

## OFFICE OF THE REGISTRAR

SU/Reg./Notification/2021/15

February 23, 2021

### Notification

The 'Industry-Academia Integration and Skill Development Cell' has been established by merging the following Services/ Cells of the University. The works (duties & responsibilities) alongwith the constitution of the Services/ Cells are given below:

- (i) **Sharda Skills & Career Services (SSCS)** :
1. **Shri Vikram Singh** - Director (Training & Placement Cell)
  2. **Dr. Geeta Durga** - Chairperson (Career Counselling and Development Centre)  
Assoc. Prof. Chemistry & Biochemistry Dept. (SBSR)
  3. **Shri Dheeraj Sharma** - Director (Sharda Skills)

#### Work (Duties & Responsibilities):

- Development of Personality of Students.
- Teaching Life skills to students.
- Provide guidance to the students related to their career.
- Provide Internship & Placement.

- (ii) **Industry 4.0 Cell** :

1. **Prof. (Dr.) Parma Nand**, Dean, School of Engineering & Technology (SET) - **Chairperson**
2. **Prof. (Dr.) Ritu Sood**, Dean, School of Media, Film & Entertainment - **Member**
3. **Prof. (Dr.) Bhim Singh**, HOD, Dept. of Mechanical Engg. School of Engineering & Technology - **Member**
4. **Dr. Deepa Kumari**, Asstt. Prof., School of Business Studies - **Member**
5. **Dr. Kumar Gautam Anand**, Asstt. Prof., School of Humanities & Social Sciences - **Member**
5. **Shri Raj Nidhi Sharma**, Head, Industry Interface, SET - **Coordinator/ Convener**

#### Work (Duties & Responsibilities):

- Build relationship with ITI Polytechnics
- Establish identity in Practical and skill education
- Develop curriculum in collaboration with regional industries
- Assist students to learn practical and skill based education
- MOU with MSME/Regional industries, for the Internships/Research Work

*This bears the approval of the Competent Authority*

  
(Ashok Kumar Singh)  
Registrar

To: All Concerned

Copy to: (for kind information),

- Chancellor/ Pro-Chancellor/ ED
- Vice-Chancellor/ Pro Vice-Chancellor(s)
- All Deans/ Dean, Academic Affairs/ Dean, Research/ Dean, Students' Welfare
- All Directors / PRO/ GM (Project)
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# SHARDA UNIVERSITY

32, 34, Knowledge Park-III, Greater Noida-201310 (U.P.)

## OFFICE OF THE REGISTRAR

SU/Reg./Notification/2021/16

February 23, 2021

### Notification

The 'Online Education and LMS Cell' consisting of the following has been established by the University. The works (duties & responsibilities) alongwith the constitution of the cell are given below:

1. Dr. Rashmi Priyadarshini, Assistant Dean Academic Affairs
2. Shri Sudeep Varshney, Dy. Controller of Examinations
3. Shri Bijendar Singh, Executive Assistant, School of Law
4. Shri Nikhil Kumar Singh, Technical Assistant, School of Engineering & Technology
5. Shri Satish Shrivastava, Professional Assistant, School of Engineering & Technology
6. Shri Shishant Chauhan, Executive Assistant, Dean (Academic Affairs)

### Work (Duties & Responsibilities):

- Develop LMS.
- Events using digital platforms.
- Providing preloaded tablet in Library.
- Establish e-learning Park.
- E-Help Desk to resolve issues with fixed timelines.
- Helping Students in credit transfer of online courses.
- Encouraging & Informing Students for different Online courses.

*This bears the approval of the Competent Authority*

  
23/2/21  
(Ashok Kumar Singh)  
Registrar

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All Concerned

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## **OFFICE OF THE REGISTRAR**

SU/Reg./Notification/2021/17

February 23, 2021

### **Notification**


The 'Research Development Cell' consisting of the following has been established by the University. The works (duties & responsibilities) alongwith the constitution of the cell are given below:

- Prof. (Dr.) Bhuvnesh Kumar, Dean (Research)
- Prof. (Dr.) Sushanta Kumar Mandal, Associate Dean (Research)
- Prof. (Dr.) Nakshatra Bahadur Singh, Professor Emeritus, School of Basic Sciences & Research

### **Work (Duties & Responsibilities):**

- Formation/Preparation of guidelines on Quality Research.
- Assist students/faculty in preparation of Research Proposals.
- Tie-up with industries for research.
- National International research discussions.
- Arranging International conferences.
- Organizing Research Workshop

*This bears the approval of the Competent Authority*

  
23/2/21  
(Ashok Kumar Singh)  
Registrar

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## OFFICE OF THE REGISTRAR

SU/Reg./Notification/2021/18

February 23, 2021

### Notification

The 'Institutional Development Plan' (IDP) Cell consisting of the following has been established by the University. The works (duties & responsibilities) alongwith the constitution of the cell are given below:

1. Prof. (Dr.) Sibaram Khara, Vice-Chancellor - *Chairperson*
2. All Deans of Schools of the University
3. Dr. Anubha Vashisht, Associate Dean (Academic Affairs) - *Convener*

### Work (Duties & Responsibilities):

- Preparation of the Annual, Five Year and 15 years developmental plans.
- Establishment of the IIC (Institution's Innovation Council) and work as per the guidelines of Government of India.
- Participation in ARIIA (Atal Ranking of Institutions on Innovation Achievements).
- Preparation of the guidelines for the Teacher and Student Evaluation Policy.
- Participation in the NIRF (National Institutional Ranking Framework)

*This bears the approval of the Competent Authority*

*Ash*  
*23/2/21*  
(Ashok Kumar Singh)  
Registrar

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## OFFICE OF THE REGISTRAR

SU/Reg./Notification/2021/19

February 23, 2021

### Notification

The 'Activity Club' has been established by merging the following Clubs/ Societies/ Cells of the University. The works (duties & responsibilities) alongwith the constitution of the Clubs/ Societies/ Cells are given below:

- Cultural Society
  - Dance Club
  - Music Club
  - Dramatic Club
  - Fashion Club
  - Literary Club
  - Photography Club
  - Environment Club
  - Fine Arts Club
  - Diversity Club
- Sports Society
- Students' Council
- National Service Scheme (NSS) Cell
- National Cadet Corps (NCC) Cell
  
- Prof. (Dr.) Nirupma Gupta, Dean of Students' Welfare
- Dr. Mohit Sahni, Associate Dean of Students' Welfare
- Dr. Krishna Kumar Pandey, Asstt. Professor, Dept. of Physics - *Co-ordinator* (NSS Cell)  
School of Basic Sciences & Research
- Dr. Santhi Narayanan, Asstt. Professor, Dept. of Management - *Co-ordinator* (NSS Cell)  
School of Business Studies
- Ms. Yashodhara Raj, Asstt. Professor, School of Humanities & Social Sciences and Asstt. Director, Sharda Skills and Career Services - *Caretaker* (NCC Cell)
- Shri Vikrant Choudhary, Administrative Officer, Dean of Students' Welfare

### Work (Duties & Responsibilities):

- Activities for Students to be organised (National/ International)
- Yearly calendar for community service.
- Adoption of Village by University and help in development of Villages.
- Organizing Environment awareness programs for the students and regional local community.
- Publishing Green Audit Report on the University Website.
- Rain Water Harvesting, Renewable Energy, Vermicompost, water preservation, paper recycling at Campus.
- Organizing Student trips.
- Awareness about Government /Non Government Policies for Students

*This bears the approval of the Competent Authority.*

  
(Ashok Kumar Singh)  
Registrar

To: All Concerned

Contd...../2

SU/Reg./Notification/2021/19

February 23, 2021

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23/2/21  
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Registrar



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## **OFFICE OF THE REGISTRAR**

SU/Reg./Notification/2021/20

February 23, 2021

### **Notification**

The 'Indian Language, Culture and Arts Cell' consisting of the following has been established by the University. The works (duties & responsibilities) alongwith the constitution of the cell are given below:

- Prof. (Dr.) Nirupma Gupta, Dean of Students' Welfare
- Dr. Mohit Sahni, Associate Dean of Students' Welfare
- Dr. Brinda Chowdhari, Associate Professor, School of Humanities & Social Sciences

### **Work (Duties & Responsibilities):**

- Identify Regional culture, art and organise events.
- Inclusion of Regional Culture and Art in Course.
- Arranging National and International Cultural Fests.
- Indian Languages club.
- Teach Indian Languages through online/offline mode.

*This bears the approval of the Competent Authority*

  
(Ashok Kumar Singh)  
Registrar

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## OFFICE OF THE REGISTRAR

SU/Reg./Notification/2021/21

February 23, 2021

### Notification

The 'International Students' Cell' consisting of the following has been established by the University. The works (duties & responsibilities) alongwith the constitution of the cell are given below:

- Shri Ashok Daryani, Director, International Relations Division (IRD)
- Shri Nitin Kumar Gupta, Assistant Director, International Relations Division (IRD)
- Shri Sanjay Verma, Regional Manager (IRD)
- Ms. Meghna Garg, Executive Assistant (IRD)
- Ms. Neha Gupta, Assistant Manager (IRD)
- Shri Neeraj Gupta, Executive (IRD)

### Work (Duties & Responsibilities):

- Assisting International Students.
- Awareness about government aids available to them.
- Research grants help to them.
- Uploading FAQ on Website for them

*This bears the approval of the Competent Authority*

  
(Ashok Kumar Singh)  
Registrar

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## OFFICE OF THE REGISTRAR

SU/Reg./Notification/2021/22

February 23, 2021

### Notification

The 'Cell for differently abled students and SEDGs (Socio-economically Disadvantaged Groups) consisting of the following has been established by the University. The works (duties & responsibilities) alongwith the constitution of the cell are given below:

- Prof. (Dr.) Nirupma Gupta, Dean of Students' Welfare
- Prof. (Dr.) Shyamal Kumar Banerjee, Dean, School of Basic Sciences & Research
- Prof. Urmila Devi Bhardwaj, Principal, School of Nursing Science and Research
- Prof. (Dr.) Parma Nand, Dean, School of Engineering & Technology (SET)

### Work (Duties & Responsibilities):

- Encourage them for various activities.
- Establishment of Help desk for Economy Community.
- Awareness of Plans and policies for SEDGS and helping them in getting aid.
- Establishment of Help Desk for Divyang.
- Arrangement of basic facilities for Divyang.
- Awareness of Plans and policies for Divyang and helping them in getting aid

*This bears the approval of the Competent Authority*

  
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## OFFICE OF THE REGISTRAR

SU/Reg./Notification/2021/23

February 23, 2021

### Notification

The 'Mentoring and Counselling Cell' has been established by merging the following Cells of the University. The works (duties & responsibilities) alongwith the constitution of the cells are given below:

(i) Counselling Cell:

- |   |   |                         |
|---|---|-------------------------|
| 1. Dr. Ruchi Gautam, Assoc. Professor, School of Humanities & Social Sciences | - | <b>Chief Counsellor</b> |
| 2. Ms. Komal Beri, Asstt. Professor, School of Humanities & Social Sciences   | - | Counsellor              |

Work (Duties & Responsibilities):

- To work as Psychologist and assist students on Psychological issues.

(ii) Student Mentoring Cell:

- |   |   |                                     |
|---|---|-------------------------------------|
| 1. Prof. Kiran Sharma, Professor<br>School of Nursing Science and Research            | - | <b>Chief Mentoring Co-ordinator</b> |
| 2. Dr. Shiva Pujan Jaiswal, Assistant Professor<br>School of Engineering & Technology |   |                                     |
| 3. Dr. Archana Agrawal, Assistant Professor<br>School of Allied Health Sciences       |   |                                     |
| 4. Dr. Santhi Narayanan, Assistant Professor<br>School of Business Studies            |   |                                     |

Work (Duties & Responsibilities):

- Appointment of Mentors to Students at the time of admission.
- Formation of Mentor Mentee Policy.

*This bears the approval of the Competent Authority*

  
(Ashok Kumar Singh)  
Registrar

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