

Ref. No. AGC/PO/2023/00237


Dated: 13/10/2023

In continuation of the office order (AGC/PO/2022/00482; Dated: 23/06/2022), office of the Principal is pleased to reconstitute the **Internal Quality Assurance Cell (IQAC)** with the following members. The tenure of these IQAC members is for the year i.e. **16th June 2023 to 30th June 2024.**

The reconstitution of the IQAC is necessary to promote measures for institutional functioning towards quality enhancement through institutionalization of quality culture and best practices and also to prepare **Annual Quality Assurance Report** for its onward submission to NAAC.

List of Members

1. Chairperson	Dr. Gaurav Tejpal, Principal
2. Senior Administrative Officers	Dr. Paramjit Singh Pannu, Registrar Dr. Upain Bhatia, DAA & HOD, CE/ME Mr. Amit Singh, DSA Dr. Narinder Sharma, Dean (R&D) Mr. Rakesh Jaitly, Dean (T&P) Mr. H.S. Sarkaria, COE Dr. Sandeep Kad, HOD, CSE/AIML Dr. Sachin Khurana, HOD, DCA Dr. Pooja Puri, Dean (UG Courses) & HOD, DMS Ms. Binod Kaur, HOD, AS Dr. Sorabh Sehajpal, HOD, Pharmacy
3. Teachers	Er. Tejinder Sharma, Assoc. Prof., CSE Er. Bimal Kumar, Assoc. Prof., EE Er. Rajbir Singh, AP, ME Ms. Anujeet Kamal, AP, AS Ms. Yadwinder Kaur, AP, HMCT Ms. Gurveen Kaur, AP, DMS

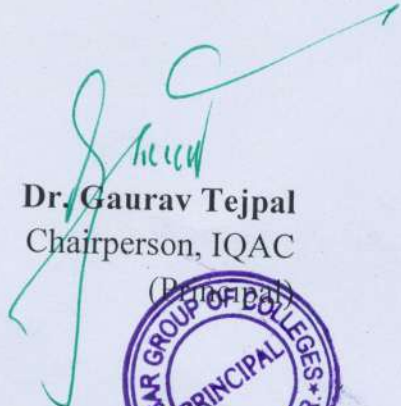
 <p>AMRITSAR GROUP OF COLLEGES</p> <p>NAAC Grade "A" 3rd Cycle Autonomous College under Autonomous Category (Since 2014) Confirmed by UGC</p>	OFFICE ORDER	Internal Quality Assurance Cell (IQAC)
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4. Management	Mr. Nishan Singh, OSD to Chairman
5. (a) Nominee from local society, Community Representative	Col. (Retd.) Gurmukh Singh, GOG, Amritsar, Punjab
(b) Nominee from Students	Ms. Mehak, 4 th Sem., CSE Mr. Aditya, 4 th sem., EE
(c) Nominee from Alumni	Er. Deepak Luthra, CSE (BYJUs) Er. Jayant Banjere, ME (Luminous Power)
6. (a) Nominee from Employers	Ms. Sonal Mehra, HR, Accenture
(b) Nominee from Industries	Mr. Gurpreet Singh, HR, Sopra Steria
7. Coordinator of IQAC	Dr. Namarta Kad, HOD, EE

The purpose and working of Internal Quality Assurance Cell (IQAC), constituted as above, will be as under:

- i. It shall help the institute in planning and monitoring and quality sustenance activities.
- ii. It gives stakeholders or beneficiaries a cross sectional participation in the institution's quality enhancement activities.
- iii. The committee constituted shall meet at least once in every quarter.
- iv. The quorum of meeting shall be two-third of the total numbers of members.
- v. The agenda, minutes and action taken reports are to be documented with official signatures and maintained in a retrieval format.
- vi. IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards.
- vii. The committee will have to establish procedures and modalities to collect data and information on various aspects of institutional functioning.
- viii. The role of coordinator will be to ensure effective functioning of all the members.
- ix. The operational features and monitoring mechanism are well defined in the guidelines and are to be followed strictly by all the members.
- x. The major assignment of IQAC is to submit Annual Quality Assurance Report (AQAR) to NAAC for the Academic Years starting from 1st July 2022 to 30th June 2023 and 1st July 2023 to 30th June 2024.
- xi. The membership of the nominated members for the composition of IQAC shall be for a period of two years.

- xii. The members of IQAC will have to shoulder the responsibilities of generating and promoting awareness in the institution and will have to devote time for working out the procedural details.
- xiii. IQAC will have to make arrangements for feedback from all the stakeholders i.e. students, parents, alumni, employers and faculty.
- xiv. The IQAC constituted will be responsible for the functions and benefits as detailed out in the revised guidelines of NAAC.


Dr. Gaurav Tejpal
Chairperson, IQAC



Copy of Information is forwarded to:

1. All members concerned
2. PA to Principal
3. Registrar
4. All Heads of Departments



AMRITSAR GROUP OF COLLEGES

Autonomous Status Conferred by UGC | Grade "A" by NAAC | NBA Accredited Courses
(2009-2012 & 2016-2018)

Formerly known as

Amritsar College of Engineering & Technology | Amritsar Pharmacy College

Ref. No. AGC/Reg/2024/01/406

Date: 25/01/2024

ANTI RAGGING COMMITTEE

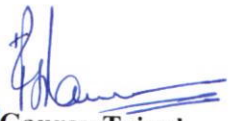
Revised Anti-Ragging Committee/Squad has been constituted in this Institute with the following members as per UGC/AICTE/PCI/IKGPTU guidelines.

Members of the committee:

- Mr. Nishan Singh, OSD to Chairman
- Dr. Paramjit Singh, Registrar
- Dr. Upain Bhatia, Professor & Dean
- Dr. Dipti Malhotra, Dean CCIE
- Mr. Sanjeev Sarangal, Associate Professor
- Dr. Hardeep Singh, Professor, DMS
- Mr. Rakesh Jaitly, Dean, T&P
- Ms. Madhu Bala, Applied Sciences
- Dr. Gurbhej Singh, Associate Professor
- Ms. Binod Kaur, Associate Professor
- Mr. Ranjeet Singh, Hostel Warden
- Dr. Sachin Khurana, Professor

Functions:

- To prohibit, prevent and eliminate the source of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- To prohibit undisciplined activities by any student or students this causes or is likely to cause hardship or psychological harm or to raise fear in any fresher.
- To decide various anti ragging measures/awareness as per the guidelines of AICTE/UGC/as per the directive of the Hon. Supreme Court of the country
- To address 1st year students in the College as well as hostels to make them aware of Anti Ragging measures initiated at AGC Amritsar
- To form various anti ragging squads to curb the menace of ragging
- To counsel senior students not to indulge in the ragging activities
- To create the awareness about Anti Ragging act and punishments among the students and the appropriate law in force.


Principal Gaurav Tejpal
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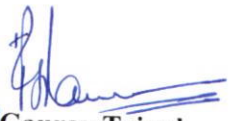
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Ref. No. AGC/Reg/2024/01/405

Date: 25/01/2024

COMMITTEE FOR SC/ST/OBC

Revised committee for SC/ST/OBC has been constituted in this Institute with the following members as per UGC/AICTE/University/PCI guidelines. It is in order to prevent atrocities and resolve the issues like scholarships/academic/others etc. related to discrimination experienced by the students/staff of the college.

Members of the committee:

- Dr. Narinder Sharma, Professor & Dean
- Ms. Arjinder Kaur, Associate Professor, DMS
- Mr. Sandeep Sharma, Assistant Professor, CE
- Mr. Sanjeev Kumar, Associate Professor, CSE
- Ms. Kanwaljit Kaur, Assistant Professor, DCA

Dr. Gaurav Tejpal
(Principal)

Principal
Amritsar Group of Colleges,
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Ref. No. AGC/Reg/2024/01/402

Date: 25/01/2024

Internal Complaints Committee (ICC)

'Establishment of Internal Committee (IC) (As per Section 4 All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulation, 2016 vide no. F.AICTE/WH/2016/01 dated 10th June, 2016)'

As per the above regulations, internal Complaint Committee (ICC) is established in Amritsar Group of Colleges, Amritsar with following compositions.

Sr. No.	Name	Designation in Committee	Gender
1.	Mrs. Pooja Puri, Associate Professor	Presiding Officer	Female
2.	Mr. Amit Singh, Associate Professor	Coordinator Member I/Faculty member	Male
3.	Ms. Gurveen Kaur Sandhu, Assistant Professor	Coordinator Member II/Faculty member	Female
4.	Ms. Madhu Bala, Instructor (Non-teaching)	Member/Non-teaching staff	Female
5.	Ms. Amanjot Kaur, Clerk (Non-teaching)	Member/Non-teaching staff	Female
6.	Ms. Archie Arora (CSE, 2 nd year) (Female Student)	Student representative	Female
7.	Mr. Abhishek Kumar (CSE, 2 nd year) (Male Student)	Student representative	Male
8.	Mr. Kushal Bhatia (CSE, 2 nd year) (Male Student)	Student representative	Male
9.	Ms. Dipti	External Member (Outside representative from Jagriti NGO)	Female

Dr. Gaurav Tejpal
Principal

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Report of ICC Committee 2023-24

Concerning to Gender Sensitization, & Prevention and Prohibition of Sexual Harassment of Women Employees and Students in this college four seminars among students and three seminars among faculty members were conducted in the year. In these seminars equal opportunity was given to female staff members and students to present their ideas and views to promote gender sensitization. Different flexes and banners are made and placed at all corners of the institute (during these seminars) highlighting the various issues for Gender Sensitization, & Prevention and Prohibition of Sexual Harassment of Women Employees and Students in this college.

The outcome of these seminars are direct visible from the collected feedback forms from female staff members and students at the completion of these seminars.

Permanent banners were also made and hanged in women common rooms and girls hostel concerning these issues.

Celebration of women day, women empowerment day and all other such celebrations concerning to promote women empowerment were also conducted in the college in this year

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Principal
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Ref. No. AGC/Reg/2024/01/404

Date: 25/01/2024

GRIEVANCES REDRESSAL COMMITTEE FOR MEN

Revised Grievances Redressal committee for Men has been constituted in this Institute with the following members as per UGC/AICTE/University/PCI guidelines.

Chairman:

- Dr. Narinder Sharma, Dean R&D

Members:

- Dr. Sachin Khurana, Head, Department of Computer Applications
- Mr. Rajbir Singh, Assist. Prof. ME
- Mr. Baljeet Verma, Assoc. Prof. App. Sci.

Functions:

- The committee would strive to create a healthy on-campus atmosphere, where the faculty/ staff could work collectively without any inter or intra conflicts. An aggrieved individual can approach the committee for proper redressal of his grievances.
- To handle the grievances of the teaching and non-teaching staff (male).
- To listen the problems and Grievances of male staff either orally or in writing and redress their grievances as early as possible.
- To keep informed the Principal and Management from time to time about the grievances of the male staff.

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GRIEVANCE REDRESSAL COMMITTEE FOR STUDENTS

Chairman

- Mr. Amit Singh, DSA

Members:

- Dr. Jayant Vats, Dy. Dean
- Mr. Rakesh Jaitly, Dean Placements
- Mr. Vijay Kumar, Chief Warden, Hostels
- Dr. Kalpana Jaggi, HOD Agriculture
- Mr. Kishor Kumar, Student
- Ms. Ravneet Kaur, Student

Functions:

- To resolve the complaints of students and take immediate action
- To keep Principal and management informed from time to time about the problems of students

Dr. Gaurav Tejpal
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Certificate

It is certified that a 24X7 women helpline number and security system is established in the campus for providing safety to students and female faculty and non-teaching faculty.

It is as per the guidelines of All India Council of Technical Education (AICTE), New Delhi.

Dr. Gaurav Tejpal
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