

**Dated: - 12-03-2025**

**Subject: Change in the Composition of Hostel Discipline Committee**

This is to inform all concerned that, as per the notice number **AGC/Reg/2025/03/106**, Ms. Shruti Parashar, who was earlier serving as Warden, Girls' Hostel and a member of the Hostel Discipline Committee, has been relieved from the responsibility. Ms. Madhu Sharma has taken charge as the Warden, Girls' Hostel and shall henceforth serve as a member of the Hostel Discipline Committee with immediate effect.

Further, as the student members of the committee are passing out, new student representatives have been nominated in their place. Accordingly, the composition of the Hostel Discipline Committee has been revised to ensure continuity and effective functioning.

The revised composition of the Hostel Discipline Committee, incorporating the above changes, is enclosed herewith.

All concerned are requested to take note of the above changes and extend their cooperation for the smooth functioning of the committee.

Sd/-

Er. Vijay Kumar

Chief Warden

Hostels

**Enclosure:**

Revised Composition of Hostel Discipline Committee


**Copy to:**

- Members, Hostel Discipline Committee
- Warden (Boys' Hostel)
- Warden (Girls' Hostel)
- Student Members Concerned
- Hostel Office Record
- Notice Boards (Boys' & Girls' Hostels)

Dated: 06.03.2025

Ms. Madhu Sharma, Applied Science Department has been given additional charge as Warden, Kalpana Chawla Girls Hostel with effect from 07.03.2025 (Friday).

The services rendered by Ms. Shruti Prashar as Warden, Kalpana Chawla Girls Hostel are appreciable and placed on record.

  
06.03.2025  
Registrar

Registrar  
Amritsar Group of Colleges,  
Amritsar.

Endst. No. AGC/Reg/2025/03/106

Dated 06-03-2025

Copy of the above is forwarded to the following for information and further action please.

1. OSD to Chairman (for kind information of Hon'ble Chairman)
2. PA to Principal (for kind information of Worthy Principal)
3. Registrar (Finance)
4. Dean Student's Affairs
5. Head, Department of Applied Sciences (to immediate handover this order to Ms. Madhu Sharma)
6. Dean, Training and Placement Cell (to immediate handover this order to Ms. Shruti Prashar)
7. All the Heads of Teaching and Non-Teaching Deptts.
8. Chief Warden, Hostel (Boys and Girls)
9. CSO
10. File copy


**Composition of Hostel Discipline  
Committee**

**From the Office of  
Chief Warden**

**Dated: - 13-03-2025**

S. No	Name	Designation	Responsibility	Mobile No
1.	Er. Vijay Kumar	Chief Warden	Convenor	9877400262
2.	Mr. Ranjit Singh	Manager CCIE	Secretary	8872008179
3.	Mr. Gagandeep Sharma	Warden (Boys Hostel)	Member	8872004737
4.	Mr. Jarmanjit Singh	Warden (Boys Hostel)	Member	9915240182
5.	Ms. Madhu Sharma	Warden (Girls Hostel)	Member	8847295690
6.	Mr. Rahul Sharma	Deputy Controller of Examination	Member	998864204
7.	Ms. Trishla Sharma	Assistant Warden (Girls Hostel)	Member	8566945161

S.No	Name	Designation	Responsibility	Branch	Roll Number
1	Rohit Kumar	Student	Member	CSE	2411783
2	Nikhil Kumar	Student	Member	EE	2459376
3	Chanchal jasrotia	Student	Member	CSE	2411614
4	Simranjeet Kaur	Student	Member	CSE	2411815

Sd/-   
Er. Vijay Kumar  
Chief Warden  
Hostels



**Hostel Discipline Committee  
Second Meeting Agenda**

From the Office of  
Chief Warden

Dated: - 12-05-2025

**Venue: Chief Warden office**

**Convenor: Er. Vijay Sai**

**Date: 13/05/2025**


**Time: 4:00 PM**


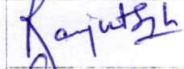
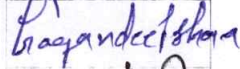
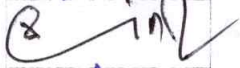
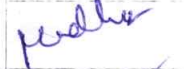


**Agenda:**

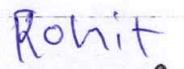
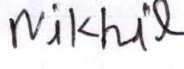
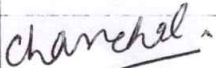
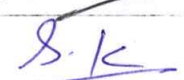
**AGENDA**


1. Incident at Auditorium during Champion Trophy Final live streaming on 09/03/2025.
2. Review of previous disciplinary issues and actions taken.
3. Discussion on new complaints/incidents reported by wardens and staff.
4. Decision on disciplinary measures and improvements in hostel rules.
5. Discussion on cleanliness, safety, and overall hostel behavior guidelines.

Er. Vijay Kumar  
Chief Warden


 <b>AMRITSAR</b> GROUP OF COLLEGES <small>NAAC Grade "A" 3<sup>rd</sup> Cycle          Under Autonomous Category</small>	<b>Attendance of Second Meeting</b>	<b>From the Office of Chief Warden</b>
	<b>Dated: - 13-05-2025</b>	

S. No	Name	Designation	Responsibility	Mobile No	Signature
1.	Er. Vijay Kumar	Chief Warden	Convenor	9877400262	
2.	Mr. Ranjit Singh	Manager CCIE	Secretary	8872008179	
3.	Mr. Gagandeep Sharma	Warden (Boys Hostel)	Member	8872004737	
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4	Simranjeet Kaur	Student	Member	CSE	2411815	

Sd/-   
 Er. Vijay Kumar  
 Chief Warden  
 Hostels



 <b>AMRITSAR</b> GROUP OF COLLEGES <small>NAAC Grade "A" 3<sup>rd</sup> Cycle Autonomous College (Since 2014) Confirmed by UGC</small>	<b>Hostel Discipline Committee</b> <b>Second Meeting Minutes</b>  <b>Dated: - 13-05-2025</b>	<b>From the Office of</b> <b>Chief Warden</b>
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### Minutes of the Meeting:

#### 1. Incident at Auditorium During Champion Trophy Final on 09/03/2025:

- An altercation occurred between students from different boys' hostels during the live streaming of the Champion Trophy final.
- The committee reviewed the incident and discussed necessary actions to prevent such occurrences in the future.
- It was decided that stricter monitoring and security measures should be implemented during future live screening events.
- Students involved in the incident will be counseled, and necessary disciplinary actions will be taken.

#### Decisions Taken:

- Strict monitoring and security measures will be implemented during live screening events.
- Students involved in the auditorium incident will be issued a verbal warning, considering it as their first mistake.

#### Agenda 2: Review of previous disciplinary issues and actions taken

##### Discussion:

The committee reviewed the disciplinary cases discussed in the previous meeting. Most issues related to late entry and cleanliness violations were resolved. A few pending cases were noted for continued monitoring.

##### Decision:

Wardens will continue to observe recurring offenders, and a follow-up will be done in the next meeting.

#### Agenda 3: Discussion on new complaints/incidents reported by wardens and staff

##### Discussion:

New complaints regarding late-night noise, improper waste disposal, and unauthorized entry/exit were reported. Mess staff informed about instances of students not maintaining cleanliness on tables after meals.

##### Decision:

Students involved will be issued written warnings. Extra vigilance at hostel entry points will be implemented, and wardens will circulate an advisory regarding noise control.

#### Agenda 4: Decision on disciplinary measures and improvements in hostel rules

##### Discussion:

The committee reviewed current hostel rules and identified the need for stricter enforcement. Special focus was placed on maintaining discipline during night hours and adherence to outing rules.

##### Decision:

- Revised rules will be circulated to all residents.
- Fines may be imposed on repeated offenders.



- Suggestions from students will be collected before final rule amendments.


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**Agenda 5: Discussion on cleanliness, safety, and overall hostel behavior guidelines****Discussion:**

Concerns were raised about room cleanliness, corridor hygiene, and safety practices. Some CCTV cameras require maintenance, and student representatives requested clearer guidelines on waste segregation.

**Decision:**

- Housekeeping schedule will be reinforced.
- CCTV maintenance request will be forwarded to the administrative office.
- A cleanliness awareness notice will be displayed on hostel boards.



Er. Vijay Kumar  
Chief Warden