCES

REPORT OF FEEDBACK (26/10/2017)

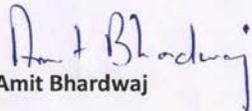
B.Sc Clinical Psychology 1st Semester (22 participants)

Average score out of 5

1. The faculty of Behaviour sciences in general	3.5
2. SGT University in general	3.1
3. Courses and curriculum of Behaviour sciences	3.8
4. Methodology of teaching	3.4
5. Colleagues/students/classmate	4.3
6. Class room ambience	3.9
7. General facilities	3.5
8. Extracurricular activities	3.0
9. Extended academic activities	3.2
10. Administration	3.5

Total average=3.5

Analysis & Suggestions- Overall result of the feedback is satisfactory.


Dr. Amit Bhardwaj

Sub-Dean, IQAC
SGT University,
Gurugram



Dr. T.D. Dogra

Director, IQAC
SGT University,
Gurugram

Note- Grading criteria 1.0-1.9=Poor
2.0-3.0=Below average
3.0-3.5=Average/Satisfactory
3.6-4.0=Good
4.1-4.5=Very good
4.6-5.0=Excellent



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5) Faculty of Agricultural Sciences

FACULTY OF AGRICULTURE SCIENCES

REPORT OF FEEDBACK (26/10/2017)

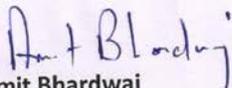
B.Sc (Hons.) Agriculture 3rd Semester (20 participants)

Average score out of 5

1. The faculty of Agriculture sciences in general	4.4
2. SGT University in general	3.3
3. Courses and curriculum of Agriculture sciences	3.9
4. Methodology of teaching	3.1
5. Colleagues/students/classmate	3.2
6. Class room ambience	2.9
7. General facilities	3.4
8. Extracurricular activities	3.2
9. Extended academic activities	3.6
10. Administration	2.9

Total average=3.4

Analysis & Suggestions- Overall result of the feedback is satisfactory. Except point no.6 & no.10 needs improvement.


Dr. Amit Bhardwaj

Sub-Dean, IQAC
SGT University,
Gurugram



Dr. T.D. Dogra

Director, IQAC
SGT University,
Gurugram

Note- Grading criteria 1.0-1.9=Poor
2.0-3.0=Below average
3.0-3.5=Average/Satisfactory
3.6-4.0=Good
4.1-4.5=Very good
4.6-5.0=Excellent



6) Faculty of Allied Health Sciences

FACULTY OF ALLIED HEALTH SCIENCES

REPORT OF FEEDBACK (28/10/2017)

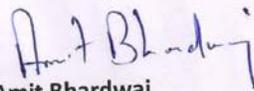
B.Sc Nutrition & Dietics 1st Semester (20 participants)

Average score out of 5

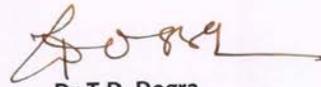
1. The faculty of Allied Health Sciences in general	3.9
2. SGT University in general	3.1
3. Courses and curriculum of Allied Health Sciences	3.9
4. Methodology of teaching	3.8
5. Colleagues/students/classmate	4.1
6. Class room ambience	3.4
7. General facilities	1.9
8. Extracurricular activities	4.0
9. Extended academic activities	3.6
10. Administration	3.6

Total average=3.5

Analysis & Suggestions- Overall result of the feedback is satisfactory. Except point no.7 needs improvement.


Dr. Amit Bhardwaj

Sub-Dean, IQAC
SGT University,
Gurugram



Dr. T.D. Dogra

Director, IQAC
SGT University,
Gurugram

Note- Grading criteria 1.0-1.9=Poor
2.0-3.0=Below average
3.0-3.5=Average/Satisfactory
3.6-4.0=Good
4.1-4.5=Very good
4.6-5.0=Excellent



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7) Faculty of Commerce and Management

FACULTY OF COMMERCE & MANAGEMENT

REPORT OF FEEDBACK (26/10/2017)

BBA 1st Semester (37 participants)

Average score out of 5

1. The faculty of Commerce & Management in general	4.3
2. SGT University in general	3.8
3. Courses and curriculum of Commerce & Management	3.9
4. Methodology of teaching	4.1
5. Colleagues/students/classmate	4.5
6. Class room ambience	4.2
7. General facilities	3.9
8. Extracurricular activities	3.6
9. Extended academic activities	3.2
10. Administration	3.5

Total average=3.9

Analysis & Suggestions- Overall result of the feedback is good.

Dr. Amit Bhardwaj

Sub-Dean, IQAC
SGT University,
Gurugram

Dr. T.D. Dogra

Director, IQAC
SGT University,
Gurugram

Note- Grading criteria 1.0-1.9=Poor
2.0-3.0=Below average
3.0-3.5=Average/Satisfactory
3.6-4.0=Good
4.1-4.5=Very good
4.6-5.0=Excellent



8) Faculty of Physical Sciences

FACULTY OF PHYSICAL SCIENCES

REPORT OF FEEDBACK (28/10/2017)

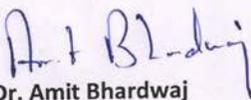
B.Sc (Non-Medical) 1st, 3rd Semester (25 participants)

Average score out of 5

1. The faculty of Physical sciences in general	3.2
2. SGT University in general	3.0
3. Courses and curriculum of Physical sciences	3.4
4. Methodology of teaching	3.3
5. Colleagues/students/classmate	4.3
6. Class room ambience	3.4
7. General facilities	3.0
8. Extracurricular activities	3.0
9. Extended academic activities	2.2
10. Administration	2.1

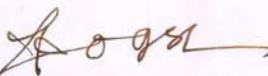
Total average= 3.12

Analysis & Suggestions- Overall result of the feedback is satisfactory. Except point no.9 and no.10 which is below average and needs improvement.



Dr. Amit Bhardwaj

Sub-Dean, IQAC
SGT University,
Gurugram



Dr. T.D. Dogra

Director, IQAC
SGT University,
Gurugram

Note- Grading criteria 1.0-1.9=Poor
2.0-3.0=Below average
3.0-3.5=Average/Satisfactory
3.6-4.0=Good
4.1-4.5=Very good
4.6-5.0=Excellent



9) Faculty of Physotherapy

FACULTY OF PHYSIOTHERAPY

REPORT OF FEEDBACK (12/10/2017)

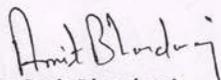
BPT 2nd Year(45 participants)

Average score out of 5

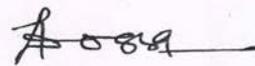
1. The faculty of Physiotherapy in general	4.3
2. SGT University in general	3.2
3. Courses and curriculum of Physiotherapy	3.6
4. Methodology of teaching	3.9
5. Colleagues/students/classmate	3.4
6. Class room ambience	3.7
7. General facilities	3.4
8. Extracurricular activities	3.0
9. Extended academic activities	2.8
10. Administration	3.0

Total average=3.4

Analysis & Suggestions- Overall result of the feedback is satisfactory except point no.9 which is below average and needs improvement.


Dr. Amit Bhardwaj

Sub-Dean, IQAC
SGT University,
Gurugram


Dr. T.D. Dogra

Director, IQAC
SGT University,
Gurugram

Note- Grading criteria 1.0-1.9=Poor
2.0-3.0=Below average
3.0-3.5=Average/Satisfactory
3.6-4.0=Good
4.1-4.5=Very good
4.6-5.0=Excellent



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10) Faculty of Pharmacy

FACULTY OF PHARMACY

REPORT OF FEEDBACK (12/10/2017)

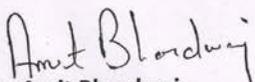
B.Pharmacy (1ST Semester)(28 Participants)

Average score out of 5

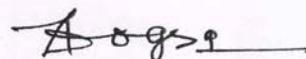
1. The faculty of Pharmacy in general	3.5
2. SGT University in general	4.0
3. Courses and curriculum of Pharmacy	3.8
4. Methodology of teaching	3.8
5. Colleagues/students/classmate	4.0
6. Class room ambience	3.8
7. General facilities	4.0
8. Extracurricular activities	4.0
9. Extended academic activities	3.7
10. Administration	3.5

Total average=3.8

Analysis & Suggestions- Overall result of the feedback is Good.


Dr. Amit Bhardwaj

Sub-Dean, IQAC
SGT University,
Gurugram



Dr. T.D. Dogra

Director, IQAC
SGT University,
Gurugram

Note- Grading criteria

1.0-1.9=	Poor
2.0-3.0=	Below average
3.0-3.5=	Average/Satisfactory
3.6-4.0=	Good
4.1-4.5=	Very good
4.6-5.0=	Excellent



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11) Faculty of Medicine and Health Sciences

Report of Feedback on 17.7.2017 MBBS (7TH Semester)

		Score 5
Q1	The faculty of MBBS in general	2.5
Q2	SGT University in general	2.3
Q3	Courses and curriculum of MBBS	2.1
Q4	Methodology of teaching	2.2
Q5	Colleagues/ students/classmates	2.2
Q6	Class room ambience	2.2
Q7	General facilities	2.1
Q8	Extracurricular activities	1.9
Q9	Extended academic activities	1.9
Q10	Administration	2

Do gsa
18/7/17



Feedback analysis about Newer method of Teaching

Report of Feedback on 12/7/17(BDS 3RD YEAR)

Average score for each question (out of 5)

1. Extent of interaction between student and facilitator	2.4
2. Extent of understanding the Subject Matter	2.5
3. Utility of the present method in understanding the concept	2.5
4. Degree of liking this method vis a vis didactic lecture	2.7
5. Extent of role of facilitator in learning session	2.5
6. How much did the Facilitator motivated you for learning	2.6
7. Clarity of the Language	2.8
8. Overall rating of Learning session	2.5

Dr. T D Dogra,
Co-ordinator,
IQAC, SGT University,
Gurugram



Feedback analysis about Hostel

REPORT OF FEED BACK PROFORMA

HOSTEL

Date of feedback -11/8/17

Average marks per question on the scale of 5

1. Hostel's compound cleanliness	3.2
2. Hostel's corridor cleanliness	2.7
3. Room conduciveness	2.9
4. Hostel's facility	2.7
5. Hostel's mess facility	2.3
6. Safety at the hostel	4.2
7. Security's professionalism	4.0
8. Warden's professionalism	3.0

Dr. T.D.Dogra,

Director,IQAC



Comments observed

1. Warden is not having good attitude. Mess food and refreshment should be of good quality.
2. We want lunch at time in lunch boxes because we don't have time to lunch.
3. Drinking water quality is not good, mess food is not good.
4. Geysers are required in washrooms.
5. Drinking water quality is not good. Mess food menu & quality require improvement.
6. Hostel mess food requires a lot of improvement.
7. Geysers are required in washrooms.
8. The rooms allotted should be permanent. According to their preferences we (students) suffer while changing the room.
9. Number of times we are asked to shift the rooms according to them. So this should not be done.
10. Change the warden, she is so partial, she is of no use, she doesn't listen to student. She is not having good, positive attitude towards student.Regarding mess and refreshment.
11. Night food
12. Please improve the neatness of hostel bathrooms.



Feedback analysis about Mess

REPORT OF FEED BACK PROFORMA

Girls MESS

Date of feedback -06/9/17

Average marks per question on the scale of 5

1. Mess area cleanliness	3.2
2. Cleanliness of utensils	3.7
3. Freshness of food	3.0
4. Taste of food	3.0
5. Variety of food	2.3
6. Behavior of mess staff	4.1
7. Timings of mess	3.1
8. Hygiene in mess	2.8

Dr. T.D. Dogra,

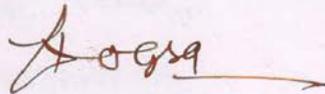
Director, IQAC

SGT University, Gurgaon



Comments of Feedback from Girls mess(6/9/2017)

1. Change the menu for dinner.
2. Lunch timings should be extended.
3. Timings of lunch should be extended or we should be allowed to take food outside the mess in tiffins.
4. We should be allowed to take food outside hostel mess.
5. Menu should be changed. We should be allowed to take food outside hostel as we get late for lunch during OPDs.
6. Breakfast is not good.
7. Change menu please.
8. The timing of mess on Sunday should be changed. Also the snacks should be given proper. The tea available in mess (especially in breakfast) is not good as like a hot water for us. Not giving pulses(dals) every day. There should be change in food ie. Different variety of food should be given.
9. Please provide tea regularly in the evening with a better quality. Please give permission to take away lunch as we get late sometimes due to hospital work.
10. Please provide tea everyday in the evening with a better quality. Sometime we have to see patients we get late for lunch so provide us extension with the timings.
11. We are M.Phil trainee, sometimes we get late for lunch & do not get lunch to eat, please look into the matter.
12. The menu of food should be changed as per the taste as eating dals everyday is somewhat boring. Also the snacks in the evening should be proper & should be changing everyday and tea at that time is also must for refreshment. Also the cleanliness of mess should be maintained during rainy days. The whole mess gets covered with many ants that also affect the hygenicity of mess. Ya, another important issue is that sometimes the students take the food outside the mess due to certain reasons like they are ill & are uncomfortable to take the meals in the mess or any of their roommate is ill& they are serving the food for them. So, I kindly request the higher authorities please have a deep vision in that issue first that why student is taking the food outside and if the reason is genuine they let them allow to take the food. Otherwise every student is restricted here to take the food outside that is totally un-genuine.





SGT UNIVERSITY

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Miscellaneous



Anti-Plagiarsim Software

Following the Signing of contract between UGC Shodhganga and SGT University in October 2017, the anti-plagiarism software was required to be purchased.

Hence, there were discussions between IQAC and IT team to shortlist a suitable anti-plagiarism software for the University.

A meeting was held on **3rd November 2017** at 12:00 noon in Board room, Corporate block regarding Plagiarism software.

Agenda:

1. To decide the plagiarism software to be obtained for checking the plagiarism content in PG dissertations and PhD Thesis before uploading the dissertations and thesis in Shodhganga/ Shodhgangotri.
2. To decide the validating authority for thesis/dissertations

The members present were:

1. Dr T.D Dogra- Director IQAC and Chairman for the meeting
2. Dr Amit Srivastava- Dean Examinations and Dean FET
3. Mr Vimal- System analyst
4. Mr Jitender Vats- IT Head
5. Mr Mukesh Bharti- Head, Librarian
6. Dr Astha Chaudhry- Sub Dean, Member IQAC
7. Dr Akshay Munjal- Member IQAC
8. Mr Anil Sharma- Secretary, IQAC

The following points were arrived at after detailed deliberations:

1. Dr T.D Dogra as chairman for the meeting addressed the members present and highlighted the need to obtain anti-plagiarism software. Since, SGT University has signed the MOU with Shodhganga, it is mandatory to upload the PhD thesis in Shodhganga repository after duly checking by plagiarism software. Since, Shodhganga does not give unaided private universities access to the internal plagiarism software, Private universities need to procure it from outside. The softwares as suggested by IT Head include Turnitin, Quetext, Plagiarism.net, ithenticate. It was decided to contact the resource person of the paid softwares like Turnitin to understand the technical details and to have a demo about its utility.
2. Mr Vimal suggested that for better performance, atleast 2 softwares should be used to detect the maximum plagiarism.
3. It was decided unanimously that validation of thesis about plagiarism will be done by IQAC. IQAC will laid down the plagiarism policy for SGT University including the certificate by the Guide/mentor and undertaking by the involved student about the content being plagiarism free. All the thesis/dissertations submitted in soft copy to the librarian will be screened by plagiarism software by IQAC in coordination with IT and after the software report, the certificate of the thesis/dissertation being within the limits of accepted plagiarism will be issued by IQAC.



6th November 2017

A meeting took place on 6th November 2017 at 12:00 noon in Board room, Corporate block regarding Turnitin Plagiarism software.

Agenda:

1. To have the demo of the Turnitin software and to discuss its utility

The members present were:

1. Dr T.D Dogra- Director IQAC and Chairman for the meeting
2. Dr S.C Mohapatra- Dean Academic affairs
3. Dr Amit Srivastava- Dean Examinations and FET
4. Mr Vimal- System analyst
5. Mr Jitender Vats- IT Head
6. Mr Mukesh Bharti- Head, Librarian
7. Dr Astha Chaudhry- Sub Dean, Member IQAC
8. Dr AkshayMunjaj- Member IQAC
9. Dr Amit Bhardwaj- Sub Dean, Member IQAC
10. Mr Anil Sharma- Secretary, IQAC
11. Mr Ankit Saxena- Representative from Turnitin
12. Mr Ajay Verma- Purchase Manager

The following points were arrived at after detailed deliberations:

1. Mr Ankit Saxena gave the introduction about the Turnitin software, its wide repository including the unique access to Cross Ref repository. The technical queries about the file formats supported, the speed of uploading and use, the display of result were cleared. It was reported by Mr Ankit that once, SGT University signs an MOU with Turnitin, and pay the requisite subscription fee for one rolling year, a unique Id and password will be issued which can be used to create 1 admin account, 10 instructor account and 100 user accounts. The user accounts would be recyclable.
2. The demonstration using existing file was given and plagiarism report was shown.
3. It was decided that minimum acceptable percentage for plagiarism needs to be decided by the University internally taking into account the faculty and context and IQAC will lay down the plagiarism policy for SGT University.
4. All the members agreed about the proposal to obtain Turnitin software and matter was forwarded to the purchase department.

After detailed deliberations with the purchase department, finally **“Urkund” Software** as recommended by UGC was purchased.

Once the software was purchased, the following steps were taken:

- 1) The Guidelines for plagiarism framed
- 2) The plagiarism testing fees were decided and forms were created



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3) Communications were sent to all the Deans regarding the service available and the associated cost.

Circular for Plagiarism check by IQAC >



T D Dogra <tddogra@gmail.com>

Dec 27, 2017, 1:08 PM ☆ ↶ ⋮

to U, Joginder, Prof.Suman, Sarla, Dean, Prof, K.S., Journalism, S.K., Dean, Harpreet, MK, Chinna, Devender, V.K., Akshay, dean.agriculture, Sarju, Rajiv, anilgupta_in, msturan, Sidhu, ▾

Dear Sir/Mam,

Please find attached herewith the circulars F-46/CIR/IQAC/01/27/12/2017 and F-46/CIR/IQAC/02/27/12/2017 dated 27-12-2017 regarding the plagiarism checking and charges after duly approved by the Vice-Chancellor. The same may kindly be circulated to all concerned faculty members and students.

With Regards

T D Dogra

Director IQAC
Professor of Andragogy & Educational Philosophy
Professor Emeritus Forensic Medicine & Forensic Sciences
Unit Head, UNESCO-Bioethics Unit

F-46/CIR/IQAC/01/27/12/2017

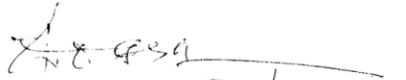
CIRCULAR

Date: 27-12-2017

The Vice-Chancellor, SGT University is pleased to approve the IQAC process of plagiarism checking of all Ph.D thesis of the SGT University by URKUND software as per the recommendation of UGC. This is mandatory for maintaining the quality of the research of this university. The unplagiarized Ph.D research will also be uploaded in "Shodhganga" web page of UGC.

The Plagiarism testing by URKUND software shall be provided by IQAC to the candidate and the supervisor(s). The candidate has to deposit the requisite fee and the receipt has to be produced in the office of the IQAC before URKUND evaluation.

The same can also be followed for any other research thesis like MD/MS/MDS, research paper/ project, M.Phil/Dissertation etc. in future.


Dr.T.D. Dogra 27/12/2017
Director, IQAC





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F-46 | CIR/IQAC/02/27/12/2017

CIRCULAR

Date: 27-12-2017

The Vice-Chancellor, SGT University is pleased to approve the following charges for plagiarism testing at IQAC office. All the candidates are required to deposit the requisite fees after getting challan for the same from IQAC office as mentioned below at the accounts counter. The receipt of the same needs to be attached with the application form for plagiarism check.

Ph.D thesis - Rs 1500/-
MD/MS/MDS – Rs.1000/-
M.Phil/Dissertation – Rs.500/-
Research paper/ Projects – Rs.100/-

Dr. T. D. Dogra
Director, IQAC

27/12/2017



The forms for plagiarism testing were created by IQAC.

All the documents checked for plagiarism are checked by a single central id in IQAC i.e astha.chaudhry@sgtuniversity.org

Once the document is uploaded and similarity index is found, a pdf report is generated which is shared with the guide and the candidate.

Checking of thesis, dissertation have been made compulsory.

As per the UGC guidelines of plagiarism, the similarity index of <10% is considered acceptable for all Ph.D thesis, PG dissertations and scientific papers.

The forms to be filled by candidate are as:



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Application for Plagiarism Review

To,
The Director IQAC
SGT University, Gurugram

Sir,

I here with submit the softcopy of my thesis for MD/PHD/ (other specific), to be checked by URKUND software for plagiarism.

The details information about my thesis is given below.

1. Name of the course _____ Year of registration _____
2. Name of the candidate _____ DOB _____
3. Address of the candidate _____ Mob.No _____
4. Thesis Title _____

5. Department of registration _____ Reference of registration _____
6. Date of Completion _____ Expected date of submission _____
7. Name of the supervisor (Guide) _____
8. Name (s) of the co-supervisor (s) _____

9. Fee for Plagiarism check (Rs.1500/-) paid. Yes/ No, if yes, Receipt no. _____

Date _____

Signature _____

Designation _____

Department _____

For Office Use Only

Registration No: IQAC Thesis/MD/Ph.D/Other

Date and time of plagiarism check _____ at _____ AM/PM

Both the supervisor and candidate are requested to be present on above date time at _____
for plagiarism check.

Date _____

Signature for IQAC _____



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SGT University, Gurugram

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Plagiarism Verification Form

1. Name of Researcher:.....
2. Thesis ID No.....
3. Title of the Thesis:.....
.....
.....
4. Faculty:.....Department.....
5. Name of Supervisor:.....
6. Official Designation a) Researcher.....
b) co-Supervisor.....

The above thesis was scanned for similarity detection. The report is as follows:

Software used..... Date.....

Similarity Index..... Total word count.....

The report is attached for the review by the Researcher/Supervisor

Signature of Supervisor with Seal

Signature of Researcher

The plagiarism verification facility (URKUND) was provided in the office of IQAC SGT University, Gurgaon on _____ at _____ AM/PM.

Signature _____

Designation _____



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NSS/NCC

The communications for the start up NCC/NSS were initiated by IQAC in October 2017. After multiple deliberations with the concerned offices, it was informed by NSS that our University can apply in the self-financing unit.

And thus, the approval for start up self-financing unit of NSS was received in May 2018 as

F. No.P-14/2/NSS/RDD/2018-2019/37-46
Government of India
Ministry of Youth Affairs & Sports
Regional Directorate of NSS
15/11, Jamnagar House
New Delhi-110011

Dated 13th May, 2018

To,

The Principal,
(As per the list enclosed)

Sub: - Approval for opening of Self-Financing unit in your Institution-Reg.

Sir/Madam,

With reference to your Proposal regarding opening of a Self-Financed Unit in your Institution. You are allowed to open one Self-Finance Unit (one Unit = 100 NSS Volunteers) in your respected institution as your proposal has been approved by competent authority.

You are requested to be in touch with the Regional Directorate of NSS, Ministry of Youth Affairs & Sports, Govt of India, 15/11, Jamnagar House, New Delhi from time to time for further and necessary information. You are also advised to visit NSS Website (nss.nic.in.) for detailed information related to NSS. All NSS Units should furnish all reports & returns as prescribed in NSS Manual to State NSS Officer, Director, General Higher Education, Skisha Sadan-5, Panchkula and Concerning Programme Coordinator and to this office regularly failing which the unit will be withdrawn.

Therefore you are also requested kindly fill up the requisite information only in prescribed format (format enclosed) for Head of institutions, Programme Officer and Volunteers details and send to State NSS Officer and to this office.

Thanking you

Yours faithfully,

(S.P.Bhatnagar)
Regional Director
New Delhi

Copy to:-

1. Dr. Kapender Singh, State NSS Officer, Director General Higher Education, Skisha, Sadan, Sector-5, Panchkula.

Sd/-
(Regional Director)



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List of Colleges to whom NSS SFU is allocated as per the letter enclosed.

- 1 Baba Mungipa Vidyapeeth Sr. Sec. School, Bushan(Tosham), Distt-Bhiwani(Haryana).
- 2 BML Munjal University.
- 3 Shree Guru Gobind Singh Tricentenary University.
- 4 PT. Sita Ram Shrtri B.Ed Training College, Meham Gate, Bhiwani (Haryana).
- 5 All India Lawyers & Legal Professionals Forum, Kila Colony, Jhajjar, (Haryana).
- 6 PM, College of Pharmacy, Kami, Sonapat(Haryana).
- 7 PM, Polytechnic, Kami, Sonapat(Haryana).
- 8 PM, College of Engineering, Kami, Sonapat(Haryana).
- 9 Shree Krishna Pranami Public School, Siwani Mandi, Distt. Bhiwani, Haryana.

Following this, the NSS asked for overall coordinator and list of volunteers.



T D Dogra <tdogra@gmail.com>
to NSSRC_DELHI ▾

Dear Sir,

With reference to your email, please find attached the required formatted list of student volunteers from Shree Guru Gobind Singh Tricentenary (SGT) University in the required format. The details of the Unit are as follows:-

1) Name of Institution with complete address- SGT University, Chandu bhdhera-Gurugram, badali road, Gurugram (Haryana) 122505
Phone - 0124-2278183
Fax- 0124-2278151
Website -www.sgtuniversity.ac.in
Email - info@sgtuniversity.org

2) Name of Head of Institution with Mobile No and Email id:- Shri D K Mishra, Registrar, SGT University
registrar@sgtuniversity.org, 9871795336.

3) University/Directorate- SGT University

4) Name of adopted Village- Budhera

5) Name of Programme Officer- Dr Amit Bhardwaj, 09818718872, amit.bhardwaj@sgtuniversity.org

With Regards

T D Dogra

Director IQAC
Professor of Andragogy & Educational Philosophy
Professor Emeritus Forensic Medicine & Forensic Sciences
Unit Head, UNESCO-Bioethics Unit

The list of volunteers was as enclosed:



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Aadhar No.	Name of student	Fathers name
406911760449	Rohit Mahawaly	Omvir / Munesh
816248059334	Amit Lokhna	Harbir Singh/ Anita Devi
285425532204	Sheetal Dalal	Mukesh Kumar/ Usha
486158819213	Kabir Bedi	Rajinder Mohan Bedi/ Manisha Bedi
936196149531	Harish Gupta	Raj Kumar/ Sunita Devi
828264188435	Gaurav Chauhan	Sartaj Singh/ Nirmala Devi
991211826180	Priya	Ajit Singh/ Neelam
497113343757	Keshav Bhati	Ashok Kumar/ Sushila Bhati
572083181790	Manish Kumar	Rakesh Kumar Sharma
567322299715	Mohit Tyagi	Omkar Tyagi/ Kusum
814304535842	Paras	Deepak gambhiria
316915139818	Neha Soni	Malkhan Singh Soni/ Ratna Devi
687671547181	Gaurav	Jaibhagwan Sharma/ Roshni Devi
720681493548	Mukul Dalal	Mukesh Kumar/ Usha
400620815421	Aarti	Rajsingh Yadav/ Sures Devi
592515232136	Dheeraj Ghughtyal	Anand Singh
978822556710	Devanshi	Sandeep Kumar
657312820031	Kanan Sharma	Rajender Sharma
533928153628	Parvneet Kaur Khurana	Surinder Singh
373574822333	Lydia Donbiakkim	Thuamminthang Hangzo
242261490948	Namish Chugh	Lalit Chugh
306910465625	Lakshit Rao	Vikas Yadav
742407341360	Kavita Sharma	Girdhari Lal
394851114308	Nikita Yadav	Rajpal Yadav
	Salomi Samba Dolma	Semon Dandul Sherpa
899476369859	Laxmi	Vijay Kumar
978672273694	Muskan Sharma	R D Sharma
895264301750	Juhi Jana	Pradip Jana
690784934588	Sunali Saini	Sham Lal Saini
4689 0977 0735	Rahul Rathee	Mr. Sanjay Rathee
6896 4818 5116	Chirag	Mr. Bhupender Singh
6103 8321 6028	Ketan Chauhan	Mr. Rajeev Chauhan
7872 5043 5414	Abhishek Kumar	Mr. Anil Kumar
4044 4170 6208	Dikshant Goyal	Mr. Dinesh Kumar
8392 9975 9082	Tejesh Sighodia	Mr. Tejender Sighodia
5738 2989 8564	Tarun Singh	Mr. Govind Singh
3853 3671 7744	Satabdee	Mr. Dilip Panda
9450 4967 4046	Nikita Dahiya	Mr. Sudhir
6921 7584 6438	Sudhanshu Saini	Mr. Karan Singh Saini
6568 9308 3043	Abigail	Mr. Lalruotlien Sinate
2576 5272 7869	Bhanita	Mr. Maheshwar Koch
4586 6478 5112	Pinki	Mr. Lalaram
8503 3323 2035	Pooja Chhilwal	Mr. Ramavtar
5750 1863 9304	Uddeshya	Mr. lalit Ghai
938792118375	Sachin Rohilla	Sunder Kumar
974091208824	Komal	Mr. Narender Kumar
	AMAN YADAV	MEHAR SINGH
205398242249	DIVYA GURSA	SUDESH GURSA
478927520708	PREETI DESWAL	NARENDRA DESWAL
266423838214	AKASHDEEP	BHERARAM CHOUDHARY
515063099975	SHEEREN	SHAMSHEER AHMED
644188936154	MANVI DOGRA	SANJEEV KUMAR DOGRA
490244658261	AKRAM	IQBAL KHAN



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788772409056	PRINCE	BIGANDER KUMAR
	KRISHAN	HEMANT YADAV
	VISHAL DAGAR	VIRENDER DAGAR
	ANKUR SHARMA	RAJESH SHARMA
	DISKHA YADAV	INDERJEET SINGH
	P. ANJANA	M.PRAMODH KUMAR
	MOHIT YADAV	JASWANT SINGH
362214179761	SUNANDA LAMBA	KULDEEP SINGH LAMBA
790435342214	VASUNDHARA	RAJESH VERMA
333082249677	TANYA ROSE	BINOD KUMAR SINGH
275810305316	AJAY	VIKRAM SINGH
967993280136	AHTASHAM KHAN	MD AYUB KHAN
650613641588	VINAY DAHIYA	SATBIR SINGH
958323899236	DHAIRYA SHARMA	ISHWAR SINGH
267871918438	SAGAR KAUSHIK	HARI CHAND KAUSHIK
953958252116	PRERNA KANOJIA	MADAN GOPAL KANOJIA
856705840738	MANIKA GAUTAM	MAN SINGH
848125564700	NEHA	RAKESH
694486433761	SOMYA GARG	MANOJ GARG
378312104286	PRINCE	SURENDER SINGH
776782183936	SHIVAM BANSAL	RAJESH BANSAL
579728086175	HIMANSHU GAKHAR	SANJAY KUMAR
654956251512	MOHIT YADAV	DHARAMPAL YADAV
645109753700	ANKIT SHARMA	GANESH DUTT SHARMA
785557749686	SARABJEET SINGH	DAVINDER SINGH
255062387678	SANTOSH KUMAR	MAHESH MISHRA
585852348409	VAIBHAV GOEL	RAJESH KR. GOEL
411267860147	POOJA YADAV	ARUN KUMAR
820316150608	DEEPIKA	MAMAN SINGH
496363834032	ANJALI	BALBIR
298772222821	PIYUSH	SATENDER YADAV
713220465059	KAJAL	RAKESH SHARMA
304058758730	PRIYANSHI	RAMESH KUMAR
219281056019	KARUNAKAR KUMAR	NAVEEN KUMAR
689933883431	VISHAL ROHILA	DILAWAR SINGH
404999633720	MANSHI DANGI	SUDESH KUMAR
936098305769	SIMRAN	MANOJ KUMAR
917988797832	SWAPNIL	GANESH BHAGAT
652832482444	SAURABH SINGH	MOTI LAL
568037481053	AJAY DHAKA	NARESH
309575243852	ROHIT JAKHAR	RAJ KUMAR
443474025803	PRATHAM	DEEPAK
404883495531	MANISH	GAJRAJ
760408531322	ABHISHEK KADYAN	WAJIR SINGH
873368350172	DEEPAK RANA	BALAM SINGH
333205493995	SAKSHI AGARWAL	ANIL KUMAR AGARWAL
845299524081	UROOJ MUSHTAQ	MUSHTAQ AHMAD BHAT
726930315959	DEEPAK CHAUHAN	DHANPAT CHAUHAN
737172384292	AAKASH RATHEE	SANJEEV RATHEE
869578678905	MOHIT AHLAWAT	OM PARKASH
781025332949	HARISH	NARENDER
913300428264	RADHEY SHYAM	SURESH SHARMA



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658807122018	LALIT CHAUDHARY	MOTI SINGH
538832585595	DIKSHA	JAI SINGH
211727546228	MONIKA	VIJAY KUMAR
849659357976	SATYA PRAKASH	CHANDRA BHUSHAN JHA
352550635523	AZAD	BHARAT SINGH
831566724354	ZISHAN	RAJ KUMAR
390654346068	JASINA	RAI SAHAB
500094908856	KOMAL	RAM GOPAL BANSAL



IQAC website and updation

The framework for IQAC website was discussed with IT team in July 2017 and all the data pertaining to IQAC was uploaded on the website.

The IQAC Website had all details pertaining to IQAC in terms of :

- 1) IQAC committee and its functions
- 2) IQAC meetings
- 3) All other meetings related to teaching, curriculum, examinations, CBCS etc
- 4) Research
- 5) All faculty profiles
- 6) All faculty publications
- 7) All research projects
- 8) Journal
- 9) Souvenir
- 10) Academic audit presentations
- 11) Annual report



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University Mentor Mentee

To establish the smooth system of mentor-mentee system in the University, IQAC was entrusted to look into the matter.

Multiple meetings were held at different levels as follows:

28th September 2017

A meeting of all the deans was conducted to streamline the mentor-mentee system in the University on 28th September 2017 at 2:00pm in A block (A05)

The following points were arrived at:

1. The overall incharge for Mentor-mentee program at university level will be **Dr M.S Turan, Dean, Commerce and Management.**
2. Each faculty will depute 1 overall incharge and 2 deputy incharge followed by batch incharges and mentors.
3. **Dr Bharti Raina**, Coordinator- Cultural committee, Scholar's council and Hobby clubs, shall be the **secretary/coordinator for the mentor-mentee program.**
4. Every faculty should include names of 2-3 parents depending upon the no. of students in the mentor-mentee system with well established roles.
5. **Dr Abhishek**– Dept of Psychiatry and **Dr Mustafa Nadeem Kirmani**– department of clinical psychology will be members of the mentor-mentee system and will be resource persons to provide psychologic counseling to the students at the time of need.
6. **Dr Gunjan**– Department of Gynecology will be a member of the mentor-mentee system and will be resource person to handle the gynecological issues if any for the students.
7. The Hostel Wardens to ensure that no students remain in the Hostel after 9:00 am.
8. Since students have many hostel issues, a representative from accounts section should be deputed to handle the students affairs.
9. Management will provide transport to students in case of any emergency.

27th October 2017

The proceedings of the meeting were as follows :

Attended by

Designation	Name
Chairman	Dr. M. S. Turan
Dean, Faculty of Agriculture	Dr. K.R. Dabur
Dean, Faculty of Hotel ,Management	Mr. Kamal Piyush



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Designation	Name
Chief Mentor , Faculty of Dental Sciences	Dr. Aparna Dave
Coordinator	Dr. Bharti Raina
Student Outreach	Ms Anjana Dash

Agenda

1. Issues raised by students of various Faculties were shared and discussed.
2. Hostellers must not be allowed to stay in the hostels after 9am.
3. Certain issues related to North-Eastern students were discussed.

Decisions made

1. Mentoring sessions to be held on 1st & 3rd Monday of every month between 12-1pm.
2. Summary Report to be sent on last wednesday of the month.
3. Central Committee Members will discuss the raised issues on last thursday of the month.

30th November 2017

Proceedings of the Central Mentoring Committee meeting held on 30.11.2017 at 02:00 p.m.

1. The Chairman welcomed all the members present in the meeting and requested them to present the main points of mentoring report prepared on the basis of two previous mentoring sessions held in respective department / faculty. All members discussed and gave their observations. The proforma sent by the Chairman of Mentoring Committee for the purpose of summary report to be submitted by the all Deans to the Coordinator was agreed upon as such.
2. All the members were apprised that a review of summary reports shows that mostly the problem highlighted are relating to infrastructure and other facilities like shortage of teachers, WiFi connectivity, transport etc. Therefore, it was clarified that these are the grievances which should be sorted out by Heads and Deans in general, while mentoring should be conducted for each student individually and his/her problem should be properly heard, examined and sorted out.
3. All Deans/Heads were requested to share with the respective mentors the contents of mentoring guidelines already circulated. It was also felt that at the time of mentoring all mentors should have with them the attendance record of the students for the last 15 days and reasons of shortage of lectures, if any, should be enquired into while mentoring. Those who do not attend mentoring session and are not



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punctual in the classes should be taken seriously as they are the ones who really need mentoring and counseling.

4. It was agreed that a workshop for the mentors need to be conducted for which a date will be conveyed separately by the coordinator in consultation with the Chairman of Central Mentoring Committee. It will be a short duration workshop and the resource persons will be experienced internal teachers.
5. It was discussed and agreed that the students from distant states like north east and J&K have distinct problems and therefore, need special care, concern and mentoring. It was resolved that besides their mentors in the faculty, a separate mentor cum counselor should be at the University level too for the group of such students. It was decided that the coordinator Dr. Bharti Raina will identify a teacher staying in campus in consultation with Dr. Waheeda Khan, Dean, Faculty of Behavioral Sciences for the purpose.
6. Lastly all members were requested to ensure that mentoring should be regularly held in its letter and spirit as per notified schedule. The meeting ended with a vote of thanks by the Chairman of the Committee.

20th December 2017

The University has constituted a committee comprising of university officials, Deans of all faculties, non –teaching officials & parents to revive the mentor –mentee program.

Mentor- Mentee Committee at University Level:

1.	Dr. Mewa Singh Turan	Chairman
2.	Dr. Bharti Raina	Co-ordinator
3.	Shri. H.K. Pir (Registrar)	Campus Official
4.	Deans	Of all the Faculties
5.	Few Parents	Of all the Faculties
6.	Dr. Abhishek	Psychiatrist
7.	Dr. Mustafa Nadeem Kirmani	Psychologist
8.	Dr. Gunjan (In-campus)	Gynaecologist
9.	Mr. Sharma	Chief Warden
10.	To be nominated	Accounts Section



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Further, the office of the Chairman Mentor- Mentee program has formulated certain guidelines to strengthen our already existing Mentor –Mentee program as follows:

1. Every alternate Monday between 12-1 pm a Mentor –Mentee period will run in all the faculties of the university w. e. f. 16-10-2017 (Monday). All Deans/HODs are, therefore, requested to make provision in the time tables accordingly. The mentors will maintain usual attendance record of this class.
2. Last Thursday of every month between 2-3 PM, a meeting of designated officials will be held in room no. A 05, 'A' block, Ground Floor. The Registrar is requested to issue standing instruction to official concerned to spare committee for the purpose. Cooperation of all is highly solicited in making the programme a success.

17th May 2018

Proceedings of the Central Mentoring Committee meeting. Details are as follows:

Date: 17.05.2018

Venue: Room No 106, Block A

Time: 2.00 pm

1. The Chairman greeted all the members present in the meeting.
2. All the members were asked to send the Summary Report on time. This will help in solving student 's problems well in time.
3. The Chairman of the committee also emphasized on the need of conducting Workshop on "Methods and Importance of Mentoring" in the month of July (Tentative 2nd week of July)
4. It was discussed and agreed upon that the students from far off places should have an additional Mentor belonging to the same state besides their primary mentor from the same Faculty/Discipline.
5. All the Deans were requested to include Mentor-Mentee Class in the Academic Time Table & Copy to be forwarded to Chairman Mentor-Mentee Committee.

The Chairman of the Committee has requested all the Deans to get directly involved in the Mentor-Mentee process. It will create seriousness among faculty members' level.



Initiation of Social Sciences faculty and Programs

Proceedings of IQAC Committee Meeting for Establishment of Faculty of Social Sciences
A meeting was held on 8.10.2017 at 10 am in the board room of IQAC SGTU. The following were present.

1. Dr. T D Dogra
2. Prof. M S Turan
3. Prof. Dr Waheeda Khan
4. Prof. Amit Srivastava
5. Prof. R.K Patel
6. Dr. S.C Mahapatra
7. Dr. Amit Bhardwaj
8. Dr. Akshay Munjal

The proposal for establishment of Faculty of Social Science at SGT University was discussed. The committee was of the opinion that in view of the varied faculties in the university the establishment of the faculty of social sciences shall be easier by mobilizing resources from the other faculties. The scope & need of the Social sciences in India & North India in particular is enormous. The interdisciplinary training & interaction will provide an excellent situation for such graduates & post graduates to learn the subject thoroughly in depth including its applied aspects.

One of the courses proposed MMSW (Masters in Medical Social Work) is highly relevant and very much in demand with new upcoming medical institutions & hospitals.

Therefore establishment of faculty of Social Sciences at SGTU is recommended. The name of the faculty shall be FACULTY of SOCIAL SCIENCES. Courses to be started MSW (Master in Social Work) & MMSW (Master in MEDICAL SOCIAL WORK).

The proposal for the same as prepared by Dr R.K Patel, Professor, Faculty of Commerce and management was as follows:

Establishment of Faculty of Social Science at SGT University

As we advance towards new century, our entire society is changing in a changing global context. Major institutions including government, industry, finance and medical are seeking ways to change and restructure in a manner that will increase their flexibility and effectiveness in this climate of change. Change in education system is also must to keep pace with the changes and developments in all walks of life and also because education is often pointed to as the key sector of society that can prepare us for this new world and ensure our success. Social Education must also be modernized and strengthen for anticipating and managing changes that are taking place all around us and especially in rural sector. Employment opportunities in the public sector are decreasing with a faster rate, while the number of jobs in private sector in on rise so the programmes will also



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prepare the students to start their own venture. The programmes will be instrumental for the students to find job opportunities at managerial, executive and officer level in both private and public.

Keeping above in mind, the following three need based job oriented Master Degree programmes will be started. The duration of these Master Degree programmes will be 2 years comprising of 4 semesters.

1. Master in Social Work (MSW)
2. Master in Medical Social Work (MMSW)
3. Master in Human Resource Management (MHRM)

Faculty requirement

S. No.	Name of Post	Number	Subject/Field of Specialization
1.	Assistant Professor -	Two	- Sociology/ Rural Sociology/ Psychology/ Pol. Science
2.	Assistant Professor -	One	- Statistics / Computer
3.	Assistant Professor -	One	- Economics
4.	Assistant Professor -	Two	- Medical Science
5.	Assistant Professor -	Two	- HRM / MBA

Collaboration with other departments

1. Department of Economics
2. Department of Medical Sciences
3. Department of Commerce and Management

This proposal was forwarded to registrar office to be put up to Higher Education for sanctioning.



Creation of IPR Cell and Policy

IQAC also initiated the development of IPR cell and IPR policy for the SGT University. For this, multiple deliberations were made and Dr M.S Turan, Dean Commerce and Management was handed over the responsibility for creation or IPR policy and maintenance of IPR cell.

In consultation with Chairman of Cell Dr M.S Turan, the following members were constituted in IPR cell.

Designation	Name
Chairperson	Dr. M.S. Turan
Member	1. Dr. T.D. Dogra 2. Dr. Rajiv Khanna 3. Dr. S C Mohapatra 4. Dr. Amit Srivastava 5. Dr. Amit Bhardwaj 6. Dr. Astha Chaudhry
Member Secretary	Dr Akshay Munjal

The IPR policy was also prepared by Dr M.S Turan.



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Format for report of Events

In order to have good record and documentation of all the events being conducted in the University in all faculties and at central level, it was decided that a standard format of report of events should be created and should be communicated to all so as to get uniformity in all the reports submitted.

The standard and uniform format throughout the University will improve the quality culture in the conduction as well as documentation of the events.

The standard was prepared by IQAC and it was circulated to all Deans, all coordinators.

MOST URGENT- Regarding Reports of Events > Inbox x

 T D Dogra <tdogra@gmail.com> Sat, Feb 17, 2018, 3:41 PM ☆ ↩ ⋮
to U, Joginder, Prof.Suman, Sarla, Dean, Prof. K.S., Journalism, S.K., Dean, Harpreet, MK, Chinna, Devender, V.K., Akshay, R, Sarju, Rajiv, anilgupta_in, msturam, Sidhu, Dean, Suma, Astha, TD, Manmohan, H. ▾

Dear Sir/Mam,

IQAC has directed earlier to submit the report (inclusive of photographs)of each and every event organized by each department in a spiral bound copy. It is observed that for the last few months no faculty has submitted such report.

Therefore, it is requested that reports of all the events(separately for each event) held in last 6 months by your faculty may kindly be submitted by 27th February 2018 positively.

Kindly see that format already circulated by IQAC, for the same is adhered with.

The same is to be submitted by IQAC to the office of Vice-Chancellor and Chairman.

Kindly take it most urgent and important.

With Regards

T D Dogra
Director IQAC



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UNESCO-Bioethics Unit

Inauguration of Unit and Symposium

The Inauguration of UNESCO-Bioethics unit at SGT University was done on 30th June 2017 by Dr Russell D Souza, Head, Asia Pacific division, UNESCO-Chair in Bioethics, Haifa. A **symposium** on Bioethics was conducted on 1st July 2017 at T.V.Studio, SGT University. The symposium started by the introduction of UNESCO Universal Declaration on Human Rights by Dr Russell D'Souza, Head, Asia Pacific Division, UNESCO Chair in Bioethics, Haifa.

The multiple challenges in teaching Bioethics to teachers and students were discussed by Dr Mary Mathew, Head of the Indian Program, UNESCO Chair in Bioethics and Professor, Manipal University. Dr Mary told that ethical issues are faced by the Health Sciences students from the first year itself when they are exposed to cadaver. So, ethics teaching is mandatory in all Health Sciences students.

A very informative interactive session followed Dr Mary's Lecture where ethical dilemma was discussed through a case study and the valuable inputs from dignitaries were indeed helpful for our faculty members and students.

Dr Geethalakshmi, Chair Faculty development AISHU-UNESCO Bioethics National Program and Vice Chancellor Tamil Nadu Dr MGR Medical University discussed the Bioethics Curriculum development and implementation and also presented the Bioethics curriculum that has been implemented in MGR University.

The session was concluded by Lecture on Medical Education and Ethics of caring by Dr Russell D'Souza where he discussed the multiple philosophies of caring that should be incorporated in the medical curriculum.



The Dignitaries sitting on the dias including the Distinguished guest Dr Russell D'Souza, Chief Guest- Dr O.P Kalra, Guest of Honour- Dr Geethalakshmi, Dr Mary Mathew, Dr Bipin Batra, Managing Trustee-Mr Dilpreet Singh Chawla and Pro-chancellor Dr T.D Dogra



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The Distinguished guest Dr Russell D'Souza presenting the writ of appointment to Pro-chancellor Dr T.D Dogra as Unit Head of UNESCO-BIOETHICS unit at SGT University



The Distinguished guest Dr Russell D'Souza presenting the writ of appointment to Dr H.S Grover as Secretary of UNESCO-BIOETHICS unit at SGT University



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Dr Mary Mathew delivering lecture on “Challenges in teaching Bioethics” on 1st July 2017



Dr Russell D’Souza delivering lecture on “Universal Declaration of Human Rights” on 1st July 2017



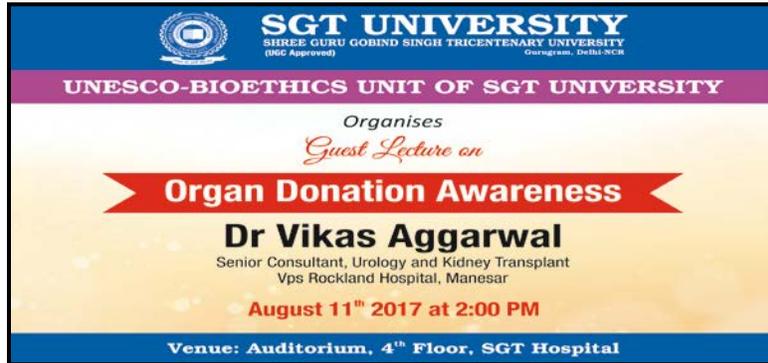
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Extension Lecture on “Organ Donation Awareness”

On 11th August 2017, an extension Lecture was organised on a very sensitive and crucial subject "Organ Donation Awareness". The Talk was delivered by Dr. Vikas Aggarwal, Senior Consultant & Head Urology and Renal transplant at VPS ROCKLAND HOSPITAL, Manesar. It reminded that after all , we all are mortals and humans , so why not Be Human , donate our organs and Have a Life after Death.



Guest Lecture by Speaker



Presentation of memento to the speaker by Pro-Chancellor, SGT University



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Guest Lecture On “Bioethics And Biomedical Research In Today's World”.

On 13th September 2017, UNESCO Bioethics Unit achieved yet another milestone by inviting an international speaker, Dr Mark A. James, Ph.D, Professor and Chair, Department of Biostatistics, Environmental Health Sciences & Epidemiology, Kent State University, Ohio, USA to enlighten on the topic "Bioethics and Biomedical research in Today's World". The target audience was UG Students, interns, PG Students and faculty members from the Faculty of Dental sciences, Medical sciences, Allied health sciences, Pharmacy, Ayurveda and Behavioural Sciences. The Guest speaker in his talk enlightened about the research ethics and protocols followed globally. He introduced about the "Belmont Report " which summarizes ethical principles and guidelines for research involving human subjects. The three core principles included the respect for persons, beneficence, and justice.

The poster features the SGT University logo at the top left. The main title is "UNESCO-BIOETHICS UNIT OF SGT UNIVERSITY". Below this is a portrait of Dr. Mark A. James. To the right of the portrait, it says "Welcomes Dr. Mark A. James" followed by his credentials: "Ph.D, Professor and Chair, Department of Biostatistics, Environmental Health Sciences & Epidemiology, Kent State University, Ohio, USA." Below that, it states "For Guest Lecture on 'Bioethics and Biomedical Research in Today's World'". At the bottom, the date and time are "on 13th September, 2017 at 2 P.M." and the venue is "Venue : Auditorium Third Floor, C-Block".



Dignitaries on the Dias- Dr Mark A James, Dr M.S Sidhu, Dr S.C Mohapatra, Dr H.S Grover



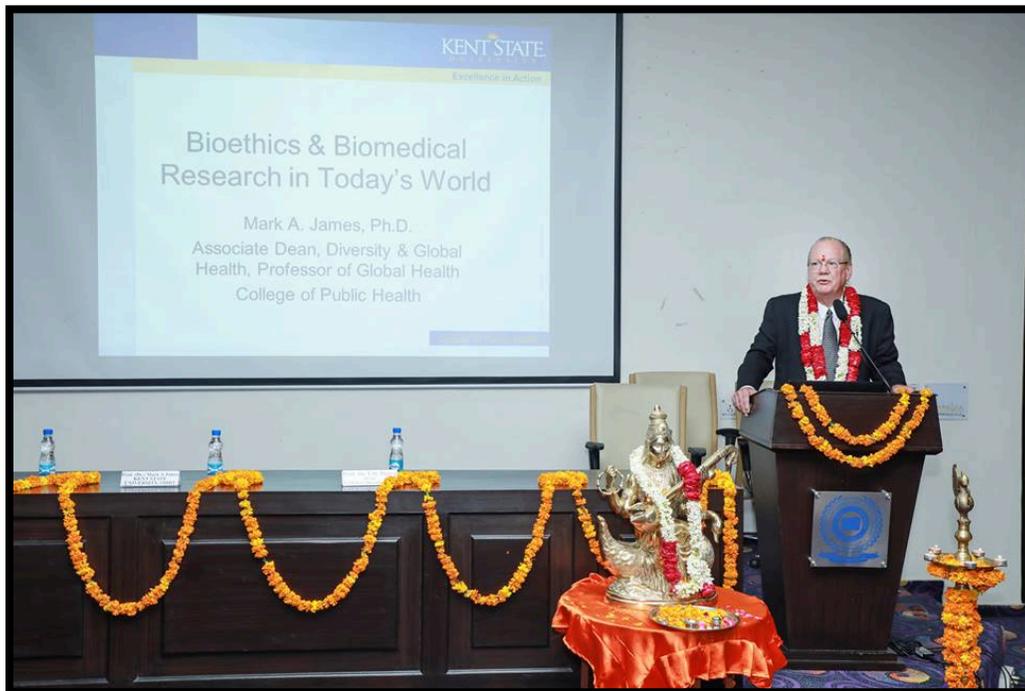
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Garlanding of Lordess Saraswati by Guest Speaker Dr Mark A James



Guest Lecture by Speaker on “Bioethics and Biomedical Research in Today’s World”



IQAC Committees

It was decided that multiple committees of the University needs to be created. So IQAC in consultation with Registrar recommended multiple committees.

The meeting held with registrar for the same was as follows:

19th December 2017

A meeting was held in the office of the Director of IQAC at 12.30 PM on December 19, 2017 with Registrar, SGT University regarding revival of various committee of the university.

The following members were present in the meeting:

1. Dr. T. D. Dogra, Director IQAC
2. Dr. Devadesh Sharma, Registrar, SGT University
3. Dr. S.C. Mohapatra, Dean Academic Affairs
4. Dr. Astha Chaudhry, Sub dean IQAC
5. Dr. Amit Bhardwaj, Sub dean IQAC
6. Dr. Akshay Munjal, Member IQAC
7. Mr. Anil Sharma, Member IQAC

The following decisions were taken in the meeting:

1. The committees were constituted in consultation with the Registrar, SGT University.
2. Some new members were added in consultation with registrar sir in place of members who had left the institution. The committees list is hereby enclosed.
3. It was decided that all the committees shall be formally informed about their constitution and the chairman of the committee shall prepare the mandate rules & regulations and can change the constitution by adding or removing the members as per the requirement. This shall be done within 7-10 days and the mandate shall be submitted to IQAC which shall be the forwarded to registrar and shall also be uploaded on IQAC website.
4. All the committees shall hold regular meetings and the minutes of meeting shall be send to IQAC for uploading on website.
5. Certain other issues related to PhD dropout students, students' feedback and placement records were also discussed.

The multiple committees constituted are as follows:

Administrative Committees

1. Human Resource Development Committee

Chairman- Dr.R.P.Bajpai,Advisor

Members- Mr.DevadeshSharma,Registrar

Mr Arvind Makkar, GM, HRDept

Dr. Yogesh Mehta,FCM



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Dr Amit Bhardwaj, Sub Dean, IQAC

Mr. Saurabh Chaturvedi, FOL

Member Secretary- Dr. G.N.Suma, FDS

2. Instrumentation and Equipment Committee

Chairman- Dr.M.S.Sidhu, FDS

Members- Mr. Ahluwalia, Purchase Dept

Mr. Navdeep Punj, Finance Dept

Mr. Amit Srivastava, FET

Mr. Mukesh Chand, Librarian

Member Secretary- Dr. Amit Bhardwaj, Sub Dean, IQAC

2. Publication and Data base Committee

Chairman- Dr. Shobha Broor, FMHS

Co-Chairman- Dr. G N Suma, FDS

Members- Ms. Yamini Pandey, FCM

Ms. Vijaylaxmi, Agriculture

Dr. Megha, FMHS

Dr. Neha, FDS

Dr. Vimmi, FET

Member Secretary - Ms. A. Mamata Devi, Nursing

4. Space Committee

Chairman- Dr. V.K. Bhalla, Pharmacy

Members- Mr. Deepchand Yadav (Estate manager)

Mr. Vijender Singh

Mr. Rajinder

Mr. Rajesh Gupta

Member Secretary- Mr. Gaurav Chaudhry, Administrator

5. Conference, Workshop and Seminar Committee

Chairman- Dr. Sheetal Kalra, FP

Members- Dr. Snehlata Verma, FOE

Dr. Sarju Devi, FOL

Ms. Shweta Sharma

Dr. Vikas Vats, FA

Mr. Manish Yadav, Pharmacy

Member Secretary- Dr. Radhika Rai, FDS



6. Discipline Committee

Chairman- Dr.D.P.SSudan,FMHS

Members- Mr. DevadeshSharma,Registrar

Dr. M. S. Turan,FCM

Mr. UmeshKothari,Administrator, CSO

Dr. JitenderKumar,FDS

Member Secretary- Dr. BhupinderKaur,FMHS

7. Grievance Redressal Committee

Chairman- Dr. R.K Patel,FCM

Members-

Ms. AnuGrover, FN

Dr. Jasdeep Monga,FMHS

Member Secretary- Dr. Amit Bhardwaj,FDS

Academic Committees

1. Curriculum and Learning Process Committee

Chairman- Dr. T.D.Dogra,AAEP

Members- Dr. S C Mohapatra,FMHS

Dr.AmitBhardwaj,FDS

DrAkshayMunjal, FDS

Member Secretary- Dr. AsthaChaudhry,FDS

2. Research Committee

Chairman- Dr. M.S.Sidhu,FDS

Members- Dr. G. N.Suma,FDS

Dr. ShouryaTandon(FDS)

Dr. Shefali (FDS)

Dr. Nupur (FDS)

Dr. Reshu (FDS)

Dr. Radhika (FDS)

Dr. Jasdeep Monga (FMHS)

Dr. Shalini (Community Medicine, FMHS)

Dr. Vidyavathi (FIMS)

Dr. Simranjeet Singh (FAHS)

Dr. Priya Chauhan (FPT)

Mrs. Mamta Devi (FN)

Mr. Sunil (FN)

Dr. Raman Kapoor (FET)

Mrs. Vimmi Malhotra(FET)



3. Feedback Committee

Chairman- Dr. Amit Srivastav, FET

Member- Dr. Astha Chaudhry, Sub Dean, IQAC

MrVimal K Vashisht, System analyst

Member Secretary- Dr. Amit Bhardwaj, Sub Dean, IQAC

4. Student Welfare committee

Chairman- Dr. D.P.S Sudan, FMHS

Members- Ms. Bhawna, Asst registrar

Dr. Jasdeep Monga, FMHS

Dr. ManbirSingh, FAHS

5. Anti – ragging Committee

Chairman- Dr. DPS Sudan, FMHS

Members- Ms. AkoijamMamataDevi, FN

Dr. Anil Gupta, FDS

Ms. VinitVerma, FET

Dr. Shweta Sharma, FMHS

Dr. Abhishek Kapoor, FMHS

Mrs. Ambika Chauhan Nair, FHMT

Chowki-in-charge, Budhera

6. Cultural and Extracurricular Committee

Chairman- Dr. Bharti Raina, FDS

Members- Dr. Bharti Arora, FP

Ms. Sonia, FN

Ms. Neha Gahlot, FET

Dr. Radhika Rai, FDS

Dr. VidushiSheokand, FDS

Dr. ShikhaDogra, FDS

Dr. HemlataVats, FP

Ms. Usha Yadav, FN

Mr. Kaushal Sharma, FET

Ms. Monika, FET

Ms. Yashika, FET

Dr. VandanaChaudhary, FP

Ms. KavitaAttri, FP

Ms. Gurpreet, FOL

Mr. BiswamberBose, FMC&MT

Ms. Mamta, FAHS



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Dr. ShilpaRajput,FAHS

Mohd. Haleen,FHTM

Dr. Nisha,FIMS

Dr. TimsySrivastav,FIMS

Ms. ShivaniYadav,FPS

Dr. Priyanka,FA

Ms. KavitaRani,FCM

Ms. Swati,FFD

Ms. Poonam,FFD

Ms. AnjanaDash,Academic counsellor

Ms. Apporva,Academic counsellor

7. Hostel Committee

Chairman- Mr Sharma,Chief warden

Members- Mr. S.C.Chauhan,Administrator

Ms Jennifer Cook, Warden, Ladies Hostel

8. Finance Committee

Chairman- Mr Suresh Gupta, CFO

Member- MrNavdeepPunj

MrDevadesh Sharma, Registrar

Mr. Ramesh Semwal, Accounts Officer

9. Sports Committee

Chairman- Mr Sharma, Chief Warden

Mr. KuldeepChauhan,Warden

Mr. Moolchand,Warden



Digitalization of degree certificates

A meeting was conducted on **11th September 2017** at 2:00pm in Board room, Corporate block regard-ing Digitalization of Degree certificates and use of university ERP system.

The Following members were present:

1. Dr T.D Dogra, Director IQAC – Chairman for the meeting
2. Mr H.K Pir- Registrar
3. Dr Sharma- Controller of Examinations
4. Mr Satish- Asst registrar
5. Dr M.S Turan – Dean, Commerce and Management
6. Mr Jitender Vats- IT, Head
7. Mr Hanumanth- IT member
8. Dr H.S Grover- Dean Education, Examination and International affairs
9. Dr S.C Mohapatra- Dean Academic affairs
10. Dr Astha Chaudhry- Sub-Dean
11. Dr Amit Bhardwaj- Sub-Dean
12. Dr Akshay Munjal- Coordinator, International affairs

The following decisions were taken:

1. After the introduction of the agenda and its significance was explained to the members by Dr Dogra, **all the members agreed in principle that we should have a digital database of degree certificates** as it will not only help our alumni in getting their academic credentials verified from anywhere in the world, but will also weed out the chances of faking our university degree by someone else. Also it will be in accordance with the central Govt's Digital India initiative.
2. **Dr M.S Turan, Dean Commerce and Management will be chairman for the same** and will lead the initiative by contacting the concerned company(CVL) for agreement with the University and will arrange for the suitable date for the visit of the concerned company representatives to the University so that the terms and conditions can be discussed before the formal MOU in collab-oration with IT dept and Controller of Examinations.

5th October 2017

A meeting regarding Digitalization of Degree certificates took place on 5th October 2017 in Board room, Corporate Block at 11:00am.

The following members were present:

1. Dr T.D Dogra, Director IQAC
2. Mr Dilpreet Singh Chawla, Managing trustee
3. Dr R.P Bajpai, Advisor



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4. Dr M.S Turan, Dean Commerce and Management
5. Dr Amit Srivastava, Dean Engineering and Technology & Dean Examinations
6. Dr S.C Mohapatra, Dean Academic affairs
7. Mr. H.K Pir, Registrar
8. Dr Daleep Singh, Pro Vice-Chancellor
9. Mr Satish, Asst Registrar
10. Dr Suma G.N, Associate Dean, Research and development
11. Mr Jitender Vats, IT Head
12. Mr Hanumanth, IT member
13. Mr Balwinder Singh, Examination section
14. Dr Astha Chaudhry, Sub dean
15. Dr Amit Bhardwaj, Sub dean
16. Dr Akshay Munjal, Coordinator
17. Mr Anil, Marketing executive

The company representative **Shri Amit Kumar Jain, Manager, CDSL Ventures Ltd (CVL)** explained the salient features of National Academic Depository (NAD).

The members present raised some queries regarding the charges, OTP facility, its utility for University and other safety and security issues.

All the members agreed for the proposal of MOU between SGT University and CDSL ventures Ltd as it will curb the problem of fake degrees.

Dr M.S Turan will be the Professor Incharge/coordinator for the program.

The MOU signing will take place on **11th October 2017 in Board room, Corporate Block at 11:00am.**

11th October 2017

SGT University in accordance with the Digital India initiative of the Central Government, moved one step forward towards digitalization of its academic and administrative proceedings. On 11th October 2017 the collaboration of SGT University with CDSL Ventures Ltd for creation of National Academic Depository (NAD) took place that holds academic degrees in electronic form in central data base. This will not only help our alumni in getting their academic credentials verified from anywhere in the world, but will also weed out the chances of faking our university degree by someone else.

The Memorandum of Understanding (MOU) was signed on 11 th October 2017 by Mr H.K Pir, Registrar, SGT University and Mr Amit Kumar Jain, representative from CDSL Ventures Ltd.

The ceremony began with the welcome of all the members and the introduction about the MOU, its purpose and significance. The ceremony was witnessed by Mr Dilpreet Singh Chawla, Member, Governing Body, Dr R.P Bajpai, Advisor SGT University, Dr T.D Dogra, Director IQAC and Dr M.S Turan, Dean, Commerce and Management and Professor incharge for the program.



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Memorandum of Understanding Signing Ceremony



On 11th October 2017



CDSL VENTURES LIMITED
exploring new horizons

TO COLLABORATE WITH



SGT UNIVERSITY
SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY

At Board Room, Corporate Block At 11:00am



Introduction of ceremony by Dr M.S Turan



SGT UNIVERSITY

SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY
(UGC Approved)

Gurugram, Delhi-NCR

Budhera, Gurugram-Badli Road, Gurugram (Har yana) – 122505 Ph : 0124-2278183, 2278184, 2278185



MOU Signing by Registrar Sir and representative from CDSL Ventures Ltd



The two documents signed by both the parties