

PVC-005  
19/03/25



FACULTY OF  
MASS COMMUNICATION & MEDIA TECHNOLOGY

No.: SGTU/FMMT/2025/005/039

Date: - 19<sup>th</sup> March 2025

To  
The Cluster Head  
(Through Proper channel)  
SGT University  
Gurugram, Haryana

**Subject: Request to Exclude VAC/MGEC Course for this Semester**

Respected Sir,

I am writing to request that the FMMT VAC/MGEC course not be offered this semester due to a shortage of faculty in the FMMT department. Without sufficient staff, it would be difficult to ensure the quality of instruction. We believe it is best to not offer the course until adequate faculty are available to the students.

We request you to kindly allow us for the same, so that we will not offer for the students of other departments.

App

*[Signature]*  
22/3/25

Forwarded to PVC sir for approval.

Comments overleaf.

*[Signature]*  
21/3/25

*[Signature]*  
21/3/25  
H.O.D, FMMT

*[Signature]*  
19/03/25  
Dean

Pro Vice Chancellor  
(Social Sciences & Humanities)  
Cluster Head  
SGT University

Deputy Dean Academics/ Research  
(Social Sciences & Humanities)  
SGT University

DEAN  
Faculty of Mass Comm. & Media Technology  
SGT University  
Eudhera, Gurugram

- 1) Please provide details of teaching load of all the faculties in the department.
- 2) Please provide the VAC course offered in the last semester along with the course code and credits of the course.

Forwarded to FMMT  
*[Signature]*  
19/3/25

Forwarded to FMMT

FMMT department has requested to withdraw from the VAc course this year. citing a faculty scarcity in their department. The documents related to the request have been attached:-

Documents detail.

- ① Workload of all the faculties in the department
- ② The course code, name and credits offered last year.

(FMMT).  
(They are asserting that department is unable to provide any VAc course this year).

~~PTD~~  
22/3/21

Deputy Dean Academic Research  
(Social Sciences & Humanities)

Pro Vice Chancellor  
(Social Sciences & Humanities)

NEP SUBJECT REPORT

Session:-

2024-2025

Faculty:- Faculty of Mass Communication & Media Technology

9

Sr.No	Subject Code	Subject Name	Subject Category	Semester	Faculty	Programme	Total Capacity	Opted Seats	Available Seats	Subject Type	TH/PR	Total Internal (IA)	Total Credit	Internal (IA) Theory				
														Assignment	Professional Activities	Midterm	Attendance	Quizzer
1	VAC01019	Public Speaking	VASE	Odd	Faculty of Mass Communication & Media Technology	NEP - Journalism	30	30	0	theory	20.0	30.0	2.0	5.0	5.0	5.0	15.0	0.0

Mar 20, 2025, 9:47 AM

*2/3/25*  
HOD, FMMT



DEAN  
Faculty of Mass Comm. & Media Technology  
SGT University  
Pudhera, Gurugram

**Teaching Load**

Total no. of Subjects: 24

Total Teaching Hours: 127 hrs/ week

Guest Faculty Details: 3 Guest faculty for 4 Subjects

1. Mr. Gulshan Verma: 12hrs: 2 Subjects
2. Ms. Pushpa Nair: 11hrs: 02 Subjects
3. Mr. Keshav Kumar: 04hrs: 1 Subject

**Regular Faculty Details**

Faculty Name	No. of Subjects	Teaching Load hrs/ week	Central Level Committees	Departmental Level Committees	Remarks
Dr. Abhishek Dubey (Officiating Dean & Associate Dean)	004	18	002	004	Three subjects have not been assigned, awaiting faculty replacement this month; if not joined, the syllabus will be completed through guest lectures and workshops.
Dr. Yash Vats	003	13 **Ph.D. Guide	002	006	
Ms. Gauri Joshi	004	33	003	004	
Dr. Tejee Isha (HOD)	004	26 **Ph.D. Guide	005	010	

**Additional Responsibility**

**1. Dr. Yash Vats**

- Online Education, Assistant Director
- Reporting Head in Media Centre (Central Responsibility)
- Ph.D. Guide

*Sumit 21/9/25*

DEAN

*Dr. Yash Vats*