	<b>THE NORTHCAP UNIVERSITY</b>	REVIEW DATE:
	<b>18<sup>th</sup> IQAC Minutes of the Meeting held on 06 December 2024</b>	SHEET 1 OF 3

From: **Convener – IQAC**To: **All Concerned**CC: Hon'ble GB, Secretarial,  
Pro-Chancellor's Office, VC Office

Date: 07 Dec 2024

**IQAC/IOM/Dec/2024/02**

The 18<sup>th</sup> IQAC meeting was held on **Friday** i.e., **06 Dec 2024** from **2:30 PM** in the **Smart Classroom, first floor** of the University. The following members and invitees attended the meeting:

- |   |  |
|---|--|
| 1) Prof. (Dr.) Nupur Prakash (Vice- Chancellor)   | Chairperson, Head of Institution                 |
| 2) Prof. Prem Vrat (Pro- Chancellor)  | Representative, University Management            |
| 3) Cmde. Diwakar Tomar (Retd.) (Registrar)  | Senior Representative, University Administration |
| 4) Ms. Jiveta (Manager HR) Officiating  | Representative, University Administration        |
| 5) Prof. Manoj Kumar Gopaliya (Dean Academics)  | Teacher Representative                           |
| 6) Prof. Rita Chhikara (HOD - CSE & IT)   | Teacher Representative                           |
| 7) Prof. Nitin Malik (Deputy Dean-PhD & RDIL)   | Teacher Representative                           |
| 8) Dr. Deergha Sharma (Officiating DMAC)  | Teacher Representative                           |
| 9) Dr. Archana Sharma (HOD – School of Law)   | Teacher Representative                           |
| 10) Dr. Neha Jain (HoD, Program Chair Psychology)   | Teacher Representative                           |
| 11) Ms. Neetu Batra (Assistant Registrar)   | Representative, University Management            |
| 12) Mr. Vineet Gupta, Gemini Solutions Pvt. Ltd. (Alumnus)                                    | Alumni Representation (Online)                   |
| 13) Ms. Arohi Mathur (22MED002)   | Student Representative                           |
| 14) Dr. Neeraj Kumar (Joint Director, STPI Udyog Vihar, Gurugram)                             | Society Representation (Online)                  |
| 15) Ms. Nidhi Agrawal (COO & Engg. Head, NIA<br>Agrocommodity Marketplace Pvt. Ltd. Gurugram) | Industry Representative (Online)                 |
| 16) Mr. Vikas Narula (Director -CPAA)   | Stakeholder                                      |
| 17) Prof. Swaran Ahuja (Academic Advisor)   | Special Invitee                                  |
| 18) Prof. Sharda Vashisth (HOD MDE & Dy. Dean IRO)  | Special Invitee                                  |
| 19) Dr. Bharti Arora  | IQAC Coordinator                                 |
| 20) Dr. Satnam Singh  | Convener, IQAC                                   |
| 21) Dr. Vaishali Sahu   | Dy. Director IQAC and Member Secretary, IQAC     |

**The main agenda points discussed in the 17<sup>th</sup> IQAC Meeting were:**

- Item No.1: **Confirmation of the Minutes of 17th-A IQAC Meeting held on 08 December 2023. All points were closed without any further action (Convener, IQAC)**

- Item No.2: **NEP Initiatives at NCU – Saarthi Portal data shared by Prof. Manoj K. Gopaliya, Dean Academics.**
- Item No.3: **Establishment of Socio-Economically Disadvantaged Group Cell (SEDG) at NCU (for information) by Prof. Manoj K. Gopaliya, Dean Academics.**
- Item No.4: **Establishment of Academic and Administrative Development Centre (AADC) under IQAC by Dr. Satnam Singh.**
- Item No. 5: **IQAC Way Forward - QS Star Rating data to be uploaded in December 2024 by Dr. Vaishali Sahu, Dy. Director IQAC.**
- Item No. 6: **Presentation of initial Institutional Development Plan (IDP) framework for The NorthCap University. Dr. Vaishali Sahu, Dy. Director IQAC.**
- Item No.7: **Any other item with the permission of the chair.**

### Minutes of the Meeting


1. **Dr. Vaishali Sahu, Dy. Director IQAC** welcomed all the members and special invitees for the 18<sup>th</sup> IQAC meeting in the smart classroom and updated all the members on the agenda points to be discussed in the meeting. She presented the detailed agenda points (**attached as ANNEXURE-I**) which needs to be discussed and deliberated upon in the 18<sup>th</sup> IQAC meeting.
2. **Dr. Satnam Singh, Convener IQAC** presented the confirmation of minutes and Action Taken Report for the **17<sup>th</sup>-A IQAC** meeting held on **08 December 2023**. The minutes were confirmed and hence closed. The major points of discussion were:
  - Revision in Travel Allowance for the faculty and staff as per NCU policy.
  - NAAC Best Practices Manual and Target Sheet for Departments
  - AQAR 2022-23 data presented to Vice Chancellor for information
  - Workshops/FDPs conducted for faculty and students
3. **Prof. Manoj Kumar Gopaliya**, Dean Academics, presented the **progress of NEP 2020 implementation** at NCU. He highlighted that the initiatives under NEP, including the Saarthi data on portal, are progressing smoothly and aligned with the university's goals.
4. The committee for the **Socio-Economically Disadvantaged Group Cell (SEDG)** was proposed. Dean Academics will chair the committee, with Ms. Neetu Batra serving as the Member Secretary. This initiative aims to provide additional academic and emotional support to students from disadvantaged backgrounds, ensuring equitable access to resources and opportunities. This is for the kind information of IQAC members.
5. **Prof. Anjali Garg**, Director of the Centre for Distance and Online Education (CDOE), updated the committee on the development of online programs. She reported increasing enrollment and the introduction of new market-aligned courses. Various efforts have been put to enhance the student engagement and to deliver quality content through advanced learning platforms. The faculty members for OL programmes have proposed to get their leaning content get published as books with ISBN numbers.

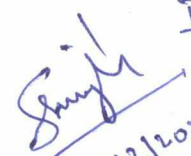
6. **Dr. Satnam Singh**, AADC Coordinator, provided an update on the establishment of the Academic and Administrative Development Centre (AADC) at NCU with collaboration with Association of Indian Universities (AIU). The center will focus on capacity building, professional development, and fostering administrative excellence. Dr. Singh outlined the funding received by AADC from AIU and shared the planned activities, including workshops and collaborative initiatives. The list of proposed activities is placed at **ANNEXURE-II**.
7. **Dr. Vaishali Sahu**, Dy. Director IQAC, informed the committee that the data for submission to the QS Star Rating system is ready. She emphasized the importance of achieving a 5-star rating and outlined the strategic roadmap. This includes strengthening key performance indicators such as research output, teaching quality, and employability.
8. **Dy. Director, IQAC** presented the initial **Institutional Development Plan (IDP)** framework for The NorthCap University. The plan is aligned with the enablers defined by the UGC:
  - **Governance:** Strengthening decision-making frameworks and accountability.
  - **Finance:** Ensuring financial sustainability and resource optimization.
  - **Academics:** Enhancing curriculum design and delivery.
  - **Research:** Fostering a culture of innovation and scholarly excellence.
  - **Human Resource Management:** Developing faculty and staff capabilities.
  - **Networking and Collaboration:** Building strategic partnerships nationally and internationally.
  - **Physical and Digital Enablers:** Upgrading infrastructure and digital capabilities. The committee appreciated the comprehensive framework and recommended integrating measurable targets.
9. **Action Points:** Following action points were decided and will be discussed in the next IQAC meeting:
  - Ensure the continuous progress of NEP 2020 initiatives at NCU
  - Finalize the structure and roles of the SEDG Committee
  - Expand online programs through targeted outreach and innovative content.
  - Operationalize AADC activities as per AIU guidelines.
  - Submit QS Star Rating data and implement strategies for a 5-star achievement.
  - Implement the IDP framework with periodic reviews.
10. **Any Other Items:** **Prof. Nupur Prakash, Vice Chancellor** asked all the members to focus on the action points and track the progress regularly. No additional items were raised in the meeting.

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



**Dr. Satnam Singh**  
**(Associate Professor, MDE)**  
**Convenor - IQAC**

Approved  


Mr. Jagmohan Mishra  
"upload on website, under  
IQAC Page  
  
07/12/2024

# Annexure-I

FORM NO. NCU/FRM/UNIV/006

	<b>THE NORTHCAP UNIVERSITY</b>	REVIEW DATE:
	<b>18<sup>th</sup> IQAC Meeting Agenda</b>	SHEET 1 OF 3

From: **Convener – IQAC**

To: **All Concerned**

CC: Hon'ble GB, Secretarial,  
Pro-Chancellor's Office, VC Office

Date: 01 Dec 2024

**IQAC/IOM/Dec/2024/01**

The **18<sup>th</sup> IQAC** meeting will be held on **Friday** i.e., **06 December 2024** from **2:35 PM** in the **Smart Classroom, first floor** of The NorthCap University.

IQAC committee has been reconstituted in view of certain changes in the department and schools.

Following members/special invitees are hereby requested to make it convenient to attend the meeting at the given time:

<b>Chairperson</b>	Prof. (Dr.) Nupur Prakash Vice-Chancellor	<b>Head of Institution</b>
<b>Members</b>	Cmde. Diwakar Tomar (Retd.) Registrar	<b>Senior Representative from the University Administration</b>
	Ms. Jiveta Officiating Manager HR	<b>Representative from the University Administration</b>
	Prof. Manoj Kumar Gopaliya Dean Academics	<b>Teachers Representative</b>
	Prof. Rita Chhikara HoD, CSE	
	Prof. Nitin Malik Dy. Dean Ph.D / RDIL	
	Prof. Sona Vikas HoD – Commerce & Liberal Studies, SoM&LS	
	Prof. Archana Sarma HoD, SOL	
	Dr. Neha Jain HoD, Psychology, SoM&LS	<b>Representative from the University Management</b>
	Ms. Neetu Batra Assistant Registrar	
	Mr. Vineet Gupta Gemini Solutions Pvt. Ltd. (Alumnus)	
	Ms. Arohi Mathur Student Representative, 22MED002	

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<b>Members</b>	Dr. Neeraj Kumar Joint Director, STPI Udyog Vihar, Gurugram	<b>One representative each from Employers, Industrialist and Stakeholders</b>
	Mr. Vikas Narula Director - Centre of Professional Attachment & Alumni Engagement	
	Ms. Nidhi Agrawal COO & Engg. Head NIA Agro commodity Marketplace Pvt. Ltd., Gurugram	
	Dr. Satnam Singh Associate Professor, MDE	<b>Convenor IQAC</b>
	Dr. Bharti Arora Assistant Professor, APS	<b>Coordinator IQAC</b>
<b>Dy. Director IQAC</b>	Dr. Vaishali Sahu Associate Professor & Associate Head, MDE	<b>Member Secretary</b>

**The agenda points for 18<sup>th</sup> IQAC Meeting are:**

**Item No.1:** Confirmation of the Minutes of 17<sup>th</sup>-A IQAC Meeting held on 08 December 2023 and update on action taken on pending issues if any by Convener, IQAC.

**Item No.2:** NEP Initiatives at NCU – Saarthi Portal data by Prof. Manoj K. Gopaliya, Dean Academics.

**Item No.3:** Establishment of Socio-Economically Disadvantaged Group Cell (SEDG) at NCU for information by Prof. Manoj K. Gopaliya, Dean Academics.

**Item No.4:** Establishment of Academic and Administrative Development Centre (AADC) by Dr. Satnam Singh.

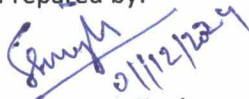
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**Item No. 5:** IQAC Way Forward - QS Star Rating data to be uploaded in December 2024 by Dr. Vaishali Sahu, Dy. Director IQAC.

**Item No. 6:** Presentation of initial Institutional Development Plan (IDP) framework for The NorthCap University. Dr. Vaishali Sahu, Dy. Director IQAC.

Any other agenda with the permission of chair.

Prepared by:

  
2/11/2024

Dr. Satnam Singh

IQAC Convener

Approved by:



Dr. Vaishali Sahu

Dy. Director, IQAC

## Proposed List of Activities under AIU-AADC-NCU

### Tentative Activity Calendar for Academic and Administrative Development Centre (AADC)

#### The NorthCap university 2024-25

Centre Name: AIU-AADC-NCU

S. No.	Title of Activity	Mode	Proposed Date	Tentative Cost
1	<p><b>Big Data Analytics; Recent Trends Tools and Technologies</b></p> <ul style="list-style-type: none"> <li>• <b>Duration:</b> 5 Days</li> <li>• <b>Scope:</b> This program aims to equip participants with a comprehensive understanding of Big Data Analytics, focusing on the latest trends, tools, and technologies in the field. The program is designed to provide both theoretical insights and practical skills, enabling participants to apply big data analytics in real-world scenarios across various domains using Hadoop cluster.</li> </ul>	Hybrid	14 Oct – 18 Oct 2024	Rs 20,000/-  2 external experts, 2 internal experts
2	<p><b>Capacity building program in Design Thinking and Innovation</b></p> <ul style="list-style-type: none"> <li>• <b>Duration:</b> 5 Days</li> <li>• <b>Scope:</b> This program aims to equip participants with the mindset and skills to foster creativity and drive innovation in problem-solving. The program introduces the principles of Design Thinking, emphasizing empathy, ideation, prototyping, and iterative testing. Participants will engage in hands-on activities, collaborative projects, and real-world case studies to apply these concepts.</li> </ul>	Hybrid	18 Nov – 22 Nov 2024	Rs 20,000/-  2 external experts, 2 internal experts

3	<b>Innovative Pedagogy and Digital Learning Techniques</b> <ul style="list-style-type: none"> <li>• <b>Duration:</b> 5 Days</li> <li>• <b>Scope:</b> This program aims</li> </ul>	Hybrid	9 Dec – 13 Dec 2024	Rs 20,000/-  2 external experts, 2 internal experts
4	<b>Library as a Knowledge Hub: Enhancing Learning and Research Resources</b> <ul style="list-style-type: none"> <li>• <b>Duration:</b> 5 Days</li> <li>• <b>Scope:</b> Equip library professionals to enhance the library's role as a central knowledge resource.</li> </ul>	Hybrid	6 Jan -10 Jan 2025	Rs 20,000/-  2 external expert and 2 internal experts
5	<b>Administrative Staff Development on Student Support Systems, ERP and NEP2020</b> <ul style="list-style-type: none"> <li>• <b>Duration:</b> 5 Days</li> <li>• <b>Scope:</b> Enhance the capacity of faculty and administrative staff to provide effective mentorship and student support in terms of ERP, NEP 2020 implementations and grievance redressal.</li> </ul>	Hybrid	21 April – 25 April 2025	Rs 20,000/-  2 external expert and 2 internal experts

*Satnam Singh*  
04/19/2024

Dr. Satnam Singh

Coordinator (AIU-AADC-NCU)