 <p>AMRITSAR GROUP OF COLLEGES</p> <p>NAAC Grade "A" 3rd Cycle under Autonomous Category</p> <p>Autonomous College (Since 2014) Governed by UGC</p>	<p>Academic Committee (2024-25)</p>	<p>Office of the Dean Academic Affairs</p>
	<p>DAA/AGC/2024/160 Date: 06.09.2024</p>	

Preamble

Amritsar Group of Colleges, Amritsar (henceforth referred as AGC) is a Higher Education Institute, which primarily serves to impart quality education to the students who are enrolled through a well-defined admission procedure. Being an autonomous institute, AGC has the freedom to design its own curriculum, assessment procedures and academic policies. In order to ensure responsible exercising of the autonomy and to ensure that the college is accountable to its stakeholders, including students, parents, and regulatory bodies, AGC hereby constitutes its *Academic Committee* to look into all academics related issues.

Constitution of the Committee

The Dean Academic Affairs of AGC shall constitute the *Academic Committee* and get it approved by Principal AGC. The constitution of the committee shall be as under:

Core Committee:

- | | |
|--|------------------|
| 1. Dean Academic Affairs | In Chair |
| 2. Deputy Dean Academic Affairs | Member-Secretary |
| 3. All <i>Academic-Coordinators</i> (one from each department) | Members |


Term of the Committee

The term of the committee shall normally be two years. The committee may be revised in case any member leaves or be unable to

Role of the Committee

The committee shall primarily look into and be responsible for the academic matters of the institute. Roles of this committee shall include:

1. Designing, updating, and revising curricula to ensure relevance and quality.
2. To put up the revised study schemes and curricula before Academic Council for approval.
3. Ensuring the synchronization of revised study schemes with IKG PTU Kapurthala.
4. Semester-wise Academic planning.
5. Approving new courses, reviewing existing ones, and ensuring compliance with regulatory requirements.
6. Developing and implementing evaluation methods to assess student learning outcomes.
7. Preparing academic calendar for every semester session, clearly indicating the academic deadlines, commencement of semester classes, holidays, schedule of Mid Semester Tests, End Semester Examinations along with the number of working days.
8. Ensuring adherence to academic standards, policies, and procedures.
9. Developing and revising academic policies and regulations.
10. Any other role related to academic matters of faculty and students.

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	<p>DAA/AGC/2024/160 Date: 06.09.2024</p>	

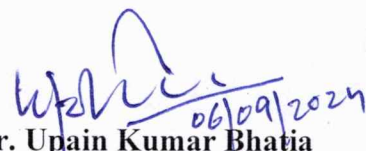
The academic committee of AGC Amritsar is constituted as below:

- | | |
|---|------------------|
| 4. Dean Academic Affairs | in Chair |
| 5. Deputy Dean Academic Affairs | Member Secretary |
| 6. Academic Coordinator of all academic departments | Members |

In addition to this, top five students of every class shall also be the student-members of the committee.

Accordingly, the academic committee for the academic year 2024-25 is formulated as:

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|---|------------------|
| 1. Dr. Upain Kumar Bhatia (Dean Academic Affairs) | Chairman |
| 2. Ms. Tejinder Sharma (Deputy Dean Academic Affairs) | Member Secretary |
| 3. Ms. Neha Chadha (Academic Coordinator, CSE) | Member |
| 4. Mr. Vijay Kumar (Academic Coordinator, CE) | Member |
| 5. Mr. Bimal Kumar (Academic Coordinator, EE) | Member |
| 6. Ms. Sheetu Sharma (Academic Coordinator, App. Sc.) | Member |
| 7. Mr. Sahil Luthra (Academic Coordinator, DCA) | Member |
| 8. Ms. Gurveen Kaur (Academic Coordinator, DMS) | Member |
| 9. Mr. Gautam Sodhi (Academic Coordinator, HMCT) | Member |
| 10. Ms. Sanjana Dutta (Academic Coordinator, FD) | Member |
| 11. Dr. Neetu Verma (Academic Coordinator, DPS) | Member |
| 12. Mr. Jagjeet Singh (Academic Coordinator, ME) | Member |
| 13. Mr. Agyapal Singh (Academic Coordinator, Agriculture) | Member |
| 14. Ms. Rifat Yusuf (Academic Coordinator, DPMS) | Member |


Dr. Upain Kumar Bhatia
 Dean Academic Affairs
 AGC Amritsar

Copy to:

1. Principal AGC for information
2. All Academic Heads