

Report on Faculty Member & Teaching Supporting Staff Induction Program
Organised by
Human Resource Development Centre (HRDC)
Integral University Lucknow
on
9th and 10th January, 2026

The Human Resource Development Centre (HRDC) at Integral University, Lucknow, conducted a two-day Induction Program on February 9th and 10th, 2026 in Central Auditorium, Integral University. Designed specifically for newly appointed faculty members, teaching support staff, and administrative staff of the session 2025-26, the program aimed to provide essential knowledge and skills to help them excel in their roles. Additionally, it sought to inspire and align them with the Vision and Mission of Integral University.

A total of 222 participants, comprising faculty members, teaching support staff, and administrative personnel, attended the induction program (the detailed schedule is annexed). The program featured in-depth deliberations and interactive discussions on various topics, providing valuable insights to the participants. Prof. Syed Aqeel Ahmad, Director of HRDC and Head, Department of Civil Engineering, extended a warm welcome to the dignitaries and presented bouquet to them. He also welcomed newly inducted members, emphasizing the importance of the program in fostering professional growth and institutional integration.



Prof. Syed Aqeel Ahmad welcoming the Dignitaries and participants



Prof. Javed Musarrat during his inaugural Address

The inauguration began with an inspiring address by Prof. Javed Musarrat, Hon'ble Vice-Chancellor, Integral University. Prof. Musarrat shared insights from his vast academic and professional experience. He emphasized the importance of continuous learning, skill development, and effective knowledge transfer. Highlighting pedagogy, research, and societal contribution as the core pillars of

teaching, he urged educators to foster critical thinking and innovation. He also stressed alignment with the National Education Policy (NEP), particularly its focus on multidisciplinary, outcome-based, and experiential learning. His address encouraged lifelong learning and a commitment to academic excellence and social development.

The subsequent session featured an informative presentation by Dr. M. U. Raja, Librarian, Central Library, Integral University, who presented a comprehensive overview of the university and departmental library systems. He highlighted advanced facilities including lecture recording, e-content development, and access to a wide range of digital resources. Dr. Raja elaborated on the fully automated Central Library, which maintains a vast collection of books, journals, and e-resources to support diverse academic and research requirements. He also explained the streamlined procedures for library access, book issuance, and remote utilization of digital resources, emphasizing the library's vital role in promoting academic excellence and research innovation at the university.



Dr. M. U. Raja explaining the library facilities



Prof. Syed Aqeel Ahmad addressing the audience

Prof. Syed Aqeel Ahmad shared valuable insights into the history of Integral University, highlighting its vision and mission and acknowledging the dedicated efforts of the Hon'ble Founder and Chancellor, Prof. Syed Waseem Akhtar. He outlined the university's organizational structure and introduced key administrative and academic functionaries. Additionally, a special feature film showcasing the life, vision, and tireless efforts of the Hon'ble

Founder and Chancellor was presented to the audience, leaving a lasting impression on the participants and reinforcing the institution's commitment to excellence.

The subsequent session was conducted Prof. Alvina Farooqui, Head, Department of Bioengineering, who provided a detailed overview of the university's micro-level academic structure and departmental functioning. She elaborated on the organizational framework at the departmental level and clearly explained the roles and responsibilities of key positions such as the Head of Department, DQAC Coordinator, Program Coordinator, Department Training and Placement Coordinator, and Website Coordinator. In addition, she outlined the expectations of the university from faculty and staff members, emphasizing academic



Dr. Alvina Farooqui during her address

integrity, professional ethics, active participation in institutional activities, and responsible social conduct throughout their tenure at the university.



Prof. Furqan Qamar interacting with the gathering

In the subsequent session, Prof. Furqan Qamar, Chief Advisor to the Hon'ble Chancellor, engaged in an interactive discussion with the participants. He highlighted the need for continuous enhancement of teaching competencies through the adoption of contemporary technologies, innovative pedagogical tools, and modern instructional methodologies. He further emphasized that, in addition to subject expertise,

educators must cultivate a strong and inspiring personality to effectively connect with students, foster motivation, and create a positive and impactful learning environment.

The final session of Day 1 concluded with a visit to The Integral Centre of Excellence for Interdisciplinary Research (ICEIR) and the Central Instrumental Facility (CIF), managed by Dr. Shahper N. Khan, Dy. Director ICEIR. He provided an overview of the facilities available and highlighted the ongoing research conducted by faculty members and research scholars.



Visit to ICEIR and CIF

Day 2 commenced with an address by Mrs. Kavita Agrawal, Associate Professor, Department of CSE & Coordinator, Integral Learning Initiative (ILI). Mrs. Agrawal provided insights into the university's in-house-developed Learning Management System (LMS). The ILI-LMS, a robust cloud-based platform, encompasses all aspects of teaching and learning, positioning Integral University as a leader in blended learning, as mandated by NEP 2020. She detailed the methodology for uploading lecture notes, assigning coursework, conducting quizzes, and organizing forum discussions. Dr. Agrawal also introduced the concept of Outcome-Based Education (OBE) and its advantages.



Mrs Kavita Agrawal during her address



Prof. Naseem Ahmad addressing the inductees

Subsequently, Prof. Naseem Ahmad, Chief Proctor, Integral University, elaborated on the vision and mission of the Proctorial Committee. He explained its structure and role in maintaining law, order, and discipline on campus while fostering a disciplined and inclusive environment. The participants were informed about the university's strict adherence to anti-ragging policies and procedures for grievance resolution, emphasizing the importance of maintaining decorum and mutual respect within the academic community.

In a subsequent session, Mrs. Kavita Agarwal, continued her presentation, discussing the university's admission process, academic ordinances, syllabus structure based on OBE, and NEP 2020. She explained the Choice-Based Credit System, academic calendar, and course selection options, including open electives, departmental electives, and MOOC courses. She also emphasized the importance of maintaining course files and adhering to the academic calendar.



Mrs Kavita Agrawal during her second address



Dr. Nida Fatima, Hon'ble Add. Pro-Chancellor & Executive Director CIED

Dr. Nida Fatima, Hon'ble Add. Pro-Chancellor & Executive Director, Integral Startups Foundation, Centre for Incubation and Entrepreneurship Development (ISF-CIED) then delivered a comprehensive presentation on CIED's mission, vision, and on-going initiatives. She highlighted its recognition as an Incubation Centre by StartInUP, Government of Uttar Pradesh, and showcased the achievements of incubated

start-ups such as KOSH and Nutty Village. She encouraged faculty members to contribute innovative ideas and inspire students to participate in entrepreneurial initiatives. Further, Dr. Noor Alam, Incubation manager, highlighted the specific start-ups undergoing in the centre which broaden the thinking of the attendees in starting or guiding the students for the new start-ups.



Dr. Furqan Alam giving information about medical facility at Integral University

Dr. Furqan Alam, Deputy Medical Superintendent & Professor IISMR, delivered a session on Medical Aid and Hospital Facilities available on campus. He explained the routine and emergency medical services provided through the Integral Institute of Medical Sciences & Research (IISMR), including round-the-clock emergency care and diagnostic support. He emphasized the importance of awareness regarding emergency

contact procedures and the university's medical helpline. Dr. Bilal also highlighted the multi-specialty teaching hospital facilities of IISMR, which include outpatient and inpatient services, critical care units, and advanced medical infrastructure, underscoring the university's commitment to healthcare and clinical education.

Mr. Ahmad Raza, Treasurer, delivered an informative session on financial and accounting matters relevant to the university. He explained key aspects, including tax deductions, security deductions, and various financial schemes and benefits available to members of the university community. The session offered clear guidance on financial procedures and compliance requirements, enabling participants to better understand and navigate



Mr. Ahmad Raza discussing information related finances and account



Dr. Zishan Raza Khan delivering talk about training and placement facility at Integral University

Dr. Zishan Raza Khan, Director, Centre for Career Guidance & Development (CCG&D), presented an overview of the centre's role in strengthening students' career readiness. He highlighted initiatives such as career counselling, skill development programs, placement drives, and collaborations with industry partners. He also emphasized the importance of active faculty participation in mentoring students and embedding practical, industry-relevant skills within the

academic curriculum to enhance employability outcomes.

Prof. Wahajul Haq, Dean, Research and Development (R&D), delivered an insightful session on the university's policies and framework supporting research and innovation. He highlighted the research infrastructure and facilities available to faculty members, along with various institutional incentives and support mechanisms aimed at promoting high-quality research, innovation, and scholarly output.



Prof. Wahajul Haq during his talk



Prof. Syed Misbahul Hasan addressing the audience

Prof. Syed Misbahul Hasan, Director, Internal Quality Assurance Cell (IQAC), delivered a detailed presentation on the functions and responsibilities of IQAC, with a focus on quality assurance and continuous improvement. He explained the accreditation processes of national bodies such as NAAC and NBA and introduced the AQAR portal. Additionally, he elaborated on the methodologies adopted

for the formulation, assessment, and evaluation of course outcomes and program outcomes.

Prof. Abdul Rahman Khan, Controller of Examinations, Integral University, presented a comprehensive overview of the university's examination framework. He explained examination policies, evaluation schemes, continuous assessment mechanisms, and the importance of maintaining academic integrity. He also outlined the roles and responsibilities of faculty members in examination-related activities such as paper setting and invigilation and highlighted the university's initiatives toward automation and transparency in examination processes.



Prof. Abdul Rahman Khan during his address



*Dr Mohd Faisal explaining about hostel facility at
Integral University*

Dr. Mohammad Faisal, Provost, Integral Hostels, outlined the organizational structure and wide range of facilities available in student and faculty accommodations. He described the comfortable on-campus hostels, which include separate blocks for boys and girls

with options for single and shared rooms, 24×7 electricity, purified water, and high-speed internet connectivity in every room. The hostels also offer common areas, reading rooms, outdoor and indoor sports spaces, a gymnasium, and a clean, hygienic mess.. Security measures such as round-the-clock CCTV monitoring and dedicated wardens help maintain a safe, ragging-free environment, while additional amenities like guest rooms, parking, and recreational spaces support holistic residential life at the university.



Dr. Mohammad Asim during his address

Dr. Mohammed Asim, Coordinator of the IPR Management Cell (IPRMC), Integral University, explained the role of the cell in creating awareness and managing intellectual property of faculty, researchers, and students. He outlined the patent filing process, from idea disclosure to grant. The session highlighted incentives and support for quality research publications. Dr. Asim also explained the

Integral University IPR Policy governing ownership and benefit sharing. He emphasized the financial assistance provided for patent filing and processing. Legal and technical support facilities available at the University were also discussed. The talk reflected Integral University's commitment to promoting innovation-driven research.

Dr. Salman Khan, President, Integral University Alumni Welfare Association (IUAWA), presented an overview of the university's alumni network and its significant contributions. He highlighted IUAWA's role in strengthening alumni engagement through interaction programs, mentorship, career guidance, and professional networking. He also discussed initiatives such as alumni meets,



Dr. Salman Khan during his address

guest lectures, and support for student development. The session emphasized the association's efforts in showcasing alumni achievements and fostering strong linkages between alumni, students, and the university community.



Mr. Parvez Akhtar informing about the transportation facility available at Integral University

Mr. Parvez Akhtar, Transport In-Charge, presented an overview of the university's transportation system. He explained the available transport facilities, bus routes, operational procedures, and applicable fee structures. The session provided clarity on commuting arrangements and emphasized the role of the transport system in ensuring

safe and convenient travel for students and staff.

The program concluded with a closing address by Prof. Syed Aqeel Ahmad, who summarized the key takeaways of the two-day induction program. He invited constructive suggestions from the participants for further improvement and enhancement of future programs. He also delivered a heartfelt vote of thanks, expressing sincere gratitude to the Hon'ble Chancellor, Dr. Waseem Akhtar, the Hon'ble Pro-Chancellor, Dr. Nadeem Akhtar, the Hon'ble Vice-Chancellor, Professor Javed Musarrat, and all dignitaries, resource persons, and organizers whose valuable contributions ensured the successful conduct of the program.



Prof. Syed Aqeel Ahmad proposing the vote of thanks



Participants visit to media center facility

At the conclusion of the programme, attendees visited the Media Room/Lecture Recording Room, where Dr. Rashid Ansari, Head, Department of Mass Communication, demonstrated the process of creating e-content using the facility. The Media Room is equipped with a Lecture Capturing System (LCS) that enables faculty to record high-quality video lectures, audio-visual presentations,

and instructional content with synchronized slides or whiteboard annotations. This state-of-the-art setup supports the development of multimedia teaching resources that can be disseminated through various platforms and used to enhance online and blended learning. The facility is part of the university's commitment to digital content creation and innovative pedagogical support for academic excellence.

The Faculty Induction Programme aligns with key UN Sustainable Development Goals (SDGs). It supports SDG 4 – Quality Education through capacity building, pedagogical training, and outcome-based education. SDG 9 – Industry, Innovation and Infrastructure is addressed via emphasis on research, innovation, IPR, and incubation initiatives. The programme promotes SDG 16 – Peace, Justice and Strong Institutions by strengthening governance, ethics, quality assurance, and academic integrity. Digital learning platforms and blended learning initiatives contribute to SDG 10 – Reduced Inequalities by enhancing inclusive access to education. Institutional collaboration and stakeholder engagement reflect SDG 17 – Partnerships for the Goals.

Glimpse of the Event





Schedule of faculty Induction Programme

DAY 1 (9.01.2026) Friday

Day No.	Session	Particulars	Duration	Responsibility	Venue
Day 1 9.01.2026	2:00-2:30 PM	<ul style="list-style-type: none"> Registration & Folder Distribution 	30 min	Mr. Seemab Ahmad (Dy. Registrar Admin)	Central Auditorium
	2:30-3:00 PM	<ul style="list-style-type: none"> Welcome by Director HRDC Opening Address by Hon'ble Vice Chancellor 	30 min	-	Central Auditorium
	3:00-3:15 PM	Library – Process of Library Membership Registration, issue of books, online access etc.	15 min	Dr M U Raja (Librarian)	Central Auditorium
	3:15-3:30 PM	<ul style="list-style-type: none"> About the University History, Vision & Mission of University - Structure of University 	15 min	Prof. Syed Aqeel Ahmad (Director HRDC)	Central Auditorium
	3:30-4:00 PM	<ul style="list-style-type: none"> Introduction & Structure of the department Academic Roles & Responsibilities Academic & Social Conduct Administrative Roles & Responsibilities <ol style="list-style-type: none"> Program Coordinator Course Coordinator Departmental Web Coordinator DQAC Coordinator Departmental Training & Placement Coordinator Employee Management System Student Management System 	30 min	Dr Alvina Farooqui (HoD Bioengineering)	Central Auditorium
	4:00-4:15 PM	Interaction with Chief Advisor to Hon'ble Chancellor	15 min	Prof. Furqan Qamar (Chief Advisor to Hon'ble Chancellor)	Central Auditorium
	4:15-4:30 PM	Visit to ICEIR and CIF	15 min	Dr. Shahper N. Khan (Dy. Director ICEIR)	At the facility

DAY 2 (10.01.2026) Saturday

Day No.	Session	Particulars	Duration	Responsibility	Venue
Day 2 10.01.2026	9:15-9:45 AM	<ul style="list-style-type: none"> Integral Learning Initiative (ILI) Learning Management System of the University OBE 	30 min	Mrs Kavita Agrawal (Associate Professor Deptt of CSE & Coordinator ILI)	Central Auditorium
	9:45 – 10:00 AM	<ul style="list-style-type: none"> Proctorial Committee and roles 	15 min	Prof. Naseem Ahmad (Chief-Proctor)	Central Auditorium

Day No.	Session	Particulars	Duration	Responsibility	Venue
	10:00-10:30 AM	<ul style="list-style-type: none"> Admission Process Outcome Based Education Ordinances & Syllabus System – CBCS, OE, DE Academic Calendar Course File & Student Feedback	30 min	Mrs Kavita Agrawal (Associate Professor Deptt of CSE &Coordinator ILI)	Central Auditorium
	10:30-10:45 AM	CIED <ul style="list-style-type: none"> Introduction Vision & Activities	15 min	Dr. Nida Fatima, (Hon'ble Add. Pro-Chancellor & Executive Director CIED)	Central Auditorium
	10:45-11:00 AM	Medical Aid (Hospital Facilities) – Protocol for Normal & Emergency Situation	15 min	Dr Syed Belal Hassan (Director IIMSR)	Central Auditorium
TEA BREAK (15 min)					
	11:15-11:30 AM	<ul style="list-style-type: none"> Service rule Conduct of Employee: Roles, Responsibilities, Confidentiality and Expectations 	15 min	Prof. Mohd Haris Siddiqui (Registrar)	Central Auditorium
	11:30-11:45 AM	Finance & Accounts: Service security, Tax deduction and declaration etc.	15 min	Mr Ahmad Raza (Treasurer)	Central Auditorium
	11:45 AM-12:00 PM	CCG&D – Contribution for Placement, etc.	15 min	Dr Zishan Raza Khan (Director CCG&D)	Central Auditorium
	12:00 – 12:30 PM	<ul style="list-style-type: none"> Research Policies & Conduct Research Facilities and Incentivization 	30 min	Prof. Wahajul Haq (Dean R&D)	Central Auditorium
WORKING LUNCH					
	1:30 – 2:00 PM	Internal Quality Assurance Cell (IQAC) <ul style="list-style-type: none"> Introduction Accreditation process AQAR Portal – Structure & Utilization Responsibilities & Expectations Outcome-Based Education (BT, CO, PO, PSO mapping and attainment etc.)	30 min	Prof. Syed Misbahul Hasan (Director IQAC)	Central Auditorium
	2:00 – 2:30 PM	About Examination process <ul style="list-style-type: none"> Evaluation Scheme Continuous Assessment (CA) Mid-semester exams/Unit Tests, Quiz, Assignments, Attendance etc End Semester Exam (ESE)	30 min	Prof. Abdul Rahman Khan (Controller of Examination)	Central Auditorium

Day No.	Session	• Particulars	Duration	Responsibility	Venue
		<ul style="list-style-type: none"> Paper setting Invigilation Duty Examination Automation and Conduct of Evaluator			
	2:30 – 2:45 PM	<ul style="list-style-type: none"> Hostel at the University- Capacity & Facility Wardenship- Responsibilities & Benefits 	15 min	Dr Mohd Faisal (Provost)	Central Auditorium
	2:45 – 3:00 PM	IPRMC <ul style="list-style-type: none"> Introduction Vision & Activities Eligibility Research Awards Documents Incentivization of Publications Implementation of IU Research Initiative	15 min	Dr. Mohammed Asim (Coordinator, IPRMC)	Central Auditorium
	3:00 – 3:15 PM	Alumni Cell – Activities & Achievements	15 min	Dr Salman Khan (President IUAWA)	Central Auditorium
	3:15 – 3:30 PM	Transport – Operational Routes, Timings, Fee	15 min	Mr Parvez Akhtar (Transport In-charge)	Central Auditorium
	3:30 – 3:45 PM	Concluding Remarks by Director HRDC (15 MIN)			Central Auditorium
	3:45-4:15 PM	Media Room/ Lecture Recording Room – Demonstration of E-content Creation	30 min	Dr Rashid Ansari (HoD, Department of Mass Comm.)	Media Centre
END OF INDUCTION PROGRAM					