



Meeting of the Placement Coordinators has been scheduled as follows:

Date: 22 April 2024

Time: 02:00 PM

Venue: Conference Room (Placement Cell)

Agenda:

- **Discussion on Upcoming Placement Drive**
- **Soft Built Solutions**
- **Eligibility Criteria and Eligible Branches for Soft Built Solutions**
- **Next Meeting**

Rakesh Jaitly
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Dean Placements
Dean,
Training & Placement,
Amritsar Group of Colleges,
Amritsar.

T&P/AGC/2024/04/26 Date: 26/04/2024

S.No.	Name	Designation	Signature
1.	Mr. Rakesh Jaitly	Dean Placements	<i>Rakesh</i>
2.	Ms. Shruti Prashar	Assistant Placement Officer	<i>Shruti</i>
3.	Ms. Avleen Randhawa	Assistant Placement Officer	<i>Avleen</i>
4.	Mr. Rishabh Arora	APT/Soft Skills Training Coordinator (Aptitude Baba)	<i>Ab</i>
5.	Mr. Rajat Tak	Industry Liaison Officer (Hero MotoCorp)	<i>Rajat</i>
6.	Mr. Ajay Sharma	Placement Coordinator / B. Tech CSE	<i>Ajay</i>
7.	Mr. Prabhjot Singh	Placement Coordinator / B. Tech ME	<i>Prabhjot</i>
8.	Mr. Sandeep Sharma	Placement Coordinator / B. Tech CE	<i>Ab</i>
9.	Mr. Ajaypal Singh	Placement Coordinator / B. Tech EE	<i>Ajaypal</i>
10.	Ms. Ridham Pathak	Placement Coordinator / Management	<i>Ridham</i>
11.	Mr. Manbir Singh	Placement Coordinator / BHMCT	<i>Ab</i>
12.	Ms. Sanjana Dutta	Placement Coordinator / B.Sc. Fashion Design	<i>SD</i>
13.	Ms. Shakti Galhotra	Placement Coordinator / Pharmacy	<i>Ab</i>
14.	Ms. Rajbir Kaur	Placement Coordinator / Applied Sciences	<i>Ab</i>
15.	Ms. Shivani	Placement Coordinator / Law	<i>Ab</i>
16.	Ms. Arshdeep Kaur	Placement Coordinator / DCA	<i>AKaur</i>
17.	Mr. Agyapal Singh	Placement Coordinator / Agriculture	<i>Agyapal</i>

Rakesh
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Meeting Date & Time	22-Apr-2024	Meeting Venue	Conference Room (Training & Placement Cell)
Meeting Drafted Date	22-Apr-2024	Meeting Chair	Mr. Rakesh Jaitly (Dean Placements)
MoM Drafted by	Ms. Avleen Randhawa	Meeting Title	Weekly Meeting with Placement Committee Members

Attendees	Absentees
Mr. Rakesh Jaitly (Dean Placements) Ms. Shruti Prashar (APO) Ms. Avleen Randhawa (APO) Mr. Manvir Singh (APO) Mr. Rajat Tak (Industry Liaison Officer) Mr. Ajaypal Singh (B. Tech EE) Mr. Ajay Sharma (B. Tech CSE) Mr. Agyapal Singh (Agriculture) Ms. Ridham Pathak (Management) Ms. Arshdeep Kaur (Dept of Computer Application) Mr. Prabhjot Singh (B. Tech ME) Ms. Sanjana Dutta (Fashion Design)	Ms. Shakti Galhotra (Pharmacy) Mr. Rishabh Arora (APT/Soft Skill Training coordinator) Mr. Sandeep (B. Tech CE) Ms. Shivani (Law) Mr. Manbir Singh (HMCT) Ms. Rajbir Kaur (Applied Science)

S.No.	Agenda	Discussion	Responsibility	Deadline
1.	Discussion on Upcoming Placement Drives	The meeting commenced with a discussion on the upcoming placement drives scheduled to be initiated.	Placement Coordinators from each Department	22-04-2024
2.	Soft Built Solutions	The committee confirmed the readiness for Soft Built Solutions drive scheduled on 29-04-2024 including ensuring students' technical & aptitude readiness for the recruitment process.	Placement Team/Placement Coordinators from each Department	28-04-2024
3.	Eligibility Criteria and Eligible Branches for Soft Built Solutions	Students must have 60% in their current degree. Eligible branches B. Tech CSE & MCA.	Placement Coordinators from respective Department	22-04-2024
4.	Next Meeting	The next meeting is scheduled on 07th June ,2024 at Training & Placement Cell	Placement Coordinators from each Department	22-04-2024

Rakesh Jaitly
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Amritsar Group of Colleges,
Amritsar.*