Ref. No: CEC-CGC/9607

Date: July 29, 2025

Minutes of the First Governing Body Meeting

Date: July 29, 2025
Time: 11:00 a.m.
Venue: Conference Hall, Management Block, CGC Landran, Mohali
Mode: Physical

Members Present:

S. No.	Name	Designation in the Committee
1.	Sh. Rashpal Singh Dhaliwal, President, CGC Landran	Chairman (Ex-officio)
2.	Sh. Parampal Singh Dhillon	Management Representative
3.	Sh. Rajwinder Singh	Management Representative
4.	Sh. Gurmit Singh	Management Representative
5.	Mr. H.S.Cheema, Industrialist	Educationalist & Industrialist nominated by Trust
6.	Dr. Rajeev Bedi, Associate Professor & HOD CSE	Nominee, IKGPTU
7.	Dr. Rajdeep Singh, Director Principal, CEC-CGC, Landran, Mohali	Member Secretary, Ex - Officio
8.	Dr. Sukhpreet Kaur, HOD CSE	Nominee Teaching Staff
9.	Dr. Saurabh Chaitanya, Associate Prof., ME	Nominee Teaching Staff
10.	Mr. Manoj Sahwney, Finance Manager	Administrative Officer / Senior
11.	Dr. Vivek Sharma, Registrar and CoE	Special Invitee
12.	Dr. Kapil Mehta, ERP Coordinator	Special Invitee
13.	Mr. Balwinder Singh, Joint Registrar	Special Invitee

Members Absent:

S. No.	Name	Designation in the Committee
1.	Dr. Jatinder Pal Singh Deputy Director, College Education	Nominee – State Govt.
2.	Smt. Damandeep Kaur	Management Representative

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Proceedings:

The First Governing Body Meeting of Chandigarh Engineering College-CGC, Landran, Mohali, was convened on July 29, 2025, at 11:00 a.m. in the Conference Hall, Management Block, CGC Landran, Mohali.

The agenda items, as outlined in the notification (Ref. No: CEC-CGC/9603, dated July 21, 2025), were discussed as follows:

Item 1.1: Welcome Address by Member Secretary, Governing Body and Introduction of Members

Dr. Rajdeep Singh, Member Secretary of the Governing Body, welcomed all members and introduced them outlining their designation in the Governing Body. All members unanimously acknowledged the diverse expertise of the members and their potential contributions to the institution's academic and administrative functions.

Item 1.2: Approval of Autonomous Status

Member Secretary, highlighted the significance of the institution's newly acquired autonomous status under section 2(f) of the UGC Act 1956 conferred by UGC and the affiliating University. He emphasized the responsibilities and opportunities that autonomy brings to enhance academic excellence and institutional growth. The members appreciated the insights and expressed their commitment to the institution's vision.

Item 1.3: Ratification and Approval of Vision and Mission of the Institute

The Member Secretary presented before the committee members the Vision and Mission of the Institute. All the members appreciated the Institute's vision as it is aligned with the future aspirations of the institute. Also they acknowledged that the mission statements are clearly defining the objectives of Chandigarh Engineering College – CGC Landran, Mohali. They approved the presented Vision and Mission statements of the institute.

Item 1.4: Ratification and Approval for Formation of Statutory / Non-Statutory Committees

Dr. Saurabh Chaitanya, presented the proposal to ratify the formation of various statutory and non-statutory committees to ensure smooth academic and administrative functioning as per autonomy guidelines.

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The members reviewed the proposed committee structures and approved their formation, emphasizing their roles in governance and compliance.

Item 1.5: Ratification and Approval of Nominated Members of Academic Council

The proposal to ratify the nomination of four external experts from industry and academia as nominated members of Academic Council was presented. All the members reviewed the proposed experts' credentials and unanimously approved their nominations.

Item 1.6: Ratification and Approval of Study Scheme, Course Codes, and Syllabus for academic year 2025-26

The proposal to ratify the study schemes, course codes, and syllabi for the first and second semesters of various programs for the 2025 batch, as recommended by the Board of Studies and thereafter by the Academic Council was presented. The members also noted the continuation of IKGPTU schemes for the 2022, 2023, and 2024 batches.

After detailed discussions, the proposed study schemes, course codes, and syllabi were unanimously approved.

Item 1.7: Ratification and Approval of Examination Manual

Dr. Vivek Sharma, Registrar and Controller of Examinations, presented the proposal for ratification and approval of the examination manual. He informed the members about the plan to integrate the examination process with the ERP system. Until the ERP is fully implemented, the examinations will be conducted using conventional method.

All the members of the Governing Body approved the manual as finalized by the Academic Council, appreciating its comprehensive approach, and suggested periodic reviews to ensure alignment with academic needs.

Item 1.8: Presentation and Discussion on Implementation of ERP

Dr. Kapil Mehta, ERP Coordinator, presented the details of the implementation of ERP for the smooth functioning of academic and administrative activities of the institute. Dr. Mehta introduced CGCL ERP and also discussed its various features which includes curriculum planning, examination management, and assessment workflows. He also detailed about the benefits of the ERP to the various stakeholders including students, parents, faculty etc. The members appreciated the efforts of the

Institute in implementing a transparent ERP system.

Item 1.9: Ratification of Student Intake of 2025-26

The proposal for ratifying the change in student intake of existing courses for the academic year 2025-2026, was presented. The members of the Governing Body discussed the feasibility and market relevance of the proposed courses and approved the changes.

Item 1.10: Approval of Faculty and Non-Teaching Staff Recruitments

The proposal for the recruitment of faculty members across various departments was presented, aimed at maintaining the minimum Student-Faculty Ratio (SFR) of 20:1, in line with regulatory guidelines. It was informed that the proposal covers faculty requirements arising from resignations, the introduction of new courses, semester progressions, and increased intake.

Additionally, the recruitment of non-teaching staff was proposed based on departmental requirements to ensure smooth and effective daily operations.

The members reviewed and granted approval for the proposed recruitments of both faculty and non-teaching staff.

Item 1.11: Ratification and Approval of Annual Budget

The proposal to ratify and approve the institute's annual budget, as recommended by the Finance Committee in its 1st meeting, was presented. The members thoroughly reviewed the various budget heads, took note of the budget utilization for the financial year 2024–25, and approved the allocated budget for the financial year 2025–26.

Item 1.12: Approval of Training and Placement Program

The institution's Training and Placement Program (TPP), along with various initiatives undertaken to prepare students for placements, was presented for approval. The proposal to adopt the Training and Placement Program of CGC Landran was discussed in detail. The members appreciated the comprehensive 360-degree training model and the quality of the reference material made available.

It was proposed to formally integrate the Training and Placement Program into the curriculum starting from the second year onwards. Additionally, the cost incurred for the development of resource material, remuneration of trainers, and expenses related to placement-oriented tests such as AMCAT, CodeTantra, HackerRank, etc., shall be partially shared by the interested students.

The proposal was noted and approved by the members.

Item 1.13: Submission of AQAR - NAAC

The members were informed that the Annual Quality Assessment Report (AQAR) of Chandigarh Engineering College–CGC, Landran, Mohali, will be submitted in December 2025, in accordance with the requirements of NAAC.

Item 1.14: Discussion on Awards and Rankings for the year 2025-26

The list of proposed rankings for the year 2025–26 was presented for approval. The members discussed the targeted awards and rankings, to enhance the institution's visibility in national and international ranking frameworks. After deliberation, the members approved the proposed plan for pursuing awards and rankings for the academic year 2025–26.

Item 1.15: Discussion on Green Campus Initiatives

A discussion was held on various Green Campus Initiatives, including solar power generation, solar charging stations, solar water heaters, implementation of LED lighting, use of electric cars within the institute, sewage treatment plant, solid and liquid waste management, water treatment plant, etc.

The proposal to enhance solar power generation by an additional 158 kW during the year 2025–26, bringing the cumulative capacity to 258 kW, was presented. The members also reviewed the plan to conduct the following audits in 2025–26:

- Green Audit
- Energy Audit
- Environment Audit

The members appreciated the efforts towards sustainability and approved the proposed initiatives and audit activities for the year 2025–26.

Item 1.16: Any Other Point with Permission of the Chair

No additional points were raised during the meeting.

Conclusion:

The meeting concluded with a vote of thanks by the Member Secretary, who expressed gratitude to all members for their active participation and valuable inputs.

Sh. Rashpal Singh Dhaliwal
Chairperson

Sh. Parampal Singh
Management Representative

Dr. Rajwinder Singh
Management Representative

Dr. Gurmit Singh
Management Representative

— Absent —
Smt. Damanpreet Kaur
Management Representative

Mr. H.S Cheema
Educationalist & Industrialist nominated by Trust

Dr. Rajeev Bedi
Nominee IKGPTU

— Absent —
Dr. Jatinder Pal Singh
Nominee-State Govt.

Dr. Rajdeep Singh
Member Secretary

Dr. Sukhpreet Kaur
Nominee Teaching Staff

Dr. Saurabh Chaitanya
Nominee Teaching Staff

Mr. Manoj Sahwney,
Administrative Officer

23.7.25
Dr. Vivek Sharma
Special Invitee

Dr. Kapil Mehta
Special Invitee

Mr. Balwinder Singh
Special Invitee

23.7.25

Distribution:

1. OSD to Hon'ble Chairman, CGC Landran (for kind information of Hon'ble Chairman)
2. OSD to Hon'ble President, CGC Landran (for kind information of Hon'ble President)
3. OSD to Principal/Dean Academic Affairs (for kind information)

All Academic Council Members

Chandigarh Engineering College-CGC, Landran, Mohali

An Autonomous College u/s (2f) of the UGC Act 1956
Affiliated to IKGPTU, Approved by AICTE

Attendance Sheet for the 1st Governing Body Meeting

Venue: - Conference Room, Management Block **Date:29-07-2025**

S.No.	Name and Affiliation	Designation in the BoS	Signature
1.	Sh. Rashpal Singh Dhaliwal, President, CGC-Landran, Mohali	Chairman (Ex-officio)	
2.	Sh. Parampal Singh Dhillon	Management Representative	
3.	Sh. Rajwinder Singh	Management Representative	
4.	Sh. Gurmit Singh	Management Representative	
5.	Smt. Damandeep Kaur	Management Representative	Absent
6.	Dr. Rajdeep Singh, Director Principal, CEC-CGC, Landran, Mohali	Member Secretary, Ex - Officio	
7.	Mr. H.S.Cheema, Industrialist	Educationalist & Industrialist nominated by Trust	
8.	Dr. Rajeev Bedi, Associate Professor & HOD CSE	Nominee, IKGPTU (Affiliating University)	
9.	Dr. Jatinder Pal Singh Deputy Director, College Education	Nominee - State Govt.	Absent
10.	Dr. Sukhpreet Kaur, HOD CSE	Nominee - Teaching Staff	29.7.25
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15.	Dr. Kapil Mehta, ERP Coordinator	Special Invitee	29.07.25