

Meeting of the Placement Coordinators has been scheduled as follows:

Date: 13 November 2024

Time: 02:00 PM

Venue: Conference Room (Placement Cell)

Agenda:

- **Analysis of Placement Drive Outcomes.**
- **Company Experience.**
- **Future Opportunities.**
- **Conclusion.**
- **75way Technologies Pvt. Ltd.**
- **Next Meeting**

Rajatly
Rakesh Jaitly
Dean Placements

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

T&P/AGC/2024/11/13 Date: 13/11/2024

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



Mr. Rakesh Jaitly
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 Dean,
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 Amritsar.

Meeting Date & Time	13-Nov-2024	Meeting Venue	Conference Room (Training & Placement Cell)
Meeting Drafted Date	14-Nov-2024	Meeting Chair	Mr. Rakesh Jaitly (Dean Placements)
MoM Drafted by	Ms. Rajwinder Kaur	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. Chetan Varma (B. Tech EE) Mr. Prabhjot Singh (B. Tech ME) Ms. Shivani (Law) Mr. Sandeep (B. Tech CE) Ms. Bhupinder Kaur (Fashion Design) Ms. Shikha Sharma (DCA) Mr. Manbir Singh (HMCT) Ms. Rajbir Kaur (Applied Science) Mr. Hardeep Singh (Management) Mr. Ajay Sharma (B. Tech CSE) Ms. Shakti Galhotra (Pharmacy)	Mr. Rajat Tak (Industry Liaison Officer) Mr. Rishabh Arora (APT/Soft Skill Training coordinator)

S.No.	Agenda	Discussion	Responsibility	Deadline
1.	Analysis of Placement Drive Outcomes	The opening of the meeting is done with the discussion on the departments with placement rates identifying success factors and bottlenecks.	Placement Coordinators from each Department	27-11-2024
2.	Company Experience	Take feedback from companies that visited, about the student readiness, campus processes, and their satisfaction.	Placement Team	27-11-2024
3.	Future Opportunities	Focus should be done on the other roles or departments within the same companies that might fit student profiles.	Placement Team	27-11-2024
4.	Conclusion	Feedback from visiting companies serves as a valuable indicator of the institution's strengths and areas for improvement.	Placement Team	27-11-2024
5.	75way Technologies Pvt. Ltd.	Resumes are invited from the students before the deadline mention on the official website for further screening.	Placement Coordinators from CSE Department	27-11-2024
6.	Next Meeting	The next meeting is scheduled on 28 th November 2024 Training & Placement Cell	Placement Coordinators from each Department	27-11-2024


 Rakesh Jaitly
 Dean Placements

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