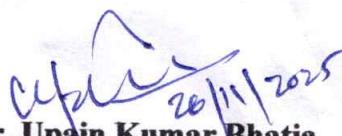


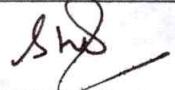
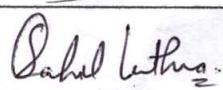
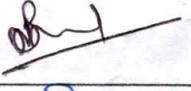
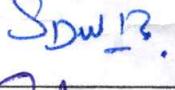
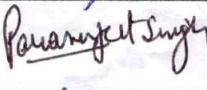
Meeting of all the Academic Committee will be schedule as below:

**Date** : 26<sup>th</sup> November, 2025  
**Time** : 02:00 pm  
**Venue** : Office of the Dean Academic Affairs

**Agenda:**

- Follow-up of previous meeting dated 06<sup>th</sup> November, 2025.
- 39.1 To decide the eligibility of late admitted students for ESE-Nov 2025, who are otherwise assessed as ineligible by AGC LMS due to absence prior to the date of admission.
- 39.2 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.   
26/11/25

<b>Meeting Date &amp; Time</b>	26 <sup>th</sup> November, 2025 & 02:00pm – 02:45pm	<b>Meeting Location</b>	Office of the Dean Academic Affairs
<b>Meeting Organizer</b>	Dr. Sachin Khurana	<b>Chairperson</b>	Dr. Sachin Khurana
<b>Minutes Drafted on Date</b>	02 <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>
<b>Dr. Sachin Khurana</b> <b>Ms. Tejinder Sharma</b> <b>Ms. Sheetu Sharma</b> <b>Er. Vijay Sai</b> <b>Mr. Sahil Luthra</b> <b>Ms. Neha Chadha</b> <b>Mr. Bimal Kumar</b> <b>Ms. Sanjana</b> <b>Mr. Gautam Sodhi</b> <b>Mr. Paramjeet Singh</b> <b>Er. Jagjit Singh)</b> <b>Ms. Sonali Devgan</b> <b>Ms. Sofia</b>	<b>Dr. Upain Kumar Bhatia</b>

S. No.	Agenda	Decision	Responsibility	Deadline
<b>DISCUSSION</b>				
<b>The following Agenda were discussed during the Academic Committee Meeting</b>				
39.1	<p>To decide the eligibility of late admitted students for ESE-Nov 2025, who are otherwise assessed as ineligible by AGC LMS due to absence prior to the date of admission</p>	<p>As decided in the meeting of the undersigned with worthy Principal sir, Heads of Academic Departments (through respective Academic Coordinators) are requested to follow the instructions mentioned below:</p> <ol style="list-style-type: none"> <li>1. The attendance is to be re-assessed for the <b>late admitted students</b>, who are assessed ineligible by AGC LMS.</li> <li>2. The concerned subject teacher is authorized to decide the eligibility of any student by computing the attendance from day of his/her admission.</li> <li>3. Eligibility shall be ascertained as per existing policy, on the basis of revised attendance.</li> <li>4. The concerned faculty member shall submit the list of students thus found eligible, to the LMS coordinator Er. Jagdeep Singh, through the concerned Head of department.</li> <li>5. Along with the authorization as in sr. no.2, the teacher will also be accountable and answerable for the correct assessment of attendance and hence determining the eligibility.</li> </ol>	Academic 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