

 NAAC Grade 'A' Cycle Autonomous College State-2740 Certified by UGC	RDC Minutes		Office of the Dean (R & D)
	AGC/DORD/2026/345	Date: 08/07/2026	

MINUTES OF RDC COMMITTEE MEETING HELD ON 07.07.2026

Sr. No.	Agenda	Decision	Responsibility
1.	Approval of Previous Meeting Minutes	The minutes of the meeting held on 11.06.2026 were placed before the members for confirmation and were unanimously approved.	All RDC Members
2.	Research Ethics and Integrity	- The members emphasized the importance of maintaining research ethics and academic integrity in all research and publication activities. - Faculty members and researchers were advised to strictly follow the UGC guidelines, institutional policies, and publication ethics. - The need to ensure originality, avoid plagiarism, follow responsible authorship, and provide proper citations was highlighted. - Departments were encouraged to organize awareness programmes and workshops to promote ethical research practices.	All RDC Members
3.	Ethical Writing Sessions	- The members decided to organize Ethical Writing Sessions for faculty members and research scholars to promote ethical research and publication practices. - It was decided that Dr. Pooja Puri and Dr. Hardeep Singh will prepare the session plan and PowerPoint presentation for delivering these sessions. - The R&D Office will coordinate the schedule and implementation of the sessions.	Concerned RDC Members

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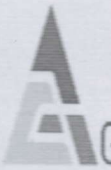
4.	Research Funding Coordination	- The members were informed that, as an outcome of the meeting convened by the Principal Sir on 02.07.2026, Dr. Hardeep Singh has been deputed to coordinate research funding activities. He will be responsible for identifying funding opportunities and ensuring the timely preparation and submission of research proposals. - All RDC members were requested to coordinate with Dr. Hardeep Singh by sharing funding opportunities and supporting the preparation and submission of quality research proposals.	All RDC Members
5.	Research Publications and IPR Awareness	- The members discussed organizing awareness sessions on research publications, patents, and Intellectual Property Rights (IPR) to strengthen the institution's research culture. - Faculty members were encouraged to publish in quality journals and actively pursue patents, and other IPR-related activities. - All RDC members were requested to coordinate with their respective Heads of Departments and propose suitable dates for conducting these awareness sessions in their departments. - The R&D Office will coordinate the sessions in consultation with the departments and resource persons.	All RDC Members

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6.	Collaborative Research	- The members discussed the need to promote collaborative research among departments and with external institutions. - Faculty members were encouraged to identify potential collaborators and undertake interdisciplinary research projects leading to quality publications and funded research proposals.	All RDC Members
7.	AIIS'26 Conference Review	- The members reviewed the progress of the AIIS'26 International Conference, including the status of paper reviews and plagiarism verification. - It was resolved that Mr. K. S. Walia, in coordination with Dr. Gurbhej Singh, will ensure the timely follow up with authors for plagiarism-related corrections. - Dr. Navdeep Singh will oversee all financial matters related to the conference. - Dr. Gurbhej Singh will coordinate all communication with Taylor & Francis regarding publication-related activities. - All concerned members were advised to complete the pending ANRF grant documentation within the stipulated timelines.	All Concerned RDC Members
8.	Fortnightly Research Progress	The members reviewed the research progress of various departments, including FDP participation, research and review paper publications, and patents.	All RDC Members

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		All RDC members, in consultation with their respective Heads of Departments, were requested to maintain updated records and submit the department-wise research progress, including FDP certificates, published and communicated research/review papers, patents, and funded projects, and other research achievements, to the Office of the Dean (Research & Development) on a fortnightly basis for regular monitoring and institutional reporting.	
9.	Academic Journal Development	- The members were informed that the Department of Management Studies has submitted the application for ISSN registration of the AGC Journal of Management Studies (AGC-JMS), and the ISSN is expected to be allotted by the end of the current month. - The Departments of Applied Sciences, Computer Science & Engineering (CSE), and Pharmaceutical Sciences reviewed the progress made towards launching their departmental journals and were advised to expedite the process by adopting the AGC-JMS framework, editorial policies, and publication procedures. - The concerned departments were requested to submit the updated progress of their journal development by July 31, 2026.	Concerned RDC Members

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10.	DMS International Conference 2026	- The members reviewed the preliminary preparations for the International Conference to be organized by the Department of Management Studies (DMS) on 10–11 December 2026. - The Department of Management Studies was advised to initiate all preparatory activities well in advance, including the constitution of committees, conference brochure and website development, keynote speaker invitations, paper submission and review process, publication, sponsorship, publicity, registration, finance, logistics, and other related arrangements. - The department was further advised to identify suitable funding opportunities and submit conference funding proposals to relevant funding agencies to secure external financial support. - It was resolved that the Department of Management Studies shall submit a Fortnightly Progress Report to the Office of the Dean (Research & Development) in the prescribed format (Annexure-I enclosed) for regular monitoring of all conference-related activities and to ensure the timely and successful organization of the conference.	DMS RDC Members
11.	Minor and Major Research Projects	The members reviewed the planning and monitoring of Minor and Major Research Projects to ensure their timely completion and quality outcomes.	All RDC Members

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		- The members were informed about the Office of the Dean (Research & Development) Circular No. AGC/DORDD/2026/340 dated 06.07.2026 regarding the submission of department-wise flow charts for the execution of Minor and Major Research Projects. - All departments were advised to prepare and implement the department-wise flow chart and promote the publication of quality project outcomes in reputed journals and, wherever feasible, convert them into patents, and other intellectual property. - All RDC members, in consultation with their respective Heads of Departments, were requested to monitor the implementation of the department-wise flow chart and ensure timely submission of the same to the Office of the Dean (Research & Development).	
12.	MoU Activities	- The members reviewed the implementation of activities under the existing Memoranda of Understanding (MoUs) and emphasized the effective utilization of institutional collaborations for academic, research, and innovation. - The members were informed about the Office of the Dean (Research & Development) Circular No. AGC/DORDD/2026/339 dated 06.07.2026 regarding the submission of department-wise MoU Activity Plans for the Academic Year 2026–27.	All RDC Members

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		- All departments were advised to prepare and implement the department-wise MoU Activity Plan and ensure the conduct of at least one activity under each active MoU during the academic year. - All RDC members, in consultation with their respective Heads of Departments, were requested to ensure the timely submission of the department-wise MoU Activity Plan and subsequent activity reports to the Office of the Dean (Research & Development) for review and monitoring.	
13.	FDP on Green Healthcare & Sustainability: Review	- The members reviewed the successful completion of the Faculty Development Programme (FDP) on "Green Healthcare & Sustainability in Allied Healthcare" organized by the Department of Allied & Healthcare Sciences. - The members appreciated the efforts of the department, the valuable expert sessions delivered by the resource persons, and the active participation of the attendees. - The department was advised to submit the complete programme report and all supporting documents to the IAC Cell at the earliest. A scanned copy of the same shall also be submitted to the Office of the Dean (Research & Development) for record and documentation.	Allied & Health Care Department RDC Member

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14.	Planning for Upcoming International Conferences	- The members were informed that the Department of Pharmaceutical Sciences will organize its International Conference in March 2027, while the Department of Mechanical Engineering (ME) will organize its International Conference in December 2027. - The concerned departments were advised to initiate the planning and preparatory activities well in advance to ensure the successful organization of the conferences. - The departments were requested to finalize the conference theme, constitute organizing committees, prepare the budget, obtain the necessary approvals, and submit suitable conference grant proposals to relevant funding agencies. - The departments were further advised to submit periodic progress reports to the Office of the Dean (Research & Development) for regular review and monitoring.	Concerned RDC Members
15.	Planning of FDP on Research Methodology	- The members discussed the organization of a Faculty Development Programme (FDP) on Research Methodology scheduled to be held from 14–18 December 2026. Dr. Gurbhej Singh, Dr. Hardeep Singh, and Dr. Navdeep Singh will coordinate the planning and organization of the FDP.	

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		The coordinators were requested to prepare the FDP brochure, programme schedule, resource person list, budget, and grant proposal, and complete all necessary arrangements well in advance for the successful conduct of the programme.	
16.	Review of AICTE-VAANI 2026-27 Proposal Status and Follow-up	- The members reviewed the status of the AICTE-VAANI 2026-27 proposals submitted by the institution. - All Coordinators and Co-Coordinators were advised to regularly monitor the AICTE-ATAL Portal and their registered email IDs for updates regarding the proposal status and to complete all required formalities promptly. - The concerned members were further advised to undertake a follow-up with AICTE by the middle of July 2026, wherever required, and immediately inform the Office of the Dean (Research & Development) of any communication received for timely action.	All RDC Members
17.	Conference on "Viksit Bharat- 2047"	- The members discussed the proposal to organize a Conference on "Viksit Bharat-2047" in April 2027 in collaboration with Swadeshi Shodh Sansthan (SSS). - It was resolved that Dr. Gurbhej Singh, Dr. Navdeep Singh, and Dr. Pooja Puri will coordinate the planning and organization of the conference.	Dr. Gurbhej Singh, Dr. Navdeep Singh and Dr. Pooja Puri

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		The coordinators were advised to initiate the preparatory activities, including finalization of the theme, programme schedule, resource persons, budget, sponsorship/funding proposals, and other necessary arrangements, to ensure the successful organization of the conference.	
18.	UHV Conference-2027	The members discussed the proposal to organize a UHV Conference in May 2027 on the theme "Rich Bharatiya Life Value System" in collaboration with Swadeshi Shodh Sansthan (SSS). The Value Education Incharge was requested to initiate the necessary planning and coordinate the preparatory activities to ensure the successful organization of the conference.	Applied Sciences Department and RDC Members
19.	R&D Student Coordinators	- The members discussed the nomination and revision, wherever required, of the Department-wise R&D Student Coordinators to strengthen student participation in research, innovation, publications, and other R&D activities. - All RDC members, in consultation with their respective Heads of Departments, were requested to submit the details of the nominated R&D Student Coordinators in the prescribed format to the Office of the Dean (Research & Development) on or before 31 July 2026. ☐ The RDC members were further advised to assign suitable research, innovation, publication, event coordination, and documentation-related	All RDC Members

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		responsibilities to the student coordinators to ensure their active involvement in departmental R&D activities.	
20.	MongoDB Skill-a-thon 2026 – Registration and Participation	- The members reviewed the Office of the Dean (Research & Development) Circular No. AGC/DORDD/2026/342 dated 06.07.2026 regarding the registration of eligible students for the MongoDB Skill-a-thon 2026, organized jointly by MongoDB and ICT Academy. - All RDC members, in consultation with their respective Heads of Departments, were requested to ensure maximum participation of eligible students by motivating them to register for the programme and complete the registration process within the stipulated timeline. - The concerned departments were further requested to submit the department-wise list of registered students to the Office of the Dean (Research & Development) on or before 14 July 2026 for review and record.	Concerned RDC Members
21.	NIEPA Grant-in-Aid Scheme – Submission of Research and Conference Proposals	The members discussed the NIEPA Grant-in-Aid Scheme for providing financial assistance to organize seminars, conferences, workshops, and research studies and reviewed the eligibility criteria, proposal submission process, and mandatory documentation.	All RDC Members

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		• Dr. Hardeep Singh was entrusted with coordinating the preparation and submission of proposals under the NIEPA Grant-in-Aid Scheme. • All RDC members were requested to identify suitable activities in their respective departments and prepare grant proposals in consultation with Dr. Hardeep Singh for submission to NIEPA and other relevant funding agencies. • The members were further advised to refer to the NIEPA Grant-in-Aid Scheme Guidelines available at https://www.niepa.ac.in/guidelinesgia for detailed information on eligibility, proposal preparation, and submission procedures.	
22.	Information		
	• FDP: One Week Short-Term Training Program (STTP) on “Agentic AI for Fintech Enterprises” to be held on 06th - 11th July, 2026 and organized by Thadomal Shahani Engineering College (TSEC), Mumbai, Maharashtra (Online Mode). <i>(Message shared on 02.07.2026 through Arattai)</i> • SAMAVESHA-19: I-STEM (Indian Science, Technology and Engineering Facilities Map), in collaboration with IIT Patna and the Office of the Principal Scientific Adviser to the Government of India, is organizing SAMAVESHA-19 on 20–21 July 2026 at IIT Patna (Online Mode) <i>(Message shared on 03.7.2026 through Arattai)</i>.		

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	• Online Course: MongoDB Skill-a-thon 2026, a joint initiative of MongoDB and ICT Academy (Message shared on 06.7.2026 through <i>Arattai</i>).	
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Members Who Attended the Meeting

Dr. Pooja Puri

Dr. Hardeep Singh

Ms. Tejinder Sharma (on behalf of Dr. Sandeep Kad)

Dr. Neha Arora

Dr. Kuldeep Singh

Mr. Harmandeep Singh (on behalf of Dr. Gurbhej Singh)

Mr. K.S. Walia (on behalf of Dr. Sachin Khurana)

Ms. Jasmine Kaur (Special Attendee, HMCT)

Ms. Sonali (on behalf of Dr. Sanjay Sharma)

Members Who Could not

Attend the Meeting

Dr. Paramjit Singh Pannu

Dr. Upain Bhatia

Dr. Namrata Kad

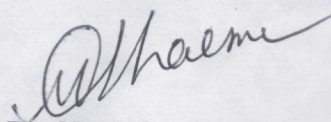
Dr. Navdeep Singh

Dr. Dipti Malhotra

Dr. Harpal Singh

Dr. Harjot Kaur

Proposed Date of Next RDC Meeting: July 21, 2026


Dr. Narinder Sharma
Dean (Research & Development)

Enclosure: Annexure-1(Fortnightly Progress Report DMS Conference)

CC: PA to Principal Sir (For kind information) (Through Mail)
 Registrars (Through Mail)
 Deans (Through Mail)
 All HOD's (with a request to circulate among Faculty Members) (Through Mail)
 Head (IAC) (Through Mail)
 RDC Members (Through Mail)



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RDC Members' Attendance

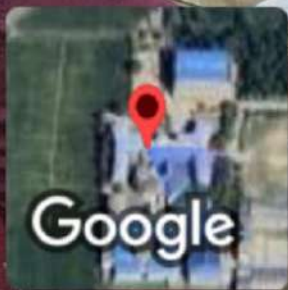
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RESEACH AND DEVELOPMENT COMMITTEE MEETING HELD ON 07.07.2026
(RDC Members' Attendance)

S. No.	Name of Member	Department	Designation	Signature
1	K-S Walha	DCA	Am. Prt	
2	Dr. Hardeep Sgh	DMS	Professor	
3	Dr. Pooja Puri	DMS	Professor & Head	
4	Tejinder Singh	CSE	Asst Prof	
5	Jasmine Kaur	HMCT	Assistant Prof.	
6	Dr. Kuldeep Singh	Physical Sciences	Associate Prof.	
7	Dr. Nitesh Anand	AS	Prof.	
8	Harmandeep Singh	ME	AP	
9	Senali	DAHS	AP	
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Dr. Narinder Sharma
Dean (Research & Development)



Amritsar, Punjab, India 

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Amritsar, Punjab 143115, India

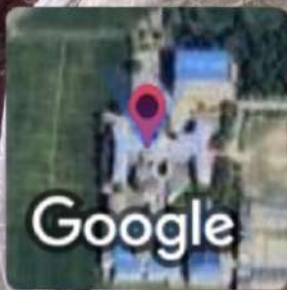
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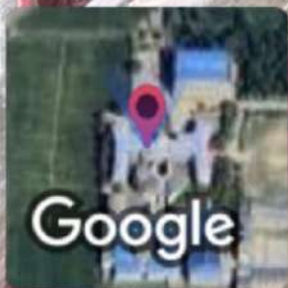
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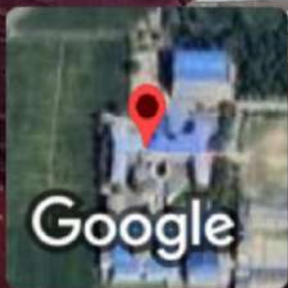


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