

# AMRITSAR GROUP OF COLLEGES

Autonomous status conferred by UGC under UGC act-1956, (2f), NAAC-A Grade,  
(Formerly Known as Amritsar College of Engineering & Technology | Amritsar Pharmacy College)

## Office of the Dean Student Affairs

Ref. AGC/DSA/SWC/2022/004

Dated: 12-10-2022

### **Circular Student Welfare Committee**

This is to inform all the members of the Student Welfare Committee that a meeting is to be held on 15-10-2022 at 3:30 pm in the DSA Office. All the members are requested to be present for the meeting.

#### Agenda:

1. Review of academic and co-curricular progress for the semester.
2. Volunteer recruitment for upcoming college-level events.
3. Student discipline guidelines and strengthening anti-ragging measures.
4. Planning welfare initiatives for November–December (career guidance, mental health sessions scholarship support).
5. To prepare the student committee appointments for the upcoming semester.



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### Attendance

### Student Welfare Committee

Meeting of Student Welfare Committee held on 15-10-2022 at 3:30 pm in the DSA Office.

Attendance	Absentees
Aarav Sharma	Tanvi Deshmukh
Meera Iyer	Siddharth Reddy
Rohan Gupta	
Ananya Verma	
Kunal Patel	
Ishita Nair	
Pranav Singh	
Simran Kaur	



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### Minutes of Meeting Student Welfare Committee

Minutes of Meeting of Student Welfare Committee held on 15-10-2025 at 3:30 pm in the DSA Office.

S. N.	Agenda	Discussion	Responsibility
1.	Review of academic and co-curricular progress for the semester.	<p><b>Current Situation:</b> Departments reported varied academic performance. Some first-year students showed low attendance and difficulty in core subjects. Co-curricular participation was satisfactory but could be improved.</p> <p><b>Proposal:</b> Introduce <b>extra tutorial/remedial classes</b>, especially for Mathematics and Engineering subjects. Faculty mentors to track attendance and conduct short counselling sessions.</p> <p><b>Benefit:</b> This will improve academic performance, reduce backlogs, and give first-year students confidence and support.</p>	All Members
2.	Volunteer Recruitment for Upcoming College Events	<p><b>Current Situation:</b> Several events and workshops are scheduled for November–December, but volunteer availability is currently limited.</p> <p><b>Proposal:</b> Each department will nominate capable students for volunteering. A small training workshop will be conducted covering communication, hospitality, and event coordination.</p> <p><b>Benefit:</b> Ensures smooth event management, builds leadership and teamwork skills, and increases student engagement.</p>	All Members



3.	Strengthening Discipline & Anti-Ragging Measures	<p><b>Current Scenario:</b> Some minor discipline concerns were noted in hostel corridors and the canteen area. Awareness about anti-ragging protocols among freshers remains low.</p> <p><b>Proposal:</b> Increase CCTV coverage, install additional signboards, and conduct a short <b>Anti-Ragging Orientation Session</b> for all first-year batches. Hostel wardens to intensify evening rounds.</p> <p><b>Benefit:</b> Creates a safer and more secure environment, reduces misconduct cases, and ensures compliance with UGC anti-ragging regulations.</p>	All Members
4.	Planning welfare initiatives for November–December	<p><b>Problem:</b> Students have requested more guidance on career planning, mental well-being, and scholarship application support.</p> <p><b>Organize:</b></p> <ul style="list-style-type: none"> <li>• A <b>Career Guidance Seminar</b> featuring local industry experts</li> <li>• A <b>Mental Wellness &amp; Stress Management Workshop</b></li> <li>• A <b>Scholarship Assistance Desk</b> to help students apply for state/central schemes</li> </ul> <p><b>Benefit:</b> Enhances student motivation, supports mental health, and helps financially weaker students access available benefits, improving overall welfare.</p>	All Members
5.	To prepare the student committee appointments for the upcoming semester.	<p><b>Planning</b></p> <ul style="list-style-type: none"> <li>• Reviewed committee structures and roles.</li> <li>• Considered student interests, skills, and departmental representation for balanced allocation.</li> </ul> <p><b>Evaluation</b></p> <ul style="list-style-type: none"> <li>• Assessed previous committee performance and faculty feedback to identify effective members.</li> </ul> <p><b>Proposal</b></p> <ul style="list-style-type: none"> <li>• Assign students to committees with clear roles and appoint faculty coordinators for guidance.</li> </ul> <p><b>Action Points</b></p>	All Members

		<ul style="list-style-type: none"> <li>• Finalize and circulate the committee appointment list.</li> <li>• Inform students about responsibilities and reporting hierarchy.</li> <li>• Monitor committee activities periodically to ensure effective functioning.</li> </ul> <p><b>Outcome</b> Clear assignments and proper guidance will ensure active participation, accountability, and smooth functioning of student committees in the upcoming semester.</p>	
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