

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. _____

Date: _____

All the members of Academic Council

Sub: Proceedings/Minutes of 13th Academic Council Meeting held on 03.11.2023.

Dear Sir/Madam,

Kindly find enclosed herewith a copy of the minutes of 13th Academic Council Meeting held on 03.11.2023 for necessary action at your end. You are requested to send your comments (if any) via e-mail on the minutes within 15 days from the date of dispatch of these minutes.

Yours sincerely,

Member Secretary,
Academic Council
Amritsar Group of Colleges,
Amritsar.

Encl: Minutes of the Academic Council

Proceeding of 13th Academic Council Meeting held on 03.11.2023 in the meeting room of Amritsar Group of Colleges, Amritsar

Following members attended the meeting:

- Dr. Gaurav Tejpal, Principal cum Chairman Academic Council, AGC Amritsar
- Dr. R.K. Garg, Professor, Indl. & Prod. Eng., NIT Jalandhar
- Dr. B.B. Goyal, Professor, UBS, Punjab University, Chandigarh
- Dr. Yaduvir Singh, Professor EE & Dean, HBTU Kanpur
- Dr. Dilbagh Singh, Professor, EE, NIT Jalandhar
- Dr. Vikas Chawla, Dean Academics, IKGPTU Kapurthala
- Dr. Hitesh Sharma, Dean R&D, IKGPTU Kapurthala
- Dr. U.K. Bhatia, Dean Academic Affairs, AGC Amritsar
- Ms. Dipti Malhotra, Dean CCIE, AGC Amritsar
- Mr. Amit Singh, Dean Students Affairs, AGC Amritsar
- Dr. Narinder Sharma, Dean R&D, AGC Amritsar
- Mr. Rakesh Jaitly, Dean T&P, AGC Amritsar
- Dr. Pooja Puri, Dean UGC Courses, AGC Amritsar
- Dr. Sandeep Kad, HOD, CSE/Comp. Eng./AIML, AGC Amritsar
- Dr. Namarta Kad, HOD, EE, AGC Amritsar
- Ms. Binod Kaur, HOD, Appl. Sci., AGC Amritsar
- Dr. Sachin Khurana, HOD, DCA, AGC Amritsar
- Dr. Kalpana Jaggi, HOD, Agriculture, AGC Amritsar
- Ms. Yadwinder Kaur, HOD, HMCT, AGC Amritsar
- Ms. Harmeet Kaur, HOD, FD, AGC Amritsar
- Dr. Saurabh Sehajpal, HOD, Pharmaceutical Sciences, AGC Amritsar
- Mr. H.S. Sarkaria, Controller of Examinations, AGC Amritsar
- Mr. Baljeet Verma, Assoc. Prof., Appl. Sci., AGC Amritsar
- Ms. Tejinder Sharma, Assoc. Prof., CSE, AGC Amritsar
- Ms. Gurveen Kaur, Assist. Prof. DMS, AGC Amritsar
- Ms. Rama Sharma, Pharmaceutical Sciences, AGC Amritsar
- Dr. P.S. Pannu, Registrar, Member Secretary, AGC Amritsar

Following members attended the meeting:

- Dr. Y.S. Brar, Prof. EE, IKGPTU Kapurthala

AC.13.01: To confirm the minutes of previous meeting (proceedings) by all academic council members.

As no comments have been received, so as such the minutes stand confirmed.

AC.13.02: Action Taken Report (ATR) of the previous academic council meeting.

Noted.

B. AGENDA FOR RATIFICATIONS

AC.13.03: Academic calendar for the session 2023-24.

Approved.

AC.13.04: Minutes of Board of Studies for revision/Approval of study scheme and syllabus of 3rd year (5th semester and 6th semester) of B.Tech. Batch 2021 and onwards.

Approved.

AC.13.05: Approval of AICTE for 2023-24 with start of B.Tech Computer Engineering programme, increase/ decrease of seats in other programmes.

Noted and Ratified.

AC.13.06: Approval of IKGPTU for 2023-24 with start of new programmes, increase/ decrease of seats in other programmes.

Noted and Ratified.

AC.13.07: Regarding conduct of End Semester Nov./Dec. 2023 Examination.

Approved.

AC.13.08: Review of results for Dec. 2022 and May 2023 examination.

Reviewed and Ratified.

AC.13.09: Regarding reforms in the guidelines of End Semester Examinations (Ref. AGC/CoE/169 Dated: 26-09-2023).

Approved.

AC.13.10: Approval of outside subject experts as external paper setters for Dec. 2023 and May 2024 examination.

Approved.

- AC.13.11:** Regarding start of PhD. programme in various disciplines from the session 2024-25. Application for the same is already applied to IKGPTU timely.
Noted and Recommended/Approved.
- AC.13.12:** Regarding start of PG programmes in various disciplines from the session 2024-25. Same will be applied to AICTE/ PCI/ IKGPTU timely.
Noted and Recommended/Approved.
- AC.13.13:** Regarding start of B.Tech. IT programme with 30 seats @ reduction of 30 seats in B.Tech. ME programme from the session 2024-25. Same will be applied to AICTE/ IKGPTU timely.
Noted and Recommended/Approved.
- AC.13.14:** Value Added courses for students of the college from the session 2023-24.
Approved.
- AC.13.15:** Library of Pharmaceutical department will be merged into Central library of the College and hence central library will be shown in all inspections only.
Noted and Approved.
- AC.13.16:** Approval of Award of Certificates/ Medals to the class toppers in End semester December 2022 examination.
Ratified.
- AC.13.17:** Regarding signing of MOU with Bennet, Coleman & Co. Ltd. for placements & internships of students.
Ratified.
- AC.13.18:** Regarding change of nomenclature from 'Secrecy Branch' to 'Examination Branch'.
Ratified.
- AC.13.19:** Contractual employees will get leaves (CL/ML/AL) benefits equal to that of Regular employees from 1 January 2024 onwards.
Noted.
- AC.13.20:** Board of Studies for the session 2023-2026.
Noted and Approved.

AC.13.21: Working towards implementation of NEP 2020's 'Light but Tight' guidelines in the Academic framework of the college.

Noted.

C. INFORMATION AGENDA

AC.13.22: Decision of BOG on the previous academic council meeting.

Noted.

AC.13.23: To inform about admission status for the session 2023-24.


Noted and Ratified.

D. ANY OTHER AGENDA

AC.13.24: Any other item with the permission of the Chair.

Nil.

The meeting ended with vote of thanks.



**Member Secretary,
Academic Council
Amritsar Group of Colleges,
Amritsar.**

AGENDA
13th ACADEMIC COUNCIL MEETING



On
03.11.2023
at 2:00 pm

Amritsar Group of Colleges, Amritsar
(An Autonomous College)
AICTE/PCI Approved
Affiliated to I.K. Gujral Punjab Tech. University, Kapurthala, and PSBTE, Chandigarh

13th Academic Council Meeting (3.11.2023)

AC.13.01: To confirm the minutes of previous meeting (proceedings) by all academic council members.

The 12th Academic Council meeting was held on 19th October, 2022 and the proceedings were circulated to all members for information and comments, enclosed at 'Annexure-I'.

As no comments have been received, so as such the minutes stand confirmed.

AC.13.02: Action Taken Report (ATR) of the previous academic council meeting.

Actions like change in syllabus of B.Tech. 2nd year (3rd & 4th semester) courses of batch 2021 onwards communicated to IKGPTU, timely conduct of end semester Nov./Dec. 2022 examinations as per schedule, etc. are taken on agendas discussed in 12th meeting of academic council.

Items as Action Taken Report (ATR) on the 12th meeting of the academic council are enclosed as 'Annexure-II'.

The item is placed before the Academic Council for information and discussion.

B. AGENDA FOR RATIFICATIONS

AC.13.03: Academic calendar for the session 2023-24.

In view of Academic calendar issued by AICTE, New Delhi, Dean Academic Affairs of the college prepared Academic calendar of the session 2023-24. After approval from the Principal, Office of the Dean Academics issued the Academic calendar for the session 2023-24.

Copy of the Academic calendar is placed at 'Annexure III'.

The matter is put up with the Academic Council for approval.

AC.13.04: Minutes of Board of Studies for revision/Approval of study scheme and syllabus of 3rd year (5th semester and 6th semester) of B.Tech. Batch 2021 and onwards.

Keeping in view the demand of the industry and the latest trends in technical education, various Board of Studies of the Departments of the college have revised the course curriculum /scheme of different programmes. It has been approved by the Principal cum Chairman, Academic council. The list of Programmes and courses for which curriculum was revised is placed at 'Annexure – IV'.

The revised scheme and syllabus are available on the College website.

The matter is put up with the Academic Council for approval.

AC.13.05: Approval of AICTE for 2023-24 with start of B.Tech Computer Engineering programme, increase/ decrease of seats in other programmes.

AICTE issued EOA vide F.No. North-West/1-38671102567/2023/EOA dated: 02-06-2023 for total intake of 606 seats in various programmes including:

- B.Tech Civil Engineering; (Reduction in intake from 60 seats to 30 seats)
- B.Tech. Computer Engineering; (Start of new course with intake of 150 seats)
- B.Tech., Computer Science & Engineering; 180 seats
- B.Tech., Electrical Engineering; (Reduction in intake from 60 seats to 30 seats)
- B.Tech., Mechanical Engineering; (Reduction in intake from 90 seats to 60 seats)
- Masters of Computer Applications; 60 seats
- MBA; 60 seats
- M.Tech., Computer Science & Engineering; 18 seats
- B.Tech., Civil Engineering; 18 seats

The item is placed as 'Annexure-V' before the Academic Council for information and discussion.

AC.13.06: Approval of IKGPTU for 2023-24 with start of new programmes, increase/ decrease of seats in other programmes.

IKGPTU issued affiliation/continuation order vide IKGPTU/REG/NF/Affi./1950 dated: 15-09-2023 for total intake of 1406 seats in various programmes including:

- B.Voc. Fashion Design and Garment Technology (25 seats; New Course)
- Bachelor of Science (Honors) Nutrition & Dietetics (30 seats; New Course)
- B.Tech. Computer Engineering (150 seats; New Course)
- Bachelor of Tourism and Travel Management (30 seats; New Course)
- Bachelor in Computer Applications (Increase in intake from 120 to 240 seats)
- B.Tech. Civil Engineering (Reduction in intake from 60 to 30 seats)
- B.Tech. Electrical Engineering (Reduction in intake from 60 to 30 seats)
- B.Tech. Mechanical Engineering (Reduction in intake from 90 to 60 seats)
- B.Tech. Artificial Intelligence & Machine Learning (Closed; 60 seats)

The item is placed as 'Annexure-VI' before the Academic Council for information and discussion.

AC.13.07: Regarding conduct of End Semester Nov./Dec. 2023 Examination.

The end semester examination for 3rd to 8th semester of various programmes are starting from 20th November 2023 and for the 1st semester, exams are starting from 11th December 2023.

Complete date sheet has been uploaded on college website at the weblink: <https://agcamritsar.in/notices/Complete-Datesheet-Nov-2023-ESE.pdf>

A notice for the information to all stakeholders is already circulated vide AGC/CoE/225 dated 31.10.2023 (Attached here as 'Annexure-VII').

The matter is put up with the Academic Council for approval.

AC.13.08: Review of results for Dec. 2022 and May 2023 examination.

The results for Dec. 2022 and May 2023 examinations are reviewed and presented in 'Annexure-VIII'.

| Examination Nov. 2022 (Regular) | |
|--|---------|
| Grand total students Appeared | 2360 |
| Grand total students passed | 1349 |
| Grand total UG Courses % | 54.95 % |
| Grand total PG Courses % | 81.95 % |
| Total pass %age (Regular Exams) in Nov. 2022 Exams | 57.16 % |

| Examination May 2023 (Regular) | |
|--|------|
| Grand total students Appeared | 2093 |
| Grand total students passed | 1295 |
| Grand total UG Courses % | 61 % |
| Grand total PG Courses % | 93 % |
| Total pass %age (Regular Exams) in Nov. 2022 Exams | 62 % |

The matter is put up with the Academic Council for approval.

AC.13.09: Regarding reforms in the guidelines of End Semester Examinations (Ref. AGC/CoE/169 Dated: 26-09-2023).

The 52nd and 54th meetings of the Examination Committee of the college, have come up with the significant reforms in the guidelines and procedures related to the End Semester Examinations which aimed at a fair, efficient and streamlined examination process.

A copy of these reforms concerning guidelines and procedures for End semester Examinations is attached as 'Annexure-IX'.

The matter is put up with the Academic Council for approval.

AC.13.10: Approval of outside subject experts as external paper setters for Dec. 2023 and May 2024 examination.

As per the requirements of Examination branch, Heads of each departments recommended the list of outside subject experts as external paper setters for Dec. 2023 and May 2024 examination.

BOS of various departments in BOS meetings approved the list of outside subject experts.

Separate list of outside subject experts of each department is attached in 'Annexure-X'.

The matter is put up with the Academic Council for approval.

AC.13.11: Regarding start of Ph.D. programme in various disciplines from the session 2024-25. Application for the same is already applied to IKGPTU timely.

It is with reference to the clause 10.3 stated 'An Autonomous college can start Ph.D. programme with the prior approval of the parent University' notified on 3rd April 2023 in the UGC (Conferment of Autonomous status upon colleges and Measures for Maintenance of standards in Autonomous colleges) Regulations, 2023.

College already wrote a request letter vide Ref. No. AGC/Reg/2023/08/001 dated 01-08-2023 (subject: regarding complete autonomy granting to the college and allow to start Ph.D. programme) to the Vice Chancellor of IKGPTU in this regard.

The request letter is attached as 'Annexure-XI'.

The matter is put up with the Academic Council for approval.

AC.13.12: Regarding start of PG programmes in various disciplines from the session 2024-25. Same will be applied to AICTE/ PCI/ IKGPTU timely.

From the coming admissions session (2024-25), college is interested to start following Masters level Programmes in various departments:-

- M.Pharmacy
- M.Tech. (Electrical Engineering)
- M.Tech. (Mechanical Engineering)
- Master of Commerce
- Master of Tourism and Travel Management

- Master of Hotel Management & Catering Technology
- M.Sc. (Fashion Design)

Same will be applied to AICTE/ IKGPTU timely.

The matter is put up with the Academic Council for information and discussion.

AC.13.13: Regarding start of B.Tech. IT programme with 30 seats @ reduction of 30 seats in B.Tech. ME programme from the session 2024-25. Same will be applied to AICTE/ IKGPTU timely.

From the coming admissions session (2024-25), college is interested to:

Reduce the intake of B.Tech. Mechanical Engineering from 60 seats to 30 seats

Increase in intake of B.Tech. Computer Engineering programme (30 seats)

Same will be applied to AICTE/ IKGPTU timely.

The matter is put up with the Academic Council for information and discussion.

AC.13.14: Value Added courses for students of the college from the session 2023-24.

Keeping in view the current demands demand of industry, this college started various Value Added Courses in its campus from the Academic Session 2023-24 onwards.

A list of various courses offered in various departments of the college is approved by the Principal of the college.

List of these value added courses is attached as ‘Annexure-XIV’.

The matter is put up with the Academic Council for approval.

AC.13.15: Library of Pharmaceutical department will be merged into Central library of the College and hence central library will be shown in all inspections only.

Currently, a separate library is established in Pharmaceutical department and, as per routine practice, is shown in all pharmacy related inspections.

For optimizing use of infrastructure, it is decided that the library of pharmaceutical department will be merged into the Central library of the College and hence central library will be shown in all inspections only.

The matter is put up with the Academic Council for approval.

AC.13.16: Approval of Award of Certificates/ Medals to the class toppers in End semester December 2022 examination.

College decided to award the certificates to the class toppers in the end semester examination every year.

This year, on the basis of results of May 2023 examinations, the certificates are awarded on 15 August 2023. A list of certificate winners is placed as ‘Annexure-XVI’.

Each year, on the basis of results of May/June examinations, the certificates will be awarded on 15 August each year. Further, on the basis of results of Nov./Dec. examinations, the certificates will be awarded on 26 January each year.

The matter is put up with the Academic Council for information and discussion.

AC.13.17: Regarding signing of MOU with Bennet, Coleman & Co. Ltd. for placements & internships of students.

On 16/09/2023, the College signed one MOU with the Bennet, Coleman & Co. Ltd (The Times Group).

The objective of this MOU is to establish an arrangement between the college and the Company with a view to provide internship at different levels of the students (in Management studies) of this college in the offices of the company.

A copy of the MOU is attached as 'Annexure-XVII'.

The matter is put up with the Academic Council for approval.

AC.13.18: Regarding change of nomenclature from 'Secrecy Branch' to 'Examination Branch'.

As per the nomenclature guidelines set by the UGC, the secrecy branch of the college is renamed as 'Examination Branch'. A circular in this regard has been circulated by the controller of examination with all concerned on 31.07.2023. The secrecy branch is now an integral part of the examination branch.

A copy of circular for renaming of secrecy branch is attached as 'Annexure-XVIII'.

The matter is put up with the Academic Council for approval.

AC.13.19: Contractual employees will get leaves (CL/ML/AL) benefits equal to that of Regular employees from 1 January 2024 onwards.

Currently, as per the HR policy of the college, the contractual employees are entitled to avail half of the leaves (CL/ML/AL) than the regular employees. But from 1st January 2024 onwards, the contractual employees will get number of leaves equal to Regular employees. Same has been approved by the Principal of the college in a HODs meeting.

A copy of this decision is attached as 'Annexure-XIX'.

The matter is put up with the Academic Council for approval.

AC.13.20: Board of Studies for the session 2023-2026.

As per the UGC (Conferment of Autonomous Status Upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2023, notified on 3rd April, 2023, the BOS of various departments is revised from 1st July 2023 to 30 June 2026 (three years).

Principal cum chairman Academic council approved the BOS of these departments.

A copy of BOS of departments is placed as 'Annexure-XX'.

The matter is put up with the Academic Council for approval.

AC.13.21: Working towards implementation of NEP 2020's 'Light but Tight' guidelines in the Academic framework of the college.

Institute is working to build mechanisms to introduce 'light but tight' policy framework to ensure integrity, transparency, and resource efficiency of the system through procedural changes while encouraging innovation and out-of-the-box ideas through autonomy, good governance, and empowerment.

The matter is put up with the Academic Council for information.

C. INFORMATION AGENDA

AC.13.22: Decision of BOG on the previous academic council meeting.

8th meeting of Board of Governing Body (BOG) was held on 25th Nov. 2022 at 11:00 am in the meeting room of AGC campus where it approves the minutes of 12th meeting of Academic council held on 10 October 2022.

A copy of proceedings of the meeting of Board of Governing Body (BOG) is placed as 'Annexure-XXI'.

The matter is put up with the Academic Council for information.

AC.13.23: To inform about admission status for the session 2023-24.

1181 seats (66.3 %) filled out of total 1780 seats available in the college for the admissions in session 2023-24.

Programme wise detail of available and filled seats is given in the 'Annexure-XXII'.

The matter is put up with the Academic Council for information and discussion.

D. ANY OTHER AGENDA

AC.13.24: Any other item with the permission of the Chair.

Nil.

The meeting ended with vote of thanks.

**Member Secretary,
Academic Council**