Meeting of the Placement Coordinators has been scheduled as follows:

Date: 30 June 2021

Time: 02:00 PM

Venue: Conference Room (Placement Cell)
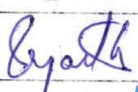
Agenda:
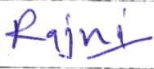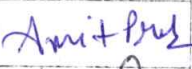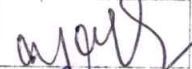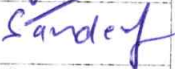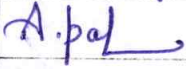
- **Discussion on Upcoming Placement Drive**
- **Chitkara University: Virtual**
- **Eligibility Criteria and Eligible Branches for Chitkara University: Virtual**
- **Next Meeting**

Rakesh Jaitly
Dean Placements

Dean,
Training & Placement,
Amritsar Group of Colleges,
Amritsar.

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AUTONOMOUS COLLEGE I NBA & NAAC Accredited

Attendance of Meeting

T&P/ACET/2021/06/30 Date: 30/06/2021

Training & Placement Cell

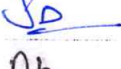| S.No.	Name	Designation	Signature
1.	Mr. Rakesh Jaitly	Dean Placements	
2.	Ms. Shruti Prashar	Assistant Placement Officer	
3.	Mr. Manik Laad	Assistant Placement Officer	
4.	Ms. Rajni Arora	APT/Soft Skills Training Coordinator	
5.	Ms. Amit Parashar	Industry Liaison Officer (Mahindra & Mahindra Ltd)	
6.	Mr. Ajay Sharma	Placement Coordinator / B. Tech CSE	
7.	Mr. Rajbir Singh	Placement Coordinator /B. Tech ME	
8.	Mr. Sandeep	Placement Coordinator /B. Tech CE	
9.	Ms. Ajaypal Singh	Placement Coordinator /B. Tech EE	
10.	Ms. Ridham Pathak	Placement Coordinator /Management	Ab
11.	Mr. Manbir Singh	Placement Coordinator /BHMCT	Ab
12.	Ms. Sanjana Dutta	Placement Coordinator / B.Sc. Fashion Design	
13.	Mr. Agyapal Singh	Placement Coordinator /B.Sc. Agriculture	Ab
14.	Ms. Arshdeep Kaur	Placement Coordinator /DCA	

Mr. Rakesh Jaitly
Dean Placements

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	Minutes of Meeting	**Training &**
AMRITSAR COLLEGE OF ENGINEERING & TECHNOLOGY AUTONOMOUS COLLEGE I NBA & NAAC Accredited	Ref No. ACET/T&P/2021/06/30	**Placement Cell**

Meeting Date & Time	30-June-2021	**Meeting Venue**	Conference Room (Training & Placement Cell)
Meeting Drafted Date	30-June-2021	**Meeting Chair**	Mr. Rakesh Jaitly (Dean Placements)
MoM Drafted by	Ms. Shruti Prashar	**Meeting Title**	Weekly Meeting with Placement Committee Members

Attendees	**Absentees**
Mr. Rakesh Jaitly (Dean Placements) Ms. Shruti Prashar (APO) Mr. Manik Laad (APO) Ms. Rajni Arora (Apt/Soft Skill Coordinator) Mr. Amit Parashar (Industry Liaison Officer) Mr. Ajay Sharma (B. Tech CSE) Mr. Sandeep (B. Tech CE) Ms. Rajbir Singh (B. Tech ME) Mr. Ajaypal Singh (B. Tech EE) Ms. Arshdeep Kaur (Dept of Computer Application) Ms. Sanjana Dutta (B.Sc. FD)	Mr. Agyapal Singh (Agriculture) Mr. Manbir Singh (HMCT) Ms. Ridham Pathak (Management)

S.No.	Agenda	Discussion	Responsibility	Deadline
1.	**Discussion on Upcoming Placement Drive**	**In meeting there was discussion on the upcoming placement drives scheduled to be initiated.**	Placement Coordinators from each Department	30-06-2021
2.	**Chitkara University: Virtual**	**The committee reviewed and confirmed the readiness for the Chitkara University: Virtual placement drive scheduled on 03-07-2021, including verification of technical arrangements and student preparedness.**	Placement Team/Placement Coordinators from each Department	01-07-2021
3.	**Eligibility Criteria and Eligible Branches for Chitkara University: Virtual**	**Students must have a minimum of 60% in their current degree. Eligible branches include BE and B.Tech.**	Placement Coordinators from respective Departments	30-06-2021
4.	**Next Meeting**	**The next meeting is scheduled on 13th July,2021 at Training & Placement Cell**	Placement Coordinators from each Department	30-06-2021

Rakesh Jaitly
Dean Placements

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