

## OFFICE OF THE REGISTRAR

SU/Reg./Notification/2023/026

July 11, 2023

### Notification

#### Re-structuring the International Relations Division

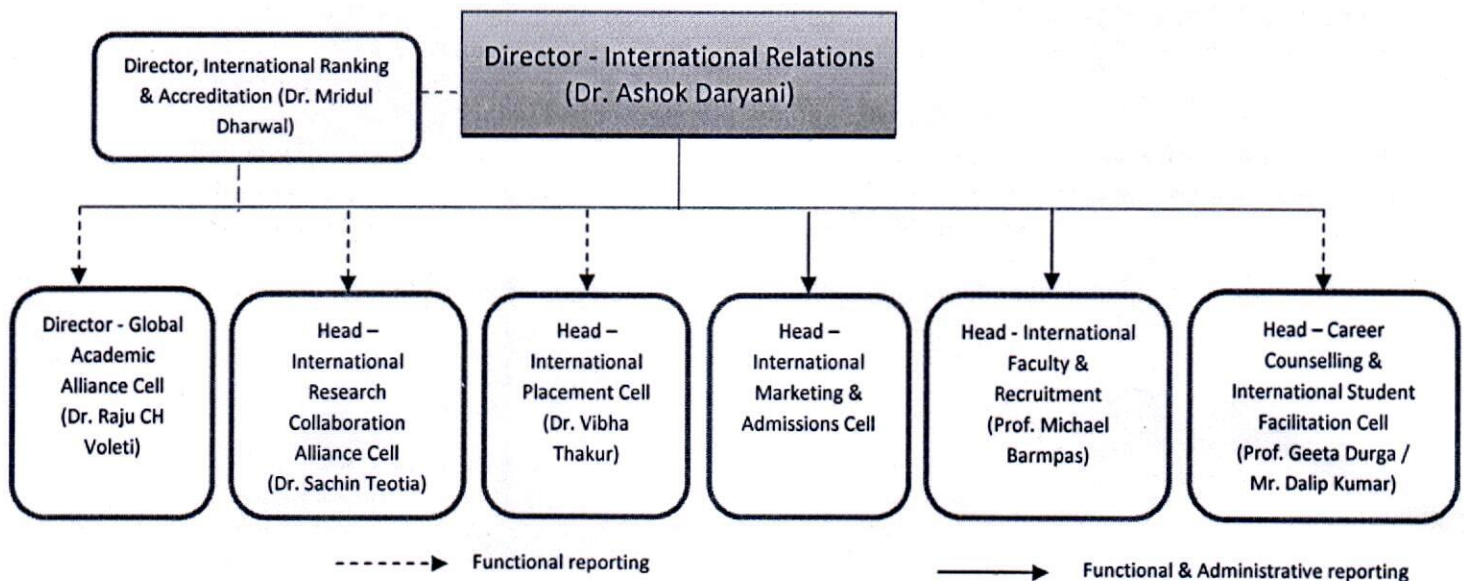
Sharda University will be undertaking a significant re-structuring of the International Relations Division to further enhance our global engagement and foster international collaboration. This re-organization aims to strengthen our position as a leading global educational institution and provide enhanced opportunities for our students and faculty to engage with the international community.

These changes are aimed at expanding our global footprint, enhancing the academic experience for our students, and increasing our research impact on an international scale. We believe that these initiatives will position Sharda University as a key player in the global higher education landscape.

We encourage all faculty, staff, and students to actively engage with the International Relations Division and take advantage of the new opportunities that will arise from this re-structuring. We appreciate your support and cooperation as we work together to make Sharda University a truly global institution.

As part of this initiative, we will be implementing the following:

The overall responsibility of the International Relations Division will be carried out by **Dr. Ashok Daryani** with the following verticals:



#### **International Rankings & Accreditation - Prof. Mridul Dharwal, Director**

The Director of International Rankings and Accreditation plays a critical role in enhancing the university's global standing, ensuring compliance with quality standards, and driving continuous improvement across various academic and administrative areas.

##### **Responsibilities:**

- Rankings Strategy
- Researching and Analyzing Rankings
- Accreditation Management

*VP*

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- Data Collection and Reporting
- Strategic Partnerships.
- Quality Assurance.
- Benchmarking and Best Practices.
- Communication and Advocacy.
- Institutional Research.
- Strategic Planning.
- Any other tasks assigned from time to time.

**Global Academic Alliance - Dr. Raju CH Voleti, Director**

**Responsibilities:**

- Act as a liaison between Sharda University and foreign universities and external agencies involved in higher education internationalization.
- Facilitate the engagement of international faculty to teach courses at Sharda University for a minimum of three months.
- Coordinate inbound and outbound student exchange programs.
- Manage faculty exchange activities.
- Enter, monitor, and oversee all study abroad courses.
- Monitor the academic quality of study abroad activities.
- Initiate and finalize mapping for student exchange in collaboration with the Dean of Academic Affairs.
- Explore opportunities for joint degrees, twinning degrees, and dual degrees.
- Contribute to curriculum development and foster cross-border learning.
- Manage the outward and inbound mobility of faculty and non-teaching staff.
- Identify areas of partnership and joint cooperation with international organizations, universities, and institutions.
- Review and approve all international academic exchange agreements and memoranda of understanding (MoUs) while maintaining records.
- Follow up on the implementation of MoUs with internal department heads and representatives.
- Prepare a list of academicians for various world university rankings.
- Organize guest lectures, workshops, seminars, and international conferences in collaboration with relevant departments.
- Support the internationalization of Indian studies.
- Any other tasks assigned from time to time.

**International Research Collaboration Cell - Dr. Sachin Teotia, Head**

**Responsibilities:**

- Identify international research faculty.
- Develop an annual research activity plan.
- Initiate and promote Memorandum of Understanding (MoU) with foreign industries and R&D organizations for joint consultancy, collaborative research, and sponsored projects.
- Facilitate joint publication of papers, books, book chapters, and conference proceedings.
- Coordinate joint projects.
- Support joint PhD supervision.
- Organize joint conferences, workshops, training programs, and consultancy services.
- Manage joint intellectual property rights (IPR) activities, including patents, copyrights, and designs.
- Coordinate joint faculty development programs (FDP)/management development programs (MDP)/executive development programs (EDP).
- Facilitate joint extension activities.
- Support the development of joint e-content and Massive Open Online Courses (MOOCs).
- Prepare a list of academicians for various world university rankings and establish linkages.
- Facilitate research internships abroad.
- Any other tasks assigned from time to time.





**International Placement Cell - Dr. Vibha Thakur, Joint Director-T&P**

**Responsibilities:**

- Explore placement and internship opportunities for international students and domestic students interested in international placements.
- Organize training programs for eligible students.
- Provide assistance with work permits for international placements.
- Coordinate global HR conclave/events.
- Prepare a list of employers for various world university rankings.
- Any other tasks assigned from time to time.

**International Admission & Counseling Cell - Dr. Ashok Daryani, Director-International Relations**

**Responsibilities:**

- Conduct marketing and branding activities for admissions, including full-time programs, certificate courses, and short-duration courses.
- Participate in education fairs and exhibitions.
- Establish tie-ups with local partners for admissions.
- Update the website with relevant information.
- Manage student admissions and documentation.
- Maintain and update the database.
- Provide scholarship information and support.
- Oversee fee recovery and payment processes.
- Any other tasks assigned from time to time.

**International Faculty & Recruitment - Prof. Michael Barmpas, Head**

**Responsibilities:**

- Obtain approval for the budget and the number of international faculty.
- Prepare contract details.
- Explore opportunities to recruit international faculty.
- Advertise positions with proper job descriptions.
- Schedule interviews.
- Provide assistance with work permits and visas.
- Arrange boarding and lodging for international faculty.
- Coordinate seating arrangements at the office.
- Conduct orientation programs for international faculty.
- Any other tasks assigned from time to time.

**International Student Facilitation Cell - Prof. Geeta Durga, Head supported by Mr. Dalip Kumar**

The International Student Facilitation Cell plays a crucial role in ensuring a positive and enriching experience for international students throughout their academic journey at the university. The cell with function in coordination with the concerned School for routine affairs.

**Responsibilities:**

- Immigration and Visa Assistance, including FRRO.
- Orientation and Integration.
- Hostel Accommodation.
- Academic Support.
- Student Welfare and Support.
- Cultural Exchange and Integration Programs.
- Student Safety and Security.
- Graduation and Transition Support, including Registration.
- Alumni Engagement.
- Any other tasks assigned from time to time.

*This bears the approval of the Competent Authority.*

  
(Vivek Kumar Gupta)  
Registrar

To: All Concerned

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Copy also for kind information:

- Chancellor / Pro Chancellor/ CEO
- Vice-Chancellor
- Advisor
- All Deans
- Controller of Examinations/ Finance Officer/ Chief Proctor
- All Directors
- All Administrative Heads of the respective Departments and Schools
- Notification file

