

 <p>AMRITSAR GROUP OF COLLEGES</p> <p>NAAC Grade "A" 3rd Cycle Autonomous College Since 2010 Accredited by NAAC</p>	<p>Circular (16th Meeting of Academic Committee)</p>	<p>Office of the Dean Academic Affairs</p>
	<p>DAA/AGC/2024/207</p>	

Meeting of all the Academic Committee is schedule as below:

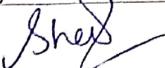
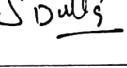
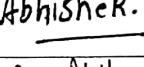
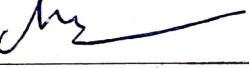
Date : 03rd December, 2024
Time : 10:30 am
Venue : Office of the Dean Academic Affairs,

Agenda:

- Special Classes
- End Semester Examination for 1st Year students
- Study Scheme to PTU
- Status of Repair / Requirement of labs
- Evaluation of NPTEL / End Semester Examination


 Dr. Upain Kumar Bhatia
 (Dean Academic Affairs)

Date: 03.12.2024

Sr. No	Department	Name	Contact Numbers	Signature
1	DY. Dean Academic Affairs	Dr. Sachin Khurana	9872403151	
2	DY. Dean Academic Affairs	Ms. Tejinder Sharma	9878717667	
3	Applied Sciences	Ms. Sheetu Sharma	8054734600	
4	Civil Engineering	Er. Vijay Sai	9877400262	
5	Computer Application	Mr. Sahil Luthra	8558986286	
6	Computer Science & Engineering	Ms. Neha Chadha	8699322906	
7	Electrical Engineering	Mr. Bimal Kumar	9815511810	
8	Fashion Design	Ms. Sanjana	8054321758	
9	Hotel Management	Mr. Abhishek Kundra	9781448479	
10	Management Studies	Ms. Gurveen Kaur	9501117076	
11	Mechanical Engineering	Er. Jagjit Singh	9815078589	
12	Paramedical Sciences	Ms. Rifat Yusuf	9103117020	
13	Pharmaceutical Sciences	Dr. Neetu Verma	9872072650	
14	Agriculture	Mr. Aagyapal Singh	8288828819	

03/12/24
Dr. Upain Kumar Bhatia
Dean Academic Affairs

Meeting Date & Time	03 rd December, 2024 & 10:30pm – 11:30pm	Meeting Location	Office of the Dean Academic Affairs
Meeting Organizer	Dr. Upain Kumar Bhatia	Chairperson	Dr. Upain Kumar Bhatia
Minutes Drafted on Date	04 th December, 2024	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
Dr. Upain Kumar Bhatia	Mr. Aagyapal Singh
Dr. Sachin Khurana	Mr. Sahil Luthra
Ms. Tejinder Sharma	
Ms. Gurveen Kaur	
Mr. Bimal Kumar	
Ms. Sheetu Sharma	
Dr. Neetu Verma	
Er. Vijay Sai	
Er. Jagjit Singh	
Mr. Abhishek Kundra	
Ms. Neha Chadha	
Ms. Sanjana	
Ms. Rifat Yusuf	

S. No.	Agenda	Decision	Responsibility	Deadline
DISCUSSION				
The following Agenda were discussed during the Academic Committee Meeting				
16.1	Special Classes	<ul style="list-style-type: none"> As per the policy of Special Classes for Not Eligible students the details of the NE student is to be prepared Subject wise and Student wise. The total amount of fee to be paid by each student is to be finalized as per the policy. The students may deposit this amount through their respective Subject Teacher/ Class Incharge before the commencement of special classes. 	All Academic Coordinators	
16.2	End Semester Examination for 1 st year Students	<ul style="list-style-type: none"> The departments are ready for the conduct of End Semester Examination of 1st Year student commencing from 10th December 2024. The following departments shall jointly conduct these examinations: <ol style="list-style-type: none"> Department of Applied Sciences, Computer Application and Paramedical Sciences. Department of Management Studies, Hotel Management and Fashion Design. 	All Academic Coordinators	
16.3	Study Scheme to PTU	<ul style="list-style-type: none"> The Academic Coordinators shall finalize the Excel format of the new Study Schemes to be submitted to IKGPTU, in consultation with Dr. Sachin Khurana and Ms. Tejinder Sharma. 	Concerned Academic Coordinators	
16.4	Status of Repair/ Requirement of labs	<ul style="list-style-type: none"> Ms. Tejinder Sharma shall verify the requirements for labs and process for the repairs or procurement of new equipments. 	Ms. Tejinder Sharma	
16.5	Evaluation of NPTEL/ Semester End Examination	<ul style="list-style-type: none"> The policy for evaluation for online courses has been discussed with the Academic Coordinators. The Internal and the External awards are to be computed as per this policy. The students who are unable to clear the online courses and appear in the End Semester Examination at AGC Amritsar, the Internal and the External awards are to be computed as below: 		



		<p>i. The assignment score release by SWAYAM converted out of 40 shall be added with the marks obtained in End Semester Examination out of 60.</p> <p>ii. This total shall be used as percentage to recompute internal awards out of 40 and external awards out of 60.</p>		
--	--	--	--	--



04/12/24
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

