

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

**Circular**  
(10<sup>th</sup> Meeting of Academic Coordinators)

DAA/AGC/2024/153 Date: 30<sup>th</sup> August 2024

**Office of the  
Dean Academic Affairs**

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

**Date** : 30<sup>th</sup> August 2024  
**Time** : 03:00 pm  
**Venue** : Office of the Dean Academic Affairs,

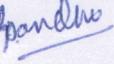
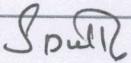
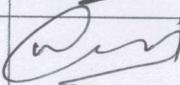
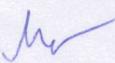
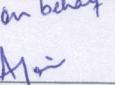
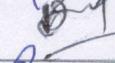
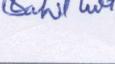
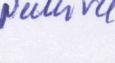
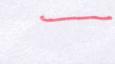
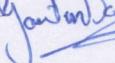
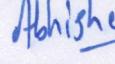
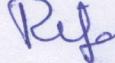
**Agenda:**

- Follow -up of previous meeting Dated 28<sup>th</sup> August 2024
- Conduct of MST in online mode



30/08/24  
Dr. Upam Kumar Bhatia  
(Dean Academic Affairs)

Date: - 30/08/2024

Sr. No	Department	Name	Contact No.	Signature
1	Applied Sciences	Ms. Sheetu Sharma	8054734600	
2	Management Studies	Ms. Gurveen Kaur	9501117076	
3	Fashion Design	Ms. Sanjana	8054321758	
4	Civil Engineering	Er. Vijay Sai	9877400262	
5	Mechanical Engineering	Er. Jagjit Singh	9815078589	
6	Computer Science	Ms. Neha Chadha	8699322906	 on behalf
7	Electrical Engineering	Mr. Bimal Kumar	9815511810	
8	Computer Application	Mr. Sahil Luthra	8558986286	
9	Pharmaceutical Sciences	Dr. Neetu Verma	9872072650	
		Ms. Lovneet Kaur	9915920156	
10	Hotel Management	Mr. Gautam Sodhi	9803846947	
		Mr. Abhishek Kundra	9781448479	
11	Paramedical Sciences	Ms. Rifat Yousuf	9103117020	

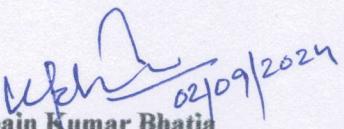
  
30/08/2024  
Dr. Upain Kumar Bhatia  
Dean Academic Affairs

<b>Meeting Date &amp; Time</b>	30 <sup>th</sup> August,2024 & 03:00pm – 04:00pm	<b>Meeting Location</b>	Office of Dean Academic Affairs
<b>Meeting Organizer</b>	Dr. Upain Kumar Bhatia	<b>Chairperson</b>	Dr. Upain Kumar Bhatia
<b>Minutes Drafted on Date</b>	02 <sup>nd</sup> September,2024	<b>Meeting Title</b>	Academic Coordinator
<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>Ms. Lovneet Kaur</b>
<b>Ms. Tejinder Sharma</b>	<b>Ms. Neha Chadha</b>
<b>Ms. Sheetu Sharma</b>	
<b>Ms. Gurveen Kaur</b>	
<b>Mr. Bimal Kumar</b>	
<b>Mr. Gautam Sodhi</b>	
<b>Mr. Sahil Luthra</b>	
<b>Ms. Sanjana Dutta</b>	
<b>Er. Jagjit Singh</b>	
<b>Dr. Neetu Verma</b>	
<b>Mr. Abhishek Kundra</b>	
<b>Ms. Rifat Yousuf</b>	
<b>Er. Vijay Sai</b>	

S. No.	Agenda	Decision	Responsibility	Deadline
<b>DISCUSSION</b>				
The following Agenda were discussed during the Academic Coordinators Meeting				
1.1	Conduct of MST in Online Mode	<ul style="list-style-type: none"> <li>Setting of Google form discussed.</li> </ul>		

  
Ms. Tejinder Sharma  
DY. Dean Academic Affairs

  
Dr. Upain Kumar Bhatia  
(Dean Academic Affairs)  
02/09/2024

Cc: Principal to AGC  
All Academic Coordinator  
Office File