



Minutes of the 5th meeting of
Internal Quality Assurance Cell (IQAC) dated 23.05.2026

The following members attended the meeting:

1. Prof. Kavita Shah, Vice Chancellor, SUK, Kapilvastu, Siddharth Nagar	Chairperson
2. Prof. H.P. Mathur, Former Dean, Faculty of Management, BHU. Varanasi	External Expert
3. Dr. Vivek Srivastava, Principal Scientist, NBRI, Lucknow	External Expert
4. Prof. Saurabh, Dean, Faculty of Commerce, and Director, IQAC, SUK	Member Secretary
5. Prof. Neeta Yadav, DSW and Dean, Faculty of Art, SUK	Member
6. Prof. Sunil Kumar Srivastava, Director, Research and Development Cell, SUK	Member
7. Prof. Jitendra Kumar Singh Dean, Academic and Assistant Director- IQAC, SUK	Member
8. Prof. Kaushalendra Chaturvedi Head of Department, Department of Physics, SUK	Member
9. Prof. Sunita Tripathi, President- Alumni Cell, SUK	Member
10. Prof. Laxman Singh, Head of Department, Chemistry Department, SUK	Member
11. Dr. Sachchidanand Chaubey, HOD, Department of History, SUK	Member
12. Dr. Ashutosh Srivastava, Librarian-in-charge, SUK	Member
13. Dr. Santosh Singh, Assistant Director-IQAC, SUK	Member
14. Shri Ramendra Kumar Maurya, Finance Officer, SUK	Member
15. Dr. Ashvine Kumar, Registrar, SUK	Member
16. Shri Dina Nath Yadeo, Controller of Examination, SUK	Member

(The external members joined the meeting through online mode, meeting link-
<https://meet.google.com/cix-yqyn-njx>)

Director – IQAC and Member Secretary IQAC, with the permission of the Honourable Vice Chancellor, and Chairperson, IQAC, welcomed all the members present in the meeting. Director-IQAC presented the agenda items before the committee, which were discussed and resolved as follows:

Recommendation/Discussion in the meeting-

1. Prof. Saurabh, Director, IQAC presented the Action Taken Report (ATR) of the previous IQAC meeting, as enclosed (Annexure-1). The council took note of the ATR and approved the same.
2. Director, IQAC presented the proposed benchmarks for the academic department recommended by a duly constituted committee of the University. The IQAC members deliberated on the benchmarks of the department and suggested:
 - a. The papers published by faculty members should be in SCI, SCOPUS listed, or peer-reviewed journals.

5

- b. Dr. Vivek Srivastava suggested to ensure 100 % syllabus completion across all departments before the exam starts.

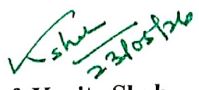
The IQAC recommends the adoption of benchmarks for the academic departments as enclosed (Annexure-2).

3. The IQAC deliberated on the recommendations of the committee constituted for the review and analysis of the QS-I Gauge External Audit Report presented by Prof. Jitendra Kumar Singh. The IQAC recommends to adopt the resolution suggested by the committee to ensure quality practices in the various departments of the University.
4. Director, IQAC presented the online format for collecting feedback of various stakeholders such as students, faculty members, non-teaching staff, parents and industry members. The IQAC decided to adopt the feedback formats as enclosed (Annexure-3). Prof. H.P. Mathur suggested to make a regular review and analysis of the feedback conducted by the authorities.
5. Director, IQAC presented the requirement for strengthening the Mentor-Mentee meeting in the departments as suggested in the review meeting at Jan Bhawan, Lucknow on 22nd January, 2026. A uniform format for recording the Mentor-Mentee meeting is available in the University. Chairperson, IQAC, asked for effective implementation of the Mentor-Mentee program in the departments of the University. It shall be mandatory for all the departments to maintain a record of the meeting and provide a copy of the same to IQAC on bimonthly basis.
6. The IQAC recommends for organizing a specialized training program for faculty members to equip them better for their roles as Mentors. The trained mentor shall be certified by the specialized trainer.
7. It is resolved that a provisional/tentative academic calendar for the upcoming session may be prepared by the Dean, Academics, to ensure the smooth and timely completion of all academic work.
8. It is decided that a Digital Recording Facility should be established at the University campus so that the faculty members of the campus can prepare their lecture recordings for various platforms. Dr. Ashutosh Srivastava, In-charge Librarian, informed that the University central library is under the process of establishing the audio-visual room in the University.
9. Prof. Laxman Singh proposed for developing MIYAWAKI forest for a sustainable and green campus in the University. Dr. Vivek Srivastava suggested to provide his support for the same. The council recommended for the development of MIYAWAKI forestation in the University.
10. The IQAC emphasized for ensuring that all faculty members must submit and share their teaching plans at the beginning of the semester.
11. Director, IQAC proposed to conduct an internal Academic and Administrative Audit in the University. The council accepted the proposal and authorized the IQAC to conduct the Internal Academic and Administrative Audit of the University, as it shall help in accreditation.
12. In order to ensure sustainability practices, it was felt that the University must conduct the GRIHA Building/Energy audit. It was decided that Prof. Laxman Singh shall prepare a detailed proposal through the 'Sustainability Office' of the University and in consideration with IQAC shall ensure the GRIHA Building/Energy audit.
13. Dr. Ashutosh Srivastava informed that the University does not have skill/Vocational courses that are aligned with NSQF. The IQAC suggested to explore the options for initiating the vocational courses aligned with NSQF.
14. Director, IQAC apprised the council that the University has the sanctioned strength of the faculty members in the Department, which is less than the existing norms of the UGC and regulatory bodies. It leads difficulties in the accreditation as well as applying for 12B status in UGC. The council deliberated on the situation and recommends for the restructuring of the existing academic departments in the University, in order to comply with the norms as well as to strengthen the quality of academic delivery.

15. With the permission of the Chair, the council discussed the requirements for a uniform structure of the Purchase Committees in the academic departments and at the Faculty level. The members deliberated on the issue and approved the uniform structure of the Purchase Committee for the Departments and Faculty level as enclosed (Annexure-4). The guidelines for the functioning of the Departments/Faculty Purchase Committee shall be provided by the Registry in coordination with the Finance Office.
16. In order to support the students and provide counselling and guidance, as well as to support the functioning of the office of Dean, Students Welfare, it was suggested by Prof. Neeta Yadav to appoint one faculty member as student advisor at each faculty, who shall disseminate the required information and function under the directions of the Dean, Student Welfare.
17. Dr. Ashutosh Srivastava proposed to develop a centre for Indian Knowledge in the University Library that shall facilitate the offline and online distribution of the content under the Indian Knowledge System. The Chairperson and the members welcomed the proposal; however, since the University has instituted Siddharth University Hub (SUKH), Dr. Ashutosh Srivastava was advised to provide a detailed proposal for a centre for knowledge repository on the Indian Knowledge System in coordination with the same.

The meeting concluded with the expression of gratitude by the Member Secretary, IQAC.


23/05/26
Prof. Saurabh
(Director-IQAC)


23/05/26
Prof. Kavita Shah
(Vice-Chancellor)

Copy forwarded to the following for information and necessary Action.

1. Prof. H.P. Mathur, Former Dean, Faculty of Management, BHU, Varanasi.
2. Dr. Vivek Srivastava, Principal Scientist, NBRI, Lucknow.
3. Shri R.N. Singh, President, Industrial Association, Udyog Mandal, Gorakhpur.
4. All Deans, Science, Art, and Commerce, SUK, Kapilvastu, Siddharth Nagar.
5. Prof. Deepak Babu, Proctor, SUK.
6. Prof. Sunil Kumar Srivastava, Director-Research and Development Cell, SUK.
7. Prof. Jintendra Kumar Singh, Dean, Academic and Assistant Director, IQAC, SUK.
8. Prof. Kaushalendra Chaturvedi, Head of Department, Department of Physics, SUK.
9. Prof. Sunita Tripathi, President, Alumni Cell, SUK.
10. Prof. Laxman Singh, Head of Department, Department of Chemistry, SUK.
11. Dr. Sachchidanand Chaubey, Head of Department, History, SUK.
12. Dr. Ashutosh Srivastava, Librarian-in-charge, SUK.
13. Dr. Santosh Singh, Assistant Director, IQAC, SUK.
14. Finance Officer, SUK.
15. Registrar, SUK.
16. Controller of Examination, SUK.
17. PS to VC.
18. Office copy.