 <b>AMRITSAR</b> GROUP OF COLLEGES ENGINEERING   PHARMACY	<b>Circular</b> (18 <sup>th</sup> Meeting of Admission Committee)	<b>Office of Campus Connect &amp; International Education</b>
	<b>AGC/CCIE/2022/018 Date: 09/09/2022</b>	

Date: 20<sup>th</sup> Sep, 2022

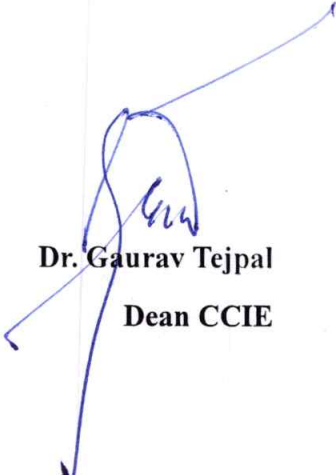
Time: 3:00 PM


Venue: Admission Cell

All Admission Committee members are hereby informed that a meeting has been held on 20<sup>th</sup> Sep, 2022, as per the following agenda given below:

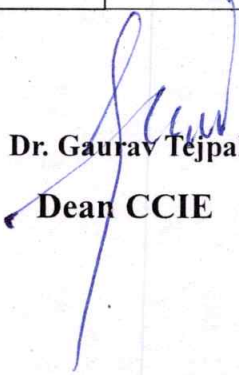
**Agenda:**

- To review the status of fee payment by all 1st year students and to identify pending cases and plan follow-ups for immediate completion.
- To ensure complete and accurate documentation of all students for university verification.
- To review the status of remaining vacant seats across courses.
- To conduct a comprehensive review of all admissions for the academic session.
- To assess course-wise intake, compliance, and reporting status.

  
**Dr. Gaurav Tejpal**  
**Dean CCIE**

 <b>AMRITSAR</b> GROUP OF COLLEGES ENGINEERING   PHARMACY	<b>Minutes of 18<sup>th</sup> Meeting of Admission Committee</b>	<b>Office of Campus Connect &amp; International Education</b>
	<b>AGC/CCIE/2022/0018      Date: 20/09/2022</b>	

<b>DISCUSSION</b>				
The following Agendas were discussed during the Admission Committee Meeting				
S.No.	Agenda	Decision	Responsibility	Deadline
1	To review the status of fee payment by all 1st year students and to identify pending cases and plan follow-ups for immediate completion	<ul style="list-style-type: none"> <li>A dedicated team was instructed to complete the fee pending cases within given time periods.</li> </ul>	Admission Committee	27/09/2022
2	To ensure complete and accurate documentation of all students for university verification.	<ul style="list-style-type: none"> <li>Agenda was discussed.</li> </ul>	Admission Committee	27/09/2022
3	To assess the current status of admissions across all programmes.	<ul style="list-style-type: none"> <li>Review programme wise admission data.</li> <li>Analysed seat availability vs seat filled</li> <li>Conversion rates were tracked from enquiries.</li> <li>An action plan was prepared to increase admission rate.</li> </ul>	Admission Committee	27/09/2022
4	To identify courses with pending or low intake.	<ul style="list-style-type: none"> <li>A course wise list was prepared.</li> </ul>	Admission Committee	27/09/2022

  
**Dr. Gaurav Tejpal**  
**Dean CCIE**

**Copy to: Principal (AGC) for information**