



# University Faculty Development Cell SWAMI VIVEKANAND SUBHARTI UNIVERSITY

(Established under U.P. Govt. Act no. 29 of 2008 and approved under section 2(f) of UGC Act 1956)



Ref. No.: AVGSCMC/SVSU/UFDP/2023/23/05

Dated: 17/07/2023

## NOTICE

This is to inform that at 2:00 p.m. on 20 July 2023, UFDP meeting will be held in the office of the undersigned, under the guidance of Prof. (Dr.) R.K. Ghai, Chief Convener, UFDP.

The agenda for the meeting is as follows:

**Agenda Item 1:** Confirmation of minutes of last meeting held on 01/05/2023. (As per Annexure 1)

**Agenda Item 2:** To receive the note on action taken on the decision taken and recommendations made in the last meeting of Board of Studies held on 01/05/2023. (As per Annexure 2)

**Agenda Item 3:** To disseminate regarding reorientation of the UFDC committee.

**Agenda Item 4:** To inform the members regarding second level IFDP plans.

**Agenda 5:** Topic allotment to the members

**Agenda 6:** Regarding quality of development programme.

**Agenda 7:** Any other item with the permission of the chair.

  
17.7.23  
Prof. (Dr.) R. K. Ghai  
Dean- FoMC & Director- AVGSCMC  
Chief Convener- UFDC

Prof. (Dr.) R.K. Ghai  
Dean, FoMC & Director AVGSCMC  
SVSU, Meerut (UP)



Ref. No.: AVGSCMC/SVSU/UFDP/2023/23|05

Dated: 21 /07/2023

**Minutes of the Meeting Conducted on 20/07/2023**

A meeting of the University Faculty Development Cell (UFDC) was held on 20<sup>th</sup> July 2023 at 2:00 PM in the office of Dean, Faculty of Management & Commerce and Director, AVGSCMC, Prof. (Dr.) R.K Ghai, Convener, UFDC.

The following members were present in the meeting:

- |  |            |
|--|------------|
| 6. Prof. (Dr.) R.K. Ghai, Dean and Director  | - Convener |
| 7. Dr. Tushti Sharma Professor, FASS         | - Member   |
| 8. Dr. Padma Misra, Professor, AVGSCMC       | - Member   |
| 9. Dr. Nisha Singh, Asso. Professor, AVGSCMC | - Member   |
| 10. Mr. Indrajit Singh, OSD                  | - Member   |

The Prof. (Dr.) R.K Ghai, Convener, UFDC welcomed all the members. The following agenda items were discussed during the meeting:

Agenda 1:	Confirmation of minutes of last meeting held on 01/05/2023(As per Annexure 1)
Resolution	<b>Members confirmed the minutes of the meeting.</b>
Agenda 2:	To receive the note on action taken on the decision taken and recommendations made in the last meeting of UFDP held on 01/05/2023 (As per Annexure 2)
Resolution	<b>The Action taken Report was accepted.</b>
Agenda 3:	To disseminate regarding reorientation of the UFDC committee.
Resolution	<b>1. Prof. (Dr.) R.K Ghai disseminated the information regarding induction of the new member to the committee i.e. Dr. Nisha Singh (Associate Professor, AVGSCMC).</b>
Agenda 4:	To inform the members regarding second level IFDP plans..
Resolution	<b>Agenda 2- To inform the members regarding second level IFDP plans.</b> <b>It was discussed in the meeting that second level IFDP sessions will be conducted for Associate Professors as we have already completed one round for Assistant Professors. The sessions for Associate Professors will be started from September 2023. There will be two groups Medical and Non-Medical.</b>
Agenda 5:	Topic allotment to the members
Resolution	<b>Topics were allotted to the members by Chief Convener-UFDC and they are as</b>



	<p>follows-</p> <ul style="list-style-type: none"><li>➤ Motivational climate at work -Prof. (Dr.) R. K. Ghai.</li><li>➤ Communication and presentation skills- Prof.( Dr.) Padma Misra.</li><li>➤ Interpersonal Relationship- Prof. (Dr.) Tushti Sharma.</li><li>➤ Creative thinking and Critical thinking- Mr. Indrajeet.</li></ul> <p>The above mentioned topics will be enriched by Dr. Nisha Singh with concerning Management games, case studies, Role play, Group discussion, Presentations under the close monitoring of Prof. (Dr.) R.K Ghai.</p>
Agenda 6:	Regarding quality of development programme.
Resolution	The chief convener disseminated that the sessions should focus more on practical aspects and should be more interactive which can help the trainees to use the knowledge in their work execution.
Agenda 7:	Any other item with the permission of the chair.
Resolution	No other item was discussed.

  
**Prof. (Dr.) R. K. Ghai**  
**Dean- FoMC& Director- AVGSCMC**  
**Chief Convener, UFDC**  
University Faculty Development Cell  
Swami Vivekanand Subharti University  
Meerut

University Faculty Development Cell  
SWAMI VIVEKANAND SUSHARTI UNIVERSITY  
Faculty Development Programme

Meeting on 20/07/2023

Date: 17/07/2023

Attendance Sheet

S. No.	Committee Members	Signature
1.	Dr. R.K. Ghai, Dean & Director –Management & Commerce, Chief Convener	R.K. Ghai 20/7/23
2.	Dr. Rahul Bansal, Professor- SMC, Member	ABSENT
3.	Dr. Tushti Sharma, Professor –FASS, Member	Tushti Sharma
4.	Dr. Padma Misra, Professor- AVGSCMC, Member	Padma Misra
5.	Dr. Nisha Singh, Associate Professor – AVGSCMC, Member	Nisha Singh
6.	Mr. Indrajit Singh, OSD, Member	Indrajit Singh

R.K. Ghai  
20.7.23  
Prof.(Dr.) R.K. Ghai  
Dean, FoMC & Director AVGSCMC  
SVSU, Meerut (UP)



# SWAMI VIVEKANAND SUBHARTI UNIVERSITY

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## Faculty of Management & Commerce

Acharya Vishnu Gupt

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Ref. No.: AVGSCMC/SVSU/UFDP/2023+28/05/ATR

Dated: 16/08/2023

### ACTION TAKEN REPORT (Annexure2)

Sl No	Agenda Item	Action Taken
1	Agenda Item 1: Confirmation of minutes of last meeting held on 01/05/2023. (As per Annexure 1)	Approved and Signed
2	Agenda Item 2: To receive the note on action taken on the decision taken and recommendations made in the last meeting of Board of Studies held on 01/05/2023. (As per Annexure 2)	Note received
3	Agenda Item 3: To disseminate regarding reorientation of the UFDC committee.	Reviewed and found satisfactory.
4.	Agenda Item 4: To inform the members regarding FDP plans for development of faculty of level of Associate Professors in the session 2023-24.	No other item was discussed
5	Agenda 5: Topic allotment to the members	Completed
6	Agenda 6: Regarding quality of development programme.	Reviewed and suggestions accepted
7	Agenda 7: Any other item with the permission of the chair.	No other item

18/8/23  
Prof. (Dr.) R. K. Ghai  
Dean- FoMC & Director- AVGSCMC  
Chief Convener- UFDC

Prof. (Dr.) R.K. Ghai  
Dean, FoMC & Director AVGSCMC  
SVSU, Meerut (UP)