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|  AMRITSAR GROUP OF COLLEGES <small>NAAC Grade "A" 3rd Cycle Autonomous College since Autonomous Category Since 2014. Confirmed by AAC</small> | Circular (Meeting of IQAC Members) | Internal Quality Assurance Cell (IQAC) |
| | Ref. No. AGC/IQAC/055 | |

Meeting of the IQAC members has been scheduled as follows:


Date: 22nd January, 2026

Time: 03:30 pm




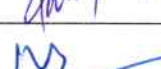

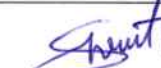
Venue: Reading Hall, Ground floor, Central Library


Agenda:

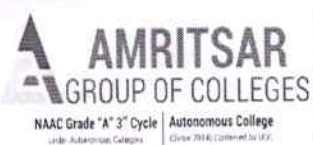
- 1.1 To review the renewal of Autonomous Status of the college.
- 1.2 To consider the reduction of syllabus for sessional and end-semester examinations to improve the overall results of the examination.
- 1.3 To review and approve the submission of infrastructural and Laboratory equipment details.
- 1.4 To consider the proposal to conduct parents' meetings, especially for detained students, to improve academic performance and retention.
- 1.5 To review and approve room allotment and proper labeling of classrooms for effective academic and administrative functioning.
- 1.6 Any other agenda.


 22/01/26
Prof. Incharge (IQAC)
 Professor In-Charge,
 Internal Quality Assurance Cell (IQAC),
 Amritsar Group of Colleges,
 Amritsar.

Date: 22-01-2026


| S. No. | Name of Coordinator | Designation | Department | Contact No. | Signature |
|--------|------------------------|--------------------------|------------------|-------------|---|
| 1 | Er. Tejinder Sharma | Associate Professor | CSE | 9878717667 |  |
| 2 | Er. Bimal Kumar | Associate Professor | EE | 9815511810 |  |
| 3 | Er. Sandeep Sharma | Assistant Professor | CE / ME | 9115602123 |  |
| 4 | Dr. Neha Arora | Associate Professor | Appl. Sc. | 9855234200 |  |
| 5 | Ms. Sanmeet Kaur | Assistant Professor | DMS | 8968688252 | — Ab — |
| 6 | Mr. Sahil Luthra | Assistant Professor | DCA | 8558986286 | for Anshuldeep kaur |
| 7 | Mr. Shibkaran Singh | Assistant Professor | HMCT | 8727819463 | for Rupinderjeet |
| 8 | Ms. Manjinderjeet kaur | Assistant Professor | FD | 9779214948 | for chhalep kaur |
| 9 | Mr. Sukhmanpreet Singh | Assistant Professor | Pharmacy | 9988682836 | for  |
| 10 | Mr. Towqeer Bashir | Assistant Professor | Para – Medical | 6005123320 | for Towqeer |
| 11 | Mr. Pardeep Sharma | Supdt. Registrar | Registrar office | 9501331381 | for Pardeep Sharma |
| 12 | Ms. Shruti Prashar | Asstt. Placement Officer | Placement Cell | 8196900399 |  |
| 13 | Mr. Rahul Sharma | Deputy CoE | Examination Cell | 9988964304 | — Ab — |
| 14 | Mr. Jaspreet Singh | Librarian | Central Library | 9988000855 | — Ab — |
| 15 | Mr. Sanjeev Kumar | Manager Campus relation | Admission Cell | 9988006660 | — Ab — |
| 16 | Mr. Parvesh Bhalla | IAC | IAC Cell | 9814247147 | — Ab — |



22/1/26
Er. Gurveen Kaur Sandhu
Professor in Charge (IQAC)
Internal Quality Assurance Cell (IQAC),
Amritsar Group of Colleges,
Amritsar.

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|  AMRITSAR GROUP OF COLLEGES <small>NAAC Grade "A" 3rd Cycle Autonomous College Under Subordinate Category (Since 2016) conferred by UGC</small> | Minutes of Meeting | Internal Quality Assurance Cell (IQAC) |
| | Ref. No. AGC/IQAC/055 Date- 22/01/2026 | |


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|--------------------------------|---|-------------------------|---|
| Meeting Date & Time | 22 nd January 2026 3:30 - 4:10 pm | Meeting Location | Reading hall -4 Central Library |
| Minutes Drafted Date | 23 rd January 2026 | Meeting Chair | Er. Gurveen Kaur Prof. Incharge (IQAC) |
| MoM Drafted by | Ms. Ramandeep Kaur | Meeting Title | IQAC Meeting |

| S. No | Agenda | Discussion/Decision Points | Responsibility |
|-------|---|--|----------------------------------|
| 1.1 | Follow-up of Previous Meeting Minutes | The action items from the last meeting were reviewed and approved. | IQAC |
| 1.2 | To review the renewal of Autonomous Status of the college. | The committee reviewed the progress and documentation related to the renewal of autonomous status. The required information from various departments was communicated to the IQAC coordinators of respective departments, who were further informed about the data to be uploaded on the UGC Autonomous portal. | IQAC Coordinators |
| 1.3 | Reduction of Syllabus for Sessional and End-Semester Examinations | The proposal regarding rationalization of syllabus for sessional and end-semester examinations was discussed. The objective is to enhance students' performance and reduce academic burden while maintaining learning outcomes. Suggestions were invited regarding the distribution of syllabus, proposing 25% coverage in MST-1, 25% in MST-2, and the remaining 50% in the End-Semester Examination. | IQAC Coordinators |
| 1.4 | Submission of Infrastructural and Laboratory Equipment Details | The infrastructural and laboratory equipment details were requested from all departments in the prescribed proforma attached. The deadline for submission of the same was set as 30/01/2026. | IQAC Coordinators |
| 1.5 | Conduct of Parents' Meetings for Detained Students | The proposal to organize parents' meetings, particularly for detained students, was discussed. The committee acknowledged the importance of parental involvement in improving student performance and retention. It was resolved to conduct structured parent-teacher meetings at regular intervals, with special focus on academically weak and detained students. | Teaching department coordinators |


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|  AMRITSAR GROUP OF COLLEGES <small>NAAC Grade 'A' 3rd Cycle Autonomous College</small> | Minutes of Meeting | Internal Quality Assurance Cell (IQAC) |
| | Ref. No. AGC/IQAC/055 Date- 22/01/2026 | |

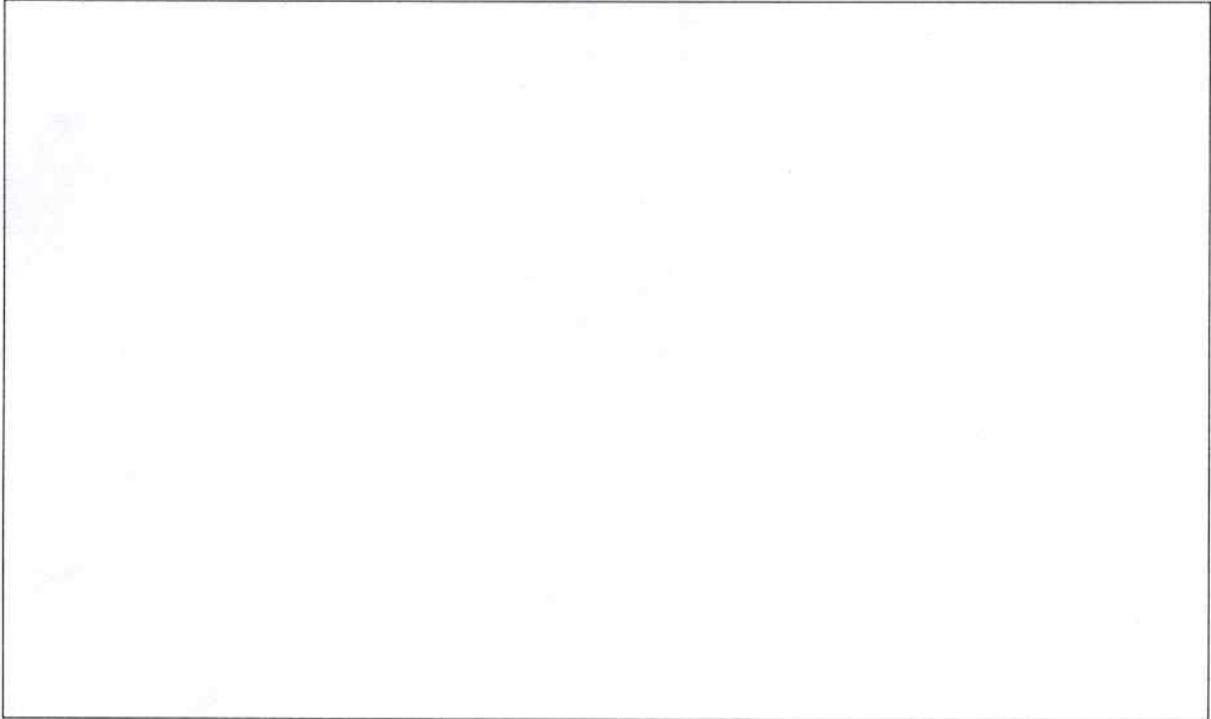
| | | | |
|-----|--|---|-------------------|
| 1.6 | Room Allotment and Labeling of Classrooms | The IQAC coordinators were instructed to submit the list of classroom labeling, including the names assigned to various rooms, along with details of room allotment to different departments. | IQAC Coordinators |
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Er. Gurveen Kaur Sandhu
 Prof. Incharge (IQAC)
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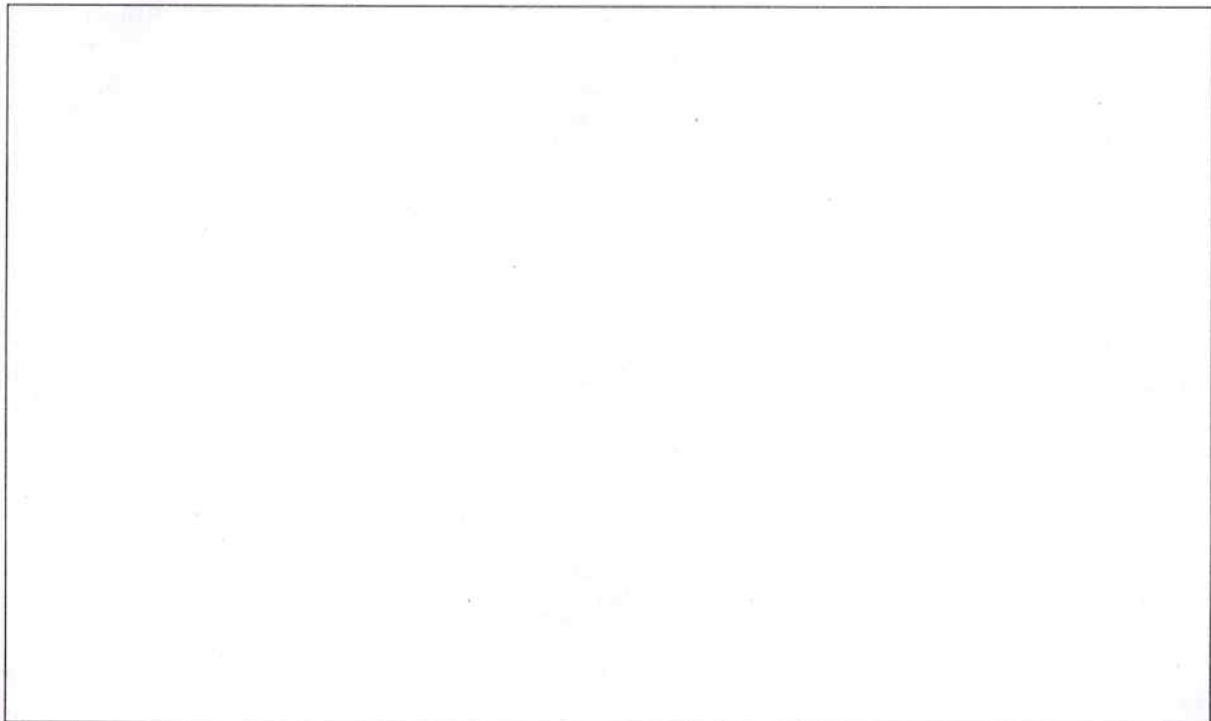
Cc: PA to Principal (for kind information)
 Registrar
 Deans, HODs (Teaching & Non-teaching)
 IQAC Members

Name of the Laboratory:


Picture of the Lab (Outside – showing the name plate)



Picture of the Lab (Inside – showing a wider view of the lab)



Sandhu
Professor In-Charge,
Internal Quality Assurance Cell (IQAC),
Amritsar Group of Colleges,
Amritsar.

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|---|--|---------------------------|
|  AMRITSAR GROUP OF COLLEGES <small>Autonomous College</small> <small>MAAC Grade "A" 3rd Cycle</small> <small>Since 2014 Certified by AICTE</small> | Details of Laboratory Equipment | Name of Department |
|---|--|---------------------------|

Details of the Laboratory Equipment's

| S. N. | Name of Equipment | Description / Specification of the Equipment | Quantity | Normal Picture | Geotagged Picture |
|-------|-------------------|--|----------|----------------|-------------------|
| | | | | | |
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Note: This proforma must include all types of laboratory equipment, including computer systems, licensed software, projectors, smart screens, and other ICT-enabled teaching-learning resources.

Lab In charge


 Professor In-Charge,
 Internal Quality Assurance Cell (IQAC),
 Amritsar Group of Colleges,
 Amritsar.

Head of the Department



Amritsar, Punjab, India 🇮🇳
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22/01/2026 03:50 PM GMT +05:30



Amritsar, Punjab, India 🇮🇳
Room No.212(pramatma, Member,babloo,ishwor Punjab
Region, Amritsar, Punjab 143115, India
Lat 31.576654 N Long 74.990817 E
22/01/2026 03:49 PM GMT +05:30

Sandhu
22/1/26
Er. Gurveen Kaur Sandhu
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Internal Quality Assurance Cell (IQAC),
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