

Date & Time	27 Mar 26, Friday at 02:00 pm
Location	Innovation Centre of GIET (Room No 209)
Attendees	Director General, Principal GCAD, Principal GCP, Principal GIET, Director Admissions & Placements, Dean Academics, Dean R&D, Dean SW, HoD DCS, HoD DMS, HoD DCA, Head Consultancy Cell, Head IIC & E, Head Admin & EEM Cell, Registrar, Head ITS, Head AS&H, COE
Agenda	<p>(a) Presentation on placement progress by Head Placements & Alumni Relations and TPO.</p> <p>(b) Result Analysis Dec 25 - Presentation by Principal GCAD.</p> <p>(c) Presentation of Attendance Relaxation Policy by Dean A.</p> <p>(d) Demonstration of new CHC services implemented after Oct 2025 including class adjustments facility - by GE Digiicampus Coordinator, Ms. Manju under the arrangements of Dean A.</p> <p>(e) Exploring future activation of all possible modules on Digiicampus as per mandatory ISO compliance - Briefing/ demonstration by Dean A.</p> <p>(f) Any other point by permission of the chair.</p>
Decision taken on Agenda (a)	<p>Presentation on placement progress by Head Placements & Alumni Relations and TPO.</p> <p>The presentation on placement progress by the Head – Placements & Alumni Relations and the Training & Placement Officer (TPO) could not be conducted due to reasons yet to be ascertained/ intimated by Head Placements & Alumni Relations. It was decided to reschedule the presentation for the next Academic Council Meeting.</p> <p>Action: Head Placements & Alumni Relations and TPO</p> <p>Time: Apr ACM</p>

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<p>Decision taken on Agenda (b)</p>	<p>Result Analysis Dec 25 - Presentation by Principal GCAD.</p> <p>The Principal GCAD presented the Result Analysis for December 2025 to the Council. The presentation included an overview of performance and a review of overall academic outcomes. The Council noted that the results were satisfactory and reflected a positive academic outcome.</p> <p>However, it was observed that faculty-wise analysis was not included. It was decided that a detailed faculty-wise result analysis be presented separately during one of the morning meetings before 10 Apr 26.</p> <p>Action: Principal GCAD</p> <p>Time: 10 Apr 26</p>
<p>Decision taken on Agenda (c)</p>	<p>Presentation of Attendance Relaxation Policy by Dean A.</p> <p>The Dean A presented the Attendance Relaxation Policy to the Council. The key provisions of the policy were discussed in detail.</p> <p>After deliberations it was decided that attendance relaxation shall be permitted to students from the third year onwards for appearing in competitive examinations and identification of meritorious students from the second year onwards. It was further deliberated that the academic results shall be considered based on CGPA. The Registrar was advised to present the result summary based on CGPA so that CGPA threshold for various courses could be finalised.</p> <p>It was further decided that the policy shall be reviewed again after incorporating the suggested changes during one of the morning meetings & finalised before 10 Apr 26.</p> <p>Action: Dean A - for Policy and Registrar – for result summary</p> <p>Time: 10 Apr 26</p>
<p>Decision taken on Agenda (d)</p>	<p>Demonstration of new CHC services implemented after Oct 2025 including class adjustments facility - by GE Digiicampus Coordinator, Ms. Manju under the arrangements of Dean A.</p> <p>Development of new services on Digiicampus (Action 1)</p> <p>A demonstration of newly implemented CHC services on Digiicampus was presented, including class adjustment and various active modules such as photocopy/printout,</p>

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incident reporting, student discipline, staff movement, quiz, GVAC, student certificates, and placement.

It was decided to revise the mapping of the incident reporting module and to integrate the student discipline component within it, without creating a separate CHC service by GE Digiicampus Coordinator, Ms. Manju. In order to avoid wastage of future efforts and ensure seamless coordination, All CHC service workflows shall be duly approved by the competent authority prior to finalization and shall be routed through the Coordinator ERP, GE.

HR module development (Action 2)

Further, it was decided that a detailed flow chart, including the leave approval hierarchy, shall be developed by the Head – HR. It was also proposed to integrate additional modules such as biometric attendance, leave management, data capturing systems, and appraisal/teaching performance into the platform.

Photocopying request (Action 3)

(i) Staff/ Faculty Members

It was also decided that staff/faculty members shall not require prior approval for photocopying up to 10 pages in any library. For higher volumes, photocopying facilities shall be available through the respective KRC's (Library).

(ii) Students

Further, the Coordinator ERP and Dean A were requested to explore the feasibility of introducing paid printing services for students through the ERP system. In addition, it was decided that the Head Administration & EEM Cell shall identify and finalise a suitable vendor for providing printing services for GCAD students.

The Council took note of the newly introduced services and appreciated the initiative towards improving academic administration and operational efficiency.

Action 1&3: GE Digiicampus Coordinator under the arrangements of Dean A – for CHC services

Time: 15 Apr 26

Action 2: Head HR – for HR modules

Time: 30 Apr 26

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	<p>Action 3: Head Administration & EEM Cell – for finalising a suitable vendor for providing printing services.</p> <p>Time: 15 Apr 26</p>
<p>Decision taken on Agenda (e)</p>	<p>Exploring future activation of all possible modules on Digiicampus as per mandatory ISO compliance - Briefing/ demonstration by Dean A.</p> <p>The Dean (Academics) briefed the Council on the future activation of all possible modules on the Digiicampus platform in line with mandatory ISO compliance requirements. A brief demonstration was also presented to highlight the scope and utility of these modules.</p> <p>Covered the following key modules: -</p> <ul style="list-style-type: none">(a) Fees & Finance(b) HR & Payroll(c) Asset & Inventory(d) Examination Management(e) Digital Campus Helpdesk & Workflows (Common Requests, Governance Requests, Approvals & Tracking)(f) Campus Safety & Security(g) Parent & Community Portal(h) Digital Student e-Portfolio(i) Research & Publication Support(j) Data, Analytics & MIS Dashboards(k) Integrations(l) Mobile First Experience(m) Compliance & Standards Support <p>The Council took note of the same and emphasised the need for phased implementation of the modules to ensure effective compliance and smooth operational integration.</p> <p>A bi monthly Progress for the development of above modules will be presented by Dean A on a regular basis.</p> <p>Action: Dean A</p>

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	Time: 31 Dec 26
Decision taken on Agenda (f)	Any other point by permission of the chair During the Academic Council Meeting, the Director General Gateway Education highlighted the list of policies required as per UGC NEP 2020 guidelines. The framework included the identification of policy areas along with the allocation of responsibilities to various departments for the formulation of these policies. The Council took note of the same and advised all concerned departments to initiate the process of policy development in a timely and coordinated manner. A list of policies along with responsibilities are attached herewith. All Principals/Functional Heads, as mentioned against each policy are requested to submit the policies by 20 April 2026 and obtain approval from the Director General so that they may be formally issued from the Office of the Director General. Action: Principals/ FHs are attached Time: As attached
Closing Remarks	There being no other points, the meeting concluded at 4:30 pm.

All are requested to ensure a time bound action and submit the report on each of the points by 10 Apr 26 positively so that Action Taken Report (ATR) could be compiled on priority.



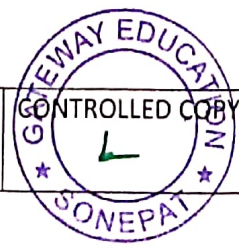
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Dr. (Col) A Garg
Director General

Dated: 06 Apr 26

Distribution: Principal GCAD, Principal GIET, Principal GCP, Director Admissions & Placements, Dean Academics, Dean R&D, Dean SW, HoD DCS, HoD DMS, HoD DCA, Head IIC & E, Head Consultancy Cell, Head Admin & EEM Cell, Registrar, Head HR, Head Maintenance & Stores, Head Purchase, Head AS&H, COE


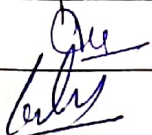
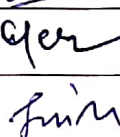
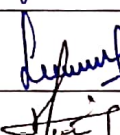
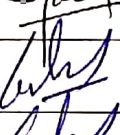
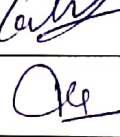
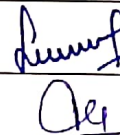
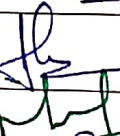
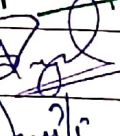
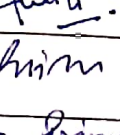
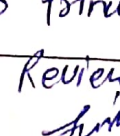




Copy to: Chairman, Executive Chairman, Executive Directors

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Policies as per Requirement of UGC/NEP 2020

Sr. No.	Policy/SOP	Responsibility	Tentative Date	Signature
1	National/International Admission Policy	Director Admissions	10/04/26	
2	Leave Policy	Head-HR	11/4/26	
3	Policy for Ban of Plastic	Head-Admin & EEM Cell	Already email on 30-03-2020	
4	Information Technology (IT) Policy	Head-IT	18/4/24	
5	Policy of Promotion for Research	Dean R&D	10/4/24	
6	Policy of Ethics for Teachers	Dean-Academics	20/04/26	
7	Policy for International Students	Director-Admissions	10/04/26	
8	Campus Restricted Entry & Traffic Regulation Policy	Head-Admin	Already email on 30-03-2020	
9	Campus Security Policy	Head-Admin	20/04/2020	
10	Accommodation Policy	Head-HR	11/4/26	
11	Policy for Multiple Entry and Exit in Academic Program	Dean-Academics	20/04/26	
12	Policy of Ethics for (Non-Teaching) Employees	Head-HR	18/4/26	
13	Sports Policy	DSW	20/4/26	
14	Policy for Memorandum of Understanding (MoU)	Principal GCP	20/4/26	
15	Policy for Consultancy	Principal GIET	13-4-26	
16	Policy for Women Safety	Dr. Amita Gandhi	20/4/26	
17	Policy for SC/ST Cell	Dean R&D	10/4/26	
18	Academic Integrity and Prevention of Plagiarism Policy	Dean R&D	Submitted to Principal	

GIET for Review
Amir