



**Circular
(13th Meeting of Academic Committee)**

DAA/AGC/2024/180 Date: 08 .10. 2024

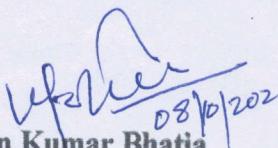
**Office of the
Dean Academic Affairs**

Meeting of ~~all~~ the Academic Committee is schedule as below:

Date : 08th October, 2024
Time : 03:00 pm
Venue : Office of the Dean Academic Affairs,

Agenda:

- Follow -up of previous meeting Dated 20th September 2024.
- Result analysis of MST-I.
- Status of Question Bank on examination portal.
- Design of MST Answer sheet to accommodate blank pages extracted from ESE answer sheets.
- Schedule of Academic Audit.
- Team of Auditors.
- Lists of BOS Experts.
- Adjunct Faculty.
- Convocation 2024.


08/10/2024
Dr. Upain Kumar Bhatia
(Dean Academic Affairs)

Date: 08.10.2024

Sr. No	Department	Name	Contact Numbers	Signature
1	Applied Sciences	Ms. Sheetu Sharma	8054734600	<i>Sheetu</i>
2	Management Studies	Ms. Gurveen Kaur	9501117076	<i>Gurveen</i>
3	Fashion Design	Ms. Sanjana <i>for Manjinder Kaur</i>	8054321758	<i>Manjinder Kaur</i>
4	Civil Engineering	Er. Vijay Sai	9877400262	<i>Vijay Sai</i>
5	Mechanical Engineering	Er. Jagjit Singh	9815078589	<i>Jagjit Singh</i>
6	Computer Science & Engineering	Ms. Neha Chadha	8699322906	<i>Neha</i>
7	Electrical Engineering	Mr. Bimal Kumar	9815511810	<i>Bimal Kumar</i> 08/10/2024
8	Computer Application	Mr. Sahil Luthra	8558986286	<i>Sahil Luthra</i>
9	Pharmaceutical Sciences	Dr. Neetu Verma	9872072650	<i>Neetu</i> 8/10/24
10	Hotel Management	Mr. Abhishek Kundra <i>Divya Sharma</i>	9781448479	<i>Abhishek Kundra</i>
11	Paramedical Sciences	Ms. Rifat Yusuf <i>Touqeer</i>	9103117020	<i>Rifat Yusuf</i>
12	Agriculture	Mr. Aagyapal Singh	8288828819	—

JC
8/10/24

AK
8/10/24

UkB
08/10/2024
Dr. Upain Kumar Bhatia
Dean Academic Affairs



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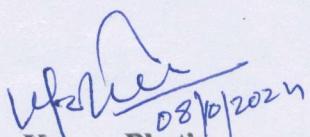
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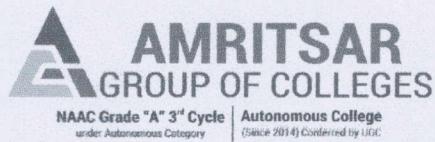
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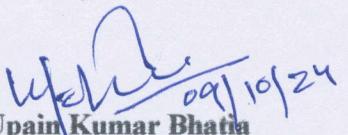
S. No.	Agenda	Decision	Responsibility	Deadline
DISCUSSION				
The following Agenda were discussed during the Academic Committee Meeting				
13.1	Result Analysis of MST-1	<ul style="list-style-type: none"> Subject wise Result analysis of MST-1 to be submitted in the tabular form including <ul style="list-style-type: none"> Total number of students Number of students not eligible Number of eligible students Number of absentees Number of students appeared Number of students failed Number of students passed Pass percentage of total number of students The format of Result Analysis will be shared by Mr. Abhishek Kundra 		11.10.2024
13.2	Status of Question bank on examination portal	<ul style="list-style-type: none"> Examination portal will be open for 1 day (09.10.2024 till 04:00pm) for uploading pending subjects of BTTM and BSc N&D. 		
13.3	Design of MST answer sheet to accommodate blank pages extracted from ESE answer sheets	<ul style="list-style-type: none"> The committee decided that the new answer sheets shall be designed in portrait mode and should include 8 pages in total (1 cover sheet of 4pages with 2 blank sheets extracted from the answer sheets of ESE). Continuation sheets shall be provided on demand. 		
13.4	Schedule of Academic Audit	<ul style="list-style-type: none"> The Academic Audit shall be conducted during 25th, 28th and 29th October, 2024 		
13.5	Team of Auditors	<ul style="list-style-type: none"> The List of auditors shall include some of the Academic Coordinators also. Further, it will be the responsibility of the respective Coordinators to submit record of the Academic Audit after due to compliance to the office of DAA. 		
13.6	List of BOS Experts	<ul style="list-style-type: none"> Heads are requested to include 5 to 10 industry experts and at least 5 alumni as the members of BOS. 		14.10.2024
13.7	Adjunct Faculty	<ul style="list-style-type: none"> The lists of Adjunct faculty shall be submitted to the office of DAA after revision as per the discussion held in the meeting. 		14.10.2024
13.8	Convocation 2024	<ul style="list-style-type: none"> The proposed date of convocation (9th November, 2024) has been cancelled due to the event Fusion 2024. The date of convocation shall be finalized in the Heads meeting. 		



Minutes of 13th Meeting of
Academic Committee
held on 08th October, 2024

DAA/AGC/2024/181 Date: 09.10.2024

Office of the
Dean Academics Affairs


Dr. Upain Kumar Bhatia
(Dean Academic Affairs)

Cc: Principal to AGC
All Academic Coordinator
Office File

