

Meeting of all the Academic Coordinators is schedule in the office of **Dean Academic Affairs**, today, as per following schedule.

**Date:** 24<sup>th</sup> April 2024

**Time:** 3:30 pm

**Venue:** Office of Dean Academic Affairs

**Agenda:**

- Follow-up of previous meeting Dated 01<sup>st</sup> April 2024
- Schedule of Extra Classes
- Question Papers of – Upcoming MST – II
- Questions Papers of External Practical Exam – Ii
- Syllabus Coverage Report
- Internal Academic Audit
- Schedule of next meeting



Tejinder Sharma  
DY. Dean Academic Affairs



Dr. Upam Kumar Bhatia  
(Dean Academic Affairs)

1. *What is the relationship between the number of chromosomes in a cell and the number of chromosomes in a gamete?*

2. *What is the relationship between the number of chromosomes in a cell and the number of chromosomes in a zygote?*

3. *What is the relationship between the number of chromosomes in a cell and the number of chromosomes in a haploid cell?*

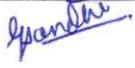
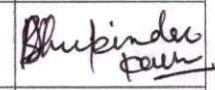
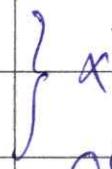
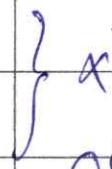
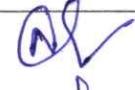
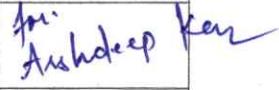
4. *What is the relationship between the number of chromosomes in a cell and the number of chromosomes in a diploid cell?*

5. *What is the relationship between the number of chromosomes in a cell and the number of chromosomes in a haploid cell?*

~~What is the relationship between the number of chromosomes in a cell and the number of chromosomes in a gamete?~~

~~What is the relationship between the number of chromosomes in a cell and the number of chromosomes in a zygote?~~

Date: - 24/04/2024

Sr. No	Department	Name	Contact No.	Signature
1	Applied Sciences	Ms. Sheetu Sharma	8054734600	
2	Management Studies	Ms. Gurveen Kaur	9501117076	
3	Agriculture	Ms. Shalini Thakur	9988134058	
4	Fashion Design	Ms. Sanjana	8054321758	
5	Civil Engineering	Er. Vijay Sai	9877400262	
6	Mechanical Engineering	Er. Vijay Sai	9877400262	
7	Computer Science	Ms. Neha Chadha	8699322906	
8	Electrical Engineering	Mr. Bimal Kumar	9815511810	
9	Computer Application	Mr. Sahil Luthra	8558986286	
10	Pharmaceutical Sciences	Ms. Neetu Verma	9872072650	
		Ms. Lovneet Kaur	9915920156	
11	Hotel Management	Mr. Gautam Sodhi	9803846947	

Dr. Upain Kumar Bhatia  
24/04/24  
Dean Academic Affairs





*3<sup>rd</sup>* Minutes  
of Meeting of held on  
**24.04.2024**

**Office of the  
Dean Academic Affairs**

<b>Meeting Date &amp; Time</b>	24 <sup>th</sup> April, 2024 & 03:30 pm to 04:00 pm	<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>	24 <sup>th</sup> April 2024	<b>Meeting Title</b>	Weekly Meeting
<b>Mo M Drafted by</b>	Ms. Neha	<b>Next Meeting date &amp; Time</b>	01/05/2024

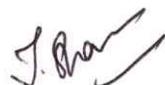
<b>Attendees</b>	<b>Absentees</b>
Dr. Upain Kumar Bhatia Ms. Tejinder Sharma Ms. Sheetu Sharma Ms. Gurveen kaur Ms. Neha Chadha Mr. Bimal Kumar Ms. Arshdeep kaur Ms. Lovneet kaur Mr. Gautam Sodhi	Er. Vijay Sai

and to provide  
enriched signals to  
the visual cortex.

the visual system. The visual system is composed of three main parts: the retina, the optic nerve, and the brain. The retina is the light-sensitive layer at the back of the eye. It contains millions of light-sensitive cells called photoreceptors. These cells convert light energy into electrical signals that are sent to the brain via the optic nerve.

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S.N.	Agenda	Decision	Responsibility	Deadline
<b>DISCUSSION</b>				
<b>The following Agenda were discussed during the Academic Coordinators Meeting</b>				
1.1	<b>Extra Classes Schedule</b>	<ul style="list-style-type: none"> <li>Departments to share the Extra Classes Schedule including Saturday and Sunday if applicable with the office of under signed.</li> </ul>	Academic Coordinators	25.04.2024
1.2	<b>MST II &amp; Practical II</b>	<ul style="list-style-type: none"> <li>Academic Coordinators to prepare a notice mentioning the deadline to submit the MST- II &amp; Practical Question Papers – II</li> <li>Departments to share copy of Date sheet of MST II &amp; Practical II with the under assigned office.</li> </ul>	Academic Coordinator	30 <sup>th</sup> April 2024
		<ul style="list-style-type: none"> <li>Departments to shared file comprising Question Paper of MST- I &amp; Practical-I, Question Paper of MST-II &amp; Practical- II</li> </ul>	Academic Coordinator	10 <sup>th</sup> May 2024
1.3	<b>Internal Academic Audit</b>	<ul style="list-style-type: none"> <li>Internal Academic Audit is schedule from 9<sup>th</sup> May 2024 to 15<sup>th</sup> May 2024. The Schedule will be shared in the Whatsapp group.</li> </ul>	Academic Coordinator	
1.4	<b>Syllabus Coverage Report</b>	<ul style="list-style-type: none"> <li>All the departments are required to furnish the details in the prescribed Syllabus Coverage format only.</li> </ul>	Academic Coordinators	30 <sup>th</sup> April 2024



Tejinder Sharma  
DY. Dean Academic Affairs



Dr. Upain Kumar Bhatia  
(Dean Academic Affairs)

Cc: Principal to AGC  
All Academic Coordinator  
Office File

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## AMRITSAR GROUP OF COLLEGES

NAAC Grade "A" 3<sup>rd</sup> Cycle  
(Since 2014) Conferred by UGC  
under Autonomous Category

### Office of the Dean Academic Affairs

### Syllabus Coverage Report

Subject Code	Subject Name	Teacher's Name	% of Syllabus Covered	Reason for shortfall (if any)	Signature & Remarks

the following table, which shows the number of cases of each disease

in each of the three districts of the city.

Number of Cases	Number of Deaths	Number of Recoveries	Number of Patients
100	10	90	100
150	20	130	150
200	30	170	200

in each of the three districts of the city.

the following table, which shows the number of cases of each disease

in each of the three districts of the city.

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