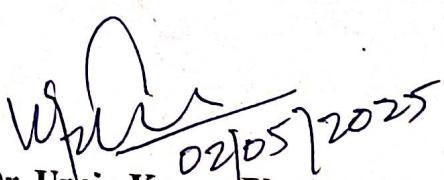


Meeting of all the Academic Committee will be schedule as below:

Date : 02nd May, 2025
Time : 03:30 pm
Venue : Office of the Dean Academic Affairs

Agenda:

- Follow- up of previous meeting Dated 17th April, 2025.
- 28.1 Eligibility List for End Semester Examination.
- 28.2 Conduct of External Exam for Essence of Indian Knowledge, Tradition (AGMC-21401).
- 28.3 Inclusion of Passive Learning Credits in II Year of BBA/ B. Com/ BCA/ FD/ HMCT.
- 28.4 Schedule of BoS Meetings.
- 28.5 Application from Placed Students for issuing NOC/ Permission Letter.
- 28.6 Finalize List of NE students for special classes.
- 28.7 Status of students undertakings for reappear record.
- 28.8 Final Year DRCC students with pending dues.
- 28.9 Any other agenda with the permission of the Chair.


02/05/2025
Dr. Upain Kumar Bhatia
(Dean Academic Affairs)

Attendance of Academic Committee

Date: 02.05.2025

Office of the Dean Academic Affairs

Sr. No	Department	Name	Contact Numbers	Signature
1	DY. Dean Academic Affairs	Dr. Sachin Khurana	9872403151	<i>SK</i>
2	DY. Dean Academic Affairs	Ms. Tejinder Sharma	9878717667	—
3	Applied Sciences	Ms. Sheetu Sharma	8054734600	<i>Sheetu</i>
4	Civil Engineering	Er. Vijay Sai	9877400262	<i>Vijay</i>
5	Computer Application	Mr. Sahil Luthra	8558986286	<i>Sahil Luthra</i>
6	Computer Science & Engineering	Ms. Neha Chadha	8699322906	<i>Neha</i>
7	Electrical Engineering	Mr. Bimal Kumar	9815511810	<i>Bimal</i>
8	Fashion Design	Ms. Sanjana	8054321758	<i>Sanjana</i>
9	Hotel Management	Mr. Abhishek Kundra	9781448479	<i>Abhishek</i>
10	Management Studies	Ms. Gurveen Kaur	9501117076	<i>Gurveen</i>
11	Mechanical Engineering	Er. Jagjit Singh	9815078589	<i>Jagjit</i>
12	Paramedical Sciences	Ms. Rifat Yusuf	9103117020	<i>Rifat</i>
13	Pharmaceutical Sciences	Ms. Sofia	8360510488	<i>Sofia</i>
14	Agriculture	Mr. Aagyapal Singh	8288828819	—

W.K.B. 02/05/2025
Dr. Upain Kumar Bhatia
Dean Academic Affairs

Meeting Date & Time	02 nd May, 2025 & 03:30pm – 04:30pm	Meeting Location	Office of the Dean Academic Affairs
Meeting Organizer	Dr. Upain Kumar Bhatia	Chairperson	Dr. Upain Kumar Bhatia
Minutes Drafted on Date	05 th May, 2025	Meeting Title	Academic Committee
Mo M Drafted by	Ms. Neha	Next Meeting Date & Time	

To following attended the meeting	The following could not attend the meeting
<p>Dr. Upain Kumar Bhatia Dr. Sachin Khurana Ms. Sheetu Sharma Er. Vijay Sai Mr. Sahil Luthra Ms. Neha Chadha Mr. Bimal Kumar Ms. Sanjana Mr. Abhishek Kundra Ms. Gurveen Kaur Er. Jagjit Singh Ms. Rifat Yusuf Ms. Sofia</p>	<p>Ms. Tejinder Sharma Mr. Aagyapal Singh</p>

S. No.	Agenda	Decision	Responsibility	Deadline
DISCUSSION				
The following Agenda were discussed during the Academic Committee Meeting				
28.1	Eligibility List for End Semester Examination.	<ul style="list-style-type: none"> Eligibility lists for End Semester Examinations Shall be finalized by considering genuine Medicals/ Sports/ other cases, as per the policy. 	All Academic Coordinators	
28.2	Conduct of External Exam for Essence of Indian Knowledge, Tradition (AGMC-21401).	<ul style="list-style-type: none"> As conveyed earlier, on the recommendations of the external experts of AQAR, the mandatory course on Essence of Indian knowledge Tradition (AGMC-21401) shall be evaluated through external examination. The question paper format and duration shall be as below: Duration : 2 hours Max. Marks : 30 Passing marks : 12 Instructions to students : All question are compulsory Section A- 6 questions (2 marks each) Section B- 3 questions (6 marks each) Since there are no. of COs approved for this subject. The questions framed in sections A&B shall be uniformly spread over the entire syllabus of the course. 		
28.3	Inclusion of Passive Learning Credits in IIInd Year of BBA/ B. Com/ BCA/ FD/ HMCT.	<ul style="list-style-type: none"> As decided in the meeting of Academic Section with worthy Principal, Passive learning Credits to be included in five study schemes which are under revision i.e. BBA, B. Com, BCA, HMCT, B.Sc. (FD). Dean of Student's Affairs shall frame the policy to evaluate these credits, which shall be discussed & approved through respective Boards of Studies. 		
28.4	Schedule of BoS Meeting.	<ul style="list-style-type: none"> Academic Coordinators to update the google sheet and specify their scheduled dates for BOS meetings. The BOS meetings shall be concluded before 15th June 2025. 		
28.5	Application from Placed Students for attendance relaxation.	<ul style="list-style-type: none"> The students who want to apply for the permission to join Internship or Job in the last semester, their applications should reach the office of DAA within 10st two weeks (by 31st Jan and 31st July for even & odd semesters respectively). If a student gets placement/ Internship offer during running semester, He/ She shall be eligible to apply for the permission only if his/her attendance in all subjects as >75%. 		
28.6	Finalize List of NE students for special classes.	<ul style="list-style-type: none"> Academic Coordinators should finalize the lists of students (Subject wise) who come under the category of NE students. Also workout their applicable fee, if they wish to attend the special classes. 		

AGC/DAA/ 2025/ 232 Date: 05.05.2025

28.7	Status of students undertaking for reappear record.	<ul style="list-style-type: none"> Students who have submitted the undertakings regarding the re-appear record on LMS, shall be forwarded to IAC after verification of attached documents. 		
28.8	Final Year DRCC students with pending dues.	<ul style="list-style-type: none"> Final year students of DRCC category who have their dues pending, are required to deposit the same to accounts branch/College account, failing which they will not allowed to appear in ESE. The lists have been provided to all Heads directly from the Principal office. 		


 05/05/2025
 Dr. Upain Kumar Bhatia
 (Dean Academic Affairs)

Copy to: Principal (AGC) for information.
 Registrar (AGC)
 Controller of Examination
 All Heads of Academic Departments
 All Academic Coordinators
 Office File

