



**MINUTES OF THE XXXVII MEETING OF THE
GOVERNING BODY HELD ON 31 MAY 2023
(WEDNESDAY) AT 11:30 A.M.**

**THE NORTHCAP UNIVERSITY
SECTOR – 23A
GURUGRAM – 122 017**

**MINUTES OF XXXVII GOVERNING BODY MEETING
OF THE NORTHCAP UNIVERSITY
HELD ON 31ST MAY 2023 (WEDNESDAY) AT 11:30 A.M**

The following members attended the XXXVII Meeting of the Governing Body on **Wednesday, 31ST May 2023 at 11:30 AM at The NorthCap University, Gurugram.**

S. No.	NAME	REPRESENTING	DESIGNATION
1.	Shri V. Daulet Singh	Chancellor	Chairman
2.	Prof. Prem Vrat	Pro-Chancellor & Prof. of Eminence	Member
3.	Prof. (Dr.) Nupur Prakash	Vice-Chancellor	Member
4.	Dr. Ramesh Kumar Principal Govt. College of Girls, Sec 14, Gurugram	Official Representative, Higher Education Dept., Govt. of Haryana	Member
5.	Shri Shiv Saran Mehra	Founder Member Educate India Society	Member
6.	Shri Avdhesh Mishra	Founder Member Educate India Society	Member
7.	Shri Sachin Jain (Leave of absence)	Representative of Cintana Education LLC	Member
8.	Shri Rajesh Marwaha, CA	Financial Expert	Member
9.	Shri. Venkatesh Sarvasiddhi (Leave of absence)	Technical Expert	Member
10.	Commodore Diwakar Tomar NM (Retd.)	Registrar	Member-Secretary

MINUTES OF THE MEETING

WELCOME ADDRESS BY THE CHAIRMAN

The Chairman asked the Member Secretary to directly commence with the agenda.

The Member Secretary welcomed all members to the XXXVII meeting of the Governing Body, and informed that the XXXVI meeting of the Governing Body was held on 22 Feb 2023.

ITEM No. 1: **Confirmation of minutes of the XXXVI meeting of the Governing Body held on Wednesday, 22 February 2023.** Minutes of the XXXVI meeting of the Governing Body held on 22 Feb 2023 were confirmed, and are placed at **Annexure 1. Action taken points** of the previous meeting held on 22nd February 2023 are summarized as under:

(Member Secretary)

Agenda	Points in brief	Action Taken
Item No. 2a	<p>Approval of new Masters Program for Academic Year 2023-24</p> <ul style="list-style-type: none"> ▪ MCA ▪ MA (English) ▪ MA (Psychology) 	<ol style="list-style-type: none"> 1. Letter requesting approval of Directorate of Higher Education (DHE), Haryana was sent on 22 December 2022. 2. However, in accordance with fresh directives of DHE in March 2023, approval request was once again sought by the univ. on 'online portal' on 31 March 2023. 3. Besides these three programs, approval to commence following five programs from Academic Year 2023-24 has also been sought from DHE: <ul style="list-style-type: none"> ➤ B.Sc Sound Engineering ➤ B.Sc Visual Communication ➤ B.Sc Visual Effects and Animation ➤ BCA Game Development ➤ BCA Media and Information Technology 4. Presentations on these, in the format specified by DHE, have been forwarded to DHE on 11 May 2023 5. Date of physical presentation is awaited. It is expected to happen any time soon.
Item No. 3	<p>Status on Progress made in different initiatives under NCU Alliance with ASU</p>	<ol style="list-style-type: none"> 1. Ms. Julia Rosen, Prof. Rick Shangraw, Mr. Neel Broker and Dr. Malini visited the University on 23 and 24 February 2023 to discuss the progress made under different initiatives offered through NCU-ASU Alliance under Cintana Partnership. 2. A review meeting of Prof. Manoj, Dr. Sharda and Dr. Malini was also held on 10 April 2023. 3. Regarding use of ASU LMS, it was agreed that NCU would explore the repository and identify ASU courses that are of interest. This will be done on a need basis. 4. Regarding online resources of ASU, it was agreed that once NCU receives UGC-DEB approval for offering ODL & OL programmes, possibilities in this regard will be explored under relevant clause(s) of the existing agreement. In the meanwhile Cintana to confirm whether ASU has any existing exclusive ODL and / or OL partnership with anyone in India. 5. The ASU Innovation Certificate for NCU students is under active consideration, and expected to be launched in Fall 2023. 6. Co-teaching a full course with ASU professors through online mode is being discontinued owing to minimal acceptance among the stakeholders. 7. Senior Professors of ASU on visit to India may be hosted on NCU campus for interaction with students on a larger scale/ bigger audience. 8. The option of semester exchange is currently not available for NCU students, and can be explored later. 9. One NCU student is visiting ASU during this summer to attend the Summer Immersion Program. 10. Dual degree and twinning programmes with ASU are not possible under this partnership, even though we are now eligible to offer these dual/ twinning degrees.

Item No. 4	Commerce & Liberal Studies Department – A Way Forward	1. Interviews have been made mandatory for all students seeking admission at SOM&LS, at under-graduate as well as postgraduate levels. 2. A higher selection criterion has also been proposed, and implemented by the Admissions team. 3. NCU Young Leadership Development Program inviting senior students of key Delhi / NCR schools to NCU campus is scheduled from 5 – 9 th June 2023
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The following points were discussed: -

1. On the basis of review of different initiatives under the NCU Alliance with ASU, it was brought out that Dual degree and Twinning programs with ASU were not possible under this partnership. Mr Mehra opined that NCU should not restrict itself to ASU for Dual degree and Twinning programs and should consider other options as well. Accordingly, a resolution was passed that The NorthCap University should explore partnerships with other reputed foreign universities for Dual degree and Twinning programs without wasting time.
2. On the issue of conduct of NCU Young Leadership Development Program, Mr. Mishra observed that the number of registrations for the program was very low (anticipated 15), and directed that the departments should make more concerted efforts to see that these programs garner better response. He stated that these programs should be run only if a minimum of 50 registrations are there.

ITEM No. 2: POINTS FOR RATIFICATION

(Member Secretary)

A. ADMISSION INTAKE & FEE STRUCTURE FOR ACADEMIC YEAR 2023-24.

(Member Secretary)

The Member secretary informed the members regarding the admission intake & fee structure for the Academic Year 2023 – 24, that was discussed, deliberated and approved during the 37th Board of Management Meeting held on 25 April 2023. Details of the Admission intake and Fee structure for the Academic Year 2023-24 are as under:

INTAKE:

SCHOOL OF ENGINEERING TECHNOLOGY				
UNDERGRADUATE AND POST GRADUATE PROGRAMMES				
S. No.	Branch	Intake 21-22	Intake 22-23	Intake 23-24
1	B Tech Computer Science Engineering Specialization options 1) Full Stack Development 2) Cyber Security & Forensics 3) Cloud Computing 4) Data Science 5) Gaming, Augmented Reality (AR) and Virtual Reality (VR) 6) Artificial Intelligence & Machine Learning 7) Blockchain 8) IOT & 5G	450	540	500

2	B Tech Electronics & Communication Engineering Specialization options 1) Internet of Things (IoT) 2) Embedded systems and VLSI design	20	30	NA
3	B Tech Mechanical Engineering Specialization options 1) Robotics & Automation	10	20	NA
4	Bachelor of Computer Applications (BCA) Specialization options 1) Animation & Gaming 2) Web Application Development 3) Mobile Application (N.A. 2021-22)	60	100	150
5	Master of Computer Applications (MCA) (New Course launched in 2023)	NA	NA	30
6	M Tech Computer Science Engineering Specialization options 1) Cyber Security & Forensics 2) Data Science	20	20	30
7	M Tech Civil Engineering Specialization options 1) Structural Engineering 2) Construction Engineering & Management 3) Environmental Engineering			
8	M Tech Mechanical Engineering Specialization options 1) Mechanical Engineering 2) Thermal Engineering 3) Industrial & Production Engineering			
9	M Tech Electronics & Communication Engineering Specialization options 1) Communication Engineering 2) VLSI Design (N.A. 2021-22)			
	Total	560	710	710
DEPARTMENT OF APPLIED SCIENCES				
S. No.	Branch	Intake 21-22	Intake 22-23	Intake 23-24
1	B.Sc Chemistry (Hons)	20	30	NA
2	B.Sc Mathematics (Hons)	20	30	NA
3	B.Sc Data Science	20	30	NA
	Total	60	90	NA

SCHOOL OF MANAGEMENT AND LIBERAL STUDIES

UNDERGRADUATE AND POST GRADUATE PROGRAMMES

S. No.	Branch	Intake 21-22	Intake 22-23	Intake 23-24
1	B.Com (H)	70	90	50
2	B.Com (H) Financial Markets	NA	30	50
3	B.A. (H) English	20	30	50
4	M.A. English (New Course launched in 2023)	NA	NA	30
5	BA (H) Economics	20	30	30
6	BA (H) Psychology	30	50	100
7	M.A. Psychology (New Course launched in 2023)	NA	NA	30
8	BBA	100	120	100
9	BBA (Business Analytics)	20	30	50
10	BBA (Digital Marketing)	30	30	50
11	BBA (Entrepreneurship & Family Business)	NA	30	50
12	MBA Specializations in HR / Finance / Marketing / Business Analytics	40	50	50
	Total	330	490	640

SCHOOL OF LAW

UNDERGRADUATE AND POST GRADUATE PROGRAMMES

S. No.	Branch	Intake 21-22	Intake 22-23	Intake 23-24
1	BBA – LLB (Hons)	70	120	120
2	LLB (New Course launched in 2023)	NA	NA	60
3	LLM Specialization options 1) Corporate Law 2) Human Rights 3) Intellectual Property Rights (IPR)	20	20	20
	Total	90	140	200

UG DEGREE PROGRAMMES (PROPOSED)

1	B.Sc Sound Engineering	NA	NA	40
2	B.Sc Visual Communication	NA	NA	40
3	B.Sc Visual Effects and Animation	NA	NA	40
4	BCA Game Development	NA	NA	40
5	BCA Media and Information Technology	NA	NA	40

	Total			200
Final Total		1040	1430	1750

UG DEGREE PROGRAMMES IN OPEN AND DISTANCE LEARNING AND ONLINE LEARNING MODES (PROPOSED)				
1	BBA	NA	NA	Upto 100
2	B. Com	NA	NA	Upto 100
	Total			200

The Member Secretary stated that the university has applied to the Department of Higher Education, Govt. of Haryana for approval of its MCA, MA (English), MA (Psychology), BSc Sound Engineering, BSc Visual Communication, BSc Visual Effects and Animation, BCA Game Development and BCA Media and Information Technology programmes. These programmes will be run only upon receipt of approval from the Department of Higher Education, Govt. of Haryana.

Note: The intake shown in the table above is subject to change by the University. An Increase/ decrease in intake of approx. 20% across disciplines could take place within the total intake, without compromising quality and minimum eligibility criteria.

FEE STRUCTURE:

The Member Secretary informed the members that the Fee structure for the Academic Year 2023-24 had been finalized and approved in the 37th meeting of the Board of Management held on 25 April 2023. He also informed that a copy of the approved fee structure will be submitted to the Department of Higher Education, Government of Haryana in terms of Para 36 of Haryana Private University Act, 32 of 2006, for information, 30 days prior to commencement of the new Academic session.

Details of fee structure for the Academic Year 2023- 24 was presented to all for information, as given below:

ANNUAL FEE (IN Rs.)							
S.No.	PROGRAMME	2021 - 22		2022 – 23		2023-24	
		INDIAN STUDENTS	NRI STUDENTS	INDIAN STUDENTS	NRI STUDENTS	INDIAN STUDENTS	NRI STUDENTS
1	B.Tech CSE	260000	371000	268000	382000	300000	428000
2	BCA	130000	200000	134000	206000	150000	230000
3	M.Tech (Full Time)	N.A.	N.A.	167000	218500	225000	NA
4	M.Tech (Part Time)	93000	N.A.	96000	N.A	N.A	N.A
5	MCA	N.A.	N.A.	N.A.	N.A.	225000	N.A.
6	BSc (Hons.) Maths	109000	154500	112000	159000	N.A	N.A
7	BSc (Hons.) Maths with specialization in Data Science	140000	195200	144000	201000	N.A	N.A
8	BSc (Hons) Chemistry	109000	154500	112000	159000	N.A	N.A
9	BBA	185500	254400	191000	262000	220000	302000

10	BBA with specialization in Digital Marketing	215000	282000	221000	290000	245000	321000
11	BBA with specialization in Business Analytics	215000	282000	221000	290000	245000	321000
12	BBA with specialization in BBA (Entrepreneurship & Family Business)	N.A.	N.A.	221000	290000	245000	321000
13	BCom (Hons.)	145000	212200	149000	218500	170000	249000
14	BCom (Hons.) Financial Markets	N.A.	N.A.	149000	218500	185000	271000
15	BA (Hons.) Economics	106000	159100	109000	164000	200000	301000
16	BA (Hons.) Psychology	106000	159100	109000	164000	115000	173000
17	MA Psychology	N.A.	N.A.	N.A.	N.A.	175000	263000
18	BA (Hons.) English	100000	150000	103000	154500	210000	315000
19	MA English	N.A.	N.A.	N.A.	N.A.	175000	262500
20	MBA	345000	500000	355000	515000	425000	616000
21	BBA-LLB (Hons.)	174000	265200	179000	273000	195000	297000
22	LLB (3 Years)	N.A.	N.A.	160000	244000	175000	266500
23	LLM	119500	N.A.	123000	N.A.	205000	N.A.
24	B.Sc Sound Engineering	NA	NA	NA	NA	300000	NA
25	B.Sc Visual Communication	NA	NA	NA	NA	150000	NA
26	B.Sc Visual Effects and Animation	NA	NA	NA	NA	150000	NA
27	BCA Game Development	NA	NA	NA	NA	150000	NA
28	BCA Media and Information Technology	NA	NA	NA	NA	150000	NA
29	BBA in ODL & OL mode	NA	NA	NA	NA	50000	NA
30	B.Com in ODL & OL mode	NA	NA	NA	NA	50000	NA
31	PhD	82000	103000	85000	106000	100000	125000

The Member Secretary also brought out that a one-time refundable caution money of Rs 10000/-, Rs 1000/- Alumni Association Fee and Rs 1500/- (for Industry Employability Aptitude test for School of Engineering and Technology and School of Management & Liberal Studies) is taken from the students at the time of admission. No other fee/ fund by whatsoever name called is charged from the students. The annual fee is subject to a 3% year on year increase as per First Ordinance (Ordinance No. 6) approved by Government of Haryana.

The members of the Governing Body noted and asked the Member Secretary to submit the information to the Department of Higher Education, Govt. of Haryana as per para 36(I) of the Haryana Private University Act 32 of 2006, as amended from time to time.

During the course of discussions, the issue of restructuring of various schools and departments for better management of human resource, infrastructure and academic delivery was deliberated. Post discussions, it was decided that a committee comprising of senior faculty members from different schools should be set up, which would examine the matter in detail with all its implications, and put forth suitable recommendations on the same. The committee should submit its recommendations within a weeks' time.

B. ACADEMIC CALENDAR PRESENTED BY DEAN ACADEMICS FOR ODD SEMESTER OF THE ACADEMIC YEAR 2023-24.

The Academic Calendar for the Odd Semester of Academic Year 2023-24 was presented by the member secretary. He brought out that the academic calendar had been deliberated and approved by the Board of Management during the last meeting held on 25 April 2023. Details are placed at **Annexure 2.**

C. INTRODUCTION OF 05 NEW UG PROGRAMMES FROM THE ACADEMIC YEAR 2023-24

The member secretary presented the proposals of the university to start five new courses from the Academic Session 2023-24. He brought out that in order to enhance the course offerings according to the demand and course preference of the candidates, the University has proposed starting the following new programmes from the Academic Year 2023-24.

- a) B. Sc (Sound Engineering)
- b) B. Sc (Visual Communication)
- c) B. Sc (Visual Effects and Animation)
- d) BCA (Game Development)
- e) BCA (Media and Information Technology)

The member secretary brought out that the Dean Academics had presented the above proposals in the last meeting of the Board of Management held on 25 April 2023, and the same were approved by the Board of Management. He also stated that the above programmes would be run in association with Seamedu, an Edutech company based in Pune, through a workshare agreement. He informed that the above proposals have been uploaded on the ERP portal of the Department of Higher Education Haryana as per their latest guidelines for seeking approval of new courses. The member secretary informed the members that the presentation(s) by the university on the above courses to the Department of Higher Education, Govt of Haryana were expected to be scheduled soon towards accord of approval for the courses. Other than user charges for its infrastructure, NCU will not receive any share of the tuition fee. It will be passed on to SeamEdu entirely.

D. CODE OF CONDUCT DOCUMENTS AND SOP FOR HANDLING CASES OF INDISCIPLINE

The member secretary tabled the below mentioned documents before the members, intimating that the same had been prepared towards improving and ensuring an ethical and conducive environment in the university, which would foster good discipline and provide a safe and secure ecosystem for the students and faculty alike. These documents, as briefly described below, have been discussed and approved in the last Board of Management meeting held on 25 April 2023.

(a) Code of Conduct for Students

The document lists down all such acts which amount to indiscipline, and the punishments that can be accorded for such acts. The document also covers rules pertaining to Unfair Means Cases, Ragging, Attendance, and punishments applicable thereof for violations of the same. The Document is attached as **Annexure 3**.

(b) Code of Conduct for Faculty Members

The document is aligned to the UGC Guidelines 2010 on the subject and encompasses professional ethics as well as guidelines for faculty-student, faculty-colleagues, faculty-management, and faculty-society interactions / engagements. The Document is attached as **Annexure 4**.

(c) SOP for Handling Cases of Indiscipline.

The document outlines the detailed procedure and timelines for handling and disposing off cases of indiscipline. The document is aligned to University Grants Commission - Common Guidelines on Student Discipline Circular No. 946 on this subject. The document is placed at **Annexure 5**.

(d) Amendment to Leave Rules

The member secretary updated the members on the new Leave rules of the University, which had been discussed and approved in the last Board of Management meeting held on 25 April 2023. The amendments made are summarized below:

CURRENT			PROPOSED		
Applicability	NCU Faculty	NCU Admin / Tech. Staff	Particulars	NCU Faculty	NCU Admin / Tech Staff
Casual Leave	10	10	Casual Leave	8	8
Earned Leave	7	7	Earned Leave	12	17
Vacation Leave	23	23	Vacation Leave	15	0
Total	40	40	Total	35	25

Details are enclosed as **Annexure 6**.

The members discussed in detail all the points which were approved in the last Board of Management meeting, and ratified the same.

ITEM No. 3: PRESENTATION BY HEAD – SCHOOL OF LAW (SOL)

(Head - SOL)

Dr Archana Sarma, Head – School of Law (SOL) made a presentation on various aspects of the School. Copy of the presentation is enclosed as **Annexure 7**. The presentation covered key areas such as Teaching Learning Process, Academics, Research & Consultancy, Collaborations, Awards & Achievements, Extension Activities, challenges and future plans. Dr. Sarma highlighted the faculty and student ratio of the department, introduction of new courses including minor area specialization certificates in Law and Technology and Business Law etc.

She also presented the research initiatives taken up by the department in improving research publications, and covered some important events conducted by the department viz. National Moot Court Competition, International Conference on Law and Technology, Two Day Training programme on Rights of Prisoners in collaboration with National Human Rights Commission etc. The contributions of Legal Aid Society, Moot Court Society and the Rotaract Club were also highlighted. The members appreciated the good work done by the School of Law, particularly the efforts taken in organizing national level events.

The following discussions ensued:

- (i) Members of the Governing Body however expressed concern over low admissions in BBA LL.B (Hons.) Programme and LL.M Programme in School of Law over the past two years, and urged the department to introspect on the same, analyse the root cause and propose suitable way ahead to improve admissions in the said programmes.
- (ii) The Head, School of Law was advised to engage more frequently with schools in Delhi-NCR throughout the year by conducting legal awareness programmes for school students, training programmes for teachers and inviting principals of such schools etc. to events conducted by the school of law.
- (iii) It was also suggested that the department closely associates itself with the Admission and Marketing teams of NCU to improve admission for the Academic Session 2023-24. For improving admission in LL.M programme, the members suggested that the department should reach out to working professionals such as the members of the bar associations etc. who may be inclined towards pursuing LL.M, and facilitate the same.

The members took note of the issues discussed and urged the Head SOL to take suitable steps towards attracting more students to take admissions in the programmes offered by the School of Law.

ITEM No. 4: UPDATE ON LEGAL MATTERS

(Member Secretary)

Member Secretary updated the members regarding all on-going legal cases pertaining to the University.

Punjab & Haryana High Court Chandigarh

- 1) **CWP-22262/2012 Reservation for Haryana Domiciled students and awarding of fee concession.**

In the matter relating to Reservation for Haryana Domiciled students and awarding of fee concession, the petition has been listed as per the roster. The matter is clubbed with CWP 6229/2013 and is put as a regular matter. The case was listed for hearing on **21 July 2022**. Copy of the Interim order is enclosed as **Annexure 8**. The matter is now with the Supreme Court. The next date of hearing is not yet listed.

- 2) **CWP-6229/2013 Regulation of Admission & fixation of fee in Private Universities**

The University has challenged the Haryana Private Technical Education Institutions, Regulations of Admission of Fee Act 2012, as this act exercises control over admissions and fee through the Fee & Admissions Committee.

The University filed extraordinary writ jurisdiction 13602-13603 dated 07-12-2020, to stay the operation of the Haryana Private Technical Education Institution (Regulation of Admission and Fee) Act, 2012 and memo dated 12-11-2020 and 02-12-2020. This matter is also clubbed with CWP 2644 of 2021.

The University has received a Memo from Admission & Fee Regulatory Committee, Haryana (Memo no. 206 / A&FRC), dated: 22.03.2023, regarding schedule of submission of fee fixation / revision proposal for the academic session 2024-25, which is enclosed as **Annexure 9**. Since the matter is sub-judice, the University after consulting the legal counsel has sent a reply of the above memo to the Admission & Fee Regulatory Committee on 13 April 2023. The reply sent is enclosed as **Annexure 10**.

3) **CWP 3268/ 2018 Jatin Taneja Vs State Haryana & Others**

Jatin Taneja, ex-student, who took admission in B. Tech Programme in July 2016, withdrew his admission in September 2016 and subsequently submitted an application for refund of fees. The student does not qualify for refund as per the University rules. The case was listed for hearing on **24 March 2023**. The judge observed that no one had appeared on behalf of the petitioner on several dates and **dismissed the case** for non- prosecution. Copy of the Final Order is placed at **Annexure 11**. The case is now closed.

Labour Court Gurugram

4) Following two cases pertaining to Non-Payment of Gratuity and Notice Pay are in progress in the Labour Court, Gurugram. Details of these cases are given as under:

a) Wg. Cdr. Manohar Vasudev (Retd.), Ex. COE – Non-Receipt of Gratuity

Wg. Cdr. Manohar Vasudev, the ex. employee, had taken up a case with the Controlling Authority under the payment of Gratuity Act 1972, regarding non receipt of gratuity from the University. The University had contended that the ex-employee was not eligible for gratuity as he had not completed five years of continuous service. After detailed examination of the case, the Controlling Authority has ruled in favour of the ex-employee. It has emerged that the legal counsel of the University had incorrectly advised the University on this matter, and the ex-employee was indeed eligible to receive the gratuity, Accordingly, consequent to receiving official certified copy of the court order on 15 March 2023 asking the university to pay gratuity to the ex-employee, the payment of ₹ 3,87,019 has been made, and a cheque for the said amount has been deposited in the office of the Assistant Collector, 1st Grade, Room No. 123, Office of Tehsildar, Mini Secretariat, Gurugram on 24.03.2023. The matter is now closed.

b) Mr. Trilok Nath, Ex Technical Staff – Non receipt of Notice Period Pay

The individual is not eligible for notice pay, however gratuity to the individual has been paid. He was informed by Labour Officer Mr. Shushil Maan on 29.09.2020 that he should apply "Maang Patra" against the University if he is not satisfied with the reply. We have now received a letter from the Asst. Labour Commissioner, Circle 2, Gurugram, regarding "Maang Patra". Detailed reply has been submitted to the Labour court on 27-01-2021. University has received a Notice for Appearance & Settlement of Issues from the Court of Mr. Amrit Singh (A.D.J.) Presiding Officer, Tribunal-cum-Labour Court-2, Sharam Shakti Bhawan, Near Mini Sectt., Gurugram and the Hearing was scheduled on 01.09.2021. The next date of hearing is awaited.

On the issue of payment of gratuity, Mr Mehra directed that advice of the legal counsel on the applicability of The Payment of Gratuity Act 1972 to re-employed and contractual employees be taken, so that there is complete clarity on the subject.

Members of the Governing Body took note of the progress in the various legal cases of the University.

ITEM No. 5: REPORTING MATTERS / INFORMATION POINTS

(Member Secretary presented the reporting matters for ratification and information)

1. Appointment of Chancellor

Shri V Daulet Singh was appointed as Chancellor of The NorthCap University on 22 May 2019, for a period of 3 years, till 21st May 2022. Prior to his term coming to an end, the University vide letter dated 19th April 2022 sent a proposal to the Hon'ble Governor of Haryana, His Excellency Shri Bandaru Dattatraya (via speed post) proposing appointment of Sh. Avdhesh Mishra as the new Chancellor (copy of the letter along with supporting documents enclosed as **Annexure 12**). The above proposal has been followed up by the University on several occasions vide letters dated 09 May 2022, 30 May 2022, 28 July 2022, 21 November 2022, 16 Feb 2023 and 09 May 2023, requesting approval for the same. In the interim, Shri V Daulet Singh continues to discharge duties of the Chancellor of the University, in accordance with para 4 of Statute 05 of the University. This extended term also comes to an end on 20 May 23. To ensure there is no void and the position does not become a nullity, there was an urgent requirement for the new Chancellor to be appointed immediately. The member secretary informed the members that it was learnt from the department of higher Education that a decision on the appointment of the Chancellor is expected in the coming week. Due to the serious nature of the problem, Dr Ramesh Kumar, representative of the Govt. of Haryana was requested to take up the issue with the Department of Higher Education for an expeditious solution to the problem.

2. 12th Academic Advisory Board Meeting – 03 March 2023

The Annual 12th Academic Advisory Board Meeting of the University was held on 03 March 2023 to review the progress made during the year and advise on future plans for the growth and development of the University. Honourable members exchanged views, presented new and refreshing ideas, and advised on actions to improve the academic life and other essential deliverables so that the University could achieve its ultimate aim of attaining a position of pre-eminence in India and have a global presence. Members discussed various key issues and their inputs on the same shall go a long way to help shape and enhance the overall academic quality, curriculum development and spectrum of services at this premier University. Minutes of the meeting are enclosed as **Annexure 13**.

3. Meeting of Academic Council Standing Committee on 14 March 2023

The Academic Council Standing Committee met on 14 March 2023 to discuss and approve course lists and contents for the proposals of offering BBA and B. Com programmes in Open and Distance Learning / Online Learning mode from the Academic Year 2023-24. The Committee also discussed five new programmes in Media and Communication which have been proposed to commence from AY 2023-24. [These have already been covered under Item No.2 (C)]

4. 12th Fee Concession & Scholarship Distribution Ceremony – 21 March 2023 (Tuesday)

The NorthCap University held the 12th Fee Concession & Scholarship Distribution Ceremony for the students on 21 March 2023. Hon'ble Governor of Haryana, Shri Bandaru Dattatraya was the Chief Guest for this function. During the Academic Year 22-23, the University has provided 464 students with fee concessions, Merit Scholarships, financial assistance amounting to a total sum of Rs.1.94 Cr. The Governor in his address complemented the University for this event and exhorted the students to do well in life.

Of the students admitted in the current academic year, 150 Haryana domiciled students were given fee concessions amounting to Rs. 53.52 lacs. In addition, 314 students from the earlier semesters have been provided with financial assistance amounting to Rs. 1.40 cr. The University also awarded Merit scholarships to 59 students in the Dean's List. 3 Students pursuing full time research were offered the position of University fellow and awarded a grant of Rs. 10.20 lakhs. 12 girl students pursuing STEM education whose parents' income is less than 10 lakhs / year were awarded Hatch associate Scholarships amounting to Rs. 29.08 lakhs. Mr. Pierre Oliver, Regional Managing Director of Hatch Associates, South Africa and Ms. Ruby Rajvanshi, Director, Hatch Associates were also present for awarding the Hatch scholarships.

5. II International Conference on Law and Technology: Moving towards Digital Era

The Centre for Law and Technology, School of Law at The NorthCap University organized the II International Conference on Law and Technology: Moving towards Digital Era in association with Centre for Cyber laws, National law University, Delhi and Faculty of law, Central University of Brazil, on 3rd and 4th March, 2023.

The conference aimed to analyse how the legal system must respond to challenges caused by emerging technologies. This conference acted as a platform for academicians and students on a global level to come together and discuss interdisciplinary aspects of law, science and technology.

The Inaugural Ceremony on 04.03.2023 was graced by Hon'ble Justice Manmeet Pritam Singh Arora, Judge, High Court of Delhi as the Chief Guest and Dr. Pavan Duggal, Advocate, Supreme Court of India and Chairman, International Commission on Cyber Security Law, as the Guest of Honour.

6. Holistic Session with Brahmakumaris on 02.03.2023

Our students from School of Management and Liberal Studies, attended a highly insightful session focused on 'Emotional Well-being and Mental Health' presided over by Sister Urmil, Director of Brahmakumaris Centre, Gurugram and Dr. Sujatha Sharma, a reputed Clinical Psychologist. The session was particularly rewarding as students were introduced to the concept of "human doing" rather than "human being", and getting rid of wasteful thoughts and negative energies. The use of gratitude exercises, journaling, mindfulness practices, meditation, and positive thinking were emphasised to enable emotional well-being.

7. Celebrating the 75th Anniversary of Transistor – 02.03.2023

IEEE RAS Student Chapter of The NorthCap University commemorated the 75th anniversary of Transistor with a mini-project and idea competition. Behind this story of invention lies greatness in its glory, including all the collaborative genius, serendipitous mishaps, clashing egos, and secret research. It was educative for students to celebrate arguably one of the most important inventions of the 20th century that led to ground-breaking advances in computing, communications, medicine, and practically every technical field.

8. Star DiVvaz Women's Award 2023

Department of Computer Science and Engineering organised the Star DiVvaz Women's Awards 2023 on 4th March in collaboration with Enterprising DiVvaz Community® (a community for women entrepreneurs) to felicitate and encourage extraordinary women performers from all walks of life. Dr. Rajshri Singh, IPS, IGP Haryana State Crime, presented awards to women achievers from different fields, including academia, professional services, and entrepreneurship.

9. Visit of Ms. Melissa Terrio, Executive Director, Worcester Polytechnic Institute (WPI), Massachusetts, USA

Ms. Melissa Terrio, Executive Director, Worcester Polytechnic Institute (WPI), Massachusetts, USA visited The NorthCap University on 14.03.2023 to explore partnership opportunities and guiding students on "Pursuing a STEM degree in the USA: Myths & Facts". She delivered an engaging talk covering the challenges and emerging opportunities that students should consider when deciding to study abroad in the US. Ms. Melissa is responsible for enrollment activities for all BS/MS and PhD graduate programs at WPI, as well as admissions for graduate studies and graduate student success. WPI ranks #60 on the US News Ranking of Best National Universities in the US, and offers a variety of programs mainly in the Engineering & Natural Sciences domains.

10. Visit of delegates from Vilnius Gediminas Technical University (VGTU), Lithuania.

A team (Ms. Dovile Jodenyte, Chief Coordinator of International Studies Centre, Dr. Arturas Serackis, Head of Department, Electronics systems and Dr. Kristina Baziene, Vice Dean of the Faculty of Mechanics) from Vilnius Gediminas Technical University (VGTU), Lithuania, along with 2 coordinators from their India office visited The NorthCap University on 28.03.2023. VGTU offers a range of undergraduate, graduate, and doctoral programs in various fields, including architecture, civil engineering, mechanical engineering, electronics and electrical engineering, information technology, business, and economics. VGTU is recognized globally for its research and innovation in various fields. Discussions were held on future collaborations, developing combined degree and blended incentive programmes, joint research projects, faculty exchange, guest lectures and amongst other issues.

11. Students' Achievements:

a. Winner the Best Project in XR Category in KIET Hackathon Ghaziabad

The CSE Department's students Ananya Sharma 21CSU010, Shubham Jain 21CSU157 Arpita Samal 21CSU243 won the Best Project in XR Category at Innohacks 2.0, KIET Ghaziabad held on 23rd and 24th of April 2023, under the mentorship of Dr Anuradha Dhull and Dr Shilpa Mahajan.

The judges were highly impressed with their innovative ideas, creativity, and technical skills. The project truly stood out among all the other projects, and the way they have leveraged XR technology to create an immersive and engaging experience for social impact is commendable. The hackathon was sponsored by HDFC Bank and the team won a prize of Rs 5000 along with goodies.

b. Online hackathon by iStart, Dept. of Info. Technology & Comm., Govt. of Rajasthan

Three students (19CSU288 Shiv Sarthak Sabhlok, 19CSU027 Animesh Das and 19CSU231 Pushpender Saini) in Department of CSE won the third position and have received a work order of Rs 5 lakhs for their project SubtitleAI (<https://subai.pro>), a tool which can generate subtitles for any videos using AI in online hackathon conducted by iStart, Department of Information Technology and Communication, Government of Rajasthan from 19th – 20th March 2023.

c. RENDEZVOUS VISION ideation Competition" at IIT Delhi won by NCU Students

Our Computer Science students, 21CSU243 Arpita Samal, 21CSU157 Shubham Jain and 21CSU 157 Ananya Sharma under Dr. Mehak Khurana's mentorship won 2nd place in the "RENDEZVOUS VISION ideation Competition" organized by IIT Delhi from 09.03.23 – 11.03.23 and were awarded with a cash prize of Rs. 10,000/-. **70 Teams** participated in the competition from all over India and **10 teams** qualified for the final round. The team presented a design solution to address the problem of the shortage of affordable housing in the coastal areas, and the need to develop cost-effective and eco-friendly housing.

d. Poornima Hackathon 2.0 winners

The students of Computer Science Department 21CSU157 Shubham Jain, 21CSU243 Arpita Samal, 21CSU010 Ananya Sharma, and 21CSU133 Taneesha Kalra under guidance of Dr. Anuradha Dhull and Dr. Shilpa Mahajan have got First Position in Poornima Hackathon 2.0 organized on 03.03.2023 & 04.03.2023 by PIET AICTE IDEA LAB, Poornima Institute of Engineering and Technology Jaipur.

There were a total 548 teams competing from universities like Bits Pilani, VIT Vellore, MIT manipal, SRM university, Amity University Noida and Sharda university. 350 teams were shortlisted for the final round. The winners received prize money worth INR 18,000/- and goodies worth INR 5000/-. They were also offered a freelancing opportunity from one of the sponsors.

12. International Conference on "Recent Trends in Applied and Physical Sciences using Machine Learning Techniques"- ICRT-2023

The Department of Applied Science in association with The Women in STEM Club of The NorthCap University organized The International Conference on "Recent Trends in Applied and Physical Sciences Using Machine Learning Techniques; ICRT-2023" on April 13-14, 2023, in Hybrid Mode. The presence of dignitaries, an impressive line-up of scholars, the support of our conveners, and an array of carefully selected, well-researched and well-presented presentation on the subject, all came together to help the organizing team of ICRT. The conference was applauded for the keynote speakers, our eminent speakers, besides the Oral and Poster Presentations and the Inaugural and Valedictory Session. 70 people attended the inaugural session in online and offline mode. The two-day conference consisted of 3 oral and poster parallel sessions scheduled concurrently. Total 35 Paid registrations of faculty, industry person, research scholars and students were received.

13. Alumni Sports Meet 2023

As a part of Alumni Engagement an Alumni Sports Meet organized by Center for Professional Attachment & Alumni Engagement on 15 April 2023 in the University Sports Ground. A good no. of alumnus participated in the Sports Meet. Sports event Cricket, Badminton, Volley Ball and Indoor Games like carrom, Chess was organized.

14. TECHNOVATION 2023

TECHNOVATION 2023 was held on 18th April 2023. A total of 20 teams from school of engineering and technology competed and presented their final year projects for the prestigious "The Best Project Award" of the university. With the pioneering vision, critical questioning, knowledge and patience, the panel of three esteemed judges from industry and academia have shortlisted eight teams for the second and Final Round of the TECHNOVATION 2023.

15. Awareness Session on Road Safety on 20th April 2023

As an initiative of Ministry of Road Transport and Highways, Charan Sparsh Foundation- An initiative of Institute of Civil Engineers (ICE) organized an awareness drive on Road Safety for students on 20th April 2023 from 11:30 AM to 12:30 PM in Seminar Hall, NCU

16. Training Certificate Program

A 2-day Training Certification program being jointly organized by SOM&LS, The NorthCap University & Neofusion Creative Foundation Gurugram on 5-6 May 2023. This program was organized for teachers, counselors, psychologists and psychology students for acquiring a certification to enhance their knowledge on this very relevant area, as well as upskill themselves.

17. International Student Startup Idea Competition – 20.02.2023 to 25.02.2023

The NorthCap University hosted the International Student Start-Up Idea Competition with the theme of Impacting Community through Sustainable Innovations from 20th – 25th Feb. 2023. Student teams from the following five Cintana Alliance Universities participated in the competition.

- i. Cintana Clubs from Universidad Internacional del Ecuador (Ecuador),
- ii. FOODEIT from Mapua University (Philippines),
- iii. Derma 360 from The NorthCap University (India),
- iv. PePiPow from Universitas Esa Unggul (Indonesia)
- v. GOpedal from University of Dinja Gorica (Montenegro)

The competition consisted of two rounds:

- i. Intra-University start-up challenge: This round was conducted internally in each Cintana Alliance Institutes worldwide, including NCU. One team from each institute was selected for the Finale. Grand-Finale (Final Round) at NCU -The selected teams from each participating Cintana Alliance Universities visited NCU to participate in the final round.

The Grand Prize – Three students of the winning team (PePiPow from Universitas Esa Unggul, Indonesia) have been sponsored to attend the 2023 ASU-Cintana Summer Experience at Arizona State University, Phoenix, USA, at USD 2900 per student.

18. IPTSE Awards and IP Conclave

- a) Dr. Archana Sarma, Head, School of Law at The NorthCap University won an award under the 'IP Recognition' Category during the 5th Edition of the IPTSE Awards and IP Conclave. The award was presented by Hon'ble Justice Prathiba M. Singh, Judge Delhi High Court, Prof. (Dr.) Unnat Pandit, Controller General of Patent Designs and Trademark and Shri. B. B. Swain, IAS, Secretary, MSME. Having contributed significantly towards the IP ecosystem for years now, Dr. Archana is a huge inspiration for NCU students.
- b) 18LLB046 Srikant Shekhar, Final Year student of BBA LLB Hons., received the 1st Rank in the Start-Up category and the Youth Leader Award in the 5th Edition of the IPTSE Awards and IP Conclave.

This event was organised by IPTSE Academy in association with FICCI (Federation of Indian Chambers of Commerce & Industry), New Delhi.

19. MoU with University of North Florida

The NorthCap University has signed a partnership agreement with the University of North Florida, USA on 3 March 2023. The purpose of this partnership is to enhance academic and research collaboration between UNF and NCU, enable faculty and student interchange and access to academic and research information. The partnership will also provide for both universities to develop and organise common educational programmes for our communities, co-author publications and promote the culture of both countries through student-led events.

20. MoU with Salem State University, Massachusetts, USA

The NorthCap University has signed an MoU with Salem State University, Massachusetts, USA on 28 March 2023. This MoU is signed to exchange information and experience regarding educational exchange programmes and make cooperative efforts, short and long term of exchange of faculty members and non-academic staff, impart dual / joint degree and some additional joint activities.

21. MoU with University of Regina

The NorthCap University has signed an MoU with the University of Regina, Canada on 13 April 2023 and effective from 1 May 2023. Dr. Raman Paranjape, Associate Dean (Research and Graduate Studies), Professor, Electronic Systems and Engineering, Faculty of Engineering and Applied Science from University of Regina visited The NorthCap University to explore future collaboration opportunities and areas of mutual cooperation.

22. Green Institutional Rankings 2023

The NorthCap University participated in the Green Institutional Rankings 2023, under the Sustainable Institutions of India and has been featured in Gold Band with an 'A' Grade. A Sustainable Higher Education Institution (HEI) is considered that creates, delivers, and captures value for all its stakeholders without depleting the natural, economic, and social capital it relies on. Certificate received is enclosed as **Annexure 14**.

23. The NorthCap University, Trademark Registration

Consequent to our collaboration with Arizona State University (ASU) a new logo was prepared and sent to The Registrar of Trademark, Delhi. The Registrar of Trademark, Delhi, has raised some objections, which have been answered by the Advocate, who has filed the Trademark application. All hearings are being held online. Due to overcrowding of matter, our hearing notice has not yet been listed. The Current Status page shows "Ready for Show Cause Hearing", the same is enclosed at **Annexure 15**.

24. Farewell for Batch of 2023

The NorthCap University organized farewell on 02 May 2023 for final year students of SOET, SOM and SOL. The day witnessed heart-warming performances by the Encore Musical Group & Dancescape of the University. It was an atmosphere of joy and excitement, tinged with the expected emotions of bidding farewell to college days.

25. GHRDC BBA Colleges Ranking Survey 2023

The School of Management of our University participated in the GHRDC BBA Colleges Ranking Survey 2023 and emerged as No. 3 in the category of Eminence and No. 2 in the Northern region.

26. Turnover of faculty and staff members since the last Governing Body meeting held on 22 February 2023

New Faculty & Staff members joined

FACULTY				
S. No	DEPT.	NAME	DESIGNATION	DOJ
1	SOM	Ms. Preeti Malhan	Assistant Professor	02.03.2023
ADMIN				
S. No	DEPT.	NAME	DESIGNATION	DOJ
1	ADMIN	Ms. Richa Yadav	Admissions Counsellor	13.03.2023
2	ADMIN	Mr. Nitin	Tele caller	24.03.2023

Faculty & Staff members who Left

FACULTY					
S. No	DEPT.	NAME	DESIGNATION	DOJ	DOL
1	-	-	-	-	-
ADMIN & TECHNICAL					
S. No	DEPT.	NAME	DESIGNATION	DOJ	DOL
1	ADMIN	Dr. Manvi Arora	Deputy Registrar	01.12.2021	22.02.2023

All members of the Governing Body took note of the above.

ITEM NO. 6: FINANCE COMMITTEE RELATED MATTERS

(Member Secretary)

The Finance committee related matters were discussed & approved during the last Board of Management meeting. Minutes of the Finance Committee meeting held on 6 April 2023 are enclosed as **Annexure 16**.

The Members of Governing Body ratified the aforesaid Finance Committee related matters.

ITEM No 7: ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIRMAN.

(a) ASU mark appearing in advertisement of Sushant University.

The Member Secretary informed the members that Sushant University, Sector 55 Gurugram, in an advertisement in The Times of India on 08 May 2023 had displayed the Arizona State University (ASU) Mark as part of their publicity material. He brought out that this is the second time (earlier being on 17 Oct 2022 in an add of DAV Public School) that the ASU mark has appeared in an advertisement in the newspapers indicating ASU partnership with other educational institutes in our territory. He stated that as per clause 2.8 "Network Affiliate Non-Compete Agreement" of the License Agreement between Arizona State University (ASU) and The NorthCap University (NSU) of Feb 2021, ASU shall not enter into any agreement with any university in the territory of Haryana & NCR region for two academic years beginning Aug 2021, and, starting 01 Aug 2023 only the state of Haryana, that invokes the use of ASU name and ASU logo by other universities for marketing of associates, baccalaureate and graduate in-person, non-remote degree programmes.

He informed the members that the add has come as a surprise and a rude shock to NCU, as this add too totally violates the exclusivity stipulations of the ASU-NCU partnership referred above. The NorthCap University was never informed about the add. The timing of the add, viz. at the start of the admissions season further confuses everyone regarding the exclusive partnership of ASU with NSU,

and totally negates the intended purpose of the agreement between NCU and ASU. With such adds appearing in the newspapers, the very relevance and sanctity of the NCU-ASU agreement comes into serious question. Further, the add coming at this stage adversely affects the admissions at NCU as it gives 'other' options to candidates for availing the benefits offered by ASU, which as per the agreement between NCU and ASU can be made available only to students enrolled with NCU. He informed the members that the issue has been taken up with Mr. Neel Broker for suitable resolution. The response received however was a broad brush generic one, not addressing the core issue of exclusivity of the partnership between ASU and NCU with regards the territory of Haryana and NCR region. The Governing Body unanimously opined that the views of the legal counsel of the university should be taken in this matter for deciding on further course of action.

(b) Ninth JSB Meeting of 27 Apr 23.

The member secretary informed the members that the 9th JSB Meeting under the NCU-Cintana Alliance was held on 27 April 2023 in the University. Minutes of the meeting are placed as **Annexure 17**.

(c) Termination of Services of Faculty.

The member secretary informed the members that the employment of Ms Mahima Mahajan, a faculty of the School of Law was terminated on 26 May 2023, on grounds of violating terms of duty and professional misconduct while carrying out duties as invigilator during the end semester major examination held on 11 May 2023. The members opined that a suitable communication should be made to all faculty members, stating that violation of professional ethics is unacceptable, and will not be tolerated.

(d) Presentation on Admissions.

Sr Manager Marketing made a presentation on the status of new admissions for the Academic Session 2023-24. A comparison of admissions / offers made / leads received at an equivalent stage last year was brought out. The presentation also highlighted the efforts and outcomes of some of the recent initiatives of the admissions and marketing team in enhancing admissions. It was brought out that once CUET exams are over, the admissions were likely to pick up pace. Prof Prem Vrat stated that the marketing team should highlight the placement records of the university as that would attract candidates. Mr Mehra opined that a better connect has to be established with the 11000 strong Alumini of the university, and they should become a part of campus branding. CPAA and marketing team to work in tandem on this aspect. It was also decided that for candidates seeking admission to PG courses and awaiting their UG results, provisional admissions can be granted on the basis of their UG semester results upto the penultimate semester.

(e) Presentation by Mr Anuj Mittal, Architect.

A presentation was made by Mr. Anuj Mittal, Architect on the action plan for upgradation work of 20 classrooms in the university. Mr. Mishra stated that care should be taken that adequate space is available around the new seating arrangement to facilitate ease of occupancy and movement.

(f) Issues pending with the State Government

(i) Status of Open and Distance Learning and Online Learning Proposal. Dr Anjali Garg, Director, Centre for Distance & Open Education (CDOE) briefed the members on the status of the proposal of the university to offer programmes in Open and Distance Learning (ODL) mode and Online Learning (OL) mode. She brought out that the technical evaluation of the non-Swayam LMS platform of the university (Canvas) was carried out by a Technical Expert Committee nominated by the UGC for this purpose, on 23 May 2023. The status of accord of approval of the Directorate of Higher Education, Government of Haryana for offering programmes in ODL/ OL mode was also presented. It was discussed that the present policy

(Section 5 of The Haryana Private Universities Act No 24 of 2014) does not permit the private universities of Haryana from offering programmes through the Open and Distance Learning mode, whilst the state public universities are allowed to do so. This section therefore is inconsistent with the National Education Policy (NEP) 2020, and urgently needs to be amended and aligned to NEP 2020. This differentiation between the Public and Private universities also needs to be addressed considering that they both are governed by the same regulator viz. the University Grants Commission. There cannot be different rules for Public Universities even though the Private universities comply with the conditions of the UGC Regulations to offer these programmes in ODL/ OL mode, and is tantamount to a discriminatory and unequal regime.

It was brought out that the private universities of Haryana, as a unified body of the 'Association of Private Self-Financing Universities of Haryana', had taken up the issue of amendment to Section 5 of the Haryana Private Universities Act No 24 of 2014 (Copy of Associations letters are placed at **Annexure 18**). It was deliberated and decided that the Association should be requested to send a reminder to the Govt of Haryana for expeditious resolution of the issue.

(ii) Reservation in Admission & Fee Structure – Section 36 of Haryana Private University Act 32 of 2006 (as amended upto 10 May 2012). The Member Secretary briefed the members about the numerous letters (22 in number) that have been written to the Directorate of Higher Education, Government of Haryana, requesting the State Government to approve different percentages of students eligible for hundred percent, fifty percent and twenty five percent fee concession, as provided for in section 36 of the Haryana Private University Act 32 of 2006 (as amended upto 10 May 2012). Such an approval has been accorded to some other private universities of Haryana, and similar approval needs to be given to The NorthCap University as well, since the university has numerous collaborations with reputed foreign universities.

(iii) Appointment of Chancellor. Covered at Item No. 5 (1).

(iv) Approval of new programmes. Covered at Item No. 2(A) and 2(C).

The members took note of the above issues and emphasised the need for their urgent resolution. In particular, the issues pending with the Department of Higher Education, Government of Haryana as mentioned at Item No 7(f) need to be expedited. Dr. Ramesh Kumar, representative of the Department of Higher Education was requested to take up the matter with the Department for expeditious decisions on the referred issues.

There being no other points, the meeting concluded with the Member Secretary thanking everyone for sparing their valuable time and participating in the meeting.



Commodore Diwakar Tomar NM (Retd.)
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**MINUTES OF THE XXXVI MEETING OF THE
GOVERNING BODY HELD ON 22 FEBRUARY
2023 (FRIDAY) AT 11:30 A.M.**

**THE NORTHCAP UNIVERSITY
SECTOR – 23A
GURUGRAM – 122 017**

**MINUTES OF XXXVI GOVERNING BODY MEETING
OF THE NORTHCAP UNIVERSITY
HELD ON 22ND FEBRUARY 2023 (WEDNESDAY) AT 11:30 A.M**

The following members attended the **XXXVI** Meeting of the Governing Body on **Wednesday, 22nd February 2023 at 11:30 AM at The NorthCap University, Gurugram.**

S. No.	NAME	REPRESENTING	DESIGNATION
1.	Shri V. Daulet Singh	Chancellor	Chairman
2.	Prof. Prem Vrat	Pro-Chancellor & Prof. of Eminence	Member
3.	Prof. (Dr.) Nupur Prakash	Vice-Chancellor	Member
4.	Dr. Ramesh Kumar, Principal Govt. College of Girls, Sec 14, Gurugram	Official Representative, Higher Education Dept., Govt. of Haryana	Member
5.	Shri Shiv Saran Mehra	Founder Member Educate India Society	Member
6.	Shri Avdhesh Mishra	Founder Member Educate India Society	Member
7.	Shri Sachin Jain (Leave of absence)	Representative of Cintana Education LLC	Member
8.	Shri Rajesh Marwaha, CA (Leave of absence)	Financial Expert	Member
9.	Shri. Venkatesh Sarvasiddhi (Leave of absence)	Technical Expert	Member
10.	Commodore Diwakar Tomar (Retd.)	Registrar	Member-Secretary

MINUTES OF THE MEETING

WELCOME ADDRESS

The Chairman asked the Member Secretary to directly commence with the agenda.

The Pro Chancellor Prof Prem Vrat welcomed the new Registrar & Member Secretary Commodore Diwakar Tomar (Retd.). The services rendered by Col. Bikram Mohanty (Retd.) as Registrar were highly appreciated. The Member Secretary thereafter proceeded with the conduct of the meeting.

ITEM No. 1: **MINUTES OF THE XXXV MEETING OF THE GOVERNING BODY HELD ON MONDAY,** held on **10 October 2022** were confirmed and the minutes are enclosed as **Annexure 1**. Progress on matters arising thereof as per action taken points are as under.

(Member Secretary)

Action taken point of the previous meeting held on 10th October 2022 is summarized as under:

Agenda	Points in brief	Action Taken
Item No. 2a	NAAC Accreditation	<p>IQAC committee after the gap analysis and as per the peer team recommendations has taken the following action:</p> <ol style="list-style-type: none"> 1. Designed the “NCU Best Practices 2022” manual that describes each metric, its benchmark, and guidelines for execution of various tasks as per the accreditations and ranking framework. 2. SOPs for the conduct of various activities along with the new versions of Forms to obtain the required information have been designed and uploaded on the NCU webpage. 3. Target Sheets for each department and CPAAE have been assigned and informed to the respective stakeholders. 4. IQAC sought financial assistance from NAAC to hold a two days seminar on Creating a Multidisciplinary Research Environment in the University, and to orient the faculty to write quality papers. Approval has been received with a grant of Rs. 30,000/- from NAAC. 5. NCU Strategic Plan 2022-27, has been made, and has been designed focussing on the next five-year growth plan for the University. 6. The IQAC team has initiated the process of applying to the regulatory authority for seeking approval to start the ODL and OL programs from the academic session 2023-24.
Item No. 2b	Admission Update	Rationalization of the intake of seats for the Academic Year 2022-23 was done and a copy of the same was sent to the Department of Higher Education, Government of Haryana.
Item No. 2c	Inspection by the Bar Council of India	Extension of approval to the School of Law, post inspection by Bar Council of India for imparting five-year BBA LLB (Hons) and three-year LLB Course for two years 2022-23 & 2023-24 has been received vide BCI Letter No. BCI:D: 155 : 2023 (LE/Std. 27.09.2022) dated: 01.02.2023 on 06.02.2023
Item No. 2g	Analysis of Semester results January to June 2022	As suggested by the members, the analysis was shared with all HODs towards improving the results by facilitating extra classes / giving extra attention to weak students.
Item No. 3	Presentation of HoD - CEE	EECE, ME & CEE are now merged with MDE and will re-align their M. Tech & PhD programs in line with industry needs and NEP 2020 recommendations.

ITEM No. 2: POINTS FOR RATIFICATION

(Member Secretary)

a) Approval of New Master's program from the academic year 2023-24

The University has proposed to start the following new programs from the academic year 2023-24.

- Master of Computer Application (MCA)
- Master of Arts (English)
- Master of Arts (Psychology)

The above programs were forwarded to Government of Haryana vide NCU letter No. NCU/HG/12/22-01/2022, dated 22 December 2022. Copy of the letter is enclosed as **Annexure 2**. The Member Secretary brought out that a presentation at the Department of Higher Education, Haryana for the new programs for which approval has been sought is expected to be scheduled in the month of March / April 2023. He also informed that the said programs cannot be commenced till the approval for the same has been accorded by the DHE, Government of Haryana. The Pro Chancellor advised the Member Secretary to examine the Ordinance and send a reminder to DHE after 120 days.

The Member Secretary further brought out that in addition to the above proposed courses, the University will also commence the three-year LLB program for the School of Law from the Academic Year 2023-24, for which approval has already been received from the Government of Haryana and Bar Council of India vide their letters No. 635810 DHE-120007/15/2022 UNP (5) dated 24 May 2022 & BCI: D1412:2022 (LE/Std.27/9/2022) dated: 29.09.2022.

One more program, M. Tech in Electric Vehicle Mobility will also commence from the Academic Year 2023-24, with a proviso for exit after one year with award of PG Diploma, which is in alignment with the NEP 2020. The Member Secretary stated that one of the programs viz. B. Tech in Automotive Engineering, which the University was planning to start in the forthcoming Academic session 2023-24, has been put on hold in view of low anticipated demand for the same.

The following points were discussed:

The Chairman enquired about the minimum number of students that were planned for these courses, Prof. Nupur Prakash informed that the numbers have been worked out after a detailed study by respective faculties as per UGC norms, keeping in mind present market trends. 60 students intake is planned for the MCA program and 30 each for the MA(English) and MA(Psychology) programs. Mr Shiv Mehra brought out that the breakeven aspect also should be kept in mind while deciding on the minimum number of students.

The members discussed the point in detail and ratified the same.

b) Conduct of Annual Convocation Ceremony

The University conducts an Annual Convocation Ceremony each year in November / December to confer degrees to the graduated students. This being the most important event in a calendar year is conducted with dignity and decorum befitting the occasion. The Event is conducted in the sports ground to accommodate large gatherings. However, keeping unpredictable weather conditions in mind, and to make the decorum commensurate with the solemn occasion, the matter was taken up during the 36th Board of Management meeting held on 10 January 2023, and it was agreed by all members that the event should be held in the Auditorium. A new SOP for conduct of the Annual Convocation Ceremony in the Auditorium has been prepared and approved by the Vice Chancellor. The same is enclosed as **Annexure 3**.

The following points were discussed:

All members agreed that conduct of the Convocation ceremony in the Auditorium is a good idea, as the same is commensurate with the formal nature of the occasion. The proposed SOP was thereafter discussed. The Member Secretary outlined the broad aspects of the new SOP, bringing out that in view of the large number of students attending, the ceremony would be split into two sessions. The morning session would be presided over by the distinguished Chief Guest, and the afternoon session would be presided over by the Chancellor, Pro Chancellor, in the presence of the Vice Chancellor.

It was noted that the Convocation address by the Chief Guest should be scheduled prior to distribution of the medals and degrees. It was brought out that this was done because, post receiving the medals and degrees, there is a general sense of laxity and unrest amongst the recipients, and they do not pay requisite attention to the speech of the Chief Guest. In this context, Prof. Prem Vrat opined that there is a need to improve the quality of students being admitted, as the same would automatically result in better behaviour of students on such solemn occasions. Notwithstanding the same, it was suggested that the address by the Chief Guest should ideally be scheduled after distribution of the medals and degrees, as is done in other Universities. Mr. Avdhesh Mishra also noted that keeping in mind the limited time available for distribution of awards and degrees, there is a need to re-examine the list of awardees.

The members discussed in detail the point and ratified the same, with instruction to re-examine the list of awardees.

ITEM No. 3: STATUS ON PROGRESS MADE IN DIFFERENT INITIATIVES UNDER NCU ALLIANCE WITH ASU.

(Dean - Academics)

Following key initiatives under NCU alliance with Arizona State University (ASU) were covered by Prof. (Dr.) Manoj Kumar Gopaliya (Dean - Academic) during his presentation with the members.

- Feedback on FDP
- Collaborative research
- New research proposal
- Course supplemented with ASU content.
- Global Signature course
- Student Exchange Program
- Summer Immersion Program

Being the VC's nominee for NCU-ASU collaboration Prof. Manoj Gopaliya, Dean (Academics) put on record the progress made under various initiatives currently underway through this collaboration. The details are placed **Annexure 4**.

Prof. Gopaliya also presented the way forward under these initiatives for better outcomes as the progress so far is not encouraging in almost all the initiatives.

The following points emerged during the discussions:

- i. ASU should be asked to explore the possibility of giving LMS access to NCU faculty members of on-campus courses at ASU. To start with, International Office-NCU will provide a list of courses to ASU through Cintana for which access is required on priority.
- ii. Both the partners will explore the possibility of using online resources of each other for distance & online programmes.
- iii. Under this partnership, the possibility of issuing a credit/non-credit certificate from ASU to all NCU's under-graduate students may be explored to get a competitive edge in the region.
- iv. Co-teaching a full course with ASU professors through online mode is discontinued owing to minimal acceptance among all the stakeholders.
- v. ASU Senior Professors on visit to India may be hosted on NCU campus for interaction with students in a bigger audience.
- vi. The committee expects ASU Professors to visit NCU for a semester or more and get involved in teaching advanced courses for senior students. However, Ms. Julia Rosen (Vice-President, ASU) informed during her recent visit to the campus that this option is not viable as ASU is having shortage of faculty members and is not in any position to spare faculty members for the purpose.
- vii. NCU should explore the possibility of semester exchange with ASU on priority basis. There should be a general mapping for this exchange so that students from all the programmes can get this opportunity.
- viii. The Summer Immersion Program at ASU is well-accepted among the students. The Committee expects this opportunity to continue with increased scholarships and also with possible credit transfer by NCU for the same.
- ix. The committee put on record almost nil outcomes through collaborative research with ASU and Cintana Alliance Universities in the last 3 years. It was agreed to prioritize the possibility of joint PhD supervision and research visits to ASU by NCU faculty members and research scholars.
- x. Though the committee noted that there is no NCU advantage in eligibility & other requirements, the cost saving in tuition fee and accommodation expenditures should be made a marketable point and put serious efforts during this year for success in the next academic year.
- xi. Dual degree and twinning programmes with ASU should be explored under this partnership. However, Ms. Julia Rosen (Vice-President, ASU) appeared to be non-committal on all these opinions and arrangements.

The Members of the Governing Body took note of the issues brought out above and said that necessary actions should be taken to maximize the benefit which can be accrued from the NCU alliance with ASU.

ITEM No. 4: COMMERCE AND LIBERAL STUDIES DEPARTMENT – A WAY FORWARD

(Dr. Sona Vikas)

To align the School of Management and Liberal studies with other leading B- Schools in the country, the University has agreed and approved establishment of NCU School Of Business (NSOB) which will be a standalone B-School. With this development, the other subset of the School of Management & Liberal studies will cater to the Commerce & Liberal Studies programs separately. This has necessitated creating a vision document for the Department of Commerce & Liberal Studies and developing a plan for the way forward. Head of Commerce and Liberal studies, Dr Sona Vikas gave a presentation to the members, covering the following:

- Vision of the department for 2023-24
- Current strength and areas for improvement
- Key focus areas with respect to academic research, branding and industry interface etc.

Presentation given by Dr. Sona Vikas is enclosed as **Annexure 5**.

The following points were discussed.

While sharing the Vision of the department for 2023-24, Dr. Sona Vikas brought out the current strengths and identified the areas of improvement. She presented the various activities undertaken from July 2022 to January 2023, as well as the proposed initiatives focusing on academics, research, branding, industry interface, students and faculty development. With the launch of MA (Psychology) in the Academic Session 2023-2024, she shared the events planned for creating increased awareness amongst different stakeholders for the psychology program. She highlighted that various collaborations are also being planned with healthcare organizations, NGOs, CSR Foundations and Corporates to boost association for the psychology students.

Dr. Sona Vikas also brought out the need to give impetus to school outreach through academic initiatives, thereby improving visibility and branding amongst relevant stakeholders. NCU Young Leadership Development Program is also being proposed during the Summer of 2023, whereby senior students of key Delhi-NCR schools would be invited to spend two weeks at the NCU campus. In order to bring about improvements in the existing students, specific workshops on grooming, personality development and soft skills are being proposed during the period July 2023 to Dec 2023. Focus will also be on conducting FDPs for the development of internal faculty members.

The members of the Governing Body suggested that in order to improve the quality of student intake, one can consider conducting interviews at the time of admissions. They also suggested that a higher selection criterion at the time of admissions could be considered towards the same. The present arrangement of having two departments under SOM & LS shall continue till further developments.

ITEM No. 5: UPDATE ON LEGAL MATTERS

(Member Secretary)

Member Secretary updated the members regarding all on-going legal cases pertaining to the University.

Punjab & Haryana High Court Chandigarh

1) CWP-22262/2012 Reservation for Haryana Domiciled students and awarding of fee concession

In the matter relating to Reservation for Haryana Domiciled students and awarding of fee concession, the petition has been listed as per the roster. The matter is clubbed with CWP 6229/2013 and is put as a regular matter. The case was listed for hearing on **21 July 2022**. Copy of the Interim order is enclosed as **Annexure 6**. The next date of hearing is not yet listed.

2) CWP-6229/2013 Regulation of Admission & fixation of fee in Private Universities

The University has challenged the Haryana Private Technical Education Institutions, Regulations of Admission of Fee Act 2012, as this act exercises control over admissions and fee through the Fee & Admissions Committee.

The University filed extraordinary writ jurisdiction 13602-13603 dated 07-12-2020, to stay the operation of the Haryana Private Technical Education Institution (Regulation of Admission and Fee) Act, 2012 and memo dated 12-11-2020 and 02-12-2020. This matter is also clubbed with CWP 2644 of 2021.

The University received a Memo No. 365 / A&FRC dated 7.07.2022 regarding the fixation / revision proposal for the Academic Session 2023-24, which is enclosed **Annexure 7**. Since the matter is sub judice, a reply on the behalf of the University was forwarded to the Member Secretary of the Admission & Fee Regulatory Committee, which is enclosed as **Annexure 8**.

3) CWP 3268/ 2018 Jatin Taneja Vs State Haryana & Others

Jatin Taneja, ex-student, who took admission in B. Tech Programme in July 2016, withdrew his admission in September 2016 and subsequently submitted an application for refund of fees. The student does not qualify for refund as per the University rules. The next date of hearing is scheduled on **24 March 2023**. Copy of the Interim order is enclosed as **Annexure 9**.

Labour Court Gurugram

4) Following two cases pertaining to Non-Payment of Gratuity and Notice Pay are currently in progress in the Labour Court, Gurugram. Details of these cases are given as under:

a) Wg. Cdr. Manohar Vasudev (Retd.), Ex. COE – Non-Receipt of Gratuity.

The ex-employee had taken up a case with the Controlling Authority under the Payment of Gratuity Act, 1972, regarding non receipt of gratuity from the University. In this regard, it is stated that the ex-employee is not eligible for gratuity as he had not completed five years continuous service in the University. This is based on our understanding of the provisions of Section 4 of the Payment of Gratuity Act 1972. The Controlling Authority however has, in September 2022, ruled in favour of the ex-employee based on their interpretation of Section 4 of the Payment of Gratuity Act 1972, which does not differentiate between permanent employee and contractual employee, but only talks of continuity in service. There was therefore a difference in interpretation of the relevant section of the Payment of Gratuity Act 1972. The University through its advocate has applied for the Certified copy of the order, which has not yet been received.

b) Mr. Trilok Nath, Ex Technical Staff – Non receipt of Notice Period Pay

The individual is not eligible for notice pay, however gratuity to the individual has been paid. He was informed by Labour Officer Mr. Shushil Maan on 29.09.2020 that he should apply “Maang Patra” against the University if he is not satisfied with the reply. We have now received a letter from the Asst. Labour Commissioner, Circle 2, Gurugram, regarding “Maang Patra”. Detailed reply has been submitted to the Labour court on 27-01-2021. University has received a Notice for Appearance & Settlement of Issues from the Court of Mr. Amrit Singh (A.D.J.) Presiding Officer, Tribunal-cum-Labour Court-2, Sharam Shakti Bhawan, Near Mini Sectt., Gurugram and the Hearing was scheduled on 01.09.2021. The next date of hearing is awaited.

Members of the Governing Body took note of the progress in the various legal cases of the University.

ITEM No. 6: REPORTING MATTERS/ INFORMATION POINTS

(Member Secretary presented the reporting matters for ratification and information)

1. Chief Guest for 12th Scholarship Distribution ceremony of the University.

The 12th Scholarship Distribution ceremony is tentatively scheduled in the last week of March / first week of April 2023.

The Governor of Haryana has been approached through a letter from the Vice Chancellor dated 31 January 2023 to accept our invitation to be the Chief Guest. Copy of the letter is enclosed as **Annexure 10**. In case the Hon'ble Governor is unable to accept the request due to his prior commitments, University shall approach the Chairman UGC Prof. M Jagadesh Kumar to be the Chief Guest for the function.

2. Meeting of 31st Academic Council meeting held on 16th January 2023

The 31st meeting of the Academic Council was held on 16th January 2021 in the Campus. Minutes of the meeting are enclosed as **Annexure 11**.

3. Convocation Ceremony – 09 December 2022

NCU, held its 11th Annual Convocation Ceremony for its various undergraduate and postgraduate programmes on 09 December 2022. The event was a memorable one and was presided over by Hon'ble Dr. Rajiv Kumar, former Vice Chairman, NITI Aayog. A total of 734 students were awarded degrees in their respective disciplines, including 288 from BTech, 17 from BSc Maths (H), 09 from BSc Physics (H), 89 from BCom (H), 22 from BA Economic (H), 13 from BA Psychology (H), 120 from BBA, 90 from BBA-LLB (H), 16 from MTech, 34 from MBA, 18 from LLM and 18 awarded PhD. Gold, Silver and Bronze medals were awarded to 24 candidates who topped the list in their respective streams.

4. Merger of EECE, ME & CEE Departments

The merger of the three departments of School of Engineering & Technology i.e. Department of EECE, ME and CEE was approved vide Item No. 3 of the Minutes of the 35th Board of Management meeting held on 30th August 2022. The merger was completed, and the new department was named as “Department of Multidisciplinary Engineering” (MDE). The new department functioning w.e.f. 15 December 2022 vide IOM no.: SECR-01/IOM/220/2022 dated: 06 December 2022 was reported by the member secretary. Prof. Sharda Vashisth has been appointed as the Head of the Department for a period of three years. Dr. Rohit Singh Lather and Dr. Vaishali Sahu have been redesignated as Associate Heads and will act as Program Coordinators for their respective disciplines.

5. Meeting of the Academic Council Standing Committee 01/2022

The Standing committee of the Academic Council met on 22nd November 2022 and the minutes of the meeting are enclosed as **Annexure 12**.

6. HR Conclave 2022

Centre of Professional Attachment & Alumni engagement (CPAA) organized 'HR Conclave 2022' at The NorthCap University on 25 Nov 2022. The theme was "The Skills of Future: Preparing Gen Z for the times ahead". The event brought together eminent HR professionals from the industry on a common platform where they shared their experiences and best practices on the topic "Hiring trends of corporate for campus". HR professionals interacted with the faculty members and students from the disciplines of Engineering and Management.

Details of guests who attend the Conclave are mentioned below:

S. No.	Guest Name	Designation	Organization
1	Mr. Mussarat Hussain	Head - Leadership School	Maruti Suzuki
2	Mr. Varinder Singh	Head HR	Fortum India
3	Mr. Ashoka Kumar Sangwan	GM HR	Wipro
4	Ms. Bhawna Gupta	Head HR	Airtel
5	Mr. Manoj Sharma	Director	HUQUO
6	Mr. Pushpesh Ranjan	Group Head – HR & Admin	Ambika Steel Ltd
7	Ms. Manika Sahni	Head Talent Acquisition	Exicom Telesystems
8	Ms. Poonam Chhikara	AGM HR	R Systems

The conclave helped in

- laying the foundation of the corporate world to nurture young minds of The NorthCap University.
- Created opportunities for students to get short-term projects, Internships, Placement and various campus engagements like skill development training and more.

7. Celebration of Republic Day

The University celebrated the 74th Republic Day on 26 January with fervor and gaiety during which the Hon'ble Vice Chancellor Prof. Nupur Prakash hoisted the National flag honouring the spirit of unity and patriotism. In her address to the faculty she spoke about India's progression over the past decade and NCU's journey of tradition, transformation and innovation since 1996 and its contribution to Nation building.

8. OBE Rankings 2022

The University has been ranked in the Diamond Band with A+ grade in the category of Higher Educational Institution of Excellence. Certificate from R World Institutional Ranking is enclosed as **Annexure 13**.

9. Winner in i-Mobilathon, 2022

Team Datum Miners, comprising of third year CSE students - Dhruvarshi Das, Mridul Gupta, J. Vishwanath, Anant Tripathi, Devashish Soni and faculty mentors, Dr. Prachi and Ms. Kanika Gupta, secured 1st position in i-Mobilathon, an event jointly conducted by Volkswagen Group Technology Solutions, India, ŠKODA AUTO Volkswagen India Private Limited and Skoda Auto Digilab, India.

The event focused on ideation of Transforming Mobility Solutions with Artificial Intelligence, Internet of Things, Holistic Sustainability and Mobility Solutions in the Metaverse. The event received 110+ idea submissions from participants across various categories including Startups, Employees and Students. The team developed a solution for Electric Vehicle mobility under the guidance of Dr. Prachi and Ms. Kanika Gupta and was rewarded with a prize money of 1,00,000 INR and summer internship opportunity.

10. 'Visvesvaraya PhD Scheme for Electronics and IT' at The NorthCap University, Gurgaon.

NCU has received approval for financial support of around 72 lakh for five years for two full time PhD scholars under Visvesvaraya PhD Scheme for Electronics and IT: Phase-II. The estimated budget outlay of our institution for the PhD Scheme for 2 Full Time PhD candidates is Rs. 72,61,600/- (Rs. Seventy-Two Lakh Sixty-One Thousand Six Hundred only). The duration of the scheme shall be 60 months.

11. MoU signed with ICT Academy

The Northcap University has entered into a collaboration with M/s. ICT Academy, New Delhi to offer services to the faculty members in the areas of Information & Communication Technology. It shall also provide domain specific training programs either drawn from industry or approved by the industry at no cost to the students based on their interest. Further it also provides access to various research journals on a quarterly basis free of cost.

The following activities have been organized under MoU with ICT Academy:

- i. Microsoft Azure AI Engineer Associate (AI-102) course of 100 hrs for B.Tech CSE Final Year students was successfully conducted by two Microsoft skilled trainers from 5th Jan to 21st Jan 2023 in Offline Mode at The NorthCap University in collaboration with ICT Academy.
- ii. Dr. Prachi Ahlawat, Dr. Yogita Gigras and Ms. Kanika attended and successfully completed the 5 days Faculty Development Program on Microsoft Cybersecurity Tools organised by ICT Academy from 5th Jan 2023 to 11th Jan 2023
- iii. Dr. Srishti, and Dr. Poonam Chaudhary, Assistant Professors, CSE, attended and successfully completed the 5 days Faculty Development Program on Cloud Practitioner (AWS) conducted by ICT Academy from 30th Jan 2023 to 03rd Feb 2023

12. MoU with Association of Business Women in Commerce & Industry

The NorthCap University has signed an MoU with Association of Business Women in Commerce & Industry (ABWCI) to explore opportunities to jointly collaborate and work together on services related to women entrepreneurship, women economic empowerment with intention to take up projects on partnership basis.

The following activities have been planned under MoU with ABWCI:

- i. Expert Talk on Empowering Women: The case of modern-day organizations - March 2023
- ii. Be Your Own Boss - One day workshop for aspiring women entrepreneurs - April 2023

13. MoU with Green Tree Global

The NorthCap University has signed an MoU with Green Tree Global, Gurugram, which shall entail green tree to provide consultancy services in the fields of energy efficiency, green building and renewable energy solutions. Key areas of cooperation shall include Career development programs, joint course developments and publishing & conduct workshops and Executive development programs.

The following activity was organized under MoU with Green Tree Global:

During the Research Conclave @ NCU 2022, “Futuristic Ideas for Innovative Research” which was held on Dec. 15 - 16th 2022. The Director of GreenTree, **Mr. Dhurv Jain** delivered an expert session as a resource person on the topic "**Net Zero Energy Buildings: Pathways to sustainability**" on 16th December 2022. It was attended by the students, research scholars, faculty and other participants in the conclave.

14. MoU with ICAT Aspires

The NorthCap University has signed an MoU with International Centre for Automotive Technology (ICAT) to enhance the Industry-Academia partnership for conducting joint short-term and mid-term courses and research in the field of EV and related emerging technology area as per Industry Requirements. ICAT, Manesar is one of the independent Testing Agencies under Central Motor Vehicle Rules (CMVR) notified by the Ministry of Road Transport and Highways (MORTH), Government of India for Testing and Certification of Automobiles and their critical safety components.

The following activities have been organized under MoU With ICAT Aspires.

- i. 19 ME students pursuing B.Tech from the 7th semester undertook an industrial visit on 24 November 2022
- ii. Paid internship to two students (Mr. Prateek and Mr. Kshitiz) starting 9th Jan 2023
- iii. Attended Panhamrit conference and exposition on 4th Feb 2023
- iv. Launch of B.Tech. Automotive Technology with Specialization in Electric Mobility Program to be launched in 2024 - 2025.

15. MoU signed with Gemini Solutions

The MOU signed between Gemini Solutions and The NorthCap University is to benefit our learned faculty with industry experience and our students with knowledge exchange, industrial visits, campus hiring, research work, and conducting workshops and seminars.

Further, following activities have taken place post the signing of MoU with Gemini Solutions :

Campus Hiring : 2 students were selected

Guest Lectures : 1

16. MoU signed with XR Game Tech Company:

NCU has signed an MoU with XR Central (XRC Studios, Inc) Gurugram to bridge the gap between the academics and industry. Members of faculty and students will get opportunities to know and work with the latest technological and management practices, prevailing in the country. This has also included:

- i. Joint project & Project development
- ii. Recruitment of Graduate Engineers
- iii. Mentoring of students trainees.

The following activities have been organized under MoU with XR Game Tech Company.

- i. International Game Jam May Day 1.0 was successfully conducted from 4th May – 8th May 2022 in collaboration with XR Central. The prize money was sponsored by XR Central.
- ii. Six students have been provided internships by XR Central with a stipend of 10,000/- from 1st June to 15th Aug 2022.
- iii. Mr. Shrey, CEO, XR Central has mentored six students on various projects titled; Meta Cube / Electrical & Welder VR / Museum VR from Aug-Dec 2022

17. MoU Signed with Shri Vishwakarma Skill University

NCU has signed an MoU with Shri Vishwakarma Skill University on 28.09.2022 for joint certification and skill development programs.

Key areas of cooperation include:

- i. Joint Skill Development
- ii. Joint holding of Conferences / Seminars / Workshops / Symposia / FDP
- iii. Short Term course / D. Voc, B. Voc.
- iv. Industry exchange
- v. Exchange of Faculty

The following activities have been planned under MoU with ABWCI:

- i. Invited Dr Shruti Gupta from SVSU to be an external member of the SRC Committee for our research scholars during November 2022.

For the ongoing semester two events have been planned -

- a) Joint MDP on Leadership - April 2023
- b) One-day National Skills Seminar - May 2023

All members of the Governing Body took note of the above. Mr Avdhesh Mishra further stated that all MOU activities should be captured in NAAC and NIRF formats and should eventually be centrally available through the ERP system being developed. He said that development of the ERP is lagging behind and needs to be expedited by Dean Academics. He stated that a deadline needs to be set for its completion.

18. Turnover of faculty and staff members since the last Governing Body meeting held on 10 October 2022

New Faculty & Staff members who have joined.

FACULTY				
S. No	DEPT.	NAME	DESIGNATION	DOJ
1	CSE	Ms. Komal Jindal	Assistant Professor (Sr. Scale)	27.10.2022
2	SOM & LS	Ms. Swati Tickoo	Assistant Professor	02.01.2023
ADMIN				
S. No	DEPT.	NAME	DESIGNATION	DOJ
1	ADMIN	Ms. Sahiti Kanwar	Assistant Manager - Marketing & Communications	17.10.2022
2	ADMIN	Mr. Jatin Sharma	Executive Assistant (COE)	01.11.2022
3	ADMIN	Mr. Balbeer Singh Bisht	Assistant Security Officer	01.11.2022
4	ADMIN	Ms. Randeep Kaur	Senior Manager (CPAA)	01.11.2022
5	ADMIN	Mr. Kesavadas Krishna	Assistant Security Officer	04.11.2022
6	ADMIN	Mr. Santosh Upadhyay	Executive Assistant (COE)	07.11.2022
7	ADMIN	Ms. Asha Devi	Hostel Warden	10.11.2022

8	ADMIN	Mr. Sanjay Shekhar Kashyap	Sr. Graphic Designer	01.12.2022
9	ADMIN	Mr. Brijesh Yadav	Assistant Manager - F&B	12.12.2022
10	ADMIN	Mr. Anil Sharma	Assistant Manager - Housekeeping	14.12.2022
11	ADMIN	Ms. Anu Gulmohar	Sr. Manager - Digital Marketing	10.01.2023
12	ADMIN	Commodore Diwakar Tomar (Retd.)	Registrar - Designate	23.01.2023

Faculty & Staff members who have left.

FACULTY

S. No	DEPT.	NAME	DESIGNATION	DOJ	DOL
1	SOM & LS	Dr. Sakshita Anand	Assistant Professor (Sr. Scale)	25.07.2022	29.10.2022
2	SOM & LS	Dr. Mansi Vinaik	Assistant Professor (Induction Scale)	04.08.2020	29.10.2022
3	SOM & LS	Prof. Vikas Nath	Director	15.03.2022	09.11.2022
4	SOM & LS	Dr. Namrata Anand	Assistant Professor	26.08.2021	11.11.2022
5	CSE	Dr. Vidhi Khanduja	Associate Professor	26.07.2021	21.11.2022
6	CSE	Ms. Amandeep Kaur	Assistant Professor	10.01.2022	23.12.2022
7	SOM & LS	Dr. Deependra Singh	Assistant Professor	10.01.2022	07.01.2023

ADMIN & TECHNICAL

S. No	DEPT.	NAME	DESIGNATION	DOJ	DOL
1	ADMIN	Ms. Sabiha Akmal	Admissions Counsellor	30.05.2022	01.11.2022
2	ADMIN	Mr. Yasir Khaliq	Manager – Admissions	02.05.2022	23.11.2022
3	ADMIN	Mr. Vinay Kumar Sharma	Assistant Manager (H/K)	24.03.2014	14.12.2022
4	ADMIN	Ms. Muskan Chawla	Admissions Counsellor	05.04.2022	13.01.2023

Prof. Prem Vrat brought out that while 05 faculty members have left the SOM & LS, only 01 has joined. All members of the Governing Body took a note of the above.

ITEM NO. 7: FINANCE COMMITTEE RELATED MATTERS

(Member Secretary)

The Finance committee related matters were discussed & approved during the Board of Management meeting. Minutes of the Finance Committee meeting held on 14 October 2022 are enclosed as **Annexure 14**.

The Members of Governing Body ratified the aforesaid Finance Committee related matters.

ITEM No 8: ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIRMAN.

Issue 1. Programmes under the Open and Distance Learning and/ or Online Mode.

The Member Secretary brought out that consequent to achieving NAAC 'A' grade in the second cycle of accreditation in July 2022 for the period 2022- 2027, the University is now eligible for offering programmes in the Open and Distance Learning and/ or Online modes, in accordance with University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020. It was brought out that the University intends obtaining approval for running the programmes from University Grants Commission (Distance Education Bureau) from the Academic Session 2023 – 24.

Prof Nupur Prakash informed the members that the timelines for getting the approval are very challenging, with the portal for submitting the applications for approval likely to open in mid-march 2023, and inspection of the University sometime in April 2023. She also informed that preparatory work to meet the pre-requisites for conducting programmes in ODL/ OL mode have started in earnest, and the Committee of Centre for Internal Quality Assurance has already been constituted, and has held its first meeting in February 2023. Preparatory work of making Self Learning Materials (SLM) and e-learning modules (Videos) etc. is also progressing on a war footing. Infrastructure, HR, tech requirements and other associated aspects are also being addressed. Mr Avdresh Mishra on the topic of preparation of Videos stated that the University must look at setting up a state of the art studio, so as to be self sufficient in our ability to make high quality videos to support the ODL/ OL programmes in the long run.

Prof. Nupur Prakash also informed that the proposal to go ahead with offering programmes in the Open and Distance Learning and/ or Online modes, in accordance with University Grants Commission (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020 will be taken up in the Board of Studies meeting scheduled on 06 March 2023, and the meeting of the Standing Committee of the Academic Council on 14 March 2023.

The Members of the Governing Body discussed and noted the above issue, and agreed that all actions towards getting approval from UGC(DEB) for running Programmes in the ODL and/ or Online mode should be taken in a strict time bound manner.

Issue 2. Issues pending with the Department of Higher Education, Govt of Haryana.

The Member Secretary brought out that three important issues were held up at the DHE and need to be expedited. The issues pertain to:

- Appointment of the Chancellor of The NorthCap University.
- The University has been continuously writing to the Department of Higher Education, Government of Haryana to approve and provide a different percentage of fee concession to our students as the University has various collaborations with reputed foreign / international universities, in terms of Section 36 of Haryana Private Universities Act No. 16 of 2012 (Haryana Private Universities (Amendment) Bill, 2012
- Approval to start 03 new courses (MCA, MA(English) and MA(Psychology)) from the Academic Session 2023-24

The Members of the Governing Body took note of the above and emphasized the need for early response on the above issues.



Commodore Diwakar Tomar (Retd.)
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GENERAL ACADEMIC CALENDAR FOR SESSION 2023-24
THE NORTHCAP UNIVERSITY
ALL SCHOOLS (ODD SEMESTER, JULY-DEC 2023)
 *Subject to change as per UGC/Govt. of Haryana Guidelines

Sr. No	DETAILS	FROM	TO	No. of Days
1.	NPET and interview (PhD)	17 June 2023 (Saturday)		
2.	Display of NPET result of admission list of new applicants for PhD Programme	20 June 2023 (Tuesday)		
3.	Last date of Fees submission of new Ph.D. admissions	27 June 2023 (Tuesday)		
4.	Registration on ERP for UG & PG programmes of SOET, SOM and SoL and all Ph.D. Scholars	26 July 2023 (Wednesday)	29 July 2023 (Saturday)	04
5.	Semester Starts (Non-first year students)/ Orientation (First year students)	31 July 2023 (Monday)		36+36
6.	Induction Programme for first year students (Batch 2023)	31 July 2023 (Monday)	19 August 2023 (Saturday)	3 weeks
7.	BDR for PhD Programme	25 August 2023 (Friday)		
8.	Summer Internship evaluation	19 August 2023 (Saturday)		
9.	Submission of Final Result (Jan-June 2023) to CoE	28 August 2023 (Monday)		
10.	Club/Society Activities	2 September 2023 (Saturday)		
11.	Aptitude Test	16 September 2023 (Saturday)		
12.	Submission of attendance by Course Coordinators to COR upto 22 September 2023	25 September 2023 (Monday) by 04:00 PM		
13.	Minor Test (Continuous Evaluations)	25 September 2023 (Monday)	30 September 2023 (Saturday)	06
14.	Issue of Mid-Term Warning to students for Shortage of attendance upto 22 September 2023	29 September 2023 (Friday)		
15.	Class Committee meetings	3 October 2023 (Tuesday)	6 October 2023 (Friday)	
16.	Mid-term project/GP/Community Service evaluation	7 October 2023 (Saturday)	13 October 2023 (Friday)	
17.	Submission of checked answer scripts of minor test to COE & uploading of marks on ERP	13 October 2023 (Friday)		
18.	SRC conduction window for all PhD Students	7 October 2023 (Saturday)	24 November 2023 (Friday)	
19.	Momentum & Cerebration	3 November 2023 (Friday)	4 November 2023 (Saturday)	02
20.	Open Elective/Programme Elective offered by Departments for Jan-June 2024 semester	3 November 2023 (Friday)		
21.	Submission of online feedback by students	9 November 2023 (Thursday)	24 November 2023 (Friday)	
22.	Convocation	Last week of November 2023/First week of December 2023		
23.	Open Elective/ Programme Elective to be opted by students for next semester	16 November 2023 (Thursday)	24 November 2023 (Friday)	
24.	Display of pre-major evaluation on ERP	30 November 2023 (Thursday)		
25.	Semester ends	1 December 2023 (Friday)		73
26.	Submission of final attendance by Course Coordinators to COR	2 December 2023 (Saturday) by 12:30 PM		
27.	List of detained students to be displayed on board/website	2 December 2023 (Saturday) by 5:00 PM		

28.	Display of Open Elective/Programme Elective	1 December 2023 (Friday)		
29.	Preparation for exam (for students)	2 December 2023 (Saturday)	4 December 2023 (Monday)	03
30.	Meeting of Time-table in-charges with Dean-Academic Affairs	8 December 2023 (Friday)		
31.	Major Tests (Regular Exam)	5 December 2023 (Tuesday)	18 December 2023 (Monday)	11
32.	Major Tests (Buffer Exam days for the clashing of Re-appear course(s))	19 December 2023 (Tuesday)	21 December 2023 (Thursday)	03
33.	Evaluation Activities	5 December 2023 (Tuesday)	8 January 2024 (Monday)	
34.	Last date of any modification in Open/Programme Elective by students	8 December 2023 (Friday)		
35.	Final list of Open/Programme Elective	13 December 2023 (Wednesday)		
36.	NPET and interview for PhD Programme	2 December 2023 (Saturday)		
37.	Display of NPET result of admission list	5 December 2023 (Tuesday)		
38.	Last date of Fees submission of new Ph.D. admissions	12 December 2023 (Tuesday)		
39.	DRC (Departmental Research Committee meeting) of each Dept.	15 December 2023 (Friday)	22 December 2023 (Friday)	
40.	Winter Internship (Only for Law)	18 December 2023 (Monday)	13 January 2024 (Saturday)	Approx. 20
41.	Display of Semester Results	8 January 2024 (Monday)		
42.	Registration of courses for all programme for Jan-June 2024	11 January 2024 (Thursday)	14 January 2024 (Sunday)	04
43.	Commencement of classes for even semester (23-24) for all programmes	15 January 2024 (Monday)		

SUMMARY OF ACADEMIC CALENDAR		TOTAL NO. OF DAYS
Registration Days		04
Effective Teaching/Learning Days		81
Minor Test (continuous evaluation)		06
Preparation for exam		3
Total semester Teaching / Continuous Evaluation		90
Major Test		11+3
LIST OF HOLIDAYS		
Events	Date	No. of Days
Independence Day	12- 15 August 2023 (Saturday to Tuesday)	04
Raksha Bandhan	30 August 2023 (Wednesday)	01
Janmashtami	7 September 2023 (Thursday)	01
Mahatma Gandhi Jayanti	02 October 2023 (Monday)	01
Dussehra + Navami	21-24 October 2023 (Saturday to Tuesday)	04
Diwali / Govardhan Pooja/Bhai Dooj	11-15 November 2023 (Saturday-Wednesday)	05
Guru Nanak Birthday	27 November 2023 (Monday)	01
Christmas	25 December 2023 (Monday)	01
Note: - 1. 17 August 2023 (Thursday) will work as "Monday" 2. 6 October 2023 (Friday) will work as "Monday"		

Monday-14; Tuesday- 14; Wednesday- 15; Thursday- 15; Friday- 14



CODE OF CONDUCT

APRIL 2023

DOCUMENT No.: NCU/DISC/COC-S/2023-VERSION 1

THE NORTHCAP UNIVERSITY

CODE OF CONDUCT

1. Preamble

This Handbook indicates the standard procedures and practices of The NorthCap University (hereinafter referred to as the 'University') for all students enrolling with the University for pursuing varied courses. All students must know that it is incumbent upon them to abide by this Code of Conduct (hereinafter referred to as the 'Code') and the rights, responsibilities including the restrictions flowing from it.

The endeavour of the University by means of enforcing this Code is to ensure a student discipline process that is conscientious, effectual, expeditious and believes in the principle that all people are equal and deserve equal rights and opportunities and providing a system which promotes student growth through individual and collective responsibility.

All Students are required to be well conversant with this Code and cannot plead ignorance of this code.

2. Jurisdiction

2.1 The University shall have the jurisdiction over the conduct of the students associated / enrolled with the University and to take cognizance of all acts of misconduct including incidents of ragging or otherwise which are taking place on the University campus / its hostels / and or field trips or in connection with the University related activities and functions.

2.2 University may also exercise jurisdiction over conduct which occurs off-campus violating the ideal student conduct and discipline as laid down in this Policy and other regulations, as if the conduct has occurred on campus which shall include

- a) Any violations of the Sexual Harassment Policy of the University against other students of the University.
- b) Physical assault, threats of violence, or conduct that threatens the health or safety of any person including other students of the University;
- c) Possession or use of weapons, explosives, or destructive devices off-campus
- d) Manufacture, sale, or distribution of prohibited drugs, alcohol etc.
- e) Conduct which has a negative impact or constitutes a nuisance to members of the surrounding off-campus community.

The University, while determining whether or not to exercise such off-campus jurisdiction in situations enumerated hereinabove, shall consider the seriousness of the alleged offense, the risk of harm involved, whether the victim(s) are members of the campus community and/or whether the off campus conduct is part of a series of actions, which occurred both on, and off-campus.

3. Code of Conduct

- 3.1 This Code shall apply to all kinds of conduct of students that occurs on the University premises including in university sponsored activities, functions hosted by other recognized student organizations and any off-campus conduct that has or may have serious consequences or adverse impact on the Universities Interests or reputation.
- 3.2 University believes in promoting a safe and efficient climate by enforcing behavioural standards. All students must uphold academic integrity, respect all persons and their rights and property and safety of others; etc.
- 3.3 All students must deter from indulging in any and all forms of misconduct including partaking in any activity off-campus which can affect the Universities interests and reputation substantially. The various forms of misconduct include:
- i) Disobeying teachers and staff and displaying misdemeanor within and outside the University premises.
 - ii) Indulging in vandalism/violence and damaging of University and/ or public property or property of any other person.
 - iii) Demonstrations, inciting protests, mass disobedience, distributing hand bills etc.
 - iv) Use of mobile or satellite phone in classrooms, library or building corridors or any other area which is specified as no-mobile zone. Use of mobile phone is permitted outside the University building and cafeteria area.
 - v) Quarrelling, fighting, bullying and passing derogatory/obscene remarks in the University premises against fellow students/ teachers/ employees/ canteen and mess workers etc.
 - vi) Making a video/MMS and uploading same on 'You-tube'/social media platform or uploading obscene photographs on social media of fellow students/ teachers/ employees/ canteen and mess workers etc.
 - vii) Indulging in ragging directly or indirectly, which is strictly prohibited as per the Hon'ble Supreme Court of India. (In pursuance to the judgement of the Hon'ble Supreme Court of India dated: 08.05.2009 in Civil Appeal No. 887 / 2009, the UGC has notified "Regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009", and the same have to be adhered to.)
 - viii) Possession and use of firearms, weapons and potentially dangerous instruments etc.
 - ix) Consumption, carrying and sale of drugs/ alcohol/ intoxicants/ tobacco /other prohibited substances / flavors/additives /hookah/ pipe etc. in the University premises and Hostels.
 - x) Any type of harassment whether physical, verbal, mental, sexual or electronic through social media platforms.
 - xi) Littering or defiling University property or property of any other student or personnel of the University. Consumption of eatables/liquids in the classroom or places other than the cafeteria is prohibited and punishable with fine or discipline case or both.

- xii) The University has a central parking place close to the campus. Being a residential area and to avoid inconvenience to residents, students are not permitted to park their vehicles on the sector roads and in front of entry / exit gates of neighboring colonies / houses.
- xiii) Stopping of vehicles in front of the University gate and alighting leading to restriction of other vehicles entering the University or causing traffic hold up.
- xiv) Speeding in front of the University main gate or making unusual loud vehicular noise causing disturbance to others.
- xv) Knowingly providing false evidence against any other person or giving false statements or charges in bad faith against any other person, which includes sending fake messages.
- xvi) Contributing to, or engaging in, any activity which obstructs or disrupts teaching, research, administration, or any other University activity on the campus. This shall include any disruptive activity in a classroom or in an event sponsored by the University.
- xvii) Falsifying clinical records.
- xviii) Conduct unbecoming of students in matters of attire (wearing of track pants other than for sporting events, short skirts, crop tops, see through and revealing clothes is not permitted in the University campus), verbal / written statements that may be deemed to be inappropriate within or outside the campus.
- xix) Failure to follow acceptable levels of personal cleanliness in classrooms and laboratories.
- xx) Public Display of Affection (PDA) is strictly prohibited. PDA is when a couple publicly kisses, hugs, or shows any sign of physical touch to an uncomfortable amount – almost as if no one can see them. All students are required to refrain from public display of affection in the university campus.
- xxi) Smoking in the campus (The campus is a no smoking zone.)
- xxii) Any other act which the Committee believes constitutes an act of indiscipline or violation of code of conduct.

3.4 Any act of discrimination (physical or verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, colour, region, language, disability, or sexual orientation, marital or family status, physical or mental disability, etc.

3.5 Any sexual harassment incident reported in the University will be handled by the Internal Complaint Committee which is to be guided by The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

3.6 Any disruptive activity in a classroom or in an event sponsored by the University.

3.7 Unable to produce the identity card, issued by the University, or refusing to produce it on demand by campus security guards.

3.8 Participating in activities including:

- Organizing meetings and processions without permission from the University.

- Accepting membership of religious or terrorist groups banned by the University / Government of India.
- Unauthorized possession or use of harmful chemicals and banned Drugs.
- Smoking on the campus of the University.
- Not disclosing a pre-existing health condition, either physical or psychological, to the Chief Medical Officer which may cause hindrance to academic progress.
- Theft or unauthorized access to others resources.
- Engaging in disorderly, lewd, or indecent conduct, including, but not limited to, creating unreasonable noise; pushing and shoving; inciting or participating in a riot or group disruption at the University.
- Any other activity which the university believes constitutes as act of indiscipline or violation of code of conduct.

3.9 Students are expected not to interact, on behalf of the University, with media representatives or invite media persons onto the campus without the permission of the University authorities.

3.10 Students are not permitted to either audio or video record lectures in classrooms or actions of other students, faculty, or staff.

3.11 Students are not permitted to provide audio and video clippings of any activity on the campus to the media.

3.12 Students are expected to use social media carefully and responsibly. They cannot post derogatory comments about other individuals from the University on social media or indulge in any such related activities having grave ramifications on the reputation of the University.

3.13 Theft or abuse of the University computers and other electronic resources such as computer and electronic communications facilities, systems, and services which includes unauthorized entry, use, tamper, etc. of university property or facilities, offices, classrooms, computers networks, and other restricted facilities and interference with the work of others is punishable.

4. Procedure for Punishment

When a student/ students is/ are found indulging in any breach of discipline, misconduct, unruly behavior, provocation, instigation, harassment etc., any faculty or staff or student can report the matter in writing to the Disciplinary Committee of the University on NCU Disciplinary Case Proforma-I, for appropriate action.

If the Chairman Disciplinary Committee (CDC), depending on the gravity of the offence, is convinced that prima facie evidence exists against the defaulter(s), the CDC will inquire into the alleged violation and accordingly suggest disciplinary action against the defaulting

student/ students. The CDC will investigate the matter as per the laid down procedures of the university, which are aligned with the University Grants Commission Guidelines on Student Discipline Circular No 946. Pending completion of the investigations, if the CDC so feels, the student/ students can also be suspended for a specified period. In cases which involve consumption of alcohol or drug / substance abuse, medical test / consultation of doctor is to be immediately carried out.

If however, based on initial examination of the incident, should the case not merit further action, a warning shall be issued to the defaulter(s) and the written apology shall be filed in the student(s) record held with the Controller of Records (COR).

5. Punishments

Based on the findings of the investigations of the Disciplinary Committee, one or more of the following punishments can be awarded, besides any other as may be deemed appropriate:

- i) Written warning, recorded in dossier of student.
 - ii) Deduction from General Proficiency marks.
 - iii) Withdrawal of any academic or other University activity, privilege, benefit, right or facility.
 - iv) Payment of compensation to make good any damage or defacement to University or any other property or assets caused by the student.
 - v) Suspension for 3/5/7/10 days or more, with no attendance being awarded.
 - vi) Reflect the act of indiscipline in the student's Character Certificate.
 - vii) Debar from all or certain number of Campus Placements.
 - viii) Debar from one Semester Examination.
 - ix) Rustication for one semester or more.
 - x) Expulsion from University
- 6.** As regards 5 (v) above, the defaulter(s) can be given, depending on merits of the case, an option to undertake University Community Service, such as work in Library, Records, Security, Administration, Sports, Editorial work. This shall constitute attendance for the period under suspension. His/her attendance shall be marked for the duration of work done and will be considered towards overall attendance. However, if he/she is not granted this option or does not opt for Community Service, the period under suspension will have full effect on attendance.
- 7.** In case a student remains suspended for conduct of an inquiry under Para 4, such a period shall be reckoned in the calculation of his/her attendance provided he/she is found innocent.

8. In cases where an offence involves action by Police, the matter will be referred to the Registrar who will ensure that a Police case is filed, and an FIR obtained. Such cases will be dealt fully by the Police and the individual will remain suspended till completion of investigation of the case but without benefit of attendance. Police cases will invariably include ragging of any kind.

9. Appeal

Appeals, if any, will be dealt with by the Higher Committee whose decision in the matter will be final and binding. The constitution of the Higher Committee shall be as under:

A Member of the Governing Body	Chairman
Vice-Chancellor	Member
Registrar	Member Secretary

Only those cases will merit review by the Higher Committee where any new information or evidence is produced by the defaulter, other than what has already been considered by the Disciplinary Committee. The decision of the Higher Committee will be final and binding.

10. Discipline rules of the University are subject to change from time to time with the approval of the prescribed Authority.

11. Fine

- a) Use of mobile phone at any location other than outside the University building, cafeteria and its lawn: ` Rs 500/-.
- b) Loss of identity card for the first time: ` 200/- ; for second time: ` 500/-.
- c) Trespassing residential area from students parking or parking vehicles on the sector road opposite the University: ` 500/-
- d) Parking vehicles in front of entry / exit to neighboring colony / residential houses: ` 1000/-
- e) Any other fines as approved by the Governing Body.
- f) The fine amount can also be increased by the Board of Management / Governing Body as they deem fit.

12. Ragging

There is a complete prohibition on ragging at The NorthCap University, in any form and nature. Ragging has been completely banned in any form whatsoever, by the Hon'ble Supreme Court of India. (details mentioned in Serial No. 3.3.(vii) above relevant) No student shall practice ragging within or outside the premises of NCU. The NorthCap University is a zone of 'zero tolerance to ragging'.

What Constitutes Ragging?

Ragging means indulging in an act which causes or is likely to cause insult, annoyance, fear, apprehension, threat of intimidation, outrage the modesty or injury to a student and includes the following acts, namely:

- a) Abetment to ragging
- b) Criminal conspiracy to ragging
- c) Unlawful assembly and rioting while ragging
- d) Public nuisance created during ragging
- e) Verbal abuse and physical aggression, indecent gestures and obscene behavior
- f) Outraging the modesty of a student
- g) Injury to body, causing hurt or grievous hurt
- h) Wrongful restraint
- i) Use of criminal force
- j) Assault as well as sexual offence
- k) Criminal intimidation
- l) Physical or psychological humiliation
- m) Defamation or threat to defame
- n) Any type of harassment or abuse through electronic or social media.
- o) Threat to commit any or all of the above-mentioned offences with or without intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

Administrative Action in the Event of Ragging

Cases of ragging will be dealt with by the Anti Ragging committee of the University. The University shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- i) On receipt of information by any member of the Committee from the Head, a student, parents or any source in writing or through any electronic media that an act of ragging is being committed or there is apprehension of the same, he shall intimate the same to the chairperson and may conduct a raid, if necessary, or take other appropriate steps to stop the act of ragging.
- ii) The member or the Committee may conduct on the spot inquiry observing a fair and transparent procedure and the principle of natural justice and shall give adequate opportunity to the victim student, student accused of ragging, other witnesses and may also ask them to produce other documents or witnesses, if necessary, concerning the incident of ragging.
- iii) The Committee shall submit a preliminary report to the Head within 72 hours of the incident for appropriate action under the Act.
- iv) Provided that in case an offence is committed under the provisions of the Indian Penal Code, 1860 (45 of 1860) and is a cognizable offence, the members should immediately report the matter to the Head.
- v) On receipt of information about ragging, the Head will direct the Committee to conduct

an inquiry and report.

- vi) The Head shall examine the report and, if satisfied, will take appropriate action as per the gravity of the offence.
- vii) On receipt of the report from the Committee the Head shall immediately determine if a criminal offence is made out and, if so, either on his own motion or through a member of the Committee authorized by him, shall proceed to file a First Information Report (FIR) immediately.
- viii) Provided that the University shall also continue with its own inquiry and other measures without waiting for action on the part of the police.
- ix) If the Head is not satisfied with the report made by the Committee, he may himself conduct an independent enquiry and pass any appropriate orders in writing, for reasons to be recorded therein. He may also decide to lodge a First Information Report (FIR). If an offence is found to have been committed under the Indian Penal Code, 1860 (45 of 1860) and is a cognizable offence.
- x) In a proven case of ragging, whether First Information Report (FIR) has been lodged or not, the Head shall impose a punishment of suspension for at least a period of two semesters or one annual academic year, as the case may be, and may also impose any one or a combination of penalties as listed in clauses (i) to (x) of sub-section (5) above.
- xi) Depending upon the nature and gravity of the offence as reported by the Committee, the Head may, in addition to any punishment mentioned in paragraph (x) above, impose any one or a combination of the following punishments upon the student(s) found guilty:
 - a) Withholding or withdrawing scholarship or fellowship and other benefits
 - b) Forfeiting campus placement opportunities or recommendations
 - c) Debarring from appearing in any test or examination or other evaluation process
 - d) Withholding of results
 - e) Debarring from representing the educational institution in any regional, national or international meet, tournament, youth festival, etc.
 - f) Suspension from attending classes and academic privileges
 - g) Suspension or expulsion from the hostel
 - h) Cancellation of admission
 - i) Rustication from the institution for a period ranging up to three years;
 - j) Expulsion from the University and consequent debarring from admission to any other educational institution for a period of three years
 - k) Imposition of a fine up to Rs. 25000/-

Provided that where the persons committing or abetting to the act of ragging are not identified, the University shall resort to collective punishment.

13. Attendance Rule & Code of Conduct in Classes

A student is expected to attend all lectures, tutorials and practice classes and VA courses etc. while maintaining full decorum and discipline during the classes. Also, students must be seated before the arrival of the faculty members. Late entry to the classroom is highly discouraged and is the sole discretion of the instructor.

As a rule, a student shall be required to have a minimum attendance of 70% in each individual theory/lab course in a semester, calculated till the last teaching day.

However, to provide wider exposure to students and increase visibility of the university at state/national & International level, the university encourages participation of talented students in well recognized competitions or any other such event approved by the university. Students nominated / deputed by the University for participation in these events/competitions shall be given due consideration for their absence from classes. This period shall be treated as Leave of Absence for attendance purposes. These leaves of absence shall be endorsed by the Chairman, Student Activities & Leadership committee & approved by the HOD before being sent to the ERP.

All such leaves of absence shall not exceed 10% of the classes in the semester. The concerned faculty shall ask these students to submit extra assignments to make up for academic losses.

The above requirements will not be relaxed under any circumstances whatsoever. Any medical and family exigency should be adjusted within the given room of 30% provided in this rule.

A student falling short of attendance in any course will be placed in the 'Detained' category for the course and the same will be mentioned in the grade sheet. The student must again register for such course(s) during subsequent semesters when the same are offered by the respective departments, provided timetable permits.

There will be a provision for issuing a written warning to the students if in any course, his/her attendance falls below 70% in any course till the completion of approximately half the number of teaching days in a semester as mentioned in the Academic Calendar for the semester concerned. It is the responsibility of the student to keep track that his / her attendance is not falling short.

Additionally, ERP portal updates attendance on daily basis and must be visited by students and parents regularly for timely corrective actions in case of any shortage in attendance in one or more courses.

14. Unfair Means – Rules & Regulations

14.1 The following will constitute the Use of Unfair Means:

- a) No students are allowed to carry mobile phone inside the Examination Hall.
- b) Any candidate found having in his possession or accessible to him/her or nearby him/her, any papers, chits, books or notes, pen drives, smart watch, I-pod/ mobile phone even in switched off condition any other electronic devices (except non programmable calculators), written or printed matter on a chit/pencil-box/calculator or on the body part

or the wall or ceiling or area nearby and visible to student or in possession of any other kind of unauthorized material.

- c) Writing during the examination hours on any paper other than the answer-book, any portion of the question paper except roll number.
- d) Talking to another candidate or to any person other than the members of the Examination Staff, in or outside the Examination Hall.
- e) Consulting notes/books outside the Examination Hall.
- f) Copying from some book or notes or from the answer of some other candidate or helping another candidate.
- g) Receiving or giving help from/ to another candidate during the examination including receiving/ sending SMS or any electronic messaging.
- h) Disclosing his identity deliberately or making any distinctive mark in his/her answer book for that purpose or making an appeal to the Examiner through the answer book or using abusive language on the answer-book; communicating or attempting to communicate directly or indirectly through a person, relative, guardian or friend to the Invigilator/Examination Superintendent or any other official with the object of influencing them.
- i) Swallowing/destroying any notes, paper etc. found with him/ her.
- j) Violation of any other instruction as mentioned on the top page of the blank examination answer book.
- k) A student deliberately delaying the conduct of the test by standing outside the exam hall and not entering inside.
- l) Failure to hand over his/her answer-book to the Invigilator or taking away his/her own answer book, out of the examination hall.
- m) Found guilty of destroying or attempting to destroy the evidence or any University property.
- n) In case, a person, who is not a bonafide candidate if found guilty, is found to be taking an Examination on behalf of a bonafide candidate, it will be assumed that this impersonation is being done at the instance and with the connivance of the bonafide candidate and action against such a person and the bonafide candidate would be taken as under:-
 - i) The bonafide candidate, who did not take the Examination himself/herself, shall be debarred from pursuing any course of studies or from appearing at any Examination of the University in future.
 - ii) In case the person, who has impersonated the bonafide candidate, is a student of the University, he/she shall be debarred from taking any Examination of the University in future.
 - iii) If the person, who has impersonated the bonafide candidate, is not a student of the University, he/she may be handed over to the Police for appropriate action.
- o) Entry to the examination hall will be stopped 10 minutes before the scheduled examination time.

14.2 Prohibited Areas during the Examinations

- a) No unauthorized person /staff will be allowed to enter the Examination Hall/Centre or Control Room during the examination in progress.

- b) The Controller of Examination shall identify the prohibited areas by visible signage.
- c) The Security staff and other persons posted on examination duty shall prevent unauthorized persons from entering the prohibited area.
- d) During Major Tests, no candidate shall be allowed to proceed to the restroom in the first half of the examination, or during the last 15 min of the examination nor shall more than one candidate be allowed inside the rest room at a time. The maximum time an examinee is allowed to use the washroom is 5 min.
- e) During Minor Tests, no candidate shall be allowed the use of the rest room.
- f) The Candidates must maintain silence in the examination hall and not stand/walk outside the examination halls or corridors during the examination hours. Students leaving the examination hall must exit the examination area immediately.

14.3 Discipline - Expulsion from Examination:

- a) Candidates shall maintain absolute discipline in the examination hall. If a candidate disobeys the instructions of the invigilator(s) or misbehaves in any manner, he/ she can be expelled from the examination by the Examination Superintendent, if necessary.
- b) If a candidate acts in a violent manner or uses force or makes a display of force towards any invigilator or any other staff/person at the Examination Center or acts in a manner likely to hinder the authorities in discharging their duties, the Examination Superintendent may expel the candidate from the examination as per Examination Conduct Rule (ECR).
- c) If a candidate brings any dangerous weapon at the examination center he would be expelled from the examination and disciplinary action initiated against the candidate.
- d) Candidate's expelled on any of the grounds mentioned above may not be allowed to appear in the subsequent papers, based on the reasons for expulsion.
- e) All disciplinary matters / Unfair Means Cases shall be forwarded to the Chairman UMC Action Committee by COE. The UMC Action Committee may punish a candidate by canceling his examination and/or debarring him from appearing in any examination of the University for one or more years after giving the candidate an opportunity to Show Cause and after considering any explanation submitted by the candidate and all available evidence and facts of the case.

14.4 Procedure for award of the punishment under unfair means cases:

- a) The COE shall send a Show cause Notice to the candidate, followed by requirement to attend a hearing of the student alleged to be guilty of malpractice/ using unfair means, asking him/ her to submit his/ her plea in writing and appear personally before the UMC Action Committee on a fixed date, time and place.
- b) The COE shall place the Unfair means case(s) before the UMC Action Committee for a decision in a time bound manner. The UMC Action Committee shall consider the reply to show cause, all available evidence, statements and facts of the case and decide on the action to be taken.

- c) In case the candidate does not appear before the Action Committee on the date and time of hearing as mentioned in the Show Cause Notice, the case will be heard ex parte and disposed of after due consideration of facts of the case, available evidence and records, without any further chance provided.
- d) Recommendation of the UMC Action Committee shall be conveyed to the Chairman Examination Committee, who after satisfying himself with the action to be taken shall promulgate the award of punishment, notifying all concerned.

14.5 Action against the candidate

- a) If a student is found guilty of any malpractice in any paper during the Examination and if the UMC Action Committee is satisfied that the candidate's actions are not premeditated, then the result of that paper or all the papers in that Semester Examination may be cancelled.
- b) If a candidate is found guilty of using or attempting to use or having used unfair means at an examination, the UMC Action Committee if satisfied that the action of the candidate was premeditated, then it may cancel his/her said paper, or all papers of the said examination or debarred from examination up to a period of one year, depending upon the nature of the offence.
- c) The UMC Action Committee may cancel the said examination of a candidate and/or debar him from appearing in an examination for the entire semester or more, for an offence of use of threatening to force or use of violence or if it is concluded that the candidate was in any manner guilty of serious misconduct in connection with his examination and/or was instrumental in or has abetted the tampering of University records including the answer books, mark-sheets, result chart, degree, diplomas or if the candidate has suppressed information or misrepresentation of information to fraudulently enroll in an examination.
- d) One or more of the punishments below can be awarded by the UMC Committee.
 - i. Written warning recorded in the dossier of the student.
 - ii. Deduction of up to 50% from the total marks in that particular paper.
 - iii. Cancellation of the said paper and awarding him zero marks.
 - iv. Cancellation of all papers in which the candidate appeared.
 - v. Reflected in the character certificate.
 - vi. Debarred from a certain number of Campus placements.
 - vii. Rustication from one semester or more.
 - viii. Expulsion.
 - ix. Any other punishment deemed fit.

14.6 Members of Unfair Means Action Committee shall be:

- i) Head of a School / Department - Chairman (Nominated by Vice Chancellor by rotation)
- ii) Two Professors (nominated by Vice Chancellor) – Members
- iii) Registrar – Member
- iv) Controller of Examinations - Secretary

The tenure of the Chairman and Nominated Members shall be two years.

14.7 Appeal:

A candidate may appeal in writing to the Higher Committee within four days of issue of Notification of punishment by the Chairman Examination Committee. The Higher Committee shall consist of:

- i) Member Governing Body – Chairman
- ii) Vice Chancellor – Member
- iii) One representative from UMC Action Committee (nominated by its Chairman) - Member

The appeal shall be considered in light of any new material/ evidence provided by the candidate.

15. Dress Code

While the University has not specified any dress code for the students whilst in the campus, it expects students to be decently attired at all times (wearing of track pants other than for sporting events, short skirts, crop tops, see through and revealing clothes is not permitted in the University campus).

16. Student Participation in Governance

As Students are members of the University campus, they have a substantial interest in the governance of the University. The Code, policies and the varied procedures laid down herein intends that the principle of student involvement in governance in both administrative and academic areas is essential and it is pivotal that students must, at all junctures, be encouraged to put forth their views and advice, for an informed decision making. Student Participation is encouraged and must be strengthened through the involvement of students in all levels. Therefore, all students who are a part of the University and who are going to be enrolled in the University are advised to uphold the policy and inform the University of any violations and assist individually and collectively to improve the quality and effectiveness of this Code and appended policies.

Every school of the University promotes the above concept by having students of the school as members of class committees, which have members of the staff also. The class committees meet at regular intervals and are reviewed by the Pro Chancellor, Vice Chancellor, Registrar, Dean Academics and others to address issues faced by the students.



CODE OF CONDUCT

FOR FACULTY MEMBERS

APRIL 2023

DOCUMENT No.: NCU/DISC/COC-F/2023-VERSION 1

CODE OF CONDUCT FOR FACULTY MEMBERS

This code of conduct is with the guidelines framed by the UGC Regulations 2010

1. Code of professional ethics-

a) Faculty Members and their responsibility -

Faculty Members should:

- i. Adhere to a responsible pattern of conduct and demeanor expected of them by the community.
- ii. Seek to make professional growth continuous through knowledge and skill upgradation and research.
- iii. Engage in academic work by participation at professional meetings, seminar, conference, etc., towards contribution of knowledge at university level and beyond.
- iv. Perform their duties in the form of teaching, tutorial, practical, seminar, outreach activities and research work conscientiously and with dedication.
- v. Participate in extension, co-curricular and extra-curricular activities including community services.
- vi. Dress Code: Formal dress code (Western / Indian) should be followed at the workplace in a manner befitting a faculty of the University. Attention to be paid to grooming and attire, as expected from a professional and avoid wearing casual clothes such as faded jeans, torn jeans, t-shirts (with slogans), excessive jewellery, nail art, etc. that can be a source of distraction in the classrooms.
- vii. Should ensure that they spend the stipulated number of hours at the campus taking lectures and undertaking the administrative tasks, if any.
- viii. Should take up the workload sincerely, as per UGC norms, along with other academic duties assigned from time to time.
- ix. Should play a significant role of students' mentor.
- x. Should understand the importance of invigilation duty by being vigilant and alert while restricting usage of mobile phones in exam halls and classrooms.
- xi. Should be available to discharge any other duties assigned by higher authorities from time to time.

b) Faculty Members and students -

Faculty Members should:

- i. Respect the right and dignity of the student in expressing his/her opinion.

- ii. Deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics.
- iii. Recognize the difference in the aptitude and capabilities among students and strive to meet their individual needs.
- iv. Be affectionate to students and not behave in a vindictive manner towards any of them for any reason.

c) Faculty Members and Colleagues -

Faculty Members should-

- i. Treat other members of the profession in the same manner as they themselves wish to be treated.
- ii. Speak respectfully of other Faculty Members and render assistance for professional betterment.
- iii. Refrain from allowing consideration of caste, creed, religion, race or gender in their professional endeavor.

d) Faculty Members and Management -

Faculty Members should:

- i. Discharge their professional responsibilities according to the existing rules and adhere to the procedures and methods consistent with their profession.
- ii. Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such office may demand.
- iii. Co-operate with the authorities for the betterment of the University keeping in view the interest and in conformity with dignity of the profession.

e) Faculty Members and Society -

Faculty Members should:

- i. Recognize that education is a public service and strive to keep the public informed of the educational programs which are being provided.
- ii. Work to improve education in the community and strengthen the community's moral and intellectual life.

THE NORTHCAP UNIVERSITY

STANDARD OPERATING PROCEDURE FOR HANDLING CASES OF INDISCIPLINE



APRIL 2023

DOCUMENT NO:NCU/DISC/SOP/2023 VERSION 1

STANDARD OPERATING PROCEDURE FOR HANDLING CASES OF INDISCIPLINE IN THE NORTHCAP UNIVERSITY

DOCUMENT NO: NCU/DISC/SOP/2023 VERSION 1

1. This document lays down the procedure to be followed for processing and disposing off cases of student indiscipline reported at the university, its hostels and / or on field trips. The document is based on, and aligned with, the University Grants Commission – Common Guidelines on Student Discipline Circular 946.
2. The university follows a zero-tolerance policy on indiscipline, and all cases of indiscipline are to be dealt with expeditiously, and disposed-off at the earliest whilst ensuring basic tenets of fair justice.
3. All cases of indiscipline will be handled through two committees, each with its respective charter of duties, as described below:
 - (a) **University Disciplinary Committee.** The University Disciplinary Committee shall comprise of the Proctor, who will also be the Chairman of the committee (Chairman Disciplinary Committee; Short title 'CDC'), and 4 other members nominated by the Vice Chancellor, of which there should be a Professor from School of Law. The Disciplinary committee shall determine, in the first place, whether an act of indiscipline has indeed occurred, and if so, carry out investigations in the case, and recommend punishment(s) for the defaulting students(s). The members of the Disciplinary Committee shall be nominated for a period of two years.
 - (b) **Board of Discipline.** The Board of Discipline (short title 'BOD') will comprise of five members, appointed by the Vice Chancellor. The BOD will examine the punishment(s) recommended by the Disciplinary Committee, within the scope of Schedule II of University Grants Commission Circular 946, and give their firm recommendations to the Vice Chancellor. The Vice Chancellor shall finally approve/ give decision on the punishment(s) to be imposed on the defaulting student(s). The members of the Board of Discipline shall be nominated for a period of three years. No proceedings of the board will be invalidated due to the resignation / absence of any committee members.
4. Acts of indiscipline/ misconduct are elaborated and listed at **Annexure 1** of this document.

Procedure for Punishment

5. When a student is found indulging in any breach of discipline, misconduct, unruly behavior, provocation, instigation, harassment, ragging etc., any faculty or staff or student can report the matter in writing to the Disciplinary Committee of the University, on NCU Disciplinary Case Proforma-I (**Annexure 2**), for appropriate action.

Immediately on receiving the complaint, the CDC may request a member of the disciplinary committee to proceed to the place in question and report on the same within 24 hours. If, based on initial examination of the incident, should the CDC feel that the case does not merit further action, a warning shall be issued to the defaulter(s) and the written apology shall be filed in the student(s) record held with the Controller of Records (COR).

6. If however the Chairman Disciplinary Committee (CDC), depending on the gravity of the offence related to the misconduct, is convinced that prima facie evidence exists against the defaulter(s), will investigate the incident with all members of the disciplinary committee and inquire into the alleged violation and suggest disciplinary action against the defaulting student(s). If the CDC feels that investigations have revealed that the student(s) has committed an act of misconduct/ indiscipline, the CDC is empowered to suspend the defaulting student(s) with immediate effect, pending completion of the investigations. All university properties owned / rented will be out of bounds for such student(s) during the period of suspension. The name and photo of the suspended student(s) to be posted at the gate and notice boards of the University. The suspension is to be given in writing, mentioning reasons thereof. This activity is to be completed within 3 days of reporting of the incident. The Vice Chancellor shall review the suspension declaration every thirty days and shall record the reasons if the validity period of the suspension is extended.
7. Based on the findings of the investigations, a Show cause notice (format at **Annexure 3**) is to be issued to the defaulting student(s) bringing out the charges against him/ her. This is to be done within 08 working days of receipt of the complaint. The defaulting student(s) is required to reply to the show cause notice within 05 working days of receipt of the charges (show cause notice).
8. If the defaulting student(s) pleads guilty to the charges or does not reply within the time specified, the Disciplinary Committee shall submit the report of the investigations, along with their recommendations of punishment(s) to the Vice Chancellor. The Vice Chancellor shall in turn forward the report to the Board of Discipline, and based on their recommendations, impose on the defaulting student(s), punishment(s) as deemed appropriate, commensurate with the nature of the misconduct/ indiscipline. The committee is free to call anyone for evidence. The punishment(s) imposed on the defaulting student(s) is to be conveyed in the format placed at **Annexure 4**.
9. If the defaulting student(s) pleads not guilty to the charges, the CDC will issue a letter to the defaulting student(s) (in format placed at **Annexure 5**) to appear before the Disciplinary Committee (if necessary, along with his/ her parents) on a specified date/ time. A copy of the letter shall be sent to all members of the Disciplinary Committee and complainant for their attending the meeting.
10. The Disciplinary Committee is thereafter required to complete its investigations and submit its report with evidence, along with recommendations for punishment(s) to the

Vice Chancellor within 2 weeks of the interaction meeting referred at para 9 above. The Vice Chancellor shall thereafter forward the report to the Board of Discipline, and based on their recommendations, impose on the defaulting student(s), punishment(s) as deemed appropriate, commensurate with the nature of the misconduct/ indiscipline. The committee is free to call anyone for evidence. The punishment(s) imposed on the defaulting student(s) is to be conveyed in the format placed at **Annexure 4**.

Punishments

11. Based on the findings of the investigations of the Disciplinary Committee, one or more of the following punishments can be awarded, besides any other as may be deemed appropriate:
 - i) Written warning, recorded in dossier of student.
 - ii) Deduction from General Proficiency marks.
 - iii) Withdrawal of any academic or other University activity, privilege, benefit, right or facility.
 - iv) Payment of compensation to make good any damage or defacement to University or any other property or assets caused by the student.
 - v) Suspension for 3/5/7/10 days or more, with no attendance being awarded.
 - vi) Reflect the act of indiscipline in the student's Character Certificate.
 - vii) Debar from all or certain number of Campus Placements.
 - viii) Debar from one Semester Examination.
 - ix) Rustication for one semester or more.
 - x) Expulsion from University

12. As regards 11 (v) above, the defaulter(s) can be given, depending on merits of the case an option to undertake University Community Service, such as work in Library, Records, Security, Administration, Sports, Editorial work. This shall constitute attendance for the period under suspension. His/her attendance shall be marked for the duration of work done and will be considered towards overall attendance. However, if he/she is not granted this option or does not opt for Community Service, the period under suspension will have full effect on attendance.

13. In case a student remains suspended for conduct of an inquiry under Para 6, such a period shall be reckoned in the calculation of his/her attendance provided he/she is found innocent.

14. In cases where an offence involves action by Police, the matter will be referred to the Registrar who will ensure that a Police case is filed, and an FIR obtained. Such cases will be dealt fully by the Police and the individual will remain suspended till completion of investigation of the case but without benefit of attendance. Police cases will invariably include ragging of any kind.

Appeal

15. Appeals, if any, will be dealt with by the Higher Committee whose decision in the matter will be final and binding. The constitution of the Higher Committee shall be as under:

A Member of the Governing Body	Chairman
Vice-Chancellor	Member
Registrar	Member Secretary

Only those cases will merit review by the Higher Committee where any new information or evidence is produced by the defaulter, other than what has already been considered by the Disciplinary Committee. The Higher Committee shall give its decision within two weeks from the receipt of the appeal by the Committee.

ACTS OF MISCONDUCT/ INDISCIPLINE

1.1 All students must deter from indulging in any and all forms of misconduct including partaking in any activity off-campus which can affect the Universities interests and reputation substantially. The various forms of misconduct include:

- i) Disobeying teachers and staff and displaying misdemeanor within and outside the University premises.
- ii) Indulging in vandalism/violence and damaging of University and/ or public property or property of any other person.
- iii) Demonstrations, inciting protests, mass disobedience, distributing hand bills etc.
- iv) Use of mobile or satellite phone in classrooms, library or building corridors or any other area which is specified as no-mobile zone. Use of mobile phone is permitted outside the University building and cafeteria area.
- v) Quarrelling, fighting, bullying, and passing derogatory/obscene remarks in the University premises against fellow students/ teachers/ employees/ canteen and mess workers etc.
- vi) Making a video / MMS and uploading same on 'You-tube'/social media platform or uploading obscene photographs on social media of fellow students/ teachers/ employees/ canteen and mess workers etc.
- vii) Indulging in ragging directly or indirectly, which is strictly prohibited as per the Hon'ble Supreme Court of India. (In pursuance to the judgement of the Hon'ble Supreme Court of India dated: 08.05.2009 in Civil Appeal No. 887 / 2009, the UGC had notified "Regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009", which need to be adhered to.)
- viii) Possession and use of firearms, weapons, and potentially dangerous instruments etc.
- ix) Consumption, carrying and sale of drugs/ alcohol/ intoxicants/ tobacco /other prohibited substances / flavors/additives /hookah/ pipe etc. in the University premises and Hostels.
- x) Any type of harassment whether physical, verbal, mental, sexual, or electronic through social media platforms.
- xi) Littering or defiling University property or property of any other student or personnel of the University. Consumption of eatables/liquids in the classroom or places other than the cafeteria is prohibited and punishable with fine or discipline case or both.
- xii) The University has a central parking place close to the campus. Being a residential area and to avoid inconvenience to residents, students are not permitted to park their vehicles on the sector roads and in front of entry / exit gates of neighboring colonies / houses.

- xiii) Stopping of vehicles in front of the University gate and alighting leading to restriction of other vehicles entering the University or causing traffic hold up.
- xiv) Speeding in front of the University main gate or making unusual loud vehicular noise causing disturbance to others.
- xv) Knowingly providing false evidence against any other person or giving false statements or charges in bad faith against any other person.
- xvi) Contributing to, or engaging in, any activity which obstructs or disrupts teaching, research, administration, or any other University activity on the campus. This shall include any disruptive activity in a classroom or in an event sponsored by the University.
- xvii) Falsifying clinical records.
- xviii) Conduct unbecoming of students in matters of attire, verbal / written statements that may be deemed to be inappropriate within or outside the campus.
- xix) Failure to follow acceptable levels of personal cleanliness in classrooms and laboratories.
- xx) Spreading of fake news with a view to incite people.
- xxi) Public display of affection (PDA): Public Display of Affection is when a couple publicly kisses, hugs, or shows any sign of physical touch to an uncomfortable amount – almost as if no one can see them. All students are required to refrain from public displays of affection in the university campus at all times.
- xxii) Smoking in the campus (The campus is a no smoking zone).
- xxiii) Any other act which the Disciplinary Committee may determine to be undesirable.

1.2 Any act of discrimination (physical or verbal conduct) based on an individual's gender, caste, race, religion or religious beliefs, colour, region, language, disability, or sexual orientation, marital or family status, physical or mental disability, etc.

1.3 Any disruptive activity in a classroom or in an event sponsored by the University.

1.4 Unable to produce the identity card, issued by the University, or refusing to produce it on demand by campus security guards.

1.5 Participating in activities including:

- Organizing meetings and processions without permission from the University.
- Accepting membership of religious or terrorist groups banned by the University / Government of India
- Unauthorized possession or use of harmful chemicals and banned Drugs.
- Smoking on the campus of the University

- Not disclosing a pre-existing health condition, either physical or psychological, to the Chief Medical Officer which may cause hindrance to academic progress.
- Theft or unauthorized access to other resources
- Engaging in disorderly, lewd, or indecent conduct, including, but not limited to, creating unreasonable noise; pushing and shoving; inciting or participating in a riot or group disruption at the University.

- 1.6 Students are expected not to interact, on behalf of the University, with media representatives or invite media persons on to the campus without the permission of the University authorities.
- 1.7 Students are not permitted to either audio or video record lectures in classrooms or actions of other students, faculty, or staff.
- 1.8 Students are not permitted to provide audio and video clippings of any activity on the campus to the media.
- 1.9 Students are expected to use social media carefully and responsibly. They cannot post derogatory comments about other individuals from the University on social media or indulge in any such related activities having grave ramifications on the reputation of the University.
- 1.10 Theft or abuse of the University computers and other electronic resources such as computer and electronic communications facilities, systems, and services which includes unauthorized entry, use, tamper, etc. of university property or facilities, offices, classrooms, computers networks, and other restricted facilities and interference with the work of others is punishable.
- 1.11 Any other act which the university believes is an act of indiscipline and not in the best interests of the University / violating the rules of the University.

	DISCIPLINARY CASE PROFORMA – I (Common for all departments)	Review Date:
		Sheet 1 of 1

COMPLAINT

Complaint by : _____ Date of complaint: _____
 Roll No _____ Name of Student _____
 Branch _____ Semester _____ Contact _____

Date & place of Indiscipline :

Details of Case:

Evidence, if any, in support of complaint including but not limited to the ‘statement of witness(s)

Signature of Complainant

To be filled by **Chairman Disciplinary Committee (CDC)**

Received by CDC on _____

Signature of CDC _____

Discipline case No _____

Previous History of Indiscipline _____

Issued by:	Approved by:
Date:	Date:

NCU/FRM/5.1/UNIV/013B

	DISCIPLINARY CASE PROFORMA – II	Review Date:
		Sheet 1 of 1

To

SHOW CAUSE NOTICE

Discipline Case No.:- _____

1. You, _____ Roll No. _____ are hereby served this Show Cause Notice as to why a Discipline Case should not be initiated against you for the under mentioned Act of indiscipline: -

Date of offence: _____

Nature of Indiscipline case: _____


2. You are required to reply this Show Cause Notice in writing and appear before the Chairman Disciplinary Committee along with your reply on _____ at _____ at _____, failing which it will be presumed you have nothing to say in your defence regarding the said act of indiscipline, and in such an event CDC may award punishment as deemed justified and no further chance shall be given.

*** Parents if required by the Disciplinary Committee shall also be requested to attend the meeting.**

**CHAIRMAN
(DISCIPLINARY COMMITTEE)**

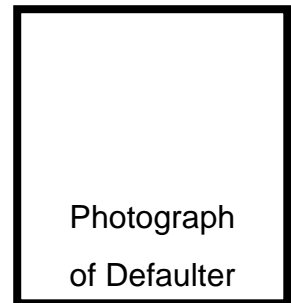
Issued by:	Approved by:
Date:	Date:

NCU/FRM/5.1/UNIV/013E

	<h2 style="margin: 0;">DISCIPLINARY CASE PROFORMA – IV (B)</h2>	Review Date: _____
		Sheet 1 of 1

Date _____

To



INDISCIPLINE CASE – AWARD OF PUNISHMENT

1. In the Discipline Case No _____ involving you,
 _____ Roll No _____, in that you at _____ on
 _____ indulged an act of indiscipline as already informed to you.

Act:.....

Guided by all the facts of the case & your reply/ no reply and evidence collected, the Show Cause Notice and verbal hearing, the Disciplinary Committee after careful consideration of all facts, awards you the following punishment for the said act of indiscipline:

.....


2. Please note that any disciplinary lapse in future shall attract a more severe punishment. You are required to give an apology for the said case of indiscipline and an undertaking that no lapse in discipline shall be committed by you in the future.

**CHAIRMAN
 (DISCIPLINARY COMMITTEE)**

CC: - Hon’ble GB, VC, Secretary Disciplinary Committee, Dean Academics, COR, Concerned HOD, Discipline Notice Board, Security/ Security Officer, *COE, CPAA (As necessary)*.

Issued by:	Approved by:
Date:	Date:

NCU/FRM/5.1/UNIV/013C

	<p>DISCIPLINARY CASE PROFORMA - III</p>	Review Date:
		Sheet 1 of 1

Date: - _____

To,

APPEARANCE OF STUDENT BEFORE DISCIPLINARY COMMITTEE

Discipline Case No. :- _____

1. Mr./Ms. _____ Roll No. _____
 Programme. _____ Semester _____ is hereby informed that you are required to appear before the Disciplinary Committee regarding your involvement in a Discipline Case, the Show Cause Notice of which has been served to you on _____.

2. Date/Time/Place of said meeting is _____

3. If you do not appear as per the above Notice, the Disciplinary Committee shall proceed with the case in accordance with the rules and no further opportunity shall be provided for response on said matter.

CHAIRMAN
 DISCIPLINARY COMMITTEE

Date:

CC:- All Members of the Disciplinary Committee (As Notice for said meeting).

*** Parents if required by the Disciplinary Committee shall also be requested to attend the meeting.**

Issued by:	Approved by:
Date:	Date:

HR NOTE: PROPOSED AMENDMENT IN LEAVE RULES OF NCU

The following amendments are proposed to **Clause 6** of **Leave Rules** of the University:

FOR CLAUSE 6: Categories of Leave, the following shall substitute in partial modification, namely:

Clause 6 (A) (i) "All regular and contractual employees are eligible for **8** days of Casual Leave per calendar year. CL will be credited in two halves in advance @ **4** days each on January 1st and July 1st of each year. Employees who are appointed during the course of the year shall be entitled to it on pro-rata basis."

Clause 6 (B) (i) "Earned Leave of **12** days shall be admissible to confirmed faculty **and 17 days** to confirmed administrative and technical staff members, credited on 1st January every year. Employees who are appointed during the course of the year shall be entitled to it on pro-rata basis."

Clause 6 (c) (i) "SCL is introduced for all the **staff members** for outreach academic activities **with explicit prior approval of the Vice Chancellor**. SCL shall be granted for academic, PhD research work and professional involvement with the outside world subject to satisfaction of the VC that such leave will promote University's interest / academic enrichment of the faculty concerned."

Clause 6 (c) (ii) "Whenever the **staff member** is on SCL, the University shall not be liable for any financial obligations whatsoever incurred by the **staff member**."

"**Clause 6 (C) (v) is omitted**"

"**Clause 6 (C) (vi) is omitted**"

For Clause 6 (D), the following clause shall substitute in entirety, namely:

D. ACADEMIC LEAVE

"Academic Leave shall be admissible to all faculty members for pursuing research, outreach and academic work to enhance their profile.

Academic Leave up to 15 days per year (maximum) can be availed by all faculty members during the non-teaching period, as per the Academic Calendar."

Note: Leave of any employee can be curtailed, denied or revoked in view of exigency of work or essential duty at the University, by the competent authority.

The revised Leave Rules with the above amendments are attached herewith.

Submitted for inclusion in the BOM meeting dated 25 Apr 2023 for approval .

HR

LEAVE CHART COMPARISON

CURRENT


APPLICABILITY	NCU FACULTY	NCU ADMIN/TECH STAFF
CASUAL LEAVE	10	10
EARNED LEAVE	7	7
VACATION LEAVE	23	23
TOTAL	40	40

PROPOSED

PARTICULARS	NCU FACULTY	NCU ADMIN/TECH STAFF
CASUAL LEAVE	8	8
EARNED LEAVE	12	17
ACADEMIC LEAVE	15	0
TOTAL	35	25

NOTE:


1. The University will observe the Gazetted Public Holidays as per Governemnt instructions, as issued form time to time.
2. Leave of any employee can be curtailed , denied or revoked in view of exogeneity of work or essential duty at the University



THE NORTHCAP UNIVERSITY

37TH GOVERNING BODY MEETING
A PRESENTATION ON SCHOOL OF LAW

Prof. (Dr.) Archana Sarma
 HOD, School of Law
 May 31, 2023



1



KEY AREAS

- Teaching Learning Process
- Academics
- Research & Consultancy
- Collaborations
- Awards & Achievements
- Extension Activities
- Challenges
- Way forward




2

School of Law (SOL)

Recognitions & Rankings




Ranked #1 For Law in Haryana By GHRDC

QS I-GAUGE Gold Badge for Law & Legal Studies



3

USPs of NCU's School of Law



- Diverse and Inclusive Education Ecosystem
- Internships with Tribunals, High Courts, Law Firms etc.
- Blended Learning
- Experienced Faculty
- Focus on Research & Development Programmes
- Hands-on Training in Client Consultation, Mediation and Conciliation
- Proactive Legal Aid Services
- Law & Technology
- A Vibrant Mooting Culture

4

School of Law

Year of establishment: 2010

Programmes Offered:

- BBA LL.B (HONS.)**
(BCI approved Five Year integrated programme)
- LL.M.**
(Specialization in Corporate Law, IPR & Human Rights Law)
- Three Year LL.B**
- Ph.D**

SCHOOL OF LAW | THE NORTHCAP UNIVERSITY

5

TEACHING LEARNING PROCESS STUDENT & FACULTY

Name of The Programme	Batch	No. of Students
BBA LL.B (Hons.)	2022	65
	2021	60
	2020	74
	2019	96
	2018	70
LL.M	2022	11
Total		376

Total No. of Law Faculty = 11
 Professor – 2,
 Associate Professor – Nil,
 Assistant Professor – 9
 Visiting Faculty – 4
 Non-Law Faculty – 8
 Admin Staff – 1

THE NORTHCAP UNIVERSITY

6

Teaching-Learning Process

Experiential and Participative Learning for enhanced learning experiences

THE NORTHCAP UNIVERSITY

7

Diversity in Curriculum

- Adherence to Global, National, Regional and Local needs
- Focus on Ethics, Gender, Environment & Sustainability

New Courses

- Sports Law
- Law Relating to Narcotic Drugs and Psychotropic Substances (NDPS)
- Mediation, Conciliation and Arbitration
- Patent Law for Engineers

Minor Area Specialization

- Certificate in Law & Technology
- Business Law

THE NORTHCAP UNIVERSITY

8

Internship - Bridging the Gap between Classroom and Real World

INTERNSHIPS
(Awarded to students over five years)

1st Year
NGOs, Tribunals, Commissions

2nd Year
Research Centres, Law Offices

3rd Year
Corporate Offices, Law Firms

[Internship Details](#)

SUMMER 2022-2023		
Batch	Students who have done internship	Total Students
2021	49	57
2020	66	75
2019	64	96
2018	40	70
Total	219	298

WINTER 2022-2023		
Batch	Students who have done internship	Total Students
2021	45	57
2020	61	75
2019	65	96
2018	42	70
Total	213	298

9

RESEARCH IN SCHOOL OF LAW

A. STATUS OF PH.D SCHOLARS AT SOL

Total No. of Ph.D Scholars	18
Ph.D Thesis defended	2
No. of Ph.D Scholars pursuing Course work	12
No. of Ph.D Scholars for Proposal submission	4

New enrolment since January 2023 = 5

B. RESEARCH PAPER PUBLICATION

Research Paper published: 5
Research paper Submitted: 7

C. BOOK CHAPTER PUBLICATION

Book Chapters published: 10
Research paper Submitted: 4

[Details of paper presentations](#) [Details of publications](#)

10

REVENUE GENERATED FROM CONSULTANCY AND TRAINING

Conducted two editions of AILET of NLU Delhi at NCU – Rs. 138250 + Rs. 116760 = 2,55,010 Lakh

Total Revenue generated – Rs. 8,24,000

Details	Amount in Rupees
Pro Bono Club under Ministry of Law & Justice	Rs. 1 Lakh
GAIL (VII Edition National Moot Court Competition)	Rs. 1 Lakh
Karat Law Academy	Rs. 30,000
Pahuja Law Academy	Rs. 20,000
National Client Consultation Competition	Rs. 33,000
NHRC Two Day Training Programme	Rs. 1.5 Lakh
International Conference on Law & Technology	Rs. 1 Lakh
National Moot Court Competition, 2023	Rs. 36,000

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RESEARCH CENTRES AT SCHOOL OF LAW

CIPRART
Centre for Intellectual Property Rights, Advisory, Research and Training
[Details available here](#)

CPGLS
CENTRE FOR POST GRADUATE LEGAL STUDIES
[Details available here](#)

CDEEP
The Centre for Development in Energy and Environment Policy
[Details available here](#)

SCHOOL OF LAW | THE NORTHCAP UNIVERSITY

12

Collaborations

- District Legal Services Authority, Gurugram
- Directorate of Public Prosecution, New Delhi
- Office of the District Attorneys, Gurugram
- National Legal Services Authority
- Intellectual Property India Office
- GAIL
- Prayas
- Udayan Care
- Mind Merchant
- Juris Corp
- IPTSE
- Pahuja Academy
- Karat Academy
- Innove Intellect
- UDF Central University, Brazil
- IUCN

SCHOOL OF LAW | THE NORTHCAP UNIVERSITY

13

**Awards and Achievements
(2022-23)**

- Srikant Shekhar received '**Startup recognition**' from **DPIIT (Department for Promotion of Industry and Internal Trade), Government of India** for their **LLP, SNSM Entertainment LLP** incorporated in November 2022 is an entity made to commercialize the Project-Playformee.
- Srikant Shekhar won the **best Start Up and Youth Leader award** organized **FICCI and IPTSE, New Delhi** on 19th January 2023

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**Awards and Achievements
(2022-23)**

- Aditya Yadav (Second Year, BBA LL.B) participated in the **Model United Nations (MUN)** organised by Ideal Institute of Management and Technology, Delhi (IIMT) on 12th January 2023. The student participated in the 'United Nations General Assembly' and secured the **best interjector and High commendation award** for representing United Kingdom.
- Ipsita Singh and Sloni Mathur (Second Year, BBA LL.B) have **won the debate competition** organised by Gitarattan International Business School, 22 November, 2022
- Anmol Kaur Sandhu - **the best Mediator Award** in Mediation Competition organized by Gitarattan International Business School, 22 November, 2022
- Aryan Kumar Chaubey, **Gold Medalist in Inter University Fest**, KR Mangalam University, Haryana - Volleyball Tournament, March 2023

15

Awards and Achievements

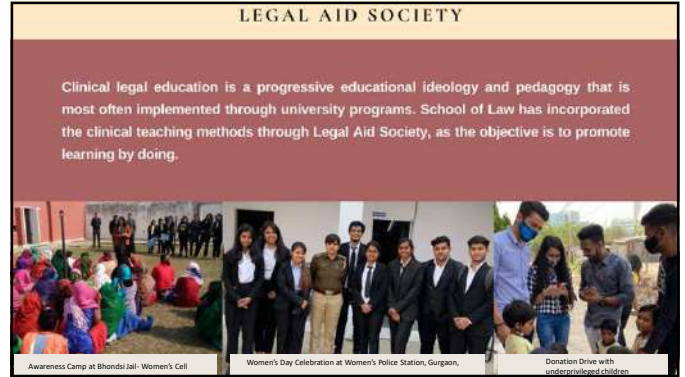
- Shreya Manchanda **won the first prize** in Bennett University's Law Fest "LEGALITE 2022- **RTI drafting competition** organized in May 2022
- Tanu Mehta and Prithvi Chaturvedi secured the **second position** in the Bennett University's Law Fest "LEGALITE 2022- **Judgement Writing Competition** organized in May 2022
- Shreya Manchanda and Monisha Dhawan secured the **third position** in the Bennett University's Law Fest "LEGALITE 2022- **Judgement Writing Competition** organized in May 2022

16



Extension Activities
School of Law

17



18



19



20



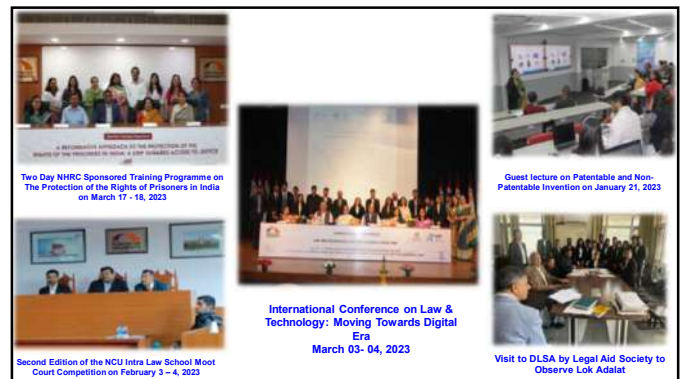
21



22



23



24

Our Accomplished Alumni




Suvankar Mohanty
Judicial Magistrate, Odisha Judicial Services



Mandeep Kalra
Advocate, Supreme Court of India & Ead. Chambers of H.S. Kalra, Advocates and Solicitors



Suyash Srivastava
Associate in the Dispute Resolution Practice, Shardul Amarchand Mangaldas & Co.



Harshit Dussad
Senior Associate, J. Sagr Associates



Abhijeet Gupta
Founder and Managing Principal, Abhijeet Gupta & Associates




Lakshay Mehta
Legal Associate, Chambers of Sidharth Luthra & Senior Advocate




Akshay Mehta
HEAD - Trade Marks & Litigation, Mehta & Mehta Associates

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Way Forward



- **Improvement of research profile** – Publication of 2 research paper by each faculty by December 2023
- POSH Training of School Teachers in Gurgaon – July 2023
- **Legal Hackathon** in association with IPTSE – August, 2023
- **One Week Faculty Development Programme** for Law faculty and researchers in July 2023
- Introduce **Value added Course on Cyber Forensics** in October 2023.
- **National Client Consultation Competition (NCCC 2023)** – October 2023



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Thank You!

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CWP-22262-2012 (O&M)
CWP-2634-2021
CWP-2644-2021
CWP-6229-2013 (O&M)
CWP-20366-2012
CWP-19393-2013
CWP-7744-2021
CWP-21300-2021

Educate India Society and another Vs. State of Haryana and others

Present : Mr. Akshay Bhan, Senior Advocate, with
Mr. Anirudh Sharma, Advocate,
Mr. Rahul Gautam, Advocate, and
Mr. Rohit Nagpal, Advocate;
Mr. Puneet Bali, Senior Advocate, with
Mr. Shivam Sharma, Advocate;
Mr. Sunil Chadha, Senior Advocate, with
Ms. Swati Verma, Advocate;
Mr. Anurag Chopra, Advocate, and
Ms. Kannupriya, Advocate;
for the petitioner(s).

Mr. Deepak Balyan, Addl. Advocate General, Haryana.

Mr. Raghubir Tejpal, Advocate,
for the respondent – DEC-IGNOU.

Mr. Salil Sabhlok, Advocate,
for the respondent – UGC
in CWPs-6229-2013 and 2634-2021.

Matter is still pending before the Supreme Court.

As prayed, adjourned *sine die* to await the decision of the
Supreme Court.

A copy of this order be placed on the files of the connected
cases.

(RAVI SHANKER JHA)
CHIEF JUSTICE

(ARUN PALLI)
JUDGE

July 21, 2022
ndj

**Admission and Fee Regulatory Committee, Haryana
SCO-38-39, Sector-17 A, Chandigarh**

Phone No. 0172-2703839

E-mail ID haryanasfc@gmail.com

From

The Director General-cum-Member Secretary,
Admission & Fee Regulatory Committee,
Department of Technical Education,
SCO 38-39, Sector 17-A, Chandigarh.

To

All Private Technical Educational Institutions,
Haryana

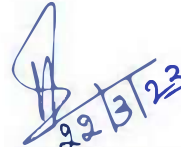
Memo No. 206 /A&FRC

Dated: 22-03-2023

**Subject: Regarding schedule for submission of fee fixation/revision
proposal for the academic session 2024-25.**

Kindly refer to the subject noted above.

In this regard, it is intimated that as per decision taken in the meeting of Admission and Fee Regulatory Committee, Haryana held on **13.03.2023**, the dates for submission of fee fixation/revision proposals for academic session 2024-25 for technical courses for Private Technical Educational Institutions in the State of Haryana as defined in Section 2 (K) of 'The Haryana Private Technical Educational Institutions (Regulation of Admission and Fee) Act, 2012' has been finalized by the Committee (Copy enclosed). The new updated fee proforma for the academic session 2024-25 will be placed on website shortly.



**Deputy Director (A&FRC)
Admission and Fee Regulatory Committee,
Haryana, Chandigarh.**

DA/ as above

Admission and Fee Regulatory Committee, Haryana
SCO- 38-39, Sector- 17 A, Chandigarh

Phone No. 0172-2703839

Email ID- harvanasfc@gmail.com

Schedule for submitting and processing Fee Revision Proposal for Academic Year 2024-25

Admission and Fee Regulatory Committee constituted by Haryana Govt. in exercise of the powers conferred by section 3 of the Haryana Private Technical Educational Institutions (Regulation of Admission and Fee) Act No. 18 of 2012, notifies the following schedule as per Section 11(2) of the Act:-

Sr. No	Event	Schedule
1.	Submission of fee proposals For Academic Year 2024-25.	15 th April to 31 st May, 2023
2.	Processing of proposal.	1 st June to 31 st July, 2023
3.	Supply of analysis report.	1 st August, 2023 onward.
4.	Submission of objections/viewpoint by institute, student, their guardian, parents and representatives.	Within 15 days of receipt of analysis report in institution and display of report on website https://afrchry.techeduhry.gov.in/ and www.techeduhry.gov.in .
5.	Personal hearing to Institutes/ Universities/ Parents/ Guardians and students of institutes as per Section 17(2) of Haryana Private Technical Educational Institute (Regulation of Admission and Fee) Act, 2012.	Date of personal hearing will be notified through e-mail/letter/on website https://afrchry.techeduhry.gov.in/ and www.techeduhry.gov.in or through publication in newspaper.
6.	Final order on Fee Revision Proposal.	On conclusion of hearing under Section 17/2 of Act no. 12 of 2012.

Note: Fee Revision Proforma for Academic Session 2024-25 will be available on website of the committee <https://afrchry.techeduhry.gov.in/> and www.techeduhry.gov.in.

The fee proposal received after 5 PM on 31st May & incomplete proposal will be rejected without notice.

Director General,
Technical Education, Haryana
Member Secretary (ex officio)

Fee fixation Proforma for Diploma/UG/PG and Vocational courses (Technical) for Academic session 2024-25.

INSTRUCTIONS

Please read these instructions before filling the Proforma.

Note:	The institutes are requested to go through the Haryana Private Technical Educational Institutions (Regulation of Admission and Fee) Act, 2012 hosted on the Website i.e. www.techeduhry.nic.in before submitting fee proposal for fixation/revision of fee.
	Before submission of fee proposal, authorized representative of the institute will verify that the information in the proforma are correct and certify that all the columns in the proforma have been duly filled.
1	The Proforma and enclosures thereof must be properly indexed and numbered.
2	The Proforma and enclosures thereof must be submitted in two hard copies and one soft copy in Excel format in Pen drive.
3	Do not change the format except where specified. All the columns in proforma with mark (*) require to be compulsorily filled in.
4	Each page of both the sets of Fee Revision Proforma should bear seal/stamp of the institute and signature in original by the concerned management office bearers/duly authorized representative of the Institute.
5	All the financial data submitted by the Institute should be signed and certified by the Chartered Accountant.
6	For each Course of Institute separate proposal be submitted. Joint proposal will be liable for rejection without consideration.
7	Last date of submission of proforma with complete particular as required, is as notified in the fee fixation schedule. Fee proposal be submitted before last date as mentioned in fee fixation schedule. Any proposal received after last date of receipt of proposal as per schedule shall not be considered. If last date of submission of proposal is holiday, next working day will be considered as last date.
8	Before submission of the proposal it will be ensured by authorized representative that the fee proforma is duly indexed, page marked, required documents have been annexed and are legible.
9	Proforma not duly filled in, or incomplete in any respect will invite rejection of fee proposal.
10	The expenses of previous years on faculty, operational and maintenance charges should match with the expenses shown in the audited balance sheet.

Instructions regarding maintenance of Accounts by Institution	
(i)	Every Private Technical Educational Institution shall maintain accounts on the basis of accounting principles applicable to non business organization, not for profit organization i.e. it shall keep the accounts on "Fund Based Accounting" under accrual basis of accounting.
(ii)	A Private Technical Educational Institution may be allowed development fee not exceeding fifteen percent of the total amount of tuition fee. The development fee shall be treated as capital receipt and shall be collected only if the institution maintains "Depreciation Reserve Fund" equivalent to the depreciation charges in the revenue accounts.
(iii)	The society, trust, organization, association of person, company, firm or any legal entity owning the Private Technical Educational Institution shall be required to maintain separate accounts for the society, trust, organization, association of person, firms and the institution, as the case may be. If the society, trust, organization, association of person, company, firm or any legal entity owning the Private Technical Educational Institution, is running more than one institution, then separate accounts shall be maintained for each institutions. It be ensured that account statement annexed with the proposal are of the institute and in particular regarding the course for which fixation/revision of fee has been sought and not of trust, which run this institute, or is joint statement of number of institute run by a common body i.e. trusts or society.

Points for consideration and factors relevant while calculating the basic tuition fee (BTF) for a course.

1. Factors relevant for determination of fee shall be as per the provisions of section 17(1) of the Haryana Private Technical Educational Institutions (Regulation of Admission and Fee) Act, 2012.
2. Cost of faculty includes cost of teaching faculty and supporting staff (Non teaching staff). Instructions of AICTE/PCI/council of Architecture or any other regulatory body for such course shall be the basis while calculating cost of faculty as per prescribed teacher: student ratio and salary structure of the faculty shall be as prescribed by the above referred regulatory bodies.
3. Operation and Maintenance charges as defined in section 17(1) of Act of 2012 shall include :
 - i) Expenses on books, Journals, Computers, equipments, software, peripherals networking, server, maintenance of website, Electricity , water, telephone/mobile facility for the office/staff/ faculty, sports, advertisement, basic medical facility for faculty/students, documentation, photocopy etc. shall be taken towards operational cost. This list is not exhaustive and other expenses if any, as justified by the institutes/universities or which appear reasonable to the committee may also be taken and considered towards operational expenses.
 - ii) The cost of maintenance of existing peripherals /infrastructure shall also form part of operational and maintenance charges.
 - iii) The books once purchased shall be used for minimum period of 4 years for coming batches of that course for which it has been purchased and the cost of journals shall not exceed 10% of total cost of books. The books prescribed by the regulatory authorities like AICTE/PCI/Council of Architecture etc. will be preferred while purchasing the books for a particular course. The Institute /Universities may also purchase other book relevant for a course. It may also purchase books for pleasure reading of the students as it deemed fit within the cost factor of 10% prescribed for purchase of journals.

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- iv) The life span of the computers and connected peripherals shall be as per the instructions of Govt. of Haryana issued from time to time.
 - v) The cost of software, peripherals, networking, server etc. shall be contained upto the limit of 50% of the cost of computers.
 - vi) Annual Cost of Non Teaching Faculty including administrative and supporting staff shall not exceed 35% of the cost of teaching faculty. If any institute seeking revision of fee for a pharmacy course intends to claim more than 35% of the cost of teaching faculty towards non-teaching faculty related to pharmacy course, it will furnish full details with reasons for making such claim, which will be considered by the Committee while considering the fixation/revision of fee and it may be allowed cost of non-teaching faculty upto 45% of cost of teaching faculty. Any institute which intend to claim more than 35% or 45% of expenses on teaching faculty as discussed above, towards cost of non teaching faculty shall provide justification and specific reason for such claim.
 - vi (a) The institute shall certify that teaching and non-teaching faculty as shown in column 16 & 17 of Form B of fee proposal is exclusively for the course for which fixation of fee has been sought. In case teaching or non-teaching faculty is also being used for student of other courses, the detail of the same be mentioned separately.
 - vii) While purchasing and justifying the expenses on books, computers/equipments, sanctioned intake capacity of the institute /number of students actually admitted in a particular course shall be relevant factor. The above expenses shall also be regulated as per instructions/guidelines of regulatory body for that course.
4. The fee shall be collected semester wise i.e. at the time of start of a particular semester and not for entire year.
5. Following legal expenses shall be considered towards operational expenses:-
- a) Reply to the legal notice served by any student, their parents/guardians or representatives.
 - b) On defending the case filed in Court by a student, his guardians, parents or representatives.

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c) On legal opinion taken by an institute on any issues which has cropped up during the process of admission. However, no such expenses will be admissible where the opinion is taken regarding implementation of guidelines issued by the universities, regulatory bodies of the course like AICTE/PCI etc.

Note: The institution while claiming the legal expenses as aforesaid will furnish the details in as annexure with justification and also attached proof of payment of fee to the Counsel/legal experts. It is made clear that fee paid through cheque/electronics mode or any other banking process shall only be considered as expenses.

6. For the purpose of fee calculation the relevant factor will be actual sanctioned strength of students for the course.
7. To attract the students for a particular course an Institute /University has to spent on advertisement. The expenses on advertisement shall not exceed Rs.750/- per student per annum. The expenses beyond this limit shall not be considered by the committee while computing the fee.
8. As the expenses on purchase and Maintenance of new books, computers peripherals, infrastructure etc. are considered towards operational expenses while calculating the fee and life span of books/computer etc. is prescribed after which the institute /university may opt for purchase of new item as per its requirement, as such, depreciation cost will not be considered towards operational expenses.
9. The payment of interest on Loan shall not taken into consideration for determining the fee structure.
10. The development fee shall not exceed 15% of the basic tuition fee as provision of Section 19(2) of the Haryana Private Technical Educational Institution (Regulation of Admission and Fee) Act, 2012.
11. "Institutions, in which 75%of the eligible programmes are accredited by NBA or any other agency authorized by Government or have been granted Autonomous status by AICTE with a minimum of 50% of the eligible programmes accredited may charge Tuition Fee 25% more than the BTF".

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12. Institute may prefer to seek revision of fee for its courses every three years. Till the fee is revised it will continue to charge the fee already fixed by the Committee. No Institute will charge fee other than the fee determined by Committee (Section 11 of Act No.18 of 2012).
 13. Committee may take note of instructions issued by AICTE/PCI/Council of Architecture or any other regulatory body for a particular course in matters relating fixation of fee of any course and consider any other relevant factor as it deemed fit, while calculating expenses of an institute and fixing fee of a course.
 14. The proforma shall be supported with the information provided to AICTE/PCI affiliating universities/HSBTE alongwith Form 16 issued to the faculty for the last two sessions so that the fee revision proforma can be analyzed in view of the information submitted to regulatory bodies/affiliating bodies.
 15. The fee proposal proforma shall also be supported with mandatory disclosures as per the format provided by AICTE/Affiliating bodies.
 16. The expenses under the head other operating expenses in Column 18 of Form B (Operational and Maintenance Charges) shall be considered only if a separate annexure giving the details of these expenses is annexed with the Proforma.

Instructions for submission of Fee Fixation Proposal for B.Voc, D.Voc and Skill Diploma Courses for the Academic Session 2024-25.

The enclosed proforma be used for B.Voc, D.Voc and Skill Diploma Courses. While submitting the fee proposal the Institute will take note of following instructions:-

1. While submitting the application the Institute will confine their expenses as per the instructions/guidelines issued by UGC, AICTE or any other regulatory authority appointed by State or Union Government concerning the faculty, infrastructure like library, classroom, computer centre etc.
2. The Institute will specify the already existing infrastructure which is to be used for vocational courses and confine the expenses for the course keeping in view the additional resources required.
3. The fee proposal will be considered by the Committee as per the guidelines and other instructions issued by State of Haryana, Technical Education Board, Haryana, Affiliating University, AICTE, UGC or any other competent authority.
4. The Institute may specify the expenses specially required for the vocational course, which are in addition to the information called in fee proforma, on a separate sheet, giving justification for such expenses.
5. The Institute will take note of the guideline concerning B.Voc Course issued by UGC that the University/College should use its regular faculty for the conduct of general education component and also for the skill components, if existing. Additionally, they may hire faculty on contractual basis and guest faculty in the core trades only as per UGC norms.

The Institute will also take note of AICTE guidelines which provide norm for running vocational courses as follows:-

- The existing resources of the Institution including faculty, Library, Class Room, Computer Centre, etc. shall be used for running the Vocational courses subject to the condition that AICTE approval had been granted for same or allied sector for regular courses.
- All the requirement shall be met with existing infrastructure/facilities for conduct of programmes under consideration.
- The faculty student ratio shall be 1:30 or whatever applicable by respective Board/University.

(For detailed instructions/guidelines, handbook/notifications issued by UGC, AICTE and State Govt. may be referred.)

6. The instructions for other course as far as applicable shall also apply for B.Voc, D.VOC and Skill Development course.

Fee Fixation Proforma for Diploma/UG/PG and Vocational Courses (Technical) for Academic Session 2024-25					
FORM - A					
Name of Institute _____ . Name of Course _____ . Academic Session 2024-25.					
1*	Name of the Trust/Society				
	Address (with pin code)				
	Telephone No. (with STD code)				
2*	Fax No. (with STD code)				
	E-mail ID				
	Website				
3*	Registration No. of the Trust/Society	Registration No. (Enclose copy of certificate of incorporation of the Trust/Society)			
4*	Year of Establishment of the Trust				
5*	Name of the Trustees	Enclose list with address along with mobile numbers			
6*	Name of the Chairman along with his mobile number/ telephone number				
7*	Name of the Secretary along with his mobile number/ telephone number				
8	Name of all the educational Institutions established/ funded/ operated by the Trust/ Society and courses conducted by such Institutions for which fees is to be determined by A&FRC Branch	S.No.	Name of Institute	Courses	
				1	
				2	
		S.No.	Name of Institute	Courses	
				1	
				2	
		S.No.	Name of Institute	Courses	
				1	
				2	

9	Name of all the educational Institutions established/ funded/ operated by the Trust/ Society and courses conducted by such Institutions for which fees is not determined by A&FRC Branch	S.No.	Name of Institute	Courses
				1
				2
		S.No.	Name of Institute	Courses
				1
				2
		S.No.	Name of Institute	Courses
				1
				2
		10*	PAN of Trust/Society	PAN No. (Enclose copy of PAN No. of Trust/Society)
11*	TAN of Trust/Society	TAN No. (Enclose copy of TAN No. of Trust/Society)		
12	Annual financial report of Trust/Society for F.Y. 2020-2021, 2021-22 & 2022-23 along with the Income Tax Return.	Attach certified audited copy along with auditor's report and copy of Income Tax Return. In case audited financial report of financial year 2022-23 is not ready then submit provisional financial report duly signed by Chartered Accountant.		

Note- Column with star (*) mark are mandatory.

Verification

I, _____ (full name in block letters), son/daughter of _____ solemnly declare that the information given in this Proforma and statements accompanying is correct and complete to the best of my knowledge and belief. I further declare that I am submitting this Proforma in my capacity as _____ and I am competent to submit and verify the same.

Place:
Date:

Signature
(Chairman/Secretary)

Fee Fixation Proforma for Diploma/UG/PG and Vocational Courses (Technical) for academic session 2024-25	
Form - B (In two copies)	
Name of Course _____	Academic Session 2024-25
1*	Name of the College / Institute
	Address (with Pincode)
	Telephone No. (with STD code)
	Fax No. (with STD code)
	E-Mail ID
	Website
2*	Date of Establishment of Institute
3*	Date of Start of Course for which fee proposal is being submitted
4*	Present fee of the course for which fee fixation/revision is sought
5*	Mention date and academic session for which last fee was fixed (Attach copy of the order of this committee)
6*	Specify whether course is UG/ PG/Diploma/Certificate Course/Doctoral and Integrated Course
7*	Duration of the course
8	Name of the Director/ Principal of the College/Institute with mobile number
9	Name of the University/Board to which this course is affiliated (attach copy of affiliation)
10*	Whether any notice was issued by the committee during last three academic sessions (immediately before submission of present fee proposal on any of the following score, (if answer in affirmative, attach copy of the notice)
	i) Non-refund of fees to students
	ii) Excess fees charged from students
	iii) Denial to return documents to students
	iv) Making optional services (e.g. transportation, T&P, Hostel, Mess, etc.) as compulsory
	v) Show Cause Notices
	vi) Others (Please specify)

Note- Column with star (*) mark are mandatory.

11*	Sanctioned Intake capacity of the course for the years as mentioned herein (As approved by regulatory authority) (attach extension of approval letter)	Course	2021-22	2022-23	2023-24	2024-25 (Projected)	2025-26 (Projected)
		1st Year					
		2nd Year					
		3rd Year					
		4th Year					
		5th Year					
		Total					
		(Enclose copy of latest sanction letter also)					
12*	Actual number of students admitted, on roll	Course	2021-22	2022-23	2023-24 (Projected)		
		1st Year					
		2nd Year					
		3rd Year					
		4th Year					
		5th Year					
		Total					

Note- Column with star (*) mark are mandatory.

13* Cost of Books														
Description	Numbers		Year of Purchase	Value										
	As per Norms	Actual Available		2021-22		2022-23		2023-24 (Projected)				2024-25 (Projected)		2025-26 (Projected)
			Qty.	Value	Qty.	Value	Qty.	Value	Qty.	Value	Qty.	Value	Qty.	Value
Books required/prescribed for this course														
Other Books														
Total Cost of Books:														
Note 1. Give details of books as per AICTE/COA/PCI or any other regulatory body norms. 2. Please give details for each specific programme separately. 3. Please give the details of books purchased during the last three years with quantity and actual/ projected expenses for the present and next academic session.														

14* Cost on Computer Centre														
Description	Numbers		Year of Purchase	Value										
	As per Norms	Actual Available		2021-22		2022-23		2023-24 (Projected)				2024-25 (Projected)		2025-26 (Projected)
			Qty.	Value	Qty.	Value	Qty.	Value	Qty.	Value	Qty.	Value	Qty.	Value
Computers														
Softwares														
Peripherals														
Total Cost of Computer Centre:														
Note 1. Give details of computer centre as per AICTE/COA/PCI or any other regulatory body norms 2. Please give the details of computers purchased during the last three years with quantity and actual/ projected expenses for the present and next academic session. 3. In case the computer center is also being used for students of other courses, the details of the same be mentioned separately.														

Note- Column with star (*) mark are mandatory.

15* Cost on Equipments														
Description	Numbers		Year of Purchase	Value										
	As per Norms	Actual Available		2021-22		2022-23		2023-24 (Projected)				2024-25 (Projected)		2025-26 (Projected)
			Qty.	Value	Qty.	Value	Qty.	Value	Qty.	Value	Qty.	Value	Qty.	Value
Total Cost of Equipments:														
Note 1. Give lab wise detail as per AICTE/COA/PCI or any other regulatory body norms 2. Please give the details of equipments purchased during the last three years with quantity and actual/ projected expenses for the present and next academic session. 3. In case the equipment is also being used for studentes of other courses, the details of the same be mentioned separately.														

16* Cost on Faculty (Teaching)												
A												
Name	Designation	Department	PAN	Joining Date	Highest Qualification	Pay Scale	Salary Annual					
							2021-22	2022-23	2023-24 (Projected)	2024-25 (Projected)	2025-26 (Projected)	
Total Cost of Teaching Faculty												
Note:- (I) Please provide certificate that the teaching faculty is exclusively utilized for the course for which the fee is to be revised supported with Form16 issued to the faculty. (II) In case teaching or non-teaching faculty is also being used for student of other courses, the detail of the same be mentioned separately.												

Faculty Position	Numbers			Salary Annual				
	As per Norms	Actual	shortage, if any	2021-22	2022-23	2023-24 (Projected)	2024-25 (Projected)	2025-26 (Projected)
Professors								
Readers/Associate professors								
Lecturers/Assistant Professors								
Total Cost of Teaching staff								
Total Nos. and Cost of Faculty presently working								
Total Nos. and Cost of Faculty left during the year								

Note: 1. Give details as per AICTE/COA/PCI or any other Regulatory Body Norms.
 2. Please also submit the copies of Form No. 16 regarding Total Salary and Tax Deducted.
 3. There should be separate annexure of each faculty i.e. A.) Professor, B) Reader/Associate Professor, C) Lecturers/Assistant Professors or HOD/Sr. Lecturer/Lecturer.
 4. Please also mention the details of faculty left during the year and presently not working at your end.

Name	Designation	Department	PAN	Joining Date	Highest Qualification	Pay Scale	Salary Annual				
							2021-22	2022-23	2023-24 (Projected)	2024-25 (Projected)	2025-26 (Projected)

Total Cost of Non-teaching staff

Note: 1. Give details as per AICTE/COA/PCI of any other Regulatory Body Norms.
 2. Please also submit the copies of Form No. 16 regarding Total Salary and Tax Deducted.

Note- Column with star (*) mark are mandatory.

Note: (i) Please provide certificate that the Non-teaching faculty is exclusively utilised for the course for which the fee is to be revised supported with Form 16 issue to the faculty.
 (ii) In case teaching or non-teaching faculty is also being used for student of other courses, the detail of the same be mentioned separately.

18* Operational and Maintenance Charges					
Descriptions	Audited	Audited	Projected	Projected	Projected
	2021-22	2022-23	2023-24	2024-25	2025-26
1 Electricity and Water Charges					
2 Telephone and postage Expenses					
3 Travelling & Conveyance expenses on vehicles of staff (attach details of the vehicle with Registration Number/Ownership etc.)					
4 Vehicle Expenses (attach details of vehicle(s) owned/hired by Institute with purpose for which used)					
5 Repair & maintenance					
6 Advertisement and Publicity					
7 Staff Welfare					
8 Placement Expenses					
Others Operating Expenses (attach the details in separate annexure)					
Total Cost					
Note:	Give details as per AICTE/COA/PCI or any other Regulatory body Norms, if any.				

Note- Column with star (*) mark are mandatory.

19* Head wise details of Receipts / Incomes credited to the Income and Exp. A/c							
Sr. No.	Particulars	2020-21		2021-22		2022-23 (Projected)	
		Nos of Students	Amount in Rs.	Nos of Students	Amount in Rs.	Nos of Students	Amount in Rs.
1	Tuition Fee						
2	Examination Fee						
3	Hostel Fee						
4	Transport Fee						
5	Sale of Prospectus						
6	Interest						
7	Others (give Headwise Details)						
	TOTAL						
Note :		The Total should match with Income / Receipts shown in the Income & Expenditure Account.					
20* Reconciliation of Tuition Fee							
Particulars	Total Nos. of Students	Fee Fixed by AS&FRC	Total	Tuition Fee as per Income & Exp.	Diff. If any with reason thereof		

Note- Column with star (*) mark are mandatory.

21	Whether the Institute is accredited with NAAC/NBA or any other body recognized by the Government. If yes, attach proof.			Yes/No/N.A.	Period of validity of accreditation
22*	Proposed Tuition Fee				
	Academic Session	Tuition Fee	Development Fee	Total	
23*	Calculation sheet for fixation of Development Fee				
	Particulars	Previous 2 years		Estimates of the current year	Projection for the next years
		2021-22	2022-23	2023-24	2024-25 2025-26
	Opening balance				
	Addition during the year				
	No. of students				
	Development fee per student				
	Total Dev. Fee				
	Less: Utilization during the year (Head wise)				
	Closing Balance				
	Note: Necessary documents and basis of calculations to be annexed				
	The calculation sheet be certified by the statutory auditors of the institute stating therein that records examined				
	{ Development Fee can not exceed 15 % of Tuition Fee as per Section 19 (2) of Haryana Act No.18 of 2012}				
	Note :				
	1	Please Give the Data/ Balance Sheet etc. only relevant to course for which the Fee is to be fixed.			
	2	Please attach Audited Balance Sheet for the session 2021-22, 2022-23 and projected financial report for the session 2023-24, 2024-25 and 2025-26 duly signed by Chartered Accountant.			
	3	Also Enclose Working and basis of apportionment of common expenses audited by Statutory Auditor.			
	4	Please attach Projections and cost per student for year 2023-24, 2024-25 and 2025-26			
	5	Please Also Attach Calculation and Justification of Proposed Tuition Fee and Development Fee.			

Note- Column with star (*) mark are mandatory.

24 Postal Address of the Parents/Guardians/Class Representatives of students of Institute who may be contacted while considering fee fixation/revision.						
Sr. No.	Roll No.	Full Name	Father Full Name	Full Permanent Address	E-mail Id's	Mobile No.

Verification

I, _____ (full name in block letters), son/daughter of _____ solemnly declare that the information given in this Proforma and statements attached are correct and complete to the best of my knowledge and belief. I further declare that I am submitting this Proforma in my capacity as _____ and I am competent to submit and verify the same.

Place:
Date:

Signature
(Chairman/Secretary)

Certificate

I _____ s/o _____ in my capacity as _____ of the Institute, certify that I have checked the fee proposal and the same has been duly filled in. No column in the proforma has been left unanswered. All the documents as required have been annexed and are legible. The fee proposal has been page marked, indexed and the index has been checked and signed by me.

Name _____

Designation _____

Stamp of office _____

Date _____



BY EMAIL

NCU/HG/04/13-02/2023

13 April 2023

To,

The Director General cum Member Secretary
Admission and Fee Regulatory Committee,
Department of Technical Education,
SCO 38-39, Sector 17 A,
Chandigarh
Email: haryanasfc@gmail.com

Subject: Regarding schedule for submission of fee fixation / revision proposal for the academic session 2024-25.

Sir,

Greetings from The NorthCap University, Gurugram.

We are in receipt of your memo no. 206/A&FRC dated 22.03.2023 wherein revised fee fixation / revision proposal for Academic Session 2024-2025 for technical courses has been sought in exercise of powers conferred under section 3 of the Haryana Private Technical Education Institutions (Regulation of Admission and Fee) Act, 2012 within certain timelines and as per the terms and conditions specified in the referenced memo.

It appears that the said memo has been issued under the Haryana Private Technical Education Institutions (Regulation of Admission and Fee) Act, 2012, the vires of which has been challenged in Civil Writ Petition No. 6229 of 2013 titled '**Educate India Society & Anr. vs. State of Haryana & Ors.**' as well as in Civil Writ Petition No. 19393 of 2013 titled '**B.S. Anangpuria Charitable Trust & Ors. vs. State of Haryana & Ors.**', before the Hon'ble High Court for the State of Punjab and Haryana.

We also bring to your kind attention that vide order dated: 06.12.2013 in Civil Writ Petition no. 19393 of 2013 titled 'B.S. Anangpuria Charitable Trust & Ors. vs. State of Haryana & Ors.', the Hon'ble High Court was pleased to restrain the Government of Haryana to not give effect to any decision under the 2012 Act without the leave of the Hon'ble Court. The same observation was reiterated vide order dated: 30.06.2021 in Civil Writ Petition No. 6229 of 2013 titled, '**Educate India Society & Anr. vs. State of Haryana & Ors.**'



It is pertinent to mention that the petitions challenging the vires of the Act have now been adjourned sine die vide order dated 21.07.2022.

As the subject matter is sub judice before the Hon'ble Supreme Court of India, and the Hon'ble High Court for the state of Punjab & Haryana, the memo no. 206/A&FRC dated 22.03.2023 be withdrawn or in the interregnum no steps be taken towards its implementation. Since, actions in pursuance of the memo no. 206/A&FRC dated 22.03.2023 would be in the teeth of the interim order passed by the Hon'ble High Court for the State of Punjab & Haryana.

Regards

A handwritten signature in blue ink, consisting of a series of loops and a long horizontal stroke.

Commodore Diwakar Tomar (Retd.)
Registrar

218

2023:PHHC:043728

**IN THE HIGH COURT OF PUNJAB & HARYANA AT
CHANDIGARH**

CWP-3268-2018

Date of decision : 24.03.2023

Jatin Taneja

... Petitioner

Versus

State of Haryana and others

... Respondents

CORAM: HON'BLE MR.JUSTICE VIKAS BAHL

Present: None for the petitioner.

Ms.Upasana Dhawan, AAG, Haryana for respondent no.1.

Mr.Dushant Jog, Advocate for
Mr.Tarun Veer Singh Lehal, Advocate for respondent no.2.

Mr.Saurabh Chawla, Advocate for Mr.Nitin Kaushal, Advocate
for rspondent no.4.

VIKAS BAHL, J.(ORAL)

This is a civil writ petition filed under Article 226 of the Constitution of India for issuance of a writ in the nature of certiorari/ mandamus directing respondent no.4 to return original documents / certificates withheld / retained amount / fee Rs.1,12,500/- of the petitioner.

None has appeared on behalf of the petitioner. Even on 21.02.2023, 10.08.2022 and 14.02.2020, none had appeared on behalf of the petitioner.

Dismissed for non-prosecution.

**(VIKAS BAHL)
JUDGE**

March 24, 2023

Davinder Kumar

Whether speaking / reasoned
Whether reportable

Yes/No
Yes/No



BY SPEED POST- AD

19 April 2022

HIS EXCELLENCY GOVERNOR OF HARYANA
SH. BANDARU DATTATRAYA
VISITOR – THE NORTHCAP UNIVERSITY, GURUGRAM
HARYANA RAJ BHAWAN, SECTOR – 6,
CHANDIGARH – 160019

SUBJECT: REQUEST FOR APPOINTMENT OF THE CHANCELLOR OF THE NORTHCAP
UNIVERSITY, GURUGRAM (HARYANA).

Your Excellency,

1. The term of our present Chancellor Sh. V Daulet Singh which was approved vide letter no. HRB-UA-39(5)-2008/3040, dated 23rd May 2019 expires on 21st May 2022. (Enclosed as Annexure 1)
2. Statue No. 05 of The NorthCap University, Gurugram, reads as under:

"The Chancellor (who must be a member of the Sponsoring Body) shall be appointed by the sponsoring body for a period of three years with prior approval of the Visitor. The Secretary of the Sponsoring Body shall forward the name, along with bio-data of the proposed Chancellor, to the Visitor for approval." (Copy of the Statute is enclosed as Annexure 2)
3. At the meeting of the Managing Committee of the sponsoring body i.e. Educate India Society held on 14th April 2022, it was resolved unanimously that Mr. Avdhesh Mishra (who is a member of the Sponsoring Body) will succeed the present incumbent as next Chancellor of The NorthCap University for a period of three years w.e.f. 22nd May 2022 or such other date that may be notified by the Hon'ble Governor of Haryana. The Secretary be & is hereby requested to forward the name of Mr. Avdhesh Mishra for the kind approval of the Visitor. A true extract of the resolution is enclosed herewith as Annexure 3.
4. Accordingly, a copy of the Bio-data of Mr. Avdhesh Mishra is forwarded herewith. (Enclosed as Annexure 4)
5. I shall be highly grateful to receive your kind approval at the earliest.

Thanking you in advance,

Yours sincerely,

SHIV SARAN MEHRA
SECRETARY

Enclosures :

- 1) Annexure 1, 2, 3 & 4.

OFFICE OF THE SECRETARY TO GOVERNOR, HARYANA

Tel. : 0172-2740581, 2740583
Fax : 0172-2740557

No. HRB-UA-39(5)-2008/

RAJ BHAWAN
CHANDIGARH

3040

Dated 23th May, 2019

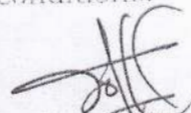
Registered Post

To

✓ The Secretary,
Educate India Society (Regd.),
19, Rajdoot Marg,
Chanakya Puri,
New Delhi - 110021.

Subject:- Request for approval of the re-appointment of the Chancellor of The Northcap University, Gurugram.

I am directed to refer to your letter dated 18.4.2019, on the subject cited above and to inform you that Hon'ble Governor of Haryana and Visitor of Haryana Private Universities has accorded his approval to the reappointment of Mr. V. Daulet Singh as Chancellor of The Northcap University, Gurugram, for another term of three years with effect from 22nd May, 2019, under Section 16 of the Haryana Private Universities Act, on the same terms & conditions.

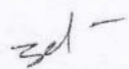

(Dr. Satish Kumar)
Under Secretary,
for Secretary to Governor, Haryana

Endst. No. HRB-UA-39(5)-2008/

Dated Chandigarh the _____ May, 2019

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

1. Additional Chief Secretary to Govt. Haryana, Higher Education Department, Chandigarh.
2. Mr. V. Daulet Singh, Chancellor, The Northcap University, Educate India Society (Regd.), # 19, Rajdoot Marg, Chanakya Puri, New Delhi - 110021.


(Dr. Satish Kumar)
Under Secretary,
for Secretary to Governor, Haryana

STATUTE No. 05

APPOINTMENT, TERMS & CONDITIONS AND POWERS OF THE CHANCELLOR

- (1) The Chancellor (who must be a member of the Sponsoring Body) shall be appointed by the sponsoring body for a period of three years with prior approval of the Visitor. The Secretary of the Sponsoring Body shall forward the name, along with bio-data of the proposed Chancellor, to the Visitor for approval.
- (2) The Chancellor shall be the Head of the University and shall exercise powers as specified in Section 16 of the Act.
- (3) The Chancellor shall hold office for a period of three years and shall be eligible for reappointment with the approval of the Visitor following the procedure as laid down above under clause (1) of Stature 05.
- (4) Provided that the Chancellor shall, notwithstanding the expiry of the term, continue to hold his office maximum for a period of one year until either he is reappointed or his successor enters upon his office.
- (5) It shall be the duty of the Chancellor to ensure that the Act, the Rules, the Statutes, the Ordinances and the Regulations are faithfully observed.
- (6) The Chancellor shall be entitled to receive an honorarium, expenses and allowances as may be decided by the Sponsoring Body from time to time.
- (7) The Chancellor shall exercise overall control over the affairs of the University.
- (8) The decision of the Chancellor shall be final and binding for/on the:
 - 1) appointment of Pro – Chancellor(s) and other officials, as required by Act/ Statutes/ Ordinance/ Rules, with the approval of the Sponsoring Body.
 - 2) appointment of any officer(s) of the University if in his opinion, appointment(s) are in the interest of the University or as recommended by the Governing Body.

All appointment of the University once approved by the Chancellor shall be made in his name either by him or by any two members of the Sponsoring Body who are also members of the Governing Body.



- 3) recommendation/ suggestion of any officer(s) of the University.
 - 4) representations by persons, aggrieved by the decision of the University.
 - 5) constitution of Committee(s) to review the recommendations of any officer(s) of the University and/or to review the operation of the University from time to time.
- (9) No assets of the University and/or its funds of any nature whatever can be pledged in any manner to any body including Financial Institutions/ Banks etc. without the approval of the Sponsoring Body on the recommendation of the Chancellor.
 - (10) In case of any dispute and/or difference of opinion between officers of the University, the decision of the Chancellor shall be final and binding on all concerned.
 - (11) In a special meeting called for the purpose, the Sponsoring Body may consider a "No Confidence Motion" against the Chancellor and may recommend his removal to the visitor.
 - (12) In the absence of the Chancellor or otherwise, he may at his discretion delegate all or some of his powers, to a subcommittee of members of Governing Body constituted by him.
 - (13) The Chancellor by writing under his hand, addressed to the visitor, may resign his office.





**True Extract of the Resolution passed at the meeting of the Managing Committee
of M/s Educate India Society held at The NorthCap University,
Sector-23 A, Gurugram on 14th April 2022.**

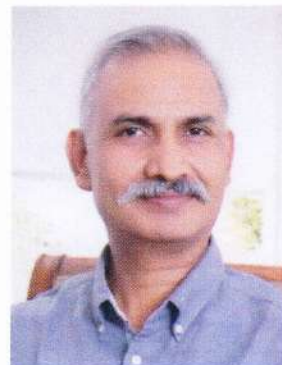
Members were informed that the term of our present Chancellor Sh. V Daulet Singh which was approved vide letter no. HRB-UA-39(5)-2008/3040, dated 23rd May 2019 expires on 21st May 2022.

"Resolved unanimously that Mr. Avdhesh Mishra (who is a member of the Sponsoring Body) will succeed the present incumbent as next Chancellor of The NorthCap University for a period of three years w.e.f. 22nd May 2022 or such other date that may be notified by the Hon'ble Governor of Haryana. The Secretary be & is hereby requested to forward the name of Mr. Avdhesh Mishra for the kind approval of the Visitor."

Shiv Saran Mehra
Secretary
Educate India Society

BIO-DATA

Avdhesh Mishra was a partner at Lex Terrae which is an internationally recognized law firm with offices in New York, Moscow, Dubai and India. Aside from specializing in International Mergers & Acquisitions, he advised his clients on tax related matters. Prior to that, he was in the aviation business heading Open Sky Cargo. As a cargo chartering company, he competed with the likes of Aeroflot and Air India.



He is a Co-Founder & Member, Governing Body of The NorthCap University, Gurugram. He is also Chairman of ITM International and a Director in Innovative Learning & Living Nirwana Hospitality Solutions, Chaitanya Floriculture and Capital Educational Services.

He has graduated in Commerce from University of Delhi. He also holds an LLB Degree from University of Delhi. During this period, he has served as Vice President of the Delhi University Students Union (DUSU).

Date of Birth: 15th August 1965

Residence Address: 19, Rajdoot Marg, Chanakya Puri, New Delhi – 110021

Mobile No.: +91 - 98111 96145 ; **E-mail:** avdhesh@ncuindia.edu



BY SPEED POST- AD

09 May 2022

HIS EXCELLENCY GOVERNOR OF HARYANA
SH. BANDARU DATTATRAYA
VISITOR – THE NORTHCAP UNIVERSITY, GURUGRAM
HARYANA RAJ BHAWAN, SECTOR – 6,
CHANDIGARH – 160019

SUBJECT: REQUEST FOR APPOINTMENT OF THE CHANCELLOR OF THE NORTHCAP
UNIVERSITY, GURUGRAM (HARYANA).

Your Excellency,

1. In case our letter dated 19 April 2022 has escaped your attention, kindly treat this as a gentle reminder to process the appointment of our new Chancellor w.e.f. 22nd May 2022. (Copy of our letter dated 19 April 2022 enclosed)
2. In our letter dated 19 April 2022, we had informed you that the term of our present Chancellor Sh. V Daulet Singh expires on 21st May 2022. The Sponsoring Body has unanimously nominated Mr. Avdhesh Mishra to succeed him as the new Chancellor.
3. Since we have limited time left for the handover / takeover, you are requested to kindly send us confirmation of his appointment at the earliest.

Thanking you in advance for consideration of our request.

Yours sincerely,

SHIV SARAN MEHRA
SECRETARY

Enclosures:

- 1) Letter with Annexure 1, 2, 3 & 4.



BY SPEED POST- AD

30 May 2022

HIS EXCELLENCY GOVERNOR OF HARYANA
SH. BANDARU DATTATRAYA
VISITOR – THE NORTHCAP UNIVERSITY, GURUGRAM
HARYANA RAJ BHAWAN, SECTOR – 6,
CHANDIGARH – 160019

SUBJECT: REQUEST FOR APPOINTMENT OF THE CHANCELLOR OF THE NORTHCAP
UNIVERSITY, GURUGRAM (HARYANA).

Your Excellency,

1. In case our letter dated 19 April 2022 and our follow up letter dated 09 May 2022 have escaped your attention, kindly treat this as a gentle reminder to process the appointment of our new Chancellor w.e.f. 22nd May 2022. (Copy of our letter dated 19 April 2022 and 09 May 2022 enclosed)
2. In our letter dated 19 April 2022 and 09 May 2022, we had informed you that the term of our present Chancellor Sh. V Daulet Singh expires on 21st May 2022. The Sponsoring Body has unanimously nominated Mr. Avdhesh Mishra to succeed him as the new Chancellor.
3. Accordingly, we request confirmation of his appointment so that he can assume office.

Thanking you in advance for consideration of our request.

Yours sincerely,

SHIV SARAN MEHRA
SECRETARY

Enclosures:

- 1) Letters with Annexure 1, 2, 3 & 4.



BY SPEED POST- AD

28 July 2022

HIS EXCELLENCY GOVERNOR OF HARYANA
SH. BANDARU DATTATRAYA
VISITOR – THE NORTHCAP UNIVERSITY, GURUGRAM
HARYANA RAJ BHAWAN, SECTOR – 6,
CHANDIGARH – 160019

SUBJECT: REQUEST FOR APPOINTMENT OF THE CHANCELLOR OF THE NORTHCAP
UNIVERSITY, GURUGRAM (HARYANA).

Your Excellency,

1. In case our letter dated 19 April 2022 and our follow up letters dated 09 May 2022 and 30 May 2022 have escaped your attention, kindly treat this as a gentle reminder to process the appointment of our new Chancellor w.e.f. 22nd May 2022. (Copy of our letter dated 19 April 2022, 09 May 2022 and 30 May 2022 enclosed)
2. In our letter dated 19 April 2022 09 May 2022 and 30 May 2022, we had informed you that the term of our Chancellor Sh. V Dault Singh expires on 21st May 2022. The Sponsoring Body has unanimously nominated Mr. Avdesh Mishra to succeed him as the new Chancellor.
3. Accordingly, we request confirmation of his appointment so that he can assume office.

Thanking you in advance for consideration of our request.

Yours sincerely,

SHIV SARAN MEHRA
SECRETARY

Enclosures:

- 1) Letters with Annexure 1, 2, 3 & 4.



BY SPEED POST- AD

21 November 2022

HIS EXCELLENCY GOVERNOR OF HARYANA
SH. BANDARU DATTATRAYA
VISITOR – THE NORTHCAP UNIVERSITY, GURUGRAM
HARYANA RAJ BHAWAN, SECTOR – 6,
CHANDIGARH – 160019

SUBJECT: REQUEST FOR APPOINTMENT OF THE CHANCELLOR OF THE NORTHCAP
UNIVERSITY, GURUGRAM (HARYANA).

Your Excellency,

1. This is in continuation to our letter dated 19 April 2022 and our follow up letters dated 09 May 2022, 30 May 2022 and 28 July 2022 regarding approval of appointment of the Chancellor of The NorthCap University, Gurugram. Copies enclosed herewith.
2. In our letters we had informed you that the term of our Chancellor Sh. V Dault Singh expired on 21st May 2022. The Sponsoring Body has unanimously nominated Mr. Avdresh Mishra to succeed him as the new Chancellor.
3. Accordingly, we request expediting the confirmation of his appointment so that he can assume office.

Thanking you in advance for consideration of our request.

Yours sincerely,

SHIV SARAN MEHRA
SECRETARY

Enclosures:

- 1) Letters with Annexure 1, 2, 3 & 4.



BY SPEED POST-AD

February 16, 2023

To

The Superintendent UNP
Director Higher Education, Haryana
Shiksha Sadan, Sector-5
Panchkula, Haryana

**Subject: Regarding appointment of Chancellor of The NorthCap University,
Gurugram**

Dear Sir,

Greetings from The NorthCap University.

1. Kindly refer to your memo no. 963803 DHE-120007/7/2023-UNP (5) dated, 13.02.2023 regarding the above subject.
2. We wish to highlight the following facts: -
 - Shri V Daulet Singh was appointed as Chancellor of The NorthCap University on 7 May 2019, for a period of 3 years, till 21 May 2022.
 - Prior to his term coming to an end, the University vide letter dated 19 April 2022 sent a proposal to the Hon'ble Governor of Haryana, His Excellency Shri Bandaru Dattatraya (via speed post) proposing appointment of Sh. Avdhesh Mishra as the new Chancellor (copy of the letter along with supporting documents enclosed as **Annexure 1**)
 - The above proposal has been followed up by the University on different occasion vide letters dated 09 May 2022, 30 May 2022, 28 July 2022 and 21 November 2022 requesting approval for the same. (Copies enclosed)
 - In the interim, Shri V Daulet Singh continues to discharge duties of the Chancellor of the University, in accordance with para 4 of Statute 05 of the University. (relevant extract of statute enclosed)
3. It is requested that approval of the proposal for appointment of new Chancellor of the University, forwarded vide letter dated 19 April 2022 be accorded at an early date.

Yours sincerely,

Shiv Saran Mehra
SECRETARY

Enclosures: Annexure 1.



BY SPEED POST AD

09th May 2023

HON'BLE SHRI BANDARU DATTATRAYA
HIS EXCELLENCY GOVERNOR OF HARYANA
HARYANA RAJ BHAWAN,
SECTOR – 6,
CHANDIGARH – 160019

**SUBJECT: REQUEST FOR APPOINTMENT OF THE CHANCELLOR OF
THE NORTHCAP UNIVERSITY, GURUGRAM (HARYANA).**

Your Excellency,

1. Kindly refer to our correspondence resting with our letters dated 19 April 2022, 09 May 2022, 30 May 2022, 28 July 2022, and 21 November 2022 in connection with the appointment of the Chancellor of The NorthCap University.
2. Perhaps we should explain,
 - a) The term of the existing Chancellor, Mr. V Daulet Singh was till 21st May 2022.
 - b) As per procedure, our sponsoring body unanimously decided to nominate Mr. Avdhesh Mishra as his successor. His name and Biodata was shared with you for approval on 19 April 2022. Thereafter, reminders for approving his appointment were sent on 09 May 2022, 30 May 2022, 28 July 2022, and 21 November 2022. (**Annexure – 1**)
 - c) Clause 4 of our approved Statute No. 05 reads as under:

“Provided that the Chancellor shall, notwithstanding the expiry of the term, continue to hold his office maximum for a period of one year until either he is reappointed or his successor enters upon his office.”
 - d) This 1-year period also expires on 20th May 2023.
3. Hence, to avoid any void in the position of the Chancellor and / or the appointment of the current incumbent being declared a nullity for reasons aforementioned, you are requested to kindly approve the appointment of Mr. Avdhesh Mishra on or before 20th May 2023.

Thanking you in advance for consideration of our request.

Yours sincerely,

SHIV SARAN MEHRA
SECRETARY

Enclosures: Annexure 1.



**MINUTES OF THE XII MEETING OF
ACADEMIC ADVISORY BOARD HELD ON 03
MARCH 2023 (FRIDAY) AT 11:30 A.M.**

**THE NORTHCAP UNIVERSITY
SECTOR - 23A
GURUGRAM – 122 017**

MINUTES OF TWELFTH ACADEMIC ADVISORY BOARD MEETING ON 03 MARCH 2023 (FRIDAY)

The Twelfth Academic Advisory Board Meeting was held on **Friday, 03 March 2023 at 11:30 AM** in the University Campus. The following members attended the meeting:

S. NO.	NAME	REPRESENTING	DESIGNATION
1.	Prof. Prem Vrat	Pro Chancellor, Prof. of Eminence & Chief Mentor	Chairman
2.	Prof. Nupur Prakash	Vice Chancellor	Member
3.	Prof. Shiben Kishen Kak	Founder Vice Chancellor, Mahamaya Technical University (MTU)	Member
4.	Prof. (Dr.) Ranbir Singh	Pro-chancellor, IILM University	Member
5.	Prof. S. G. Deshmukh	Professor, IIT Delhi	Member
6.	Dr. Girdhar J. Gyani	Director General, Association of Accredited Healthcare Providers, New Delhi	Member
7.	Mr. Indu Bhaskar	Scientist G & HOD, DSIR, Team Leader (TPDU Program), DSIR, New Delhi	Member
8.	Dr. Krishan Lal	Co-chair, IAP for Science, The Global Network of Science Academies	Member
9.	Prof. Karmeshu	Former Professor & Dean, School of Computer & Systems Sciences, JNU, New Delhi	Member
10.	Prof. Pritam Babu Sharma	Vice Chancellor, Amity University, Gurugram	Member
11.	Dr. P. S. Rana	Chairman, Construction Industry Development Council	Member
12.	Dr. Pradeep Kumar	Professor, Indian Institute of Technology Roorkee	Member
13.	Prof. Kehar Singh	Ex.– Dean & Emeritus Fellow, IIT, Delhi	Member
14.	Ms. Ruby Rajvanshi	Director, Hatch India Pvt. Ltd.	Member
15.	Prof. Anshul Kumar	Honorary Professor, CSE Department, IIT Delhi	Member
16.	Mr. Nitiraj Singh	Head Strategic Business, Nvidia, Gurugram	Member
17.	Mr. Shiv Saran Mehra	Founder & Member – Governing Body	Member
18.	Mr. Avdhesh Mishra	Founder & Member – Governing Body	Member
19.	Dr. Zorawar Daulet Singh	Member, Non-Governing Member	Member
20.	Prof. Manoj Gopaliya	Dean Academics	Special Invitee
21.	Cmde. Diwakar Tomar (Retd.)	Registrar	Member Secretary

The meeting was chaired by Pro-Chancellor on behalf of Chancellor NCU.

WELCOME ADDRESS BY PRO-CHANCELLOR

Pro-Chancellor, The NorthCap University, Prof. Prem Vrat welcomed all members to the Twelfth Academic Advisory Board Meeting and introduced the new members of the Academic Advisory Board viz. Ms. Ruby Rajvanshi, Prof. Anshul Kumar and Mr. Nitiraj Singh. He also introduced and welcomed the new Registrar and Member Secretary Commodore Diwakar Tomar (Retd.). Prof. Prem Vrat also applauded the outstanding contributions of the previous Registrar Col. Bikram Mohanty (Retd.) and thanked him on behalf of the University for his years of dedicated service rendered. He also welcomed Dean Academics Prof. Manoj Gopaliya as a Special Invitee to the meeting. Prof. Prem Vrat noted with satisfaction that all the members who had confirmed their availability for the meeting had turned up, and thanked them for their continued support and valuable advice to The NorthCap University, in its pursuit for constantly improving the quality of its academic endeavours / outcomes. Prof. Prem Vrat then introduced all members of the Academic Advisory Board one by one, and requested them to share their thoughts and suggestions. He stated that the University takes the recommendations and observations of the members very seriously, and takes concrete steps in acting upon the recommendations. He stated that the combined depth of knowledge and expertise available in the forum today by virtue of the presence of the eminent members, can easily be the pride of any university, and once again thanked everyone for being a part of this Apex Think Tank of the University.

ITEM NO.1: PRESENTATION OF ANNUAL REPORT BY HONOURABLE VICE CHANCELLOR NCU

Prof. (Dr.) Nupur Prakash briefly outlined the evolution of The NorthCap University over the last 26 years. She highlighted the University's focus on STEM Education, pointing out that apart from Science, Technology, Engineering and Management, the Liberal Arts programme was also started a couple of years back, and has been doing very well. In her annual report she touched upon the following aspects:

- Rankings and Recognitions
- Achieving NAAC 'A' Grade in Cycle 2 in July 2022 for a period of 5 years.
- Eco-friendly and sustainable campus.
- MoUs with various Universities and leading industries.
- New programs launched last year and those being planned to be launched in Academic Session 2023-24.
- Publications, books, and patents.
- Research conclave, seminars and workshops, Research talk series.
- Internationalization and Summer Immersion Programs.
- International Student Start up Idea Competition.
- Fee Concession and Scholarship Distribution Ceremony, Hatch Scholarship for Girl students in STEM education and Convocation.
- Summer training programs and value-added courses.

- Lifetime Achievement award conferred upon Prof. Prem Vrat.
- Various Achievements and awards / prizes won.
- Campus placements, Alumni Connect and Engagement

Prof. (Dr.) Nupur Prakash then invited suggestions from the esteemed members on how to take the University to the next level.

Points discussed by the members:

1. **Prof. P B Sharma:** He congratulated the university for its all-round success in Academics, and said that the university deserves all praise for the same. He stated that we are now heading towards a new world, which looks forward to opportunities and challenges that lie ahead. Higher Education requirements for the new age will therefore be very different from those hitherto. New age learners are different and know very well where technology trends are moving, what scientific trajectories are taking place, and want to create a new world. He said it's important to assess what the universities should do to become game changers / catalysts of change for making a new India. Out of box thinking is required to create a new vision for the next 3-5 years. He further stated that correct nomenclature of programmes matters a lot. The 'family business' in BBA (Family business & Entrepreneurship) could be better termed as Social Business or Small and Micro Business. So, nomenclature of programs will need to be thought out in greater detail in the new age. He also stated that in the new age, we have to lay emphasis on all round development and having a healthy mind, healthy body and a happy soul, and such an environment needs to be created in the University ecosystem.

Giving concrete suggestions, Prof. PB Sharma stated that:

- We need to maximize our contribution to research and keep focus on citations, h- index achieved, and the cumulative impact factor that we are achieving, and whether the research is moving in the right direction or not.
 - M.Tech in Electric Mobility is fine, but we should now also be looking at Hydrogen mobility, green mobility, and smart mobility.
 - Outcome of R&D needs to be increased. He stated that there are tremendous opportunities in research funding, not only in India, but elsewhere in the world as well.
2. **Prof. Ranbir Singh:** Whilst appreciating the annual report presented by Prof. (Dr.) Nupur Prakash, he stated the following:
 - It would be good to cover the aspect of MOOCs in the future, as this is a game changer and makes an impact which goes beyond the boundaries of the University.
 - Next time we should cover the aspect of how Sustainable Development Goals (SDGs) have been transmitted / achieved across various departments of the University, being a national and international mandate. Prof. Nupur Prakash mentioned that NCU has already achieved 5 out of 17 SDGs and follows green practices.
 - As we Celebrate 75 years of Independence, it would be good to invite people of eminence for lectures etc. so as to propagate the spirit of Independence by facilitating exchange of ideas and thoughts and establishing a connection.

- Covid has taught us several things, one among them being the need for universities to have community engagement and what kind of impact our studies in NEP are having on the community at large.
3. **Prof. SK Kak:** He stated that the annual report presented by Prof. (Dr.) Nupur Prakash was very impressive, with some new ideas being presented. He stated that, being a relatively new and growing university, the focus should be on:
- How efficient are the operations of the University, and how well it utilizes the available resources.
 - Engagement of faculty should be tuned to the future vision of the University.
 - Immersive learning should be adopted in the classrooms. Opportunities for learning through collaborations with outside agencies should also be utilized.
 - The productivity of the various MoUs should be designed / drafted in such a manner that the success of the MoU is measurable in real / quantifiable terms.
 - Outcome based education, and the learnings therefrom, should be pursued.
4. **Prof. Karmeshu:** He stated that he has been associated with the University for almost a decade, and he finds it remarkable that the University adopts a 'growth mindset' which is driving the University to higher achievements. He further stated that:
- There should be an emphasis on optimization of resources and their efficient utilization.
 - There should be an elective course on Sustainability.
 - Talking of all round happiness, he stated that in addition to the happiness of students, there should be emphasis on happiness of faculty as well.
 - The University may consider hand holding of lesser institutions through collaborative learning with them.
5. **Prof. SG Deshmukh:** He suggested that being a university in a state famous for sportspersons, the University could examine starting a course on Sports Analytics. This could be started as an elective or some programme in the newly proposed NCU School of Business. He stated that this would establish a good connect with the local populace.
6. **Ms. Ruby Rajvanshi:** At the outset she thanked the Academic Advisory Board of NCU for including her as a member of the Academic Advisory Board, and stated that she was very happy for the same. She said that she could provide an industry perspective to the forum, and mentioned the following:
- She suggested that while getting into MoUs with Industries, the University should concentrate on certain pain points that the industry is facing, and subsequent research could be directed towards addressing these issues. In the bargain, one could also look at getting sponsorship from the industry for the research, and this would benefit both parties. Prof. Prem Vrat indicated that paid internships with such industries could also be a good option.
 - She mentioned that big industrial organizations like Tata etc. could sponsor research in the University, and the same can be explored by the university.

7. Prof. Anshul Kumar: The Professor thanked the University for including him as a member of the Academic Advisory Board, and said that the University, in such a short span of time, has made remarkable progress.

- He felt that more needs to be done in the field of research. There is a requirement to focus on the qualities of faculty & students alike. Faculty networking, both with industry as well as academia, was an important part of carrying out quality research, as it gives opportunities to gain access to knowledge and technologies available with the institutions / organizations.
- It was important for faculty as well as students to attend conferences, seminars etc. and the same should be encouraged.

8. Prof. Krishan Lal: Prof. Krishan Lal said that he was very happy to see the progress made by the University, under a very inspired leadership.

- He stated that there is a need for the University to connect with Haryana. In particular, the University can tap into the potential of using clay, which is abundantly available in Haryana, especially its possible uses at higher temperatures.
- He further stated that use of waste by converting it into usable things, that can be of utility to the society, and which can have a significant impact in Haryana should be explored by the University.

9. Dr. P.S. Rana: He stated that the new concept of a “six-month internship” is a good idea and must be made use of. In this regard, he stated that industries are offering such internships, and our MoUs with industries must incorporate these.

- He stated that GIDC would be more than happy to help in such areas, and could provide help from their members, who are both contractors and developers, and could provide site facilities for internships.

10. Dr. Girdhar Gyani: He stressed on the issues of:

- Alumni connect, and said that the network of alumni should be tapped to its fullest, as it can provide tremendous outreach and opportunities to the passing out students.
- A robust and well-established Faculty Development Program to be conducted every year.
- Artificial Intelligence should be focus area, as it is in great demand.

11. Prof. Pradeep Kumar: Prof. Pradeep Kumar observed and commented on the following:

- Research was assessed to be a weak area of the University, and needs to be examined in detail. Prof. Prem Vrat brought out that in this regard now, the University is targeting 3 research papers per faculty per year.
- The precise expectation from an MoU should be clearly spelt out during signing of MoUs, so that the utility / usefulness of the MoUs is clearly known to all.
- Social aspects of sustainability like community service etc. also need to be brought out / pursued, so that all 3 pillars of sustainability get addressed.
- Faculty achievement should be brought out, vis-à-vis benchmarks that have been set for them.

- A strategic plan for the next 5 years should be prepared towards achieving identified benchmarks and should bring out the process / plan for achieving those benchmarks. Prof. (Dr.) Nupur Prakash brought out that the university has already prepared a 5-year plan which encompasses the growth trajectory of the university for the next 5 years.

12. Prof. Kehar Singh: He complimented the Hon'ble VC for a very crisp presentation. Prof. Kehar Singh referred to the progress and development of labs and push towards quality research in the last 12 years, and stated that what started off with a good investment in terms of money (1 Cr seed grant) and vision, has somehow not fructified in totality, as faculty have not been able to optimally utilize the lab facilities (eg. Holography lab). He opined that one Technical Assistant needs to be working full time in the labs in collaboration with a faculty, so that good research can be carried out.

- He was happy to see a steady rise in the number of publications, but stated that still more needs to be done through a concerted push.
- There is a need to encourage our faculty to participate in conferences etc., and in the bargain, network with good Universities / Institutions to get access to their libraries etc.
- He stated that utilizing Alumni is a good idea, as they become the Ambassadors of the University, and can spread good word about the University, and the university can in turn benefit from the positive propaganda.
- Increase the number of visits from prominent learned personalities, so that students can be enthused with their knowledge and lectures.

13. Mr. Indu Bhaskar: Mr. Indu Bhaskar gave reference to a particular company viz. M/s AVL (Austrian) and stated that it is one of the strongest company in terms of engine research, and the University should tap into the presence of one Alumni in this company, and try and get more students to join the company. He suggested that the University should try and get its students to intern in the company. Prof. (Dr.) Nupur Prakash brought out that one student had got a 6-month internship with the company in Austria, but could not finally go because of the covid pandemic, but is now working in the AVL India Office. Mr. Indu Bhaskar suggested that connecting up with the company should be followed up by the university.

14. Mr. Nitiraj Singh: He thanked everyone for including him into the Academic Advisory Board of the university. He stated that:

- The University may like to focus on Artificial Intelligence and think of setting up an AI School, AI Lab, suitable M. Tech Courses on XR / VR, quantum simulation, healthcare solutions and such courses.
- By focusing on AI, the University can provide solutions in a multitude of fields for research organizations like NTRO, DRDO etc. He stated that engagements with such organizations could immensely benefit the university.

The Governing Body members thanked all members of the Academic Advisory Board for the important suggestions given by them.

ITEM NO.2: ACTION TAKEN ON THE ELEVENTH ACADEMIC ADVISORY BOARD MEETING ON 11 MARCH 2022

Action Taken Report

- **Strategic Plan of the University:** On the topic of strategic plan, GB Members stated that a copy of the strategic plan of the University to be emailed to all members of the Academic Advisory Board. Strategic Plan of the University is enclosed as **Annexure 1**.
- **Sustainability at NCU:** Prof. P.B Sharma asked which specific SDG goals are being targeted by the University, since all 17 cannot be focussed upon at the same time. Prof. (Dr.) Nupur Prakash clarified that details of these are given in the sustainability Annual Report 2022, and that 5 goals have been diligently worked upon.
- Prof. Prem Vrat stated that “easily achievable goals” should be prioritized and then targeted for completion in a focussed manner.

ITEM NO.3: INTRODUCTION OF OPEN AND DISTANCE LEARNING MODE FROM ACADEMIC YEAR 2023-24

The Member Secretary informed the members about the proposal of the University to offer programmes in Open and Distance Learning and Online learning mode from the Academic Session 2023-24.

The points discussed are as follows:

Prof. P.B Sharma enquired if the University is starting only Open and Distance Education or Online Education as well. The Member Secretary clarified that both Open and Distance Learning, as well as Online programmes are planned by the University. Prof. P.B Sharma suggested that to begin with, the University may consider starting ODL / OL programmes in collaboration with universities with whom we already have partnerships. Once a momentum has been built up, and the programmes are running smoothly, then the University can run them independently.

ITEM NO.4: FOUR-YEAR UNDERGRADUATE MULTIPLE ENTRY & EXIT AS PER THE NEP 2020.

Following was discussed:

Prof. Prem Vrat stated that this was a part of NEP 2020, and the University is obliged to do the same. He however stated that this should add value to the concept, and must be such that it results in more people wanting to take up such programs, and not just to dish out something only because NEP 2020 mandates it.

Prof. P.B Sharma stated that this extension of one year should be looked at very closely, in that it must impart such skills and knowledge which were not possible in a three-year programme, and which are enablers for the student to improve his research skills, employability etc. and to acquire good jobs and perform well in them. Prof. Karmeshu stated that there should be some experiential

learning in the fourth year, or have knowledge subjects which have a relationship with society, and which impact society.

ITEM NO.5: OPPORTUNITIES AND CHALLENGES OF FOREIGN UNIVERSITIES OPENING THEIR CAMPUSES IN INDIA

Prof. Prem Vrat stated that this was a vast topic, and much can be said about it, but that it was too premature to deliberate at this stage. It would be better to wait and watch, and see how the concept pans out. For the time being, we should keep our eyes and ears open, and see the impact it creates. We can meanwhile see as per the emerging scenario, where we can leverage this to our advantage.

ITEM NO.6: ESTABLISHMENT OF A NCU SCHOOL OF BUSINESS

Prof. Prem Vrat brought out that the idea behind this move was to segregate the MBA from the other programmes, much like in other leading Business Schools. He stated that the proposal has been discussed and approved in the various statutory bodies of the University. It was unanimously agreed that it was a good idea. Prof. Karmeshu enquired if the University had an Executive MBA programme, and it was clarified that Executive MBA, MDPs etc. will be a part of the NCU School of Business. Mr. Nitiraj suggested that the University may consider MBA in Healthcare. Prof. Prem Vrat stated that once NCU School of Business starts its activities, programmes such as MBA in Healthcare, Construction Management, Hospital Management, and such functional areas, can be started.

ITEM NO.7: STRENGTHEN RESEARCH / SPONSORED RESEARCH / CONSULTANCY IN THE UNIVERSITY

Prof. Prem Vrat stated that this was indeed a weak area of the University, and focus has to be paid to this activity, especially in the area of sponsored research.

Prof. PB Sharma gave the following observations on this topic.

- The University must get 'research driven' faculty.
- The University must train its people to identify opportunities to get research funding, both from the Govt. as well as private players, in India as well as abroad.
- There should be more JRF, SRF as well as Post-Doctoral Fellows in the University.
- There needs to be object orientation in the research, and mission mode research is the need of the hour. There also should be need based research, as well as futuristic research. In this regard, he said that research in Defense Technology could be considered, as there is a push from the Government's side towards atmanirbharta in the defense sector.
- Semiconductors, research in waste and circular economy could also be targeted for research.

VOTE OF THANKS

The Registrar then thanked the members of the Governing Body and the members of the Academic Advisory Board for taking time out of their busy schedule, their involvement in making valuable suggestions during the meeting and stated that the University shall endeavour to incorporate the suggestions into its activities to the maximum extent possible.



Commodore Diwakar Tomar (Retd.)

Registrar 31 March 23

**SUSTAINABLE INSTITUTIONS OF INDIA
GREEN RANKINGS 2023**

Certificate of Excellence

IN PURSUIT OF EXCELLENCE TOWARDS PRACTICING
SUSTAINABLE EDUCATION, THIS CERTIFICATE IS AWARDED TO

THE NORTHCAP UNIVERSITY

Institutional Grade : **A**

Institutional Band / Category : **Gold**

R
World Institutional
RANKING ■■■



Executive President

(NOT FOR LEGAL USE)

ANNEXURE 15

As on Date : 15/05/2023

Status : Objected

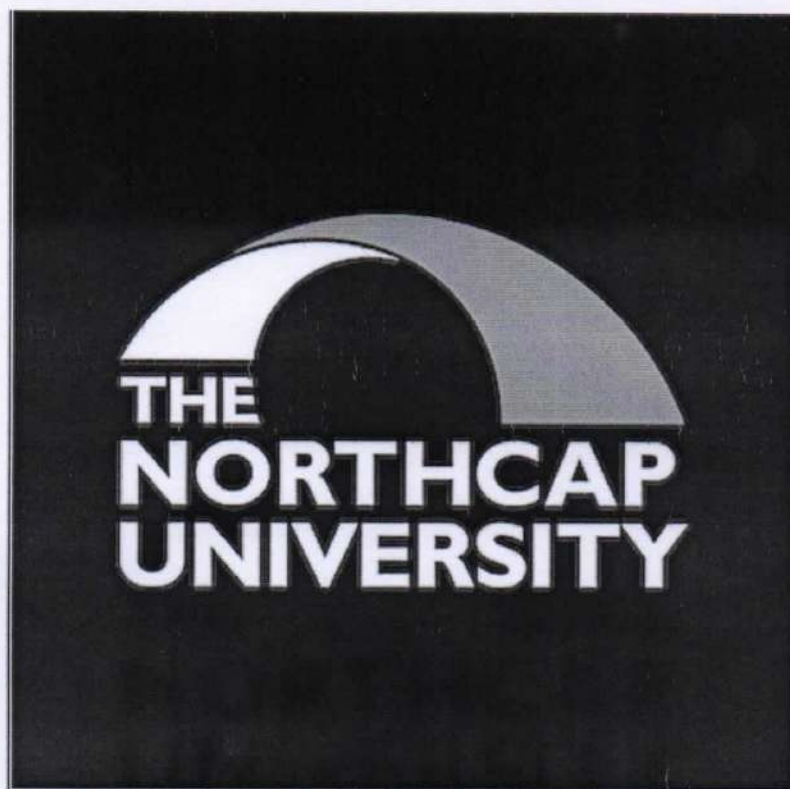
[View Examination Report](#)

Alert : Ready for Show cause Hearing

TM Application No.	5091058
Class	99 [99 Indicates Multiclass Application]
Date of Application	17/08/2021
Appropriate Office	DELHI
State	DELHI
Country	India
Filing Mode	e-Filing
TM Applied For	THE NORTHCAP UNIVERISITY
TM Category	TRADE MARK
Trade Mark Type	DEVICE
User Detail	28/07/2021
Certificate Detail	
Valid upto/ Renewed upto	
Proprietor name	(1) EDUCATE INDIA SOCIETY Society
Proprietor Address	19, Rajdoot Marg, New Delhi 110002
Email Id	****980@gmail.com
Attorney name	JADUNATH BEHERA ADVOCATE[15139]
Attorney Address	J-18, 2nd Floor, B. K. Dutt Colony, Off Jor Bagh Road, New Delhi - 110003
Goods & Service Details	[CLASS : 8] cutlery [CLASS : 9] Scientific, nautical, surveying, electric, photographic, cinematographic, optical, weighing, measuring, signalling, checking (supervision), life saving and teaching apparatus and instruments; apparatus for recording, transmission or reproduction of sound or images; magnetic data carriers, recording discs; automatic vending machines and mechanisms for coin-operated apparatus; cash registers, calculating machines, data processing equipment and computers; fire extinguishing apparatus [CLASS : 14] Precious metals and their alloys and goods in precious metals or coated therewith, not included in other classes; jewellery, precious stones; horological and other chronometric instruments; [CLASS : 16] Paper, cardboard and goods made from these materials, not included in other classes; printed matter; bookbinding material; photographs; stationery; adhesives for stationery or household purposes; artists' materials; paint brushes; typewriters and office requisites (except furniture); instructional and teaching material (except apparatus); plastic materials for packaging (not included in other classes); printing blocks [CLASS : 18] Leather and imitations of leather, and goods made of these materials and not included in other classes; animal skins, hides, trunks and travelling

	<p>bags; umbrellas, parasols and walking sticks; whips, harness and saddler; [CLASS : 20] Furniture, mirrors, picture frames; goods(not included in other classes) of wood, cork, reed, cane, wicker, horn, bone, ivory, whalebone, shell, amber, mother- of-pearl, meerschaum and substitutes for all these materials, or of plastics [CLASS : 21] Household or kitchen utensils and containers(not of precious metal or coated therewith); combs and sponges; brushes(except paints brushes); brush making materials; articles for cleaning purposes; steelwool; unworked or semi-worked glass (except glass used in building); glassware, porcelain and earthenware not included in other classes [CLASS : 22] Ropes, string, nets, tents, awnings, tarpaulins, sails, sacks and bags (not included in other classes) padding and stuffing materials(except of rubber or plastics); raw fibrous textile materials [CLASS : 25] Clothing, footwear, headgear [CLASS : 26] Lace and embroidery, ribbons and braid; buttons, hooks and eyes, pins and needles; artificial flowers [CLASS : 28] Games and playthings, gymnastic and sporting articles not included in other classes; decorations for Christmas trees [CLASS : 35] Advertising, business management, business administration, office functions. [CLASS : 41] Education; providing of training; entertainment; sporting and cultural activities [CLASS : 42] Scientific and technological services and research and design relating thereto; industrial analysis and research services; design and development of computer hardware and software. [CLASS : 45] Legal services; security services for the protection of property and individuals; personal and social services rendered by others to meet the needs of individuals</p>
Conditions	It is submitted that one of the applicant's application no. 3001133 for the mark "device mark NCU NORTHCAP UNIVERSITY" in class 99 have been registered on 01.02.2018

Trade Mark Image : (1)



PRINT

PR Details

Correspondence & Notices

Uploaded Documents

EXIT

WARNING/DISCLAIMER : THE DATA OF TRADE MARKS REGISTRY IS UNDER THE PROCESS OF DIGITISATION, IF ANY DISCREPANCY IS OBSERVED IN THE DATA PLEASE CONTACT OR SUBMIT AT APPROPRIATE TRADE MARKS REGISTRY ALONGWITH SUPPORTING DOCUMENTS. THIS WILL HELP IN UPDATION OF ELECTRONIC RECORDS.

By Hand

**MINUTES OF THE 1ST MEETING OF THE FINANCE COMMITTEE OF
THE NORTHCAP UNIVERSITY FOR ACADEMIC YEAR 2023 – 2024 HELD ON
THURSDAY, 6TH APRIL 2023 AT 12:00 NOON**

Members present: -

- | | |
|---|--------------------|
| 1. Mr. V. Daulet Singh (Chancellor) | - Chairman |
| 2. Prof. (Dr.) Nupur Prakash | - Member |
| 3. Mr. N.K. Dewan (Member, Governing Body) | - Member |
| 4. Mr. Shiv S. Mehra (Member, Governing Body) | - Member |
| 5. Mr. Avdhesh Mishra (Member, Governing Body) | - Member |
| 6. Mr. Rajesh Marwaha (Chartered Accountant) | - Member |
| 7. Ms. Kirti Singhal (Chief Finance & Accounts officer) | - Member Secretary |

Minutes:

- 1) **To consider and approve the minutes of the last meeting held on 14th October 2022.**

The minutes of the last meeting held on 14th October 2022 were approved and taken on record. **(Annexure – 1)**

- 2) **To welcome Prof. Nupur Prakash on her appointment as Vice Chancellor w.e.f. 1st November 2022 and as a member of the Finance Committee.**

Members welcomed Prof. (Dr.) Nupur Prakash, Vice-Chancellor as a member of the Finance Committee and look forward to her active participation in the meetings of the Finance Committee.

- 3) **To place on record the Notice vide DIN & Letter No.: ITBA/COM/F/17/2022-23/1049715960(1) dated 13th February 2023 received by Educate India Society from the Income Tax Department seeking recovery of an outstanding demand of ₹9,80,48,840/- (Rupees Nine Crores Eighty Lakhs Forty Eight Thousand Eight Hundred Forty only) for the period AY 2017-18, 2018-19 and 2020-21 on or before 20th February 2023 along with our reply vide letter No. SRA-LK/2022-2023/385 dated 16th February 2023. To place on record another representation sent vide Letter No. SRA-LK/2022-2023/405 dated 27th February 2023 to not pursue the matter till the appeal is dismissed.**

The Notice vide DIN & Letter No.: ITBA/COM/F/17/2022-23/1049715960(1) dated 13th February 2023 received by Educate India Society from the Income Tax Department seeking recovery of an outstanding demand of ₹9,80,48,840/- (Rupees Nine Crores Eighty Lakhs Forty Eight Thousand Eight Hundred Forty only) for the period AY 2017-18, 2018-19 and 2020-21 on or before 20th February 2023 along with our reply vide letter No. SRA-LK/2022-2023/385 dated 16th February 2023 was taken on record. **(Annexure – 2)**

Another representation which was sent vide Letter No. SRA-LK/2022-2023/405 dated 27th February 2023 to not pursue the matter till the appeal is dismissed was also taken on record. **(Annexure – 3)**

- 4) **To place on record the Intimation u/s 143(1) received by Educate India Society from the Income Tax Department vide DIN No. CPC/2223/A7/325088641 dated 17th February 2023 acknowledging our return for Assessment Year 2022-23 and no payment due.**

The Intimation u/s 143(1) received by Educate India Society from the Income Tax Department vide DIN No. CPC/2223/A7/325088641 dated 17th February 2023 for our return for Assessment Year 2022-23 was taken on record. **(Annexure – 4)**

- 5) **To consider and approve wooden flooring for 14 Classrooms in new block for an amount of approximately ₹23,12,800/- inclusive of taxes since the carpeting is now threadbare and needs replacement.**

Members unanimously considered and approved a capital expenditure of approximately ₹23,12,800/- inclusive of taxes for wooden flooring for 14 Classrooms in the new block. **(Annexure – 5)**

- 6) **To place on record transfer of unclaimed refunds (list attached) to the Student Protection Fund as approved by the Finance Committee in the last meeting held on 14th October 2022.**

Since one year has elapsed and the refunds have not been claimed, as per Finance Committee approval dated 14th October 2022 which was ratified by Board of Management and Governing Body in the meetings held on 10th January 2023 and 22nd February 2023 respectively, an amount of ₹32,46,063/- (Rupees Thirty-Two Lakhs Forty-Six Thousand and Sixty Three only) was transferred to Student Protection Fund. This fund was utilized as agreed earlier for PDP programmes for improving the career prospects of the current students. The list is attached as **(Annexure – 6)**.

- 7) **To consider and approve the Cintana bill for Academic Year 2022-23. The final amount will be determined at the end of the year consequent to receiving the audit report.**

As the billing has been approved by the statutory auditor being in compliance with the terms and conditions of our agreement, post-facto approval for releasing their payment as per rules was accorded. **(Annexure – 7)**

- 8) **To consider and approve an expenditure amounting to ₹12,40,440/- approximately towards our faculty members attending ASU-Cintana Experience (ACE#3) programme. This will be given as a scholarship to faculty members for upgrading their knowledge about the ASU-Cintana alliance and also to learn about the facilities and educational offerings of ASU including Edplus online division and global futures.**

Members unanimously approved this expenditure and authorized the CF & AO to debit this expense to the Scholarship Account. **(Annexure – 8)**

- 9) **To consider and approve capital expenditure for an amount of ₹2,07,417/- towards purchase of an Apple MacBook Pro.**

Approval for capital expenditure for the above item was accorded. **(Annexure – 9)**

- 10) **To consider and approve the revision of contract with M/s Raj Enterprise and revised charges for photocopying and binding.**

After consideration of the revised contract with M/s Raj Enterprise, members unanimously approved an upward revision of the photocopy charges @1.25/- per copy. **(Annexure – 10)**

- 11) **To consider and approve a capital budget of ₹60,00,000/- (Rupees Sixty Lakhs only) approximately for revamping the sports facilities (redoing the Basketball, Tennis court and Cricket pitch / Football ground).**

Members unanimously accorded approval for the aforesaid works to be completed on or before 30th September 2023. **(Annexure – 11)**

- 12) **To consider and accord post-facto approval for closure of all inoperative bank accounts with Canara Bank and Kotak Mahindra Bank.**

Members accorded post-facto approval for the closure of the following accounts with immediate effect: **(Annexure – 12)**

SL. NO.	ACCOUNT NUMBER	ACCOUNT NAME	BANK
1	82472010013358	Admet 2017	Canara Bank
2	82472010002560	SAE INDIA COLLIGIATE	Canara Bank
3	82472010014272	DST NCU GRANT VS	Canara Bank
4	82472010014268	DST NCU GRANT A	Canara Bank
5	82472010014200	DST NCU GRANT AS	Canara Bank
6	82472010014287	DST NCU GRANT PS	Canara Bank
7	82472010014345	DST NCU GRANT KK	Canara Bank
8	82472010014215	DST NCU GRANT GM	Canara Bank
9	82472010014249	DST NCU GRANT DC	Canara Bank
10	5911146342	The NorthCap University	Kotak Mahindra Bank
11	02612100000248	Educate India Society	Kotak Mahindra Bank
12	01722010002695	Educate India Society	Kotak Mahindra Bank

- 13) **To consider and approve the payment of gratuity amounting to ₹3,87,019/- (Rupees Three Lakhs Eighty-Seven Thousand and Nineteen only) including ₹2,88,462/- as gratuity and ₹98,558/- as interest to Wg. Cdr. Manohar Vasudev as per the Court Order dated 28th September 2022.**

The order dated 28th September 2022 passed in the Hon'ble Court of Sh. Akash Mittal, HLS, Controlling Authority under the payment of Gratuity Act, 1972 in Case

No. P.G. 30/2020 was taken on record. Consequent to the decision of the Hon'ble Court, members unanimously approved release of ₹3,87,019/- (Rupees Three Lakhs Eighty-Seven Thousand and Nineteen only). CF & AO was requested to liaise with the Advocate in this matter and release the same on receipt of Certified copy of the order. **(Annexure – 13)**

- 14) **To consider and approve a capital budget of ₹1,50,000/- (Rupees One lakh Fifty Thousand only) approximately for 3 phase Solar Inverter.**

Members accorded approval for the above mentioned item.

- 15) **To consider and approve the fee structure for ODL / OL programmes from the new session.**

Members approved a consolidated fee structure of ₹50,000/- (Rupees Fifty Thousand only) per year per student for ODL / OL programmes to start with. This fee structure is subject to revision and annual increase as per our ordinance. **(Annexure – 14)**

- 16) **To consider and approve the proposal for complete revamp of the classrooms of the old building.**

Members unanimously agreed that the existing classrooms in the old building need a complete revamp of stepped classrooms with ergonomically designed furniture and start-of-the-art facilities. It was also agreed that the capacity should not exceed 50 in a classroom. The drawing / layout of classrooms with the estimate amounting to approximately ₹3,88,46,216/- (Rupees Three Crores Eighty-Eight lakhs Forty-six Thousand Two Hundred Sixteen only) was approved. **(Annexure - 15)** In the first phase, it was agreed that nine number of classrooms will be revamped completely.

- 17) **To consider and approve the proposal of Seamless Education and Services Pvt. Ltd. (Seamedu) a leading academy who approached NCU to provide five Under-graduate courses/ programmes in the media and entertainment sector and undertake administration activities as a Knowledge Partner.**

A proposal has been received from Seamless Education and Services Pvt. Ltd. (Seamedu) for launching of courses in the media and entertainment sector. These courses are highly in demand and will help expand the offerings of the University. However, the University has no expertise in this area to launch these courses. Seamedu is an experienced player and has agreed to run these courses on behalf of the University for a period of 5 years. During this period, the entire fee collected will be paid to Seamedu and/or its affiliates. A copy of the Memorandum of Understanding is attached as **Annexure - 16**.

This is being done in the hope that within this initial period of 5 years, the University would have acquired the expertise and scale to run these courses on its own and / or in association with Seamedu on a revenue / cost sharing model after 5 years. To start with, it has been agreed to launch these courses with the following fee structure:

Sl. No.	Course / Programme	Duration	Annual Fee (Per student)
1	B.Sc. – Bachelor of Science in Sound Engineering	3 years	₹3,00,000/-
2	B.Sc. – Bachelor of Science Visual Effects and Animation	3 years	₹1,50,000/-
3	B.Sc. – Visual Communication	3 years	₹1,50,000/-
4	BCA – Bachelor of Computer Application in Game Development	3 years	₹1,50,000/-
5	BCA – Media and Information Technology	3 years	₹1,50,000/-

Apart from the above Annual Fee, students are required to deposit ₹10,000/- as refundable security deposit and ₹1,000/- as Alumni Fund.

The University reserves the right to engage teachers, consultants, technicians etc. as deemed fit directly on its role.

- 18) To place on record the Certificate submitted by S. Ramanand Aiyar & Co. to Kotak Mahindra Bank in respect of Educate India Society for Un-hedged Foreign Exchange Exposures for the year ending 31st March 2022.


The aforesaid Certificate was taken on record. (Annexure – 17)

- 19) To approve the installation of CCTV cameras in all the classrooms.

Installation of CCTV cameras in all the classrooms with an estimate of ₹16,30,000/- (Rupees Sixteen Lakhs Thirty Thousand only) approximately for 128 cameras was unanimously approved. (Annexure – 18)

There being no other matter, the meeting ended with a vote of thanks to the Chair.


KIRTI SINGHAL
 CF & AO AND MEMBER SECRETARY

	THE NORTHCAP UNIVERSITY	REVIEW DATE:
	MOM OF THE JSB MEETING (27 APRIL 2023)	SHEET 1 TO 5

From: **Dean- Academic Affairs**To: **JSB Members & Special Invitees**

CC: GB Office, VC Office, Secretarial.

Date: 16 May 2023

JSB Meeting under NCU-Cintana Alliance held on **Thursday**, i.e., **27 April 2023 at 12:00 Noon** in the Committee Room (Next to GB Chambers) in the NorthCap University (NCU) Gurugram Campus.

Following members/special invitees attended the meeting at the given date & time:

S. No.	Members/Special Invitees	JSB Designation
1.	Mr. Avdhesh Mishra (GB-Member, NCU)	Chairperson
2.	Mr. Shiv Saran Mehra (GB-Member, NCU)	Member
		(Leave of Absence)
3.	Mr. Zorawar Daulet Singh (GB-Member, NCU)	Member
4.	Prof. (Dr.) Nupur Prakash (Vice-Chancellor, NCU)	Member
5.	Prof. Rick Shangraw, Jr. (President-Cintana Education)	Member
6.	Mr. Neel Broker (President, Asia-Pacific, Cintana Education)	Member
7.	Dr. Malini (Senior Academic Director, Asia-Pacific, Cintana Education) Special Invitee	Special Invitee
8.	Prof. Sharda Vashisth (Dy. Dean-International Affairs, NCU)	Special Invitee
	(For Item No. 3)	
9.	Mr. Mandeep Singh (Head-Enrollments, NCU)	Special Invitee
	(For Item No. 4)	
10.	Prof. (Dr.) Manoj Kumar Gopaliya (Dean-Academic Affairs, NCU)	Special Invitee

The meeting started with a welcome note by the Chairperson who thanked all the members/invitees for their presence.

The minutes of the meeting are as follows:

Item No. 1: Progress since last meeting with Ms. Julia Rosen on academic matters


Prof. (Dr.) Manoj Kumar Gopaliya initiated the discussion and informed the board members that a meeting held on 10th April 2023 in virtual mode between NCU & Cintana Officials to review the progress made on various academic & administrative matters raised during the visit of Ms. Julia Rosen (Vice President, ASU Global) held during Feb 2023.

	THE NORTHCAP UNIVERSITY	REVIEW DATE:
	MOM OF THE JSB MEETING (27 APRIL 2023)	SHEET 1 TO 5

Dr. Malini (Cintana) who joined the discussion virtually then presented the progress made under the highlighted matters along with new offerings through the NCU-Cintana Alliance. The deck presented is attached as **Annexure#1**.

The following points emerged during the discussion:

1. 3 collaborative research projects worth USD 23,900 with NCU leads have been sanctioned under the Cintana Research Call.
2. The ASU Innovation Certificate for all the NCU students is under full consideration and expected to be launched in Fall 2023. **(Details can be seen in slide 5 of Annexure#1)**
3. ASU Senior Professors on visit to India may be hosted on NCU campus for conducting 1-2 expert sessions for students in a bigger audience.
4. The board members appreciate the ASU Cintana Engagement Series (For Faculty) and ASU Cintana Masterclass (For students). It was suggested to investigate the possibility of adding the NCU's introductory lines to the recorded video before sharing it through all channels of communication.
5. Under Faculty Mobility- Long Duration (1 semester- 2 years), Prof. Darquea Moreno Bernardo Javier from UIDE expressed interest to spend 1 year at NCU (to start in Aug/ Sept 2023 or Spring 2024). It was agreed that Dr. Malini will coordinate this initiative and make necessary arrangements for sharing biodata and other details of the Professor before NCU makes a direct contact with him.
6. Under Faculty Mobility-Short Duration (1-2 weeks), 2 professors from MAPUA showed interest. It was decided that the NCU's International Relations Office coordinates the initiative with due approval from Hon'ble GB through proper channels.
7. Under semester abroad and summer immersion initiative, CAIs have shared opportunities available at their Institutions/Universities in this regard with all the partners. A portal in this regard has also been created for smooth sharing of information among partners. **(Details can be seen in slide 12 of Annexure#1)**
8. NCU once again requested Cintana Officials to provide wider publicity to summer immersion opportunities offered by it to CAI students. As of date no interest has been shown from the students of CAIs even after extending the registration deadline.
9. Cintana Education congratulated NCU for successfully organizing the International Idea Competition last February. NCU thanked Cintana for giving this opportunity and offered itself for the conduct of such events in future as well.
10. The appendix in the attached annexure presents the progress on the other matters which are primarily of reporting in nature. **(Details can be seen in slides 14-20 of Annexure#1)**

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Item No. 2: ASU noncredit certificate program and opportunity

Prof. (Dr.) Manoj Kumar Gopaliya informed the board that the said agenda has already been discussed in detail during the previous agenda item itself. The conclusion goes as follows:

“The ASU Innovation Certificate for all the NCU students is under full consideration and expected to be launched in Fall 2023.”

Item No. 3: Updates on NCU’s other international collaborations

Prof. Sharda Vashisth (Dy. Dean-International Affairs, NCU) presented a brief overview of NCU’s other international collaborations during the meeting for the information of all the JSB Members. The deck presented is attached as **Annexure#2**.


The following points emerged during the discussion:

1. The list of international collaborations presented during the meeting spreads over a wide spectrum of international ranking; and therefore, provides international learning opportunities to a wider set of student audiences at NCU.
2. The terms of collaboration with University of North Florida (UNF), Vilnius Tech University-Lithuania, Santa Clara University (SCU), California, USA and Queensland University of Technology, Brisbane, Australia are quite encouraging and is having a clear NCU advantage.
3. Though Prof. Shangraw appreciated a few of the new NCU collaborations with International Academic Partners, he seems apprehensive about the quality of a few. That said and done, we all must appreciate that it is the student perception that matters, not ours. Though we have tried to offer ASU’s accelerated pathways and will continue to do so, the acceptance among the student community is minimal.
4. On the other hand, a recent collaboration has produced results. The reason is very simple, which must be appreciated that these collaborations have a clear NCU advantage in the form of cost, programme duration or entry requirements and hence are finding traction among their target audience.
5. NCU requested Cintana to share the insights from this discussion with ASU for review of its offerings under this collaboration for a better acceptability among the students.

At the end, the board appreciated the efforts of the Office of International Relations at NCU and wished them all success in their continuous efforts.

Item No. 4: Enrollment update

Mr. Avdhesh Mishra (Hon’ble GB, NCU) initiated the discussion by putting on record that miscommunications took place between Mr. Mandeep Singh (Head-Enrollments, NCU) and Mr. Max Franco, Cintana Education earlier last month regarding the exchange of information among both the partners related to the ongoing enrollment season. Mr. Mishra

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informed the board that Mr. Singh was counselled in this regard and necessary instructions were given to avoid such incidents in future.

Mr. Mandeep Singh then presented the enrollment updates till 25th April 2023 during the meeting. The deck presented is attached as **Annexure#3**.

The following points emerged during the discussions:

1. The responses and conversion rate for this season is comparable to that of last year.
2. Mr. Mishra categorically informed that the NCU is focusing more on organic lead generation this year based on our last years' experience. Only one discovery platform "College Dunia" is being hired.
3. Applications in some of the PG Programmes are expected to increase after the month of May, once the final year exams of undergraduate programmes are over in most of the universities.
4. Prof. Manoj Kumar Gopaliya (Dean-Academic Affairs, NCU) informed the board about the launch of 5 UG programmes in "Media and Visual Communications" in association with SEAMEDU, an Edu-tech company based in Pune-Maharashtra, India. Mr. Mishra further added that the arrangement in this collaboration ensures no cost/revenue to the university for the next 3-5 years other than a minimum cost per year for providing the infrastructure.
5. Cintana offered all their support in the enrollment process for better conversion. Mr. Max Franco and Mr. Mandeep Singh advised interacting in real-time for timely interventions by both the partners in the enrollment process.
6. Prof. Manoj Kumar Gopaliya (Dean-Academic Affairs, NCU) presented an analysis of the last semester's result for Batches 2020, 2021 and 2022 and showed his concern over the quality of intake. The deck presented is attached as **Annexure#4**.
7. The data presented by Dean-Academic Affairs, NCU were quite alarming as the failure rates are far above the internally agreed threshold values in this regard. Prof. Gopaliya also brought to the notice of the board the ever-increasing indiscipline, and unfair means cases during the last two semesters.
8. The Board agreed to bring in more checks and balances to improve the quality of student intake during the current enrollment season. Both the partners agreed to plan for some course corrections in the enrollment process to address the quality issues keeping numbers within permissible limits for financial viability.

Item No. 5: Online and Distance education plan

Prof. (Dr.) Nupur Prakash (Vice-Chancellor, NCU) shared the NCU plan for launching online & distance education. The deck presented is attached as **Annexure#5**.

JSB Members noted the progress made in this regard. Cintana offered all its support in this regard as and when requested for.

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Item No. 6: JSB for 2023 and finalization of NE and marketing/sales budget/targets

A detailed discussion on the agenda could not be held due to the paucity of time barring some points covered during discussion on enrollments.

Item No. 7: Cintana secondee role definition and next steps

Owing to the post meeting developments, the matter will now be taken up through separate email conversations between Cintana and NCU Officials.

With no other agenda item, the meeting ended with a vote of thanks to the chair.

Prof. Manoj Kumar Gopaliya

Dean- Academic Affairs

JSB-NCU

Academic Updates

27 April 2023

Academic Agenda

- Collaborative Research Grant
- Initiatives of Potential Interest to NCU
 - Certificate in Innovation
 - ASU Visiting Scholar Initiative
 - ASU Masterclass & ASU Engagement Series
 - Portal Cintana
 - International Summer Immersion and Semester Abroad Virtual Fairs
- Possible Faculty Mobility with UIDE (long term) & MAPUA (short term)
- Cintana ASU International Student Competition 20-25 Feb 2023

Appendix:-

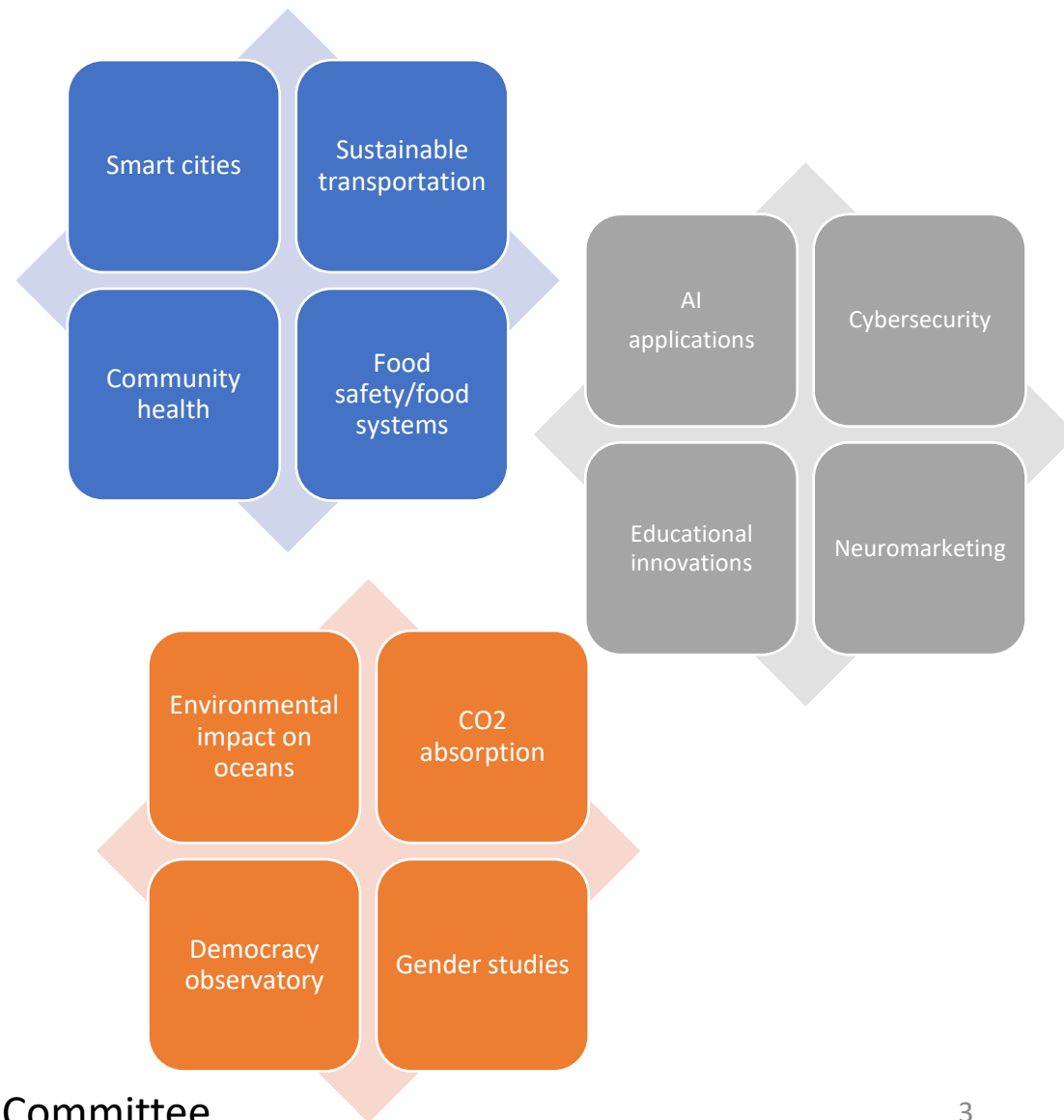
- Updates from the Meeting held on Feb, 23-24, 2023, between Ms. Julia Rosen, Prof. Rick Shangraw, Mr. Neel Broker and Dr. Malini Eliatamby with NCU Officials

Research call (June 2022): Confirmation of financial interest and areas

100%
of the partners
confirmed
interest

University	Economic contribution
AlmaU	5000
AUK	2500
Bilgi	3000
CEIPA	2000
Esa Unggul	3500
Galala	2000
Mapua	5000
NCU	2000
UAG	5000
UDG	2000
UIDE	5000
Ulatina	3000
Total universities	40000
Cintana	40000
TOTAL BUDGET	\$80,000 USD

Numerous areas
of shared interest



14 Projects were presented for evaluation by the Scientific Committee.

Collaborative Research Projects

NCU has been successful in the project evaluation whereby they have been selected to lead 3 research projects as part of the Cintana Research Call, as communicated by Dr. Agueda Benito on March 7, 2023.

- **Smart waste management-way forward for sustainable development**
(Seed Grant Value : USD 8,000)
Lead Researcher : Dr. Vaishali Sahu
- **Carbon capture from cement industry and it's economic implications- Way forward for developing nations.**
(Seed Grant Value USD 7900)
Lead Researcher : Dr. Vaishali Sahu
- **Robust and Hybrid Deep Ensemble Framework for Accurate Prediction of Attention-Deficit**
(Seed Grant Value USD 8000)
Lead Researcher : Dr. Shrishti

TOTAL Research Grant Value :- USD 23,900. (NCU Investment = USD 2,000)



Certificate in Innovation (to be launched)

- Request Made by NCU in Feb 2023 to Ms. Julia Rosen and Cintana. Under this partnership, the possibility of issuing a credit/non- credit certificate from ASU to all NCU's undergraduate students may be explored.

Response from Ms. Julia Rosen/ Cintana:

- ASU Innovation Certificate – tentatively available in Fall 2023
- Details are as follows:-
 - Non-Credit - 10 hours of dedication
 - ASU Content, ASU Faculty, Asynchronous and Interactive Synchronous Sessions (also recorded)
 - ASU Certificate
 - Hosted at Cintana Canvas
 - No Cost to ACI's or Students

ASU Visiting Scholar Initiative

Request Made by NCU in Feb 2023 to Ms. Julia Rosen and Cintana.

- ASU Senior Professors on visit to India may be hosted on NCU campus for conducting 1- 2 expert sessions for students in a bigger audience

Response from Ms. Julia Rosen/ Cintana:-

ASU Visiting Scholar Initiative Launched in Feb 24, 2023.

Through the **ASU visiting scholar program**, the local institution and the ASU visiting scholar can:

- Find common research interests.
- Speak on the history and culture of their respective countries.
- Exchange ideas with students and faculty on their area of expertise.
- Strengthen the bonds between ASU and local institutions.

As part of the initiative, Cintana Partner institutions will host ASU visiting scholars for 1-2 weeks and cover their **expenses while at the local institution, including roundtrip airfare, airport transport, local transportation, lodging, and meals.**

ASU Cintana Engagement Series(Faculty)

FOR FACULTY

**ASU + Cintana present the
Alliance
Engagement
Series**

**Learn from top
decision-makers
and experts from
the #1 university
in the U.S. for
innovation.**


Members of the ASU-Cintana Alliance are invited to the Alliance Engagement Series, an online event provided by experts from Arizona State University and designed to facilitate knowledge sharing, tips and best practices between institutions to meet the unique needs of learners and communities around the world.

Upcoming sessions

Oct. 19, 2022

Foundations of Digital Learning 

Dec. 14, 2022

Digital Learning Design 

March 15, 2023

The Digital Learner Eco-system at ASU 

May 17, 2023

The Future of Digital Learning 

OPPORTUNITY

- Exposure for faculty to experts in ASU.
- To encourage NCU faculty to attend (live).
- To encourage NCU faculty to listen to the recordings
- NCU could curate a NCU Canvas Professional Development(PD) Course with the recordings and NCU could organize an onsite sharing session on reflections- award NCU Badges for PD.

ASU Cintana Masterclass (Students)

ASU Master Class

Students of the ASU-Cintana Alliance member institutions are invited to ASU Master Class, online events provided by expert professors from ASU and designed to facilitate knowledge sharing on highly relevant topics to meet the unique needs of learners and communities around the world.

Spring 2023



April 2023

Innovation in Conservation
Presented by: Yaiyr Astudillo-Scalia



May 2023

Innovation: The Role of Universities
Presented by: Mary Jane Parmentier

Fall 2023



September 2023

Building cultural communities of care
Presented by: Catalina Cayetano



October 2023

Reimagining reality: world building
in game engines to prototype our future
Presented by: Nicholas Pilarski

November & December
lecture topics coming soon!

OPPORTUNITY

- Exposure for students to expert faculty in ASU.
- To encourage NCU students to attend (live).
- To encourage NCU students to listen to the recordings
- NCU could embed the Masterclass into an appropriate NCU Course and build a assessment/ reflective activity around this Masterclass – to leverage on good quality content for T&L purposes.

Award NCU badges for students who attend.

Faculty Mobility- Long Duration (1 semester- 2 years)

Unless otherwise agreed, the **Host Institution will cover all expenses** incurred for this initiative.

This includes, but is not limited to, **salary, travel expenses and insurance**.

The salary of the faculty member will be determined by the Host Institution, according to its compensation policies for visiting professors.

Action :

An email was sent by **Prof. Darquea Moreno Bernardo Javier from UIDE** expressing interest to spend **1 year at NCU** (to start in Aug/ Sept 2023 or Spring 2024) with expertise to teach :-

- Total quality management
- Principles of Information Systems
- Strategic Management
- Entrepreneurship
- Negotiation
- Social responsibility and ethics
- Organizational Behavior
- Computer Applications and Information Technology

Faculty Mobility- Short Duration (1-2 weeks)

- **Home University makes the requests and assumes all costs.**
- Unless otherwise agreed, Home Institutions will cover all expenses and the Host Institution will provide non-monetary support to the visiting faculty.
- Action :-
- **MAPUA has expressed interest to send 2 professors to NCU for a 1 week** duration each.
- This was negotiated and agreed in Dec 2022 for a visit in 2023.

Semester Abroad and Summer Immersion

6 May 2022

Cintana had organized a virtual fair in 2022 to promote the semester abroad.

Virtual Fair to promote the International Summer Immersion Programs

25 April 2023





The Cintana Alliance Portal



- Home
- Brand ▾
- Content ▾
- Experiences ▾
- Collaborations ▾
- Degrees ▾

Portal Cintana

- <https://portalcintana.com>
- Pwd: GlobalEducation



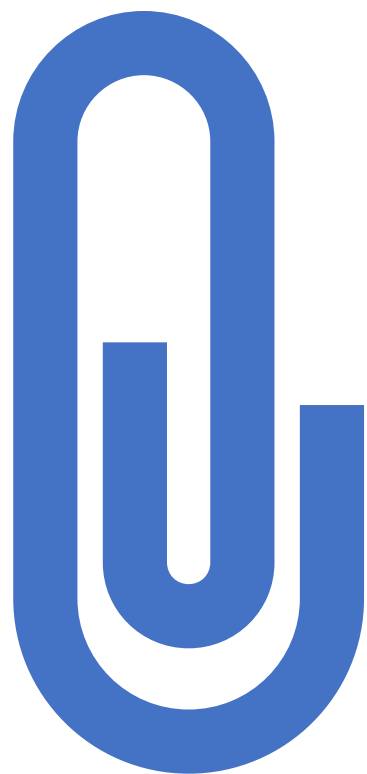


Cintana ASU Student Competition

20-25 Feb 2023

- ORGANISED BY CINTANA
- CO SPONSORED - NCU & UEU
- Hosted by NCU in Gurgaun

**Thank you for a GREAT event
& for NCU being a GREAT host**



Appendix

Updates from the Meeting
held on Feb, 23-24, 2023,
between Ms. Julia Rosen, Prof.
Rick Shangraw, Mr. Neel Broker
and Dr. Malini Eliatamby with
NCU Officials

These updates were a result of a consultative discussion between Ms. Julia Rosen and her team, the ASU Team and Cintana Team.

A document with ASU/Cintana responses to the feedback from NCU was shared with NCU on the 10th of April in a meeting between Prof. Manoj Gopaliya, Dr. Sharda Vashisth and Dr. Malini Eliatamby

Item	NCU Feedback	ASU/ Cintana Feedback and Action
1.	ASU is requested to explore the possibility of giving LMS access to NCU faculty members of on-campus courses at ASU.	<p>Chronology :-</p> <ul style="list-style-type: none"> •NCU provided a list of NCU courses which were not referenced from the content repository or the catalogue. •Cintana (Diego and team) reworked the list and provided <ul style="list-style-type: none"> (a) all the relevant links to the content repository for each available course (mapped from NCU to the ASU course), (b) available ASU Engineering and Computer Science courses, (c) 400 level courses (67 in total), (d) 500 level courses (113 in total) <p>and this was shared to NCU via Dr. Sharda on January 5, 2023.</p> <ul style="list-style-type: none"> •For ASU to respond to NCU’s request of giving LMS access to ASU courses, and explore the feasibility of the NCU request , ASU would require a list of <u>ASU courses</u> and not NCU specific courses. <p>Action :</p> <p>Prof. Manoj, Dr. Sharda and Dr. Malini met on April 10, 2023 and discussed the way forward and agreed that NCU would explore the repository and identify ASU courses that were of interest from the repository and course catalogue (https://catalog.apps.asu.edu)</p>

Item	NCU Feedback	ASU/ Cintana Feedback and Action
2.	Both the partners will explore the possibility of using online resources of each other for distance & online programmes.	NCU is requested to share a specific proposal along with approvals received and courses intended to be launched to ASU. In any event, NCU is requested to let Cintana know if it can provide NCU with help and support in development of its online strategy and plan.
3.	Under this partnership, the possibility of issuing a credit/non-credit certificate from ASU to all NCU's undergraduate students may be explored.	This is possible. More details in Slide # 5
4.	Co-teaching a full course with ASU professors through online mode is discontinued owing to minimal acceptance among all the stakeholders.	NCU has advised Cintana to discontinue this initiative due to low response rate.
5.	ASU Senior Professors on visit to India may be hosted on NCU campus for conducting 1-2 expert sessions for students in a bigger audience	ASU has launched a visiting scholar initiative- this item is discussed in Slide #6

Item	NCU Feedback	ASU/ Cintana Feedback and Action
6.	ASU is requested to explore the possibility of offering semester exchange opportunities for NCU students and earn credits up to 20.	<p>We regret to inform that at present, this option is not available at ASU. This may be explored at a later date.</p> <p>In the meantime, if NCU students are willing to be fully enrolled and take a full course load and find their own housing options, they could study at ASU for a semester.</p> <p>NCU has advised that they will not pursue this possibility.</p>
7.	Cintana is urged to enable the process and give wide publicity across all CAIs for the Summer immersion programs (July 2023) in Business Analytics and Internet of Things (IoT).	<p>The Summer Immersion was promoted to all ACI's in the International Office Virtual Fair in 2022.</p> <p>Information on this is also available in the International Office Sharepoint.</p> <p>The Summer Immersion was also promoted at ACE 2023.</p> <p>A Summer Immersion and Semester Abroad Fair has been scheduled for May 2023.</p>

Item	NCU Feedback	ASU/ Cintana Feedback and Action
8.	To explore a possible credit transfer for NCU students for the Summer Immersion Program at ASU.	There will be no credit transfers from ASU as the program was not designed in this manner. However, NCU could explore giving NCU credit for this immersion program, as they deem fit.
9.	Only one way interest is shown by NCU students in semester abroad although elaborate promotional events were held by CINTANA and NCU for attracting CAI students to NCU.	Cintana has promoted the semester abroad to all ACI's through the various International offices, Virtual Fair and information is also hosted in the International Office sharepoint. Ongoing promotion will continue. A Virtual Fair has been scheduled in May 2023.
10.	Dual degree and twinning programmes with ASU is not likely due to limited leverage available from ASU Side in this matter.	ASU has a significant number of students of Indian origin on campus taking Software Engineering and Engineering programs. Perhaps there is a need to drill deeper to understand why the uptake is low and what could be done to garner more interest from the NCU students.

Item	NCU Feedback	ASU/ Cintana Feedback and Action
11.	<p>None of the collaborative research initiatives have resulted in joint paper publications, joint seminars/conferences or research funding from any agency.</p> <p>It is agreed to prioritize the possibility of joint PhD supervision and research visits to ASU by NCU faculty members & research scholars and vice-versa.</p>	<p>As with any research project, especially one that is collaborative in nature, it takes time.</p> <p>NCU has been successful as they have been selected to lead 3 research projects as part of the Cintana Research Call, as communicated by Dr. Agueda Benito on March 7, 2023.</p> <ul style="list-style-type: none"> • Smart waste management-way forward for sustainable development • Carbon capture from cement industry and it's economic implications-Way forward for developing nations. • Robust and Hybrid Deep Ensemble Framework for Accurate Prediction of Attention-Deficit <p>A meeting was held on April 14, 2023, between Prof. Nupur, Dr. Vaishali Sahu, Dr. Agueda and Dr. Malini to discuss the research grant fund allocation and transfer procedures. This matter has also been resolved and Cintana will be providing the relevant letters to NCU</p>



Item 3: International Collaborations

JSB Meeting (27th April 2023)

Prof. Sharda Vashisth
International Relations Office (IRO)



University of North Florida (UNF), Jacksonville, Florida, USA



MoU signed
3rd March 2023



• [#263](#)
• [In National Universities](#)



- ❖ The Semester Abroad Program offered by University of North Florida for NCU students.
 - **Semester Tuition Fee:** Waived Off
 - **TOEFL/IELTS score:** Waived Off
 - **Living Expenses:** \$9,500 USD (1 semester) or \$19,000 (1 year)
- ❖ 10 days immersion program of students **from UNF at NCU**, either in December' 23 or June' 24

Salem State University, Massachusetts USA



MoU signed
28th March 2023

600th
US College
Rankings 2022



- ❖ Articulation process for a dual degree program (2+2 / 3+1 / 1+1) in computer science or business with Salem State University is underway
- ❖ Summer Immersion Programs
- ❖ Semester Exchange Program

Course mapping and credit transfer is allowed with NCU existing courses

University of Regina, Canada



University
of Regina

MoU renewed
28th March 2023

Top 200
World's best Young
Universities



- [#1](#)
- [Research Revenue Growth and International Research Collaboration](#)

- ❖ For NCU BTech ECE and CSE students, the articulation process for the 3+1+MEng/MASc programme with U of R is now underway.
- ❖ After finishing three years of BTech at NCU, the chosen candidates will be able to transfer to the University of Regina in Canada.

Course mapping and credit transfer is allowed with NCU existing courses

Shibaura Institute of Technology (SIT), Tokyo, Japan



芝浦工業大学
SHIBAURA INSTITUTE OF TECHNOLOGY
Established 1927
Tokyo

MoU signed in 2018

34
#National University
Ranking



- ❖ SIT is offering a customized **1-week immersion program** for NCU students from **29th July-5th August 2023**.
- ❖ **Total number of Students:** 15-20
- ❖ **Program Fee (Including Accommodation, daily transportation, Tokyo sightseeing and Food):** Rs. 75,000 per student

Vilnius Tech University, Lithuania

MoU signing in May 2023

Top 4% of universities
worldwide



- ❖ Direct Admission for master's degree Programs Ranked Top 200 on QS Ranking (Business & Engineering)
- ❖ Developing 2+2 Bachelor's Degree programs in various fields with starting tuition fee of **2.75 Lakh Per Year**
- ❖ Summer School - Customized Options
- ❖ Blended Incentive program - Duration - 2 - 3 Weeks (60 ECTS)

Work Permit for 3 years to work in EU after completion of degree program

Santa Clara University (SCU), California, USA



MoU signing in June 2023

• [#55](#)
• [In National Universities](#)



- ❖ Direct Admission to Master's Degree Programs after 3 years Undergraduate Program (BBA/BCOM/BCA) without any requirement for credit transfer.
- ❖ Tuition fee waivers and scholarship options offered to NCU students.
- ❖ The application fee of \$150 USD is waived off for NCU students
- ❖ Three Scholarships worth \$9000 per student is offered for admission to MS Program to girl students
- ❖ GRE/GMAT **optional**



- QUT ranks in **top 200 universities** of the world
- Ranked **3rd young university** in Australia
- Ranked **21st in the world in the 2022 THE Young University Ranking**

- ❖ Offering immersion program for 2 weeks to 6 weeks time duration
- ❖ Articulation for dual degrees (2+2) and (3+1) is under process

Course mapping and credit transfer is allowed with NCU existing courses

Seattle University, Washington, USA



- [#122](#)
- US Rankings



- ❖ 2-week **customised Immersion program** for NCU students at SeattleU in August/ September 2023

Ariel University, Israel

Activities

Two collaborative events conducted

- ❖ Indo-Israel Symposium on Women in STEM on **29-30 March 2022** organised in Hybrid mode
 - A two day event jointly conducted with Ariel University
 - 1st day 03 Indian speakers and second day 05 speakers from Israel
- ❖ International Conference on Recent Trends in Applied and Physical Sciences Using Machine Learning Techniques ICRT- 2023 in hybrid mode on **13-14 April 2023**.
 - Invited talk by Prof. Idit Ibrahim, Ariel University, Israel and Dr. Lena Yadgarov, Ariel University, Israel



INDO-ISRAEL SYMPOSIUM
**ON WOMEN
IN STEM**

SCIENCE, TECHNOLOGY, ENGINEERING &
MATHEMATICS

CELEBRATING WOMEN IN SCIENCE

YEAR 2022

UDF Centro Universitario, Brazil

The agreement is between **Law schools of both the universities** for academic exchange programmes for students and faculty, joint organization of seminars, conferences and workshops and exchange and access of academic publication materials.

Activity

- An International conference on Law and Technology: Moving towards the Digital Era in **collaboration with UDF** on March 3-4, 2023
- Students and Faculty from UDF, Brazil attended the conference

11th INTERNATIONAL CONFERENCE
LAW AND TECHNOLOGY:
MOVING TOWARDS DIGITAL ERA

in collaboration with

UDF
Centro Universitario
UDF Centro Universitario, Brazil

CENTRE FOR CYBER LAWS
National Law University, Delhi

3rd - 4th March, 2023

Justice Manmeet Pritam Singh Arora
Judge,
High Court of Delhi

Dr. Pavan Duggal
Advocate, Supreme Court of India,
Chairman International Commission
on Cyber Security Law

Prof. (Dr.) Raman Mittal
Professor Campus Law Centre
University of Delhi,
India

Speakers

Prof. (Dr.) Claudia Masoni
Senior Researcher
University of Pisa,
Italy

Prof. (Dr.) Thiago Felipe Avanci
Legal Head and Professor
of Law, Mediterranean International
Centre for Human Rights,
Brazil

Ms. Gladys Emmanuel
Human Rights Lawyer
and Gender Advocate,
Nigeria

Prof. (Dr.) Paulo Campanha
Professor of Law, Faculty of Law
UDF Centro Universitario,
Brazil

Organised by Centre for Law and Technology, School of Law, The NorthCap University in
Collaboration with Centre for Cyber Laws, National Law University, Delhi and Faculty of Law, UDF Centro Universitario, Brazil

Universiti Teknologi, Malaysia

- ❖ National Science Day is celebrated on 28th Feb 2023 in collaboration with UTM, Malaysia
- ❖ Students of UTM also participated in the event.
- ❖ Following **research papers** are published from Aug 2022 till date as follows:
 1. Mahmood Alhadj, Md. Safwan Abd Aziz, A.A. Salim, Sunita Sharma, W.H.A. Kamaruddin, S.K. Ghoshal, “Customization of structure, morphology and optical characteristics of silver and copper nanoparticles: Role of laser fluence tuning” Applied Surface Science (2022) 614:156176
 2. Mahmood Alhadj , Md Safwan Abd Aziz , Fahrul Huyop, A.A. Salim , Sunita Sharma , S.K. Ghoshal, “Prominent bactericidal characteristics of silver-copper nanocomposites produced via pulse laser ablation” Biomaterials Advances (2022) 142:213136



The poster for National Science Day 2023 is designed with a blue and purple color scheme. At the top left is a flask icon, and at the top right are the logos for UTM (Universiti Teknologi Malaysia) and The NorthCap University. The text 'Organized by Department of Applied Sciences' is positioned above the main title 'NATIONAL SCIENCE DAY'. Below the title, there are icons for 'EXPERT LECTURE' (a person at a podium) and 'SPEECH COMPETITION' (a person at a podium with a flag). On the right side, there is a large microscope icon and a list of event details: 'Seminar Hall', '9:30 am onwards', and '28th February'. At the bottom left, the 'FACULTY COORDINATORS' are listed as Dr. Rajini Rohila and Dr. Sunita Sharma, and the 'STUDENT COORDINATOR' is Sneha Singh with the contact number 9625880822. At the bottom right, there is an illustration of a scientist in a lab coat and the equation $E=MC^2$.



Thank You

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Course Wise Enrolment	AY 2023-24						
	Enrollment Target	Verified Leads Target (approx.)	Actual Verified Leads till 25th April	%age achieved	Paid Applications Target (Approx.)	Actual Paid Applications till 25th April	%age achieved
B.Tech CSE	500	5585	1413	25%	1444	271	19%
BCA	150	3743	329	9%	286	31	11%
MCA (New Course)	30	2000	70	4%	90	3	3%
M.Tech	30	220	48	22%	39	7	18%
B.Com (Hons)	50	2225	168	8%	135	6	4%
B.Com (Hons) Financial Markets	50	2200	124	6%	130	7	5%
BA (Hons) English	50	3453	155	4%	117	5	4%
MA English (New Course)	30	2000	106	5%	90	0	0%
BA (HONS) Economics	30	2336	7	1%	105	5	5%
BA (HONS) Psychology	100	2161	173	8%	182	22	12%
MA Psychology (New Course)	30	2000	105	5%	90	2	2%
BBA	100	3934	128	9%	605	26	8%
BBA Business Analytics	50		74			6	
BBA Digital Marketing	50		79			9	
BBA Entrepreneurship and Family Business	50		68			8	
MBA	50	788	668	85%	126	13	10%
BBA.LLB(Hons) (5 years Integrated)	120	2305	235	10%	253	21	8%
LLB (3 Year) (New Course)	60	1800	192	11%	180	6	3%
LLM (1 year)	20	436	94	22%	51	1	2%
TOTAL	1550	37185	4236	11%	3926	449	11%

STATE/ REGION WISE PAID APPLICATIONS	No. of Paid Application	%age contribution each state
HARYANA	323	72%
DELHI	89	20%
UTTAR PRADESH	11	2%
RAJASTHAN	6	1%
MAHARASHTRA	3	1%
GUJARAT	2	0%
PUNJAB	3	1%
MADHYA PRADESH	3	1%
ANDHRA PRADESH	1	0%
ASSAM	1	0%
KARNATAKA	1	0%
UTTRAKHAND	1	0%
ODISHA	1	0%
MEGHALAYA	1	0%
BIHAR / JHARKHAND	2	0%
TAMIL NADU	1	0%
TOTAL	449	100%

- Paid Applications are received from 16 States as of now. Expecting better Student Diversity on campus this year.
- Haryana, Primarily Gurgaon is highest contributor 72% Paid Applications.
- Delhi has contributed 20% Paid Applications till 25th April.
- Rest 8% Paid Applications are from 14 States.

GENDER WISE CONVERSIONS	PAID APPLICATIONS till 25 th April 2023	%age share
FEMALE	164	37%
MALE	285	63%
TOTAL	449	100%

- Trend of more Female Applicants is observed with a 37% Paid Applications. This will help improving Gender Diversity on Campus.

SOURCE WISE CONVERSIONS	LEADS COUNT	Lead Contribution %	Paid Applications Count	Paid Applications %	Lead to Paid Applications Conversion %
Direct (NCU Website)	96	0.19%	21	4.68%	22%
Paid Ads (Google Ads)	3210	6%	189	42.09%	6%
Collegedunia (Partner Portal)	46140	91%	20	4.45%	0.04%
Social Media	26	0.05%	3	0.67%	12%
Organic	422	1%	140	31.18%	33%
Referral	73	0.14%	24	5.35%	33%
Others (Database, incoming, email)	122	0.24%	9	2.00%	7%
Telephony (Inbound)	282	0.56%	11	2.45%	4%
Offline (Walk in)	105	0.21%	13	2.90%	12%
Chat	262	0.52%	19	4.23%	7%
Total	50743	100%	449	100%	1%

- Paid channels have given 209 Applications, however Lead to Application conversion is merely 6%
- On the hand Lead to Paid application conversion of Direct and Organic Sources is at 31%

Open House Activities (Tentative Dates) for AY 2023-24

S No	Activity	Target Audience	Proposed Dates	Day	Status
1	Open House (Combined)	Registered Leads, Applicants, Open Invitation to Gurugram CBSE student Database	15th April 2023	Saturday	126 Visitors Recorded
2	Engineering Open House	Engineering Aspirants, B Tech, BCA, MCA & M Tech Applicants & Leads	29th April 2023	Saturday	Upcoming
3	Management & Law Open House	Management, Commerce, Liberal Arts & Law Aspirants, Applicants & Leads	6th May 2023	Saturday	SOM & LS and SOL
4	Engineering Open House	Engineering Aspirants, B Tech, BCA, MCA & M Tech Applicants & Leads	20th May 2023	Saturday	SOET
5	Management & Law Open House	Management, Commerce, Liberal Arts & Law Aspirants, Applicants & Leads	3rd June 2023	Saturday	SOM & LS and SOL
6	Engineering Open House	Engineering Aspirants, B Tech, BCA, MCA & M Tech Applicants & Leads	17th June 2023	Saturday	SOET
7	Management & Law Open House	Management, Commerce, Liberal Arts & Law Aspirants, Applicants & Leads	1st July 2023	Saturday	SOM & LS and SOL
8	Engineering Open House	Engineering Aspirants, B Tech, BCA, MCA & M Tech Applicants & Leads	15th July 2023	Saturday	SOET
9	Orientation Day	For Enrolled Students	31st July 2023 (Tentative only)	Monday	

- First Open House went very successful with 126 visitors.
- 2nd Open House is planned for Engineering Aspirants only
- Subsequent Open Houses will also be School Specific

ADMISSIONS TEAM STATUS						Daily Engagement Bandwidth					
S No	Name	DOJ	Designation	Job Role	Responsibilities	Tasks	Outbound Calling	Incoming Calls	Overdue follow ups	Walk In	Query
1	Mandeep Singh	04-Apr-22	Head Enrolments	Full Time	Overall Enrolments & Admissions Department						
2		VACANT	Manager Admissions	Full time	Events, Floor, Walk in & Database Communication mgt,						
3	Kapila Sharma	02-May-22	Sr Admission Counsellor	Full time	SOET Admissions	Face to face Counselling	40	10	10	10	100%
4	Jyoti Kumari	16-Jul-22	Admission Counsellor	Full time	SOM Admissions	Face to face Counselling	40	10	10	10	100%
5	Sanju	21-Jul-22	Admission Counsellor	Full time	LS & Computer Applications	Face to face Counselling	40	10	10	10	100%
6	Akanksha Singh	20-Feb-23	Admission Counsellor	Full time	SOL	Tele Counselling	40	10	10	10	100%
7	Richa Yadav	13-Mar-23	Admission Counsellor	On Contract till Sept 2023	SOM	Face to face Counselling	40	10	10	10	100%
8	Nitin Kashyap	24-Mar-23	TeleCaller	On Contract till Sept 2023	SOET	Tele Counselling	50	10	10		100%
9		VACANT	TeleCaller	On Contract	SOM	Tele Counselling					
10		VACANT	TeleCaller	On Contract	SOET	Tele Counselling					
TOTAL							250	60	60	50	

- Admissions team at present is having a Contact-ability bandwidth of 420 leads per day.
- We may add couple of more telecallers in future as per requirement

Important Points :

- 1) Enrolments will start only after CBSE Board Exam results are announced by Mid of May 2023, when the applicants are ready with their results for verification.
- 2) Partner Portal has been brought on board much earlier on 14th March 2023, as compared to previous year.
- 3) 4 New Programmes are introduced this year ie MA English, MA Psychology, MCA and LLB (3 years). The Application count in these programmes is expected to rise after final semester exams of UG Degree Programmes.
- 4) The Admissions Team is well trained and equipped with all ready reckoners to handle Telephonic as well as walk in enquiries.
- 5) CUET Exam is scheduled from 21st May to 31st May 2023, thereafter Delhi University will begin their series of counselling which may extend until end of August 2023.



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Insights from Result Analysis

July-Dec. 2023

RESULT ANALYSIS (JULY-DEC 2022)

BATCH 2022

Program	Year	1 Sem			
		Total students	No. of All Clear Students till Current Semester(%)	% of students Failed/Detained in more than Two Courses in Current Sem	No. of students Failed/Detained in more than Two Courses in Current Sem
B.Sc Maths	2022	11	90.91	9.09	1
BA-ECO	2022	15	73.33	0	0
BA-ENG	2022	37	51.35	29.73	11
BA-PSY	2022	55	67.27	14.55	8
BBA	2022	101	36.63	39.6	40
BBA-BA	2022	24	20.83	58.33	14
BBA-DM	2022	26	19.23	65.38	17
BBA-EF	2022	22	27.27	59.09	13
BBA-LLB	2022	66	40.91	36.36	24
BCA	2022	121	41.32	23.14	28
BCOM	2022	34	62.86	20.59	7
BCOM-FM	2022	32	46.88	21.88	7
CSE	2022	455	65.22	8.79	40

RESULT ANALYSIS (JULY-DEC 2022)

BATCH 2021

Program	Year	3 Sem			
		Total students	No. of All Clear Students till Current Semester(%)	% of students Failed/Detained in more than Two Courses in Current Sem	No. of students Failed/Detained in more than Two Courses in Current Sem
B.Sc Chem	2021	10	30	10	1
B.Sc Maths	2021	12	41.67	41.67	5
B.Sc Maths-DS	2021	18	5.56	44.44	8
BA-ECO	2021	15	66.67	6.67	1
BA-ENG	2021	19	42.11	31.58	6
BA-PSY	2021	29	37.93	17.24	5
BBA	2021	88	23.86	43.18	38
BBA-BA	2021	14	14.29	14.29	2
BBA-DM	2021	25	8	32	8
BBA-LLB	2021	61	40.98	22.95	14
BCA	2021	61	18.03	62.3	38
BCOM	2021	74	50	18.92	14
CSE	2021	441	45.12	26.76	118
ECE	2021	18	27.78	50	9
ME	2021	8	12.5	25	2

RESULT ANALYSIS (JULY-DEC 2022)

BATCH 2020

Program	Year	3 Sem			
		Total students	No. of All Clear Students till Current Semester(%)	% of students Failed/Detained in more than Two Courses in Current Sem	No. of students Failed/Detained in more than Two Courses in Current Sem
B.Sc Chemistry	2020	8	100	0	0
B.Sc Maths	2020	7	57.14	0	0
B.Sc Maths-DS	2020	4	100	0	0
B.Sc Physics	2020	8	25	12.5	1
BA-ECO	2020	16	56.25	6.25	1
BA-PSY	2020	25	56	0	0
BBA	2020	94	45.74	13.83	13
BBA-BA	2020	5	80	20	1
BBA-DM	2020	14	57.14	0	0
BBA-LLB	2020	84	53.57	21.43	18
BCOM	2020	40	70	5	2
CSE	2020	462	78.42	2.81	13
ECE	2020	19	71.43	15.79	3
ME	2020	5	60	20	1

Insights

- The pass % (all clear students) never fell below 50% for any entry batch. But that is not the case for batches 2020, 21 & 22.
- Similarly, students with failure in more than 2 courses never crossed the 10% mark. But again, that is not the case for batches 2020, 21 & 22.
- This reflects the quality of intake at the very first instant.
- Additionally, the growing indiscipline and unfair means cases also reflects the behavioural aspects of our intake.
- It is therefore required to keep these aspects into consideration while working on strategies for admissions during the current season.

**Centre for Distance and
online Learning
(CDOE)**

Process Followed for Approval

- Application submitted to Distance Education Bureau, University Grants Commission on 31st March 2023 to set up CDOE
- Two UG programs of 3 years duration proposed: BBA, BCom
- Course material for 18 Courses (two years) prepared using 4 quadrant approach comprising of
 - Video Lectures
 - PPTs
 - Self Learning Material
 - Assignments
 - Quizzes
 - Self Assessment tests

Status of Approval by DEB, UGC

- DEB, UGC conducts a virtual inspection in May-June 2023
- NCU is required to upload permission from Haryana State Govt to start ODL/OL programs
- The Private University Act prohibits private universities to offer ODL programs even if they are eligible as per UGC norms (NAAC 'A')
- NCU may not be able to start ODL/OL programs immediately but can plan for next year

ASSOCIATION OF PRIVATE SELF-FINANCING UNIVERSITIES IN HARYANA
(Registered under Societies Registration Act XXI of 1860)

BY EMAIL/ URGENT

Ref. No.: APSFUH/03/24-02/2023(1)

Dated : 24 March 2023

Shri. Vijayendra Kumar, IAS
Principal Secretary Higher Education
Department of Higher Education, Haryana
Room No. 202, 2nd Floor, Mini Secretariat,
Sector-17, Chandigarh
Email: acshighereducation21@gmail.com
cru-sec.he@hry.gov.in

Subject: Open and Distance Learning Programmes and Online Programmes

Dear Sir,

1. Greetings from the Association of Private Self-Financing Universities in Haryana.
2. I would like to draw your attention to section 5 of The Haryana Private Universities (Amendment) Act 2014, which does not permit private Universities of Haryana to offer programmes through Open and Distance learning and Online mode.
3. In this regard, I would like to submit that the year 2020 was a watershed moment in the Education ecosystem of our country, with the pathbreaking National Education Policy 2020, being brought into force. A prime focus of NEP 2020 is to give a major impetus towards getting quality education within the reach of a large widespread section of society through open and distance education. The University Grants Commission, realizing the versatility and penetration of Open and Distance Learning and Online Learning methodologies, also came out with the University Grants Commission (Open and Distance Learning program and Online Programs) Regulations 2020, in 2020 to promote Open and Distance Learning and Online Learning in the country.
4. The eligibility condition as per these UGC (DEB) regulations for a university to offer ODL / OL programmes is for a university to be NAAC accredited with a minimum score of 3.01 on a 4-point scale.
5. Some leading universities of Haryana meet the eligibility criteria to offer programmes through the Open and Distance and Online mode. The restrictive clause of the Haryana Private Universities (Amendment) Act 2014 however is an impediment towards applying for approval of the UGC (DEB) to start ODL /OL courses. I would like to submit here that a large number of private universities of other states (UP, Punjab, Karnataka to name a few) are offering ODL / OL programmes. Some private deemed Universities within Haryana are also offering such programmes.

6. As may be appreciated, restriction of The Haryana Private Universities Act puts the private universities of Haryana at a distinct disadvantage and prevents growth opportunities for the universities to participate in a mission of national importance. It also puts the state of Haryana in a situation where other states leapfrog ahead in imparting open and distance learning and online learning to their citizens.
7. May I therefore humbly request your good self to examine the above issue and provide a way forward, by which the private universities of Haryana can partake in the National endeavour.
8. An early resolution will be highly appreciated, since the last date for filing application for this year is 31 March 2023.

Thanking you in advance,



Mr. Shiv Saran Mehra
Secretary
Association of Private Self-Financing Universities in Haryana

ASSOCIATION OF PRIVATE SELF-FINANCING UNIVERSITIES IN HARYANA
(Registered under Societies Registration Act XXI of 1860)

BY EMAIL/ URGENT

Ref. No.: APSFUH/03/24-01/2023

Dated : 24 March 2023

The Director General Higher Education
Government of Haryana
Shiksha Sadan, Sector-5,
Panchkula – 134105
Haryana
Email: unpdghehry@gmail.com

Subject: Open and Distance Learning Programmes and Online Programmes

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