 <b>AMRITSAR</b> GROUP OF COLLEGES ENGINEERING   PHARMACY	<b>Circular</b> (16 <sup>th</sup> Meeting of Admission Committee)	Office of Campus Connect & International Education
	<b>AGC/CCIE/2022/016 Date: 22/08/2022</b>	

Date: 23<sup>th</sup> Aug, 2022

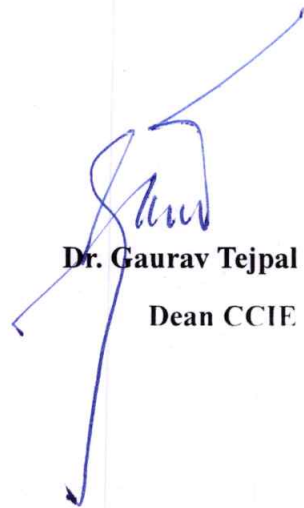
Time: 3:00 PM

Venue: Admission Cell


All Admission Committee members are hereby informed that a meeting has been held on 23<sup>th</sup> Aug, 2022, as per the following agenda given below:

**Agenda:**

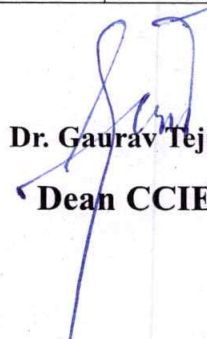
- To ensure all admitted students complete mandatory documents.
- To review pending files and discrepancies.
- To assess the current status of admissions across all programmes.
- To identify courses with pending or low intake.
- To ensure readiness for university verification and reporting.

  
**Dr. Gaurav Tejpal**

**Dean CCIE**

 <b>AMRITSAR</b> GROUP OF COLLEGES ENGINEERING   PHARMACY	<b>Minutes of 16<sup>th</sup> Meeting of Admission Committee</b>		<b>Office of Campus Connect &amp; International Education</b>
	<b>AGC/CCIE/2022/0016</b>	<b>Date: 23/08/2022</b>	

<b>DISCUSSION</b>				
The following Agendas were discussed during the Admission Committee Meeting				
S.No.	Agenda	Decision	Responsibility	Deadline
1	To ensure all admitted students complete mandatory documents.	<ul style="list-style-type: none"> <li>Shared a mandatory checklist with students.</li> <li>Assigned coordinator for process completion.</li> <li>Called to all students complete documents.</li> </ul>	Admission Committee	31/08/2022
2	To review pending files and discrepancies.	<ul style="list-style-type: none"> <li>Agenda was discussed.</li> </ul>	Admission Committee	31/08/2022
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	31/08/2022
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	31/08/2022

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

Copy to: Principal (AGC) for information