

Meeting Date & Time	7 th August, 2023 2:00 pm- 3:00 pm	Meeting Location	Dean Office
Meeting Organizer	Dr. Upain Bhatia	Meeting Chair	Dr. Upain Bhatia
Minutes Drafted Date	8 th August, 2023	Meeting Title	
MoM Drafted by	Dr. Upain Bhatia	Next Meeting Date & Time	

Sr. No	Department	Name	Contact Numbers	Present
1.	Applied Sciences	Ms. Sheetu Sharma	8054734600	No
2.	Civil Engineering	Er. Vijay Sai	9877400262	Yes
3.	Computer Application	Mr. Sahil Luthra	8558986286	Yes
4.	Computer Science & Engineering	Ms. Neha Chadha	8699322906	Yes
5.	Electrical Engineering	Mr. Bimal Kumar	9815511810	Yes
6.	Fashion Design	Ms. Sanjana	8054321758	Yes
7.	Hotel Management	Mr. Manbir Singh	9023419000	Yes
8.	Management Studies	Ms. Gurveen Kaur	9501117076	Yes
9.	Mechanical Engineering	Er. Jagjit Singh	9815078589	Yes
10.	Agriculture	Mr. Agyapal Singh	8288828819	Yes
11.	Pharmaceutical Sciences	Ms. Neetu Sehjpal	9872072650	Yes

S. No.	Agenda	Decision
1	Content Categorization for Courses (Classification of Participative / Problem Solving / Experiential Learning)	<ul style="list-style-type: none"> ➤ To categorize the allotted subjects' contents as: <ul style="list-style-type: none"> • Participative (learners will be involved in the Learning Process) • Problem Solving (Project based Learning by working in the Group or individual) • Experiential Learning (Engaged learning by doing or reflecting the experience)
2	Mentorship Program	<ul style="list-style-type: none"> ➤ A Booklet will be designed for each student ➤ Booklet will contain the complete Academic/Co-curricular /Extra-curricular of the student from the commencement of first year to completion of final year ➤ Mentors to meet 2-3 students on each day ➤ To discuss the given agenda with students during meetings
3	Atal FDP Proposal Submission	To submit the ATAL FDP Proposal before the deadline
4	FDP on "Leadership Development"	<ul style="list-style-type: none"> ➤ FDP will be conducted by Management Studies department during 12th – 17th August, 2023 ➤ Mandatory for all the Faculty Members to attend the FDP ➤ Venue: Seminar Hall ➤ To make the required arrangements under the supervision of Dean (R & D) ➤ Ms. Manjula Sularia, Director- Prasanchetas Foundation, CEO - The Transformers Value Creators, Chandigarh will deliver the expert talk on the first day of FDP after the Inaugural ceremony


Dr. Upain Kumar Bhatia
 Dean Academic Affairs