
Chandigarh Business School of Administration**Minutes of the First Governing Body Meeting****Date:** October 17, 2025**Time:** 11.00 am**Venue:** Conference Hall, Ground Floor, Block-11**Mode:** Physical**Members Present:**

Sr. No.	Name	Designation in Committee
1	S. Rashpal Singh Dhaliwal, President	Chairperson (Ex-officio)
2	S. Parampal Singh Dhillon	Management Representative
3	S. Rajwinder Singh	Management Representative
4	S. Gurmit Singh	Management Representative
5	Mrs. Damandeep Kaur	Management Representative
6	Dr. Monika Sachdeva, Professor & Director IKGPTU, Mohali Campus.	Nominee-IKGPTU
7	Mr. Balwinder Singh, Joint Registrar	Administrative Officer/Senior Administrative Staff
8	Mr. Jaswinder Singh, Sr. Manager, L&D Grazitti Interactive	Educationalist or Industrialist nominated by Management
9	Dr. Rakhee Dewan, HOD MBA	Nominee-Teaching Staff (Senior Faculty Nominated by Principal)
10	Dr. Sonam Sharma, Associate Professor, MBA	Nominee-Teaching Staff (Senior Faculty Nominated by Principal)
11	Dr. Ramandeep Saini, Director Principal	Member Secretary (Ex-Officio)
12	Dr. Rajdeep Singh, Campus Director	Special Invitee
13	Dr. Ashok Kumar, Director Academic Affairs	Special Invitee
14	Mr. Manoj Sahni, Finance Manager	Special Invitee

15	Dr. Kapil Mehta, SPOC ERP	Special Invitee
16	Major Harjit Singh Aulakh, Director Admin	Special Invitee
17	Dr. Vivek Sharma, Registrar & Controller of Examination	Special Invitee

Members Absent:

Sr. No.	Name	Designation in Committee
1	S. Ravinder Singh Hundal Additional Director, DTE	Nominee-State Government

Proceedings:

The First Governing Body Meeting of Chandigarh Business School of Administration, Landran, Mohali, was convened on October 17, 2025, at 11:00 am in the Conference Hall, Ground Floor, Block-11, CGC Landran, Mohali.

The agenda items, as outlined in the notification (Ref. No.: CBSA/25/356 dated 13th October, 2025), were discussed as follows:

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

Dr. Ramandeep Saini, 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: Ratification 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 IKGPTU. She 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 Business School of Administration, Landran, Mohali. They approved the presented Vision and Mission statements of the institute.

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

Dr. Sonam Sharma, 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.

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 the Academic Council was presented. All the members reviewed the proposed expert's 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 is 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 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.

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 include curriculum planning, examination management, and assessment work flows. He also detailed 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: Ratification of Faculty and Non-Teaching Staff Recruitments

The Member Secretary briefed about the process of recruitment of faculty and Non-Teaching staff. The faculty & Non-Teaching staff has been recruited aimed at maintaining the minimum Student-Faculty Ratio (SFR) of 20:1 in line with regulatory guidelines. The proper recruitment process is followed based on the requirements for teaching and non-teaching staff arising from resignations, the introduction of new courses, semester progressions, and increased intake.

The members reviewed and ratified 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, Code Tantra, 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 Business School of Administration, 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: Any Other Point with Permission of the Chair

No additional points were raised during the meeting.



S. Rashpal Singh Dhaliwal,
President


S. Parampal Singh Dhillon


S. Rajwinder Singh



S. Gurmit Singh



Mrs. Damandeep Kaur



Dr. Monika Sachdeva,
Professor & Director
IKGPTU, Mohali Campus.

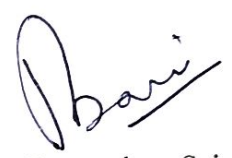
S. Ravinder Singh Hundal
Additional Director, DTE



Mr. Balwinder Singh, Joint
Registrar

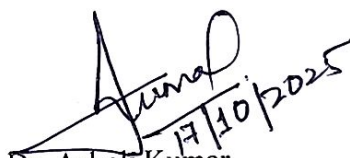

Mr. Jaswinder Singh
Sr. Manager, L&D
Grazitti Interactive, Chandigarh


Dr. Rakhee Dewan
HOD MBA


Dr. Sonam Sharma
Associate Professor, MBA



Dr. Ramandeep Saini
Director Principal



Dr. Rajdeep Singh
Campus Director


Dr. Ashok Kumar
Director Academic Affairs


Mr. Manoj Sahni
Finance Manager


Dr. Kapil Mehta
SPOC ERP


Major Harjit Singh Aulakh
Director Admin


Dr. Vivek Sharma
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Examination