

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
12/03/2025

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.

[Signature]
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 Depts.
8. Chief Warden, Hostel (Boys and Girls)
9. CSO
10. File copy

Composition of Hostel Discipline Committee

Dated: - 13-03-2025

**From the Office of
Chief Warden**

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	8566445161

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

Dated: - 12-05-2025

From the Office of
Chief Warden

Venue: Chief Warden office

Convenor: Er. Vijay Sai

Date: 13/05/2025

Time: 4:00 PM

Agenda:

AGENDA

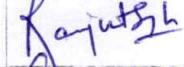
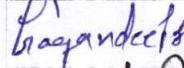
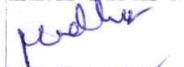
1. Incident at Auditorium during Champion Trophy Final live streaming on 09/03/2025.
2. Review of previous disciplinary issues and actions taken.
3. Discussion on new complaints/incidents reported by wardens and staff.
4. Decision on disciplinary measures and improvements in hostel rules.
5. Discussion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

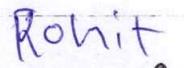
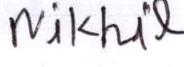
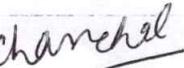
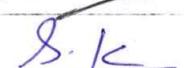
Er. Vijay Kumar
Chief Warden

Attendance of Second Meeting

From the Office of
Chief Warden

Dated: - 13-05-2025

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

Dated: - 13-05-2025

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 curfew 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.

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