



**MDU-Centre for professional and allied studies (MDU-CPAS) Gurugram**  
**MAHARSHI DAYANAND UNIVERSITY ROHTAK**  
**(A State University established under Haryana Act No. XXV of 1975)**  
**'A+' Grade university accredited by NAAC**  
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## **Minutes of the Staff Council Meeting**

**Date:** 31st January 2025

**Venue:** Director's Room, MDU-CPAS

**Chairperson:** Prof. Pardeep K. Ahlawat, Director, MDU-CPAS

The Staff Council meeting, chaired by Prof. Pardeep K. Ahlawat, was held on 31st January 2025 in the Director's Room, MDU-CPAS. The following members were present:

1. Dr. Kailash Kumar
2. Dr. Pratibha Bhardwaj
3. Dr. Pooja Yadav
4. Dr. Somlata Sharma
5. Dr. Vijay Rathee (Coordinator, Management)
6. Dr. Virender Sindhu (Coordinator, Law)
7. Dr. Anupam Kulwal
8. Dr. Surender Kumar
9. Dr. Sandeep Aggarwal
10. Dr. Nidhi
11. Dr. Ravinder Kumar
12. Mr. Yogender Kumar
13. Dr. Seema Baswana
14. Dr. Sunil Devi
15. Dr. Kavita Dahiya
16. Dr. Suchitra Deswal

The meeting focused on key issues including academic operations, infrastructure development, student welfare, and future planning. Discussions were collaborative and insightful, leading to the adoption of the following resolutions:

### **1. MBA/Law Classes and Attendance Compliance**

1. A minimum attendance requirement of 75% was established for students to ensure discipline and engagement.
2. Course Coordinators will appoint class coordinators to manage and compile attendance records biweekly.
3. Disciplinary action will be taken against students failing to meet attendance criteria.

### **2. Attendance Policy Implementation**

- o A strict attendance policy will be enforced, with reviews every two weeks to ensure regularity and accountability among students.

### 3. Allocation of Classes and Subjects

- Classes and subjects will be allocated based on mutual consent, specialization, and seniority, ensuring a fair workload distribution across departments.

### 4. Faculty Workload Review and IT Infrastructure Requirements

- A committee of five members was formed to assess faculty workload, IT infrastructure, and compliance with BCI/UGC/AICTE requirements for MBA and Law programs.
- The committee will also determine the need for additional equipment and IT resources for faculty members.
- Recommendations will be submitted within a week.

#### Committee Members:

- i. Dr. Vijay Rathee (Convenor)
- ii. Dr. Pratibha Bhardwaj
- iii. Dr. Anupam Kulwal
- iv. Dr. Sandeep Aggarwal
- v. Dr. Kavita Dahiya

### 5. Classroom Infrastructure Development

- To address the growing number of students, it was proposed to introduce two shifts for classes.
- Plans for constructing a new building with at least 10 additional classrooms were discussed.

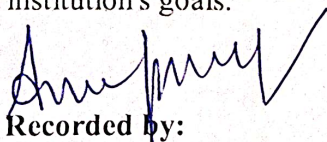
### 6. Campus Development and Environment

- The council emphasized maintaining a clean and green campus and fostering eco-friendly initiatives for environmental sustainability.

#### Conclusion

All resolutions were unanimously agreed upon, and progress will be reviewed in the next meeting.

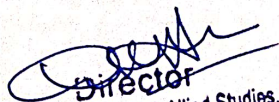
Prof. Ahlawat expressed his gratitude for the members' active participation and valuable suggestions, emphasizing the importance of teamwork and collective efforts in advancing the institution's goals.



Recorded by:

Dr. Anupam Kulwal

(Secretary, Staff Council)



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