Minutes of the Academic Council Meeting (Jun 25)

Date & Time	21 Jun 25, Saturday at 09:30 am
Location	Conference room GCP
Attendees	Director General, Principal GCP, Principal GIET, Director Admissions & Placements, Dean Academics, Dean R&D, Dean SW, HoD DCS, HoD DMS, HoD DCA, Ar.Tanushree – GCAD, Head IIC & E, Head Admin & EEM Cell, Registrar, Head ITS
Agenda	**(a)** Review of all pending points from the previous ACM. **(b)** Presentation on placement progress by TPO under the arrangements of Director A&P. **(c)** Presentation of Student Result of Odd Semester Academic Year 2024 -25 & Backlog summary - Presentation under the arrangements of Respective Principals. **(d)** Progress report of SWAYAM/ NPTEL courses for the QE June 2025 presentation by GHE NPTEL Coordinator, Ar. Gurdeep Bagga. **(e)** Dean SW Calendar for Odd Semester of AY 2025-26- Presentation by Dean SW. **(f)** Progress report on the utilisation of all modules of Digii Campus - Brief on the portal by Mrs Manju under the guidance of Dean A. **(g)** Any other point by permission of the chair
Decision taken on Agenda (a)	**(a) The review of previous ACM Minutes** The previous Academic Council minutes were reviewed and it was noted that all points have either been addressed or are currently in progress.
Decision taken on Agenda (b)	**(b) Presentation on placement progress by TPO under the arrangements of Director A&P.** The Director A&P presented an update on internship statistics but did not provide placement statistics. It was subsequently decided that Placement statistics would be presented in every month ACM by TPO under the arrangements of Director A&P. **Action: Director A&P** **Time: All ACMs**
Decision taken on Agenda (c)	**(c) Presentation of Student Result of Odd Semester Academic Year 2024 -25 & Backlog summary - Presentation under the arrangements of Respective Principals.**

	Following were the discussion points: - 1. **Result Presentation:** HODs presented the odd semester results under the arrangement of the Principals. The overall performance was disappointing and flagged as an area needing significant improvement. 2. **Student Underperformance:** Many students are struggling academically. A proposal was made to seek students' consent on whether they wish to continue or discontinue the course **(Action: HODs under the arrangements of respective Principals)** 3. **Formation of a Yearly Review Committee:** A standing committee be formed annually to review the progress and formulate exit strategies for underperforming students. This committee will be established under the arrangements of Dean A and follow specific assessment parameters **(Action: Dean A).** 4. **Faculty and Institutional Responsibility:** The institution must take collective ownership of student performance. Faculty should ensure that Students attend classes regularly & regular parent-teacher meetings be held. Additional support be provided for students with backlogs **(Action by HODs under the arrangements of Principals).** 5. **Improving Faculty Accountability:** Addressing poor faculty performance is critical. Immediate implementation of the CAPA form be undertaken **(Action: HODs under the arrangements of Principals).** 6. **Year-Round Academic Commitment:** Faculty must embody academic responsibility and be proactive in guiding students. Principals and HODs are expected to continuously monitor, support and drive academic progress throughout the year **(Action: HODs under the arrangements of Principals).** **Time:** Round the Year
Decision taken on Agenda (d)	**(d) Progress report of SWAYAM/ NPTEL courses for the QE June 2025 presentation by GHE NPTEL Coordinator, Ar. Gurdeep Bagga.** The progress report on SWAYAM-NPTEL courses was presented by Ar. Gurdeep Bagga and was well received and appreciated by the house. Participation from both students and faculty members were increased in comparison to QE Mar 2025. All three Faculty members & Student who completed NPTEL certificates would be felicitated during Tea with Principals for July 25. The next progress shall be presented during the ACM of Sep 25. **Action 1:** For Felicitation - Ar. Gurdeep Bagga in consultation with Dean SW **Time:** July 25 **Action 2:** For Progress report - Ar. Gurdeep Bagga **Time:** ACM Sep 25

Decision taken on Agenda (e)	**(e) Dean SW Calendar for Odd Semester of AY 2025-26- Presentation by Dean SW.** The Dean SW presented the academic calendar for the Odd Semester of AY 2025-26. The House appreciated the efforts and given their consent. The calendar to be published and shared by 10 Jul 25 with all concerned. **Action:** Dean SW **Time:** 10 Jul 25
Decision taken on Agenda (f)	**(f) Progress report on the utilisation of all modules of Digii Campus - Brief on the portal by Mrs Manju under the guidance of Dean A.** Progress report on the utilisation of all modules of Digii Campus was successfully conducted by Mrs Manju under the guidance of Dean A. The House appreciated the efforts of all Colleges/ HODs/ Deans and Functional Heads for successful work on Digii Campus. After thorough discussion, it was unanimously agreed that GCP & GCAD should also start using the Digii Campus and present their progress during ACM Aug 25. **Action:** Principal GCP & Principal GCAD in consultation with Dean A. **Time:** ACM Aug 25

Decision taken on Agenda (g)	**Any other point by permission of the chair**
	
	    (i) HR module and TPO module
	
	    It was noticed that HR module and TPO module of Digii Campus have still not been implemented. Both HR and TPO are requested to ensure that they will be implemented at the earliest and give demonstration in next month ACM.
	
	Action: Head HR and TPO in consultation with Director A&P
	
	Time: July ACM

Decision taken on Agenda (g)	(ii) Event Format The Dean Accreditation requested that all on-campus events must be reported immediately to his office. These reports should follow the approved format and include Geo-tagged photographs for proper documentation. A standardised reporting template will be shared by the Dean Accreditations with all concerned. This streamlined process will ensure timely and accurate recording of all event-related data. **Action:** Finalising of format - Dean Accreditation **Time:** 05 Jul 25 **Action:** Timely reporting of events - All HODs & Functional Heads under the supervision of respective Principals & DG GE. **Time:** On a regular basis

Closing Remarks	There being no other points, the meeting concluded at 01:00 pm.

All are requested to ensure a time bound action and submit the report on each of the points by 20 Jul 25 positively so that Action Taken Report (ATR) could be compiled on priority.

30 Jun 25

File No: GE/HE/DG OFFICE/2025/112

Dr. (Col) A Garg
Director General

Dated: 30 Jun 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