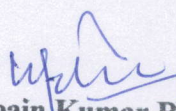
 <b>AMRITSAR</b> GROUP OF COLLEGES <small>NAAC Grade "A" Cycle Autonomous College under Autonomous Category (Since 2014) Constituted by UGC</small>	<b>Circular</b> (25 <sup>th</sup> Meeting of Academic Committee)	<b>Office of the Dean Academic Affairs</b>
	<b>DAA/AGC/2025/ 182      Date: 13.03.2025</b>	

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

**Date** : 13<sup>th</sup> March, 2025  
**Time** : 02:00 pm  
**Venue** : Office of the Dean Academic Affairs

**Agenda:**

- Follow- up of previous meeting Dated 27<sup>th</sup> February, 2025.
- 25.1 Surprise Academic Audit by IKGPTU.
- 25.2 Submission of Internal Awards Files of previous Semester to DAA.
- Any other agenda with the permission of the Chair.








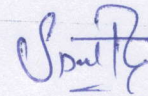
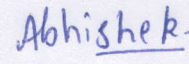
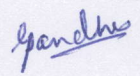
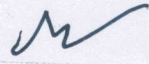

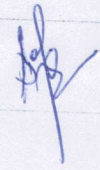
  
**Dr. Upain Kumar Bhatia**  
 (Dean Academic Affairs)

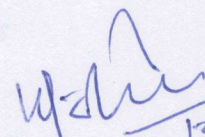


**Attendance of 25<sup>th</sup> Meeting of  
Academic Committee**

**Date: 13.03.2025**

**Office of the  
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. 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	Ms. Sofia	8360510488	
14	Agriculture	Mr. Aagyapal Singh	8288828819	

  
13/03/2025  
**Dr. Upain Kumar Bhatia**  
Dean Academic Affairs



**Minutes of 25<sup>th</sup> Meeting of  
Academic Committee  
held on 13<sup>th</sup> March, 2025**

**AGC/DAA/ 2025/ 186    Date: 24.03.2025**

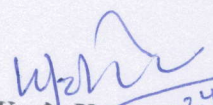
**Office of the  
Dean Academics Affairs**

<b>Meeting Date &amp; Time</b>	13 <sup>th</sup> March, 2025 & 02:00pm – 02:30pm	<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>	18 <sup>th</sup> March, 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>
<b>Dr. Upain Kumar Bhatia</b> <b>Dr. Sachin Khurana</b> <b>Ms. Tejinder Sharma</b> <b>Ms. Sheetu Sharma</b> <b>Ms. Neha Chadha</b> <b>Mr. Bimal Kumar</b> <b>Ms. Sanjana</b> <b>Mr. Abhishek Kundra</b> <b>Ms. Gurveen Kaur</b> <b>Er. Jagjit Singh</b> <b>Ms. Sofia</b>	<b>Er. Vijay Sai</b> <b>Mr. Sahil Luthra</b> <b>Ms. Rifat Yusuf</b> <b>Mr. Aagyapal Singh</b>



S. No.	Agenda	Decision	Responsibility	Deadline
<b>DISCUSSION</b>				
<b>The following Agenda were discussed during the Academic Committee Meeting</b>				
25.1	<b>Surprise Academic Audit by IKGPTU</b>	<ul style="list-style-type: none"> <li>The Academic Coordinators are informed of circular from IKGPTU (Ref. No. IKGPTU/CD/6740 dated: 07.03.2025) regarding surprise Academic Audit of the affiliated colleges. The Academic Coordinators to ensure all records of their departments updated and ready for the audit.</li> </ul>		
25.2	<b>Submission of Internal Awards Files of previous Semester to DAA</b>	<ul style="list-style-type: none"> <li>The Internal award files of previous semester may be submitted to the office of DAA for display at a single point during the audit. The coordinators may collect the files after the audit.</li> </ul>		

  
 24/03/2025  
 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



