Minutes of the Academic Council Meeting(May 25)

Date & Time	17May 25, Saturdayat 11:00 am
Location	Conference roomGCAD
Attendees	Chair - Principal GCP, Principal GIET, Director Admissions & Placements, Dean Academics, Dean R&D, Dean SW, HoD DCS, HoD DMS, HoD DCA, Head IIC & E, Head Admin & EEM Cell, Registrar, Head ITS, Ar.Tanushree - GCAD
Agenda	(a) **The review of previous ACM Minutes** (b) **Any other point by permission of the chair**
Decision taken on Agenda (a)	(a) **The review of previous ACM Minutes** The Academic Council reviewed the minutes of previous meeting and noted that the significant number of action points remain pending and require immediate attention for completion.
	(i) Urgent Finalisation and Compilation of GCAD Student Placement Data as per NBA Guidelines 1. The placement data for GCAD students is yet to be finalized. 2. Ar. Tanushree requested a 10-day timeline for completion of data. 3. It was decided that Ar. Tanushree will prioritize finalizing the data in consultation with Director A&P. 4. The compilation of data will be done as per NBA requirements. **Action:** Ar.Tanushree to Finalize placement data within 10 days adhering to NBA guidelines in consultation with Director A&P. Director A&P to provide necessary support and guidance for data compilation. **Time:** 27 May 25
	(ii) Implementation of NPTEL Awareness Drive and Course Mapping with Honours Programs 1. Data from all concerned departments regarding NPTEL course mapping with Honours program has been received. 2. Structuring Honours degree courses as per DCRUST guidelines incorporating relevant NPTEL courseswas discussed. **Action:**Dean Academics GE in consultation with Dean Academics DCRUST to finalize the structure and mapping of NPTEL courses with Honours degree courses. **Time:** 25May 25
	(iii)Disposal of Obsolete Books at Gateway Education Knowledge Resource Centre (Library) 1. Discussion on disposal of obsolete books. 2. Decision to transfer some books to GCAD library. 3. Disposal of remaining books to be compiled thereafter.

	Action 1: Principal GCAD to provide data regarding transfer of books from GIET. **Time:**25 May 25 **Action 2:**Dean Awill disposal of books **Time:**30 May 25
	(iv) Review of Pending Actions: Establishment of Fire Points and Finalisation of Key Box SOP 1. Areas for fire points have been identified, and installation is in progress. 2. Key Box SOP is pending finalization. **Action:**Principal GCAD in consultation with Head Administration& EEM Cell to prioritize completion of pending actions. **Time:**ASAP
Decision taken on Agenda (b)	**(b)Any other point by permission of the chair** **(i) ONOS Scheme** ONOS scheme for accessing scholarly research articles was discussed.Dean R&D observed that ONOS is exclusively meant for government institutions not private institutions. Given the limitations, it was decided to continue using DELNET for journals.
	(ii) First Aid Training by Red Cross Society 1. Proposal for first aid training for Gateway Education students was discussed. 2. As per discussion with Dean SW a training program on First Aid by Red cross Society to be organised for at least 50 students before 31st May. **Action:**Dean SW to schedule the training program in Consultation with Red Cross Society **Time:**31 May 25
	(iii) Enhancement of Gateway International Journal of Innovative Research 1. Inclusion of a Pharmacy section in the journal. 2. Updating journal indexing. 3. Addition of Pharmacy and editors to the editorial board. **Action:**Dean R&D in consultation with Principal GCP to oversee implementation.Identify and invite editors from pharmaceutical sciences. **Time:**20 Jun 25
Closing Remarks	There being no other points, the meeting concluded at 11:45am.

All are requested to ensure a time bound action and submit the report on each of the points by 28May25positively so that Action Taken Report (ATR) could be compiled on priority.

File No: GE/HE/DG OFFICE/2025/103

Dr. Rahul Sharma
Principal GCP

Dated:22 May 25

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

Copy to: Chairman, Executive Chairman, Executive Directors