

Minutes of the Academic Council Meeting (Oct 24)

Phase 2

Date & Time	15 Nov 24, Friday at 2:00 pm
Location	GCAD Conference Room
Attendees	Director General (Chair), 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
Agenda	<p>(a) End semester examinations result of DCA & Back papers summary of existing & passout students - Presentation under the arrangements of Principal GIET</p> <p>(b) End semester examinations result & Details of students appearing for back papers in the current end semester examination - Presentation under the arrangements of Principal GCAD</p> <p>(c) Any other point by permission of the chair</p>
Decision taken on Agenda (a)	<p>End semester examinations result of DCA & Back papers summary of existing & passout students - Presentation under the arrangements of Principal GIET</p> <p>The summary of back paper results for the Department of Computer Applications (DCA) was presented and suggestions from the house were positively acknowledged by the HOD DCA.</p> <p>It was emphasized that a thorough introspection is necessary to improve the pass percentage of students. The meeting underscored that the pass percentage should not fall below 80% under any circumstances, whereas it was observed with concern that in some cases, the pass percentage was less than 50%.</p> <p>To address this issue, the HODs of DMS, DCA and DCS along with the Principal GIET assured the house that corrective actions will be implemented immediately to ensure that the pass percentage of students in all papers consistently meets or exceeds the stipulated 80% benchmark.</p> <p>Action Points:</p> <ol style="list-style-type: none">1. Conduct detailed analysis of past performance to identify key issues.2. Implement remedial measures, including extra classes, mentoring and support for struggling students.3. Monitor progress and review results to ensure improvements. <p>Action: HODs of DMS, DCA and DCS & Principal GIET</p>

	<p><u>Time:</u> Round the year</p>
<p>Decision taken on Agenda (b)</p>	<p>End semester examinations result & Details of students appearing for back papers in the current end semester examination - Presentation under the arrangements of Principal GCAD</p> <p>The Principal GCAD presented the details of back papers for students across various semesters. The house appreciated the significant effort taken to compile and present such extensive data.</p> <p>Action Points: -</p> <ol style="list-style-type: none"> 1. Tabulated Summary to be submitted to Dean Academics - It was recommended that a tabulated summary of the presented back papers details for both the current and previous pass-out batches be prepared and shared with the Dean Academics & office of the DG GE. 2. Even Semester Results (Session 2023-24) - The results of the even semester for the session 2023-24 should also be shared in a tabulated format. The HOD DCA will provide the required format for the tabulated summary to the Principal GCAD to ensure consistency and clarity. <p><u>Action:</u> Principal GCAD</p> <p><u>Time:</u> 25 Nov 24</p>
<p>Decision taken on Agenda (c)</p>	<p>Any other point by permission of the chair</p> <p>(a) Review and Action Plan for Head Consultancy Contributions</p> <p>The contribution of the Head Consultancy at Gateway Education was reviewed by the Academic Council. While acknowledging the significant potential and capability of the Head Consultancy, it was noted that substantial efforts and outcomes in this area are yet to materialize. To foster a culture of consultancy and enhance outcomes, the following actions were decided:</p> <ol style="list-style-type: none"> 1. Monthly Problem Statement Initiative: <ul style="list-style-type: none"> • A problem statement will be floated to students every month through Google Forms by Head Consultancy. • Interested students will be mentored by the Head Consultancy until the successful execution of the solution. 2. Creation of a Problem Statement Bank: <ul style="list-style-type: none"> • The Head Consultancy is requested to compile a Problem Statement Bank with at least 100 problems by 31st December 24 • This repository will serve dual purposes of Consultancy work and as a source of project ideas for students across various streams, including architecture.

	<p>3. Participation in Industrial Visits:</p> <ul style="list-style-type: none"> • To enhance the Problem Statement Bank, the Head Consultancy to accompany students during all industrial visits. • The Principals of all three colleges will share the details of upcoming visits well in advance with the Head Consultancy to help him plan his schedule effectively. <p>These steps aim to build a strong consultancy culture and provide students with valuable real-world exposure and learning opportunities.</p> <p>Action: Head Consultancy Cell in consultation with all Principals</p> <p>Time: Round the year</p>
<p>Decision taken on Agenda (c)</p>	<p>(b) Action Plan for Students Seeking Mercy Chances</p> <p>The Principal GCAD highlighted that several passed out students have exceeded the maximum number of attempts to clear their backlogs but are requesting mercy chances to complete their requirements. Their degrees have been inordinarily delayed.</p> <p>Decisions Taken:</p> <ol style="list-style-type: none"> 1. Compilation of Student Details: <ul style="list-style-type: none"> • A list of students seeking mercy chances will be prepared, including details of their back papers & their respective applications for mercy chances be enclosed. 2. Forwarding Applications: <ul style="list-style-type: none"> • The compiled list, along with the applications, will be forwarded to the Office of the Registrar. 3. Escalation to the Honorable VC: <ul style="list-style-type: none"> • The Registrar's office will communicate the request to the Honorable Vice-Chancellor through the Director General, Gateway Education for further consideration. <p>Action: Principal GCAD</p> <p>Time: Every semester (31 Dec & 30 Jun of every year)</p>
<p>Decision taken on Agenda (e)</p>	<p>(c) Decision on Conducting Scheduled Meetings</p> <p>A proposal was raised by Principal GCAD to conduct various meetings as per a predefined calendar or schedule. The house accepted the proposal and made the following decisions:</p>

	<p>1. IQAC Meetings:</p> <ul style="list-style-type: none"> • These meetings will be held on the first Saturday of every month. <p>2. Academic Council Meetings:</p> <ul style="list-style-type: none"> • These meetings will be conducted on the third Saturday of every month. <p>3. Meeting Timings:</p> <ul style="list-style-type: none"> • The specific time for the meetings on above days will be fixed, taking into consideration other schedules and commitments to ensure smooth coordination. <p>Action: DG GE</p> <p>Time: Round the year</p>
<p>Decision taken on Agenda (f)</p>	<p>(d) Discussion on Organizing Alumni Meet on 25th December 2024</p> <p>During the meeting, the proposal to organize the Alumni Meet on 25th December 2024, as discussed in the previous Academic Council, was revisited.</p> <p>Concerns Raised: It was highlighted that semester examinations are scheduled during the last week of December, making it difficult for faculty to be available for organizing the event.</p> <p>Decisions taken: -</p> <ol style="list-style-type: none"> 1. Engagement of Student Clubs: <ul style="list-style-type: none"> • The Head Administration & EEM Cell noted that the Event Club run by students is active and volunteered to explore the feasibility of conducting the event with their assistance. • Director Admissions & Placement to prepare a list of required actions and hand them over to the Head Administration for review and feasibility assessment. 2. Alternate Date - In case conducting the event on 25th December is deemed infeasible, the house decided on an alternate date of 15th February 2025 for the Alumni Meet. <p>Action: Director A & P and Head Administration & EEM</p> <p>Time: 31st November 24</p>
<p>Closing Remarks</p>	<p>There being no other points. The meeting was closed at 4:30 pm</p>

All are requested to ensure a time bound action and submit the report on each of the points by 30th Nov 24 positively so that Action Taken Report (ATR) could be compiled on priority.

File No: GE/HE/DG OFFICE/2024/136



**Dr. (Col) A Garq
Director General**

Dated: 22 Nov 24

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, IQAC

Copy to: Chairman, Executive Chairman, Executive Directors