



MINUTES OF MEETING

“AI Faculty Club Review and AI Student Club Formation”

Date: 13th April 2026

Time: 03:40 PM

Venue: Dean Academics Office, VU, Gwalior

Attendees: Faculty Members of AI Club

Agenda-wise Discussion, Action Points, and Deliberations

The meeting commenced under the guidance of the Dean Academics, Dr. Anand Singh Bisen, with a focused discussion on strengthening the activities of the AI Faculty Club and initiating the formation of the AI Student Club. The session emphasized strategic planning, collaborative participation, and alignment with institutional goals to enhance AI-driven academic and extracurricular initiatives.

1. Review of AI Faculty Club Activities:

A comprehensive review of activities conducted so far was presented. Future plans were discussed with a focus on increasing faculty engagement and organizing more impactful initiatives.

2. Formation of AI Student Club:

Detailed discussions were held regarding the establishment of the AI Student Club. It was decided to proceed with immediate effect.

3. Student Club Designations:

Various leadership roles and their deployment strategies were discussed to ensure structured functioning of the student AI club.

4. Active Faculty Participation:

The Dean Academics emphasized that all faculty members of the AI Faculty Club must actively participate in club activities and initiatives.

5. Appointment of Faculty Treasurer:

Prof. Vipin Sharma, School of Pharmacy was appointed as the Faculty Treasurer based on majority consensus.

6. Fund Submission (Instruction):

All School representatives were instructed to submit the funds collected from students as registration charges to Prof. Vipin Sharma.

7. Official Notice Circulation:

It was decided to immediately release an official notice announcing the launch of the Student AI Club.



8. Appointment of Faculty Coordinators:

The following were appointed as University-level Faculty Coordinators:

- Prof. Bulbul Agrawal, Assistant Professor, School of Engineering and Technology
- Prof. Madhwan Upadhyay, Assistant Professor, School of Engineering and Technology

9. Planning of Student Club Activities:

Suggestions for activities (workshops, competitions, projects, etc.) were invited from all faculty members to ensure diverse and engaging participation.

10. Approval of Notices:

It was decided that all official notices must be approved and signed by all Faculty AI Club members before circulation.

11. Badge Design Responsibility:

Prof. Madhwan Upadhyay was assigned the responsibility of designing badges along with proposing a budget. The final design and budget must be approved by all faculty members and the Dean Academics.

12. Inclusivity in Student Leadership:

Based on a suggestion by Prof. Arun Sahu, it was decided that diversity should be maintained in leadership roles, ensuring representation from all schools.

13. Tenure of Student Positions:

It was decided that student leadership positions will be reviewed quarterly. The current positions will remain effective until 31 July 2026.

14. Mode of Functioning:

The AI Student Club will operate in both online and offline modes to maximize reach and participation.

15. Student Registration (Instruction):

The Dean Academics instructed Prof. Alka Yadav and Prof. Amit Atroliya to ensure the registration of at least 5 students from their departments. This applies to all faculty members who have not yet completed student registrations.

16. Next Planned Activity:

The next activity for the Student AI Club is scheduled for Monday, 20 April 2026.

17. Communication Protocol:

All faculty members must inform the AI Faculty Club group in case of absence from university events, meetings, or workshops.



18. Creative Design for Upcoming Activity:

Prof. Madhwan Upadhyay was assigned to design a creative for the upcoming activity on or before 14 April 2026.

List of Attendees:

1. Prof. Bulbul Agrawal (SoET)
2. Prof. Madhwan Upadhyay (SoET)
3. Prof. Alka Yadav (SoET)
4. Prof. Vipin Sharma (SoP)
5. Prof. Pragati Sharma (SoHC)
6. Prof. Nishesh Singh (SoET)
7. Prof. Amit Atroliya (SoET)
8. Prof. Prateeksha Sharma (SoLS)
9. Prof. Arun Sahu (SoAS)

Conclusion Remark:

The meeting concluded with clear action points and a strong emphasis on collaboration, inclusivity, and active participation. The formation of the Student AI Club marks a significant step toward fostering innovation and student engagement across the university. All members were encouraged to contribute proactively to ensure the success of upcoming initiatives.