

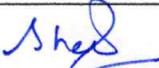
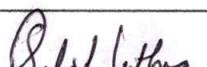
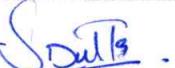
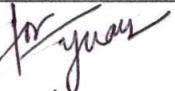
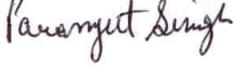
Meeting of all the Academic Committee will be schedule as below:

**Date** : 04<sup>th</sup> December, 2025  
**Time** : 03:00 pm  
**Venue** : Office of the Dean Academic Affairs

**Agenda:**

- Follow-up of previous meeting dated 26<sup>th</sup> November, 2025.
  - 40.1 Recording of Lectures
  - 40.2 IUT Fee
  - 40.3 Bring Your Own Device (YOD) – Discussion
  - 40.4 Status of Presentations on COs
  - 40.5 Any other agenda with the permission of the chair.

  
**Dr. Upain Kumar Bhatia**  
(Dean Academic Affairs)

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. Manbir Singh	9023419000	
10	Management Studies	Mr. Paramjeet Singh	62395 67826	
11	Mechanical Engineering	Er. Jagjit Singh	9815078589	
12	Allied & Health Care	Ms. Sonali Devgan	7399860006	
13	Pharmaceutical Sciences	Ms. Sofia	8360510488	

  
**Dr. Upain Kumar Bhatia**  
**Dean Academic Affairs**

<b>Meeting Date &amp; Time</b>	04 <sup>th</sup> November, 2025 & 03:00pm – 04:00pm	<b>Meeting Location</b>	Office of the Dean Academic Affairs
<b>Meeting Organizer</b>	Dr. Upain Kumar Bhatia	<b>Chairperson</b>	Dr. Upain Kumar Bhatia
<b>Minutes Drafted on Date</b>	06 <sup>nd</sup> December, 2025	<b>Meeting Title</b>	Academic Committee
<b>Mo M Drafted by</b>	Ms. Neha	<b>Next Meeting Date &amp; Time</b>	

<b>To following attended the meeting</b>	<b>The following could not attend the meeting</b>
<p><b>Dr. Upain Kumar Bhatia</b></p> <p><b>Dr. Sachin Khurana</b></p> <p><b>Ms. Tejinder Sharma</b></p> <p><b>Ms. Sheetu Sharma</b></p> <p><b>Er. Vijay Sai</b></p> <p><b>Mr. Sahil Luthra</b></p> <p><b>Ms. Neha Chadha</b></p> <p><b>Mr. Bimal Kumar</b></p> <p><b>Ms. Sanjana</b></p> <p><b>Ms. Yadwinder Kaur (for Manbir Singh)</b></p> <p><b>Mr. Paramjeet Singh</b></p> <p><b>Er. Jagjit Singh</b></p> <p><b>Ms. Sonali Devgan</b></p> <p><b>Ms. Sofia</b></p>	

S. No.	Agenda	Decision	Responsibility	Deadline
<b>DISCUSSION</b>				
<b>The following Agenda were discussed during the Academic Committee Meeting</b>				
40.1	Recording of Lecture	Academic Coordinators are encouraged to motivate the faculty members to record their lectures of the upcoming semesters at the earliest. They can fix the slots with the Incharge of Recording room.	Academic Coordinators	
40.2	IUT fee	IUT fee collected by class in charges (4 <sup>th</sup> , 6 <sup>th</sup> & 8 <sup>th</sup> semester) shall be deposited in accounts branch after due verification from the concerned Head of department by 10.12.2025 positively.		10.12.2025
40.3	Bring your Own Device (YOD)-Discussion	<p>Institute is planning to implement BYOD (Bring Your Own Device). Following benefits are anticipated:</p> <ul style="list-style-type: none"> <li>• Optimal use of Time &amp; Resources.</li> <li>• Upto-date technical Infrastructure available to students.</li> <li>• Possibility of conducting online proctored exams.</li> <li>• Quicker evaluation for MSTs &amp; Assignments.</li> <li>• Better learning through access of ICT enabled content during classes/labs.</li> </ul> <p>Academic Coordinators of CSE &amp; DCA to discuss in their department faculty meetings and explore various pros&amp; cons of implementing BYOD system at AGC.</p>		
40.4	Status of Presentations on COs	Presentations regarding COs on specified Blooms levels to be submitted to PA to Principal by 12:00 noon.		05.12.2025

  
**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

