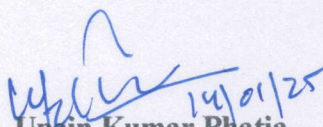
 AMRITSAR GROUP OF COLLEGES <small>NAAC Grade "A" 3rd Cycle Autonomous College Under Autonomous Category (Since 2014) Conferred by UGC</small>	<p style="text-align: center;">Circular (20th Meeting of Academic Committee)</p> <hr/> <p>AGC/DAA/2025/007 Date: 14.01.2025</p>	<p style="text-align: center;">Office of the Dean Academic Affairs</p>
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Meeting of all the Academic Committee will be schedule as below:

Date : 14th January, 2025
Time : 02:00 pm
Venue : Office of the Dean Academic Affairs

Agenda:

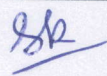
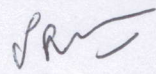
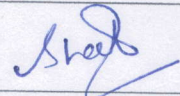


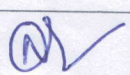
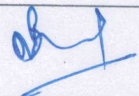

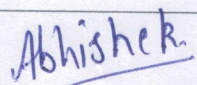
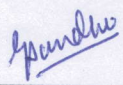

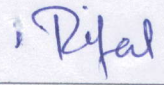


- Follow- up of previous meeting Dated 03rd January 2025.
- Flow of Time Table
- Date Sheet for Regular Examination of NE students starting 15.01.2025.
- Examination session timings.
- BoS Agenda- '**Passive Learning Credits**' – Comments & Suggestions of the experts.
- Environment related subject in 1st Year in online mode through SWAYAM.
- Felicitation Ceremony on 26.02.2025.
- AQAR (2023-24).
- Any other agenda with the permission of the Chair.

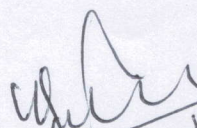

Dr. Upain Kumar Bhatia
(Dean Academic Affairs)

**Attendance of Academic
Committee**

Date: 14.01.2025

**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	Dr. Neetu Verma	9872072650	
14	Agriculture	Mr. Aagyapal Singh	8288828819	


14/01/25
Dr. Upain Kumar Bhatia
Dean Academic Affairs

**Minutes of 20th Meeting of
Academic Committee
held on 14th January, 2025**

**Office of the
Dean Academics Affairs**

AGC/DAA/2025/


Date: 21.01.2025

Meeting Date & Time	14 th January, 2025 & 02:00pm – 03:00pm	Meeting Location	Office of the Dean Academic Affairs
Meeting Organizer	Dr. Upain Kumar Bhatia	Chairperson	Dr. Upain Kumar Bhatia
Minutes Drafted on Date	21 st January, 2025	Meeting Title	Academic Committee
Mo M Drafted by	Ms. Neha	Next Meeting Date & Time	

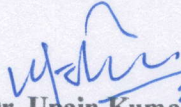
To following attended the meeting	The following could not attend the meeting
Dr. Upain Kumar Bhatia Dr. Sachin Khurana Ms. Tejinder Sharma Ms. Sheetu Sharma Er. Vijay Sai Ms. Neha Chadha Mr. Bimal Kumar Mr. Abhishek Kundra Ms. Gurveen Kaur Ms. Rifat Yusuf	Mr. Sahil Luthra Ms. Sanjana Er. Jagjit Singh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

Upain
21/01/25

S. No.	Agenda	Decision	Responsibility	Deadline
DISCUSSION				
The following Agenda were discussed during the Academic Committee Meeting				
20.1	Flow of Time Table	<ul style="list-style-type: none"> Time Table Coordinators shall strictly follow the Flow of Time Table for fixation of Faculty's Time slots, as decided in 19th Meeting of the Academic Committee held on 3rd January, 2025. The Time Table Coordinators who have violated this flow, causing clashes in the Time Table are required to revise the Time Table by today itself. 	Concerned Time Table Coordinators	
20.2	Date Sheet for Regular Examination of NE students starting 15.01.2025	<ul style="list-style-type: none"> The Date sheet for regular examination for the students who admitted after 15th September 2025 and not eligible students (after attending 100% special classes) shall be submitted in the Office of Dean Academic Affairs. Day wise and Subject wise cut list shall be submitted to the Office of the Dean Academic Affairs. Any other students (Pending DRCC cases, students of 1st Phase admissions whose University Roll No. arrived late in the college etc.) may also be included in the cut list. 	All Academic Coordinators	
20.3	Examination session timings	<ul style="list-style-type: none"> Morning Session:- 10:00 am to 01:00 pm. Evening Session:- 01:30 pm to 04:30 pm 	All Academic Coordinators	
20.4	BoS Agenda - 'Passive learning Credits'- Comments & Suggestion of the experts	<ul style="list-style-type: none"> The Academic Coordinators presented the comments and Suggestion of their BoS experts regarding inclusion of Passive Learning Credits in the Study Schemes. Following are the major outcomes of the discussion: <ol style="list-style-type: none"> Weightage of attendance or internal awards for student's active participation in various activities may be considered instead of including Credits in the Study Scheme. Inclusion of the Credits for Passive Learning may be carried Subject to formulation and framing of an effective policy for evaluating the Passive Learning. Inclusion of Passive Learning Credits should be implemented for a fresh admitted batch or for the programme whose Study Scheme is under revision. 		
20.5	Environment related subject in 1st Year in online mode through SWAYAM	<ul style="list-style-type: none"> The online courses identified by the Academic Coordinators against the subject Environmental Sciences in various programmes were considered. None of the subjects was found to be matching with the desired content to be delivered. Hence, Environment related subjects in 1st Year shall be taught in classrooms as per traditional contact classes (Physical mode). 		

 AMRITSAR GROUP OF COLLEGES <small>NAAC Grade "A" 3rd Cycle under Autonomous Category</small> <small>Autonomous College (Since 2014) Conferred by UGC</small>	Minutes of 20th Meeting of Academic Committee held on 14th January, 2025 AGC/DAA/2025/ Date: 21.01.2025	Office of the Dean Academics Affairs
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20.6	Felicitation Ceremony 26.02.2025	<ul style="list-style-type: none"> Felicitation Ceremony will be held on 26th January 2025 for the top performers for November 2024 Examination. Academic Coordinators shall prepare the list of toppers as soon as the results are declared by the examination branch. 		
20.7	AQAR (2023-24)	<ul style="list-style-type: none"> Due to extension of submission of AQAR Dr. Sachin Khurana and Ms. Tejinder Sharma shall re-verify the details of criteria 1 and 2. Any changes, if needed shall be incorporated through departmental IQAC coordinators. 		


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

