UPES

ETHICS COMMITTEE

MINUTES OF THE MEETING

17th July 2025, 10:30 AM Onwards

Venue: Trust Board Room, Hubble, Bidholi Campus, UPES

Chairperson

Dr. Ram Sharma, Vice Chancellor

Secretary

Mr. Manish Madaan, Registrar

Members:

1. Dr. Ram Sharma, Vice Chancellor– Chairperson
2. Dr. Arti Nautiyal, Director, SOLSM
4. Dr. Abhishek Sinha, Dean, SOL
5. Mr. Manish Madaan, Registrar –Member Secretary
5. Dr. Shikha Dimri, Professor
6. Dr. Neelu Jyoti Ahuja, Professor
7. Mr. Mohit Dadhich, SEE
8. Nominee of Finance Officer
9. Advocate Vibhav Jain, External Member
10. NGO Representative
11. Special Invitee

Item No. 1: Welcome Address by the Chairperson

The Chairperson welcomed all members to the inaugural meeting of the Ethics Committee and expressed appreciation for their willingness to contribute towards strengthening ethical governance within the University.

The Chairperson highlighted the significance of establishing the Ethics Committee as a dedicated body to promote integrity, transparency, accountability, and ethical decision-making across academic and administrative functions. Members were introduced to one another, and the purpose, scope, and expected outcomes of the Committee were briefly explained.

Item No. 2: Overview of the Purpose and Significance of the Ethics Committee

The Chairperson explained the background leading to the constitution of the Committee, noting the institutional need for a dedicated mechanism to address matters of ethical governance institutional integrity, and related policies concerning faculty and staff or any other area specific to academic operations.

Item No. 3: Briefing on the Scope and Objectives of the Ethics Committee

The Committee deliberated on its proposed scope and objectives, and members agreed that the Committee should, in due course, work towards:

- Re-visiting the existing Ethics policy, identifying gaps (if any) and benchmarking with other institutions such as public, private universities/HEI's.
- Promoting ethical conduct, integrity, and accountability across the University.
- Ensuring compliance with institutional policies, statutory requirements, and regulatory provisions.
- Addressing ethical concerns raised by faculty and staff through a fair and transparent mechanism.
- Fostering a culture of fairness, professionalism, and respect within the institution.

Members agreed that ethical awareness and preventive measures should receive emphasis alongside any disciplinary function the Committee may eventually exercise.

Item No. 4: Preliminary Identification of Key Focus Areas

As part of understanding the Committee's likely areas of engagement, members identified the following broad focus areas for preliminary discussion, to be elaborated and formally approved in a subsequent meeting:

- Professional conduct and workplace ethics.
- Conflict of interest management.
- Data privacy and confidentiality.
- Academic integrity and prevention of malpractice.

Item No. 5: Way Forward

The Chairperson informed the Committee that the formal Constitution, Terms of Reference (ToR), Charter, Standard Operating Procedures (SOPs), and reporting mechanism of the Committee would be placed for detailed discussion and approval in the next meeting of the Ethics Committee. The chairman also suggested to do a bench marking of similar committees at other public and private institutions.

Item No. 6: Any Other Matter with Permission of the Chair

No additional matter was raised for discussion.

Item No. 7: Vote of Thanks and Conclusion

The Member Secretary presented a vote of thanks to the Chairperson and members for their valuable contributions and constructive suggestions.

The Chairperson appreciated the active participation of all members and reiterated the importance of establishing a strong ethical culture throughout the institution. There being no other business, the meeting concluded with the permission of the Chair.

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Mr. Manish Madaan

Member Secretary, Ethics Committee