 <p>AMRITSAR GROUP OF COLLEGES NAAC Grade "A" 3<sup>rd</sup> Cycle   Autonomous College under Autonomous Category   Since 2014   Certified by UGC</p>	<b>Circular</b> <b>(Meeting of IQAC Coordinators)</b>	<b>Internal Quality Assurance Cell</b> <b>(IQAC)</b>
	Ref. No. AGC/IQAC/006	

Meeting of the IQAC Coordinators has been scheduled as follows:


**Date:** 6<sup>th</sup> August, 2024

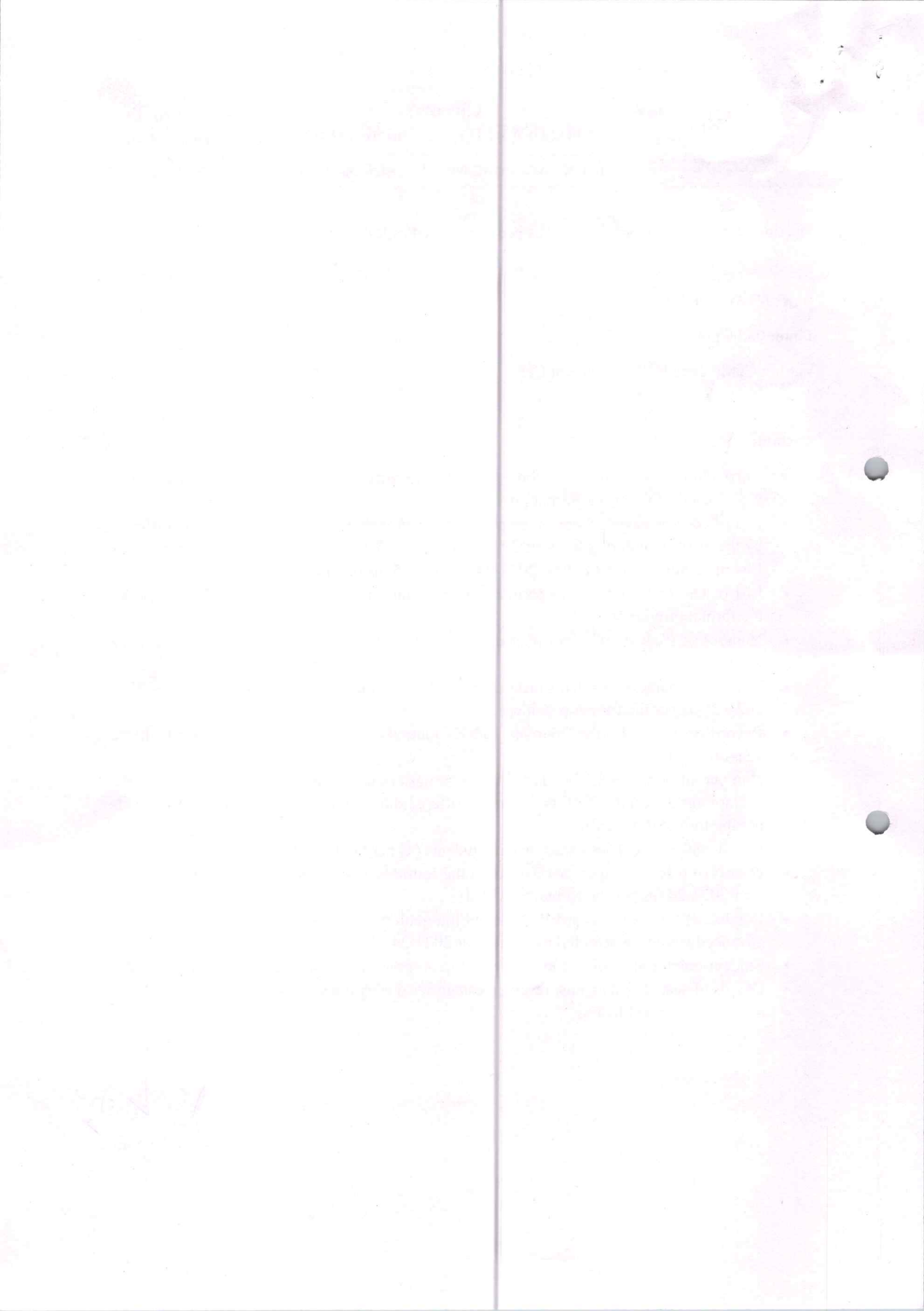
**Time:** 03:00 pm

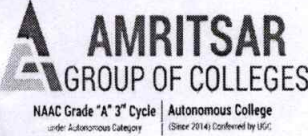
**Venue:** Conference Hall (Placement Cell)

**Agenda:**

- Curriculum Design and Development with relevance to the local, regional, national & global needs. (as per the format provided)
- List of courses having focus on employability/entrepreneurship/skill development offered by the institution during the year 2023-24 & 2024-25. (as per the format provided)
- List of Faculty during the year 2023-24 & 2024-25 (as per the format provided)
- List of On-Roll Students, Department wise during the year 2023-24 & 2024-25 (as per the format provided)
- Number of students who got placement during the year 2023-24 & 2024-25 (as per the format provided).
- Number of outgoing students progressing to higher education during the year 2023-24 & 2024-25(as per the format provided).
- Record of Titles, Books, Journals and E- Journals subscription. (List/Number) till the year 2023-24.
- Number of days from the date of last semester-end/ year- end examination till the declaration of results of all programmes offered during the year 2023-24 & 2024-25 (as per the format provided).
- Result analysis i.e. pass percentage of students (as per the format provided)
- Details of research papers per teacher in the Journals notified on UGC website during the year 2023-24 (as per the format provided)
- Details of teachers awarded National/International fellowship/financial support for advanced studies/ research during the year 2023-24
- Student-mentor allocation under Mentorship programme for the year 2023-24 & 2024-25.
- Details of seats filled against reserved categories during the year 2023-24 .
- Schedule of Next Meeting
- Any other agenda

  
 Dr. Namarta Kad  
 PI (IQAC)

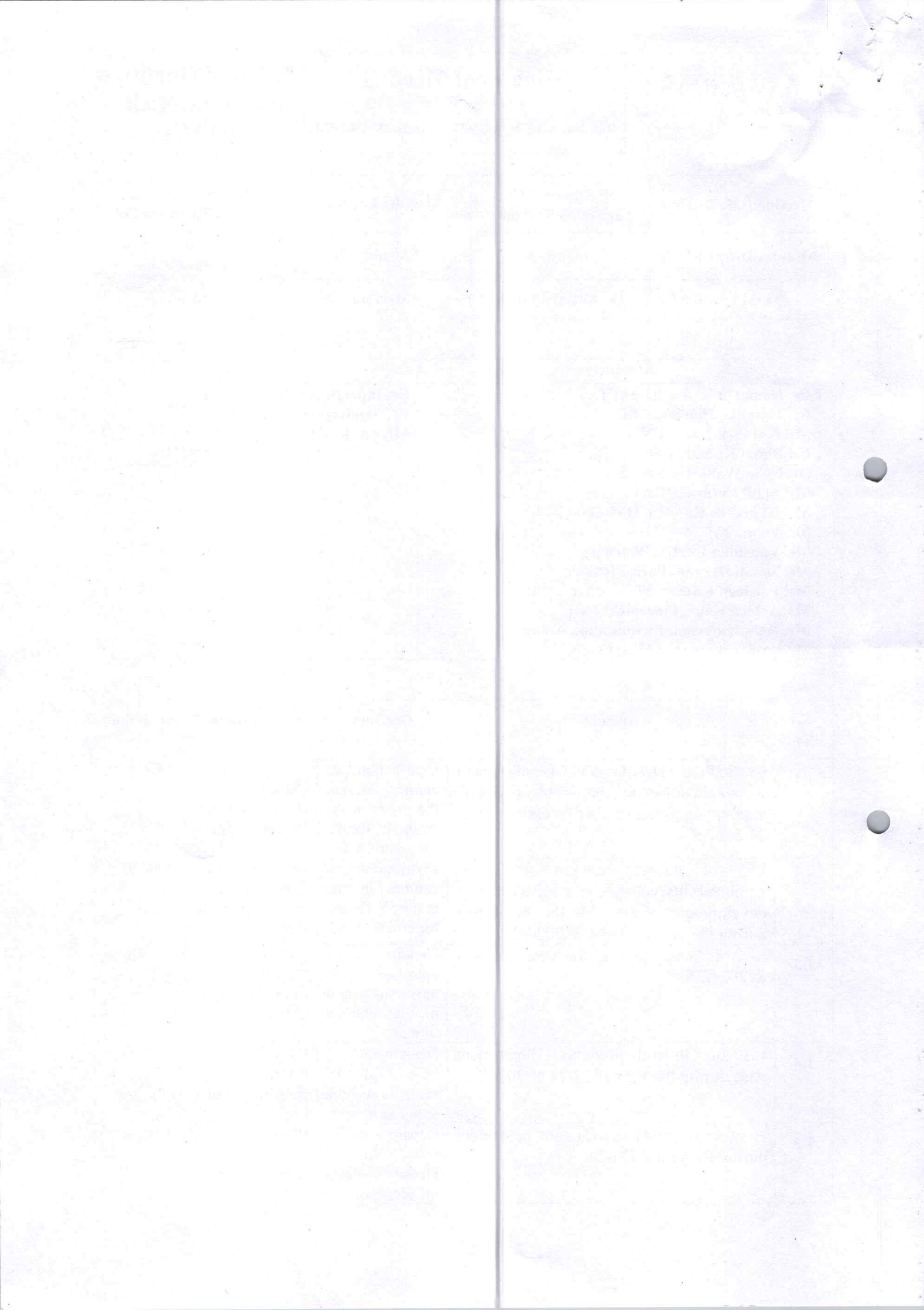


 <p>AMRITSAR GROUP OF COLLEGES NAAC Grade "A" 3<sup>rd</sup> Cycle Autonomous College Under Autonomous Category Since 2014 Certified by UGC</p>	<b>Minutes of Meeting</b>	<b>Internal Quality Assurance Cell (IQAC)</b>
	Ref. No. AGC/IQAC/007      Date- 07/08/2024	

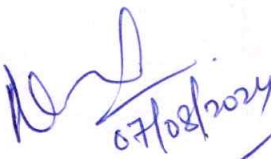
<b>Meeting Date &amp; Time</b>	6 <sup>th</sup> August, 2024 3:00 am - 4:00 pm	<b>Meeting Location</b>	Conference Room, Training & Placement Cell
<b>Minutes Drafted Date</b>	7 <sup>th</sup> August, 2024	<b>Meeting Chair</b>	Dr. Namarta Kad PI (IQAC)
<b>MoM Drafted by</b>	Er. Amanjot Singh	<b>Meeting Title</b>	IQAC Meeting

Attendees	Absentees
<b>Dr. Namarta Kad, PI(IQAC)</b> <b>Er. Tejinder Sharma, CSE</b> <b>Ms. Gurveen Kaur, DMS</b> <b>Er. Bimal Kumar, EE</b> <b>Dr. Neha Wadhwa, App. Sc.</b> <b>Mr. Sahil Luthra, DCA</b> <b>Mr. Abhishek Kundra, HMCT</b> <b>Ms. Pooja, FD</b> <b>Ms. Vanshika Bhatia, Pharmacy</b> <b>Ms. Sonali Devgan, Para-Med.Sc.</b> <b>Mr. Pardeep Kumar, Main office</b> <b>Ms. Avleen Kaur, Placement Cell</b> <b>Mr. Rahul Sharma, Examination branch</b> <b>Mr. Jaspreet Singh, Library</b>	<b>Er. Inderjit Singh Sodhi, ME</b> <b>Er. Sandeep Sharma, CE</b> <b>Mr. Sanjeev Kumar, Admissions</b>

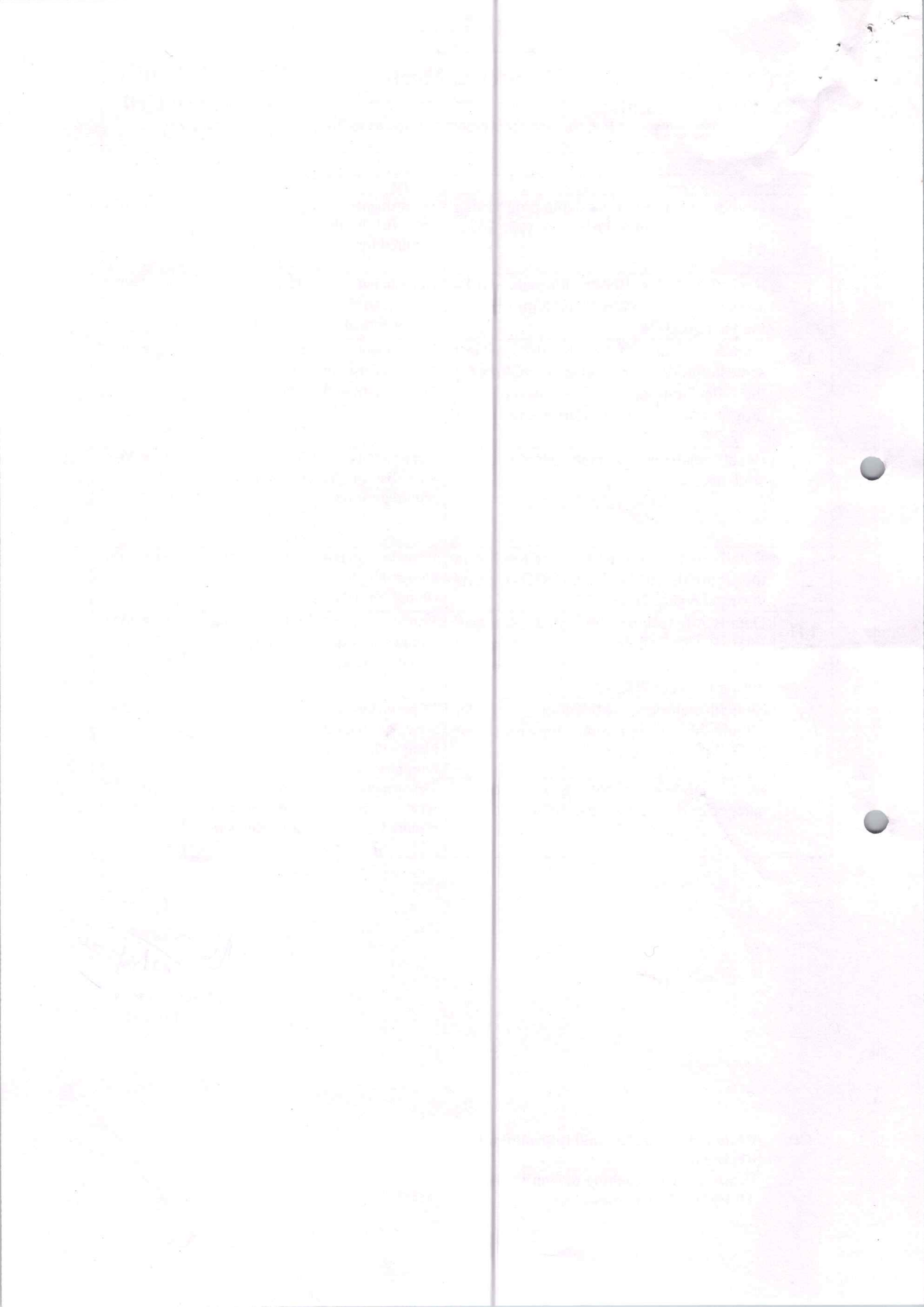
S. No.	Agenda	Decision	Responsibility	Deadline
1.1	Curriculum Design and Development with relevance to the local, regional, national & global needs for session 2023-24 & 2024-25	Distribution of courses as per the needs in the required format for criteria 1.1.1	All IQAC Coordinators from Teaching Departments	13.8.2024
1.2	List of courses having focus on employability/entrepreneurship/skill development offered by the institution during the year 2023-24 & 2024-25.	Distribution of courses in the required format for criteria 1.1.3	All IQAC Coordinators from Teaching Departments	13.8.2024
1.3	List of Faculty during the year 2023-24 & 2024-25	Faculty uploaded on university portal in the required format	IQAC Coordinator from Registrar's Office	13.8.2024
1.4	List of On-Roll Students, Department wise during the year 2023-24 & 2024-25	Department-wise list of students in the required format	IQAC Coordinator from Registrar's Office	13.8.2024
1.5	Number of students who got placement during the year 2023-24	Department-wise list of placed students in the required	IQAC Coordinator from Placement Cell	13.8.2024







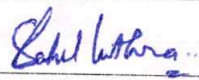
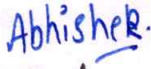
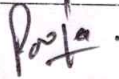
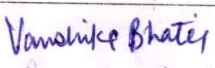

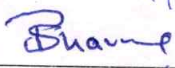
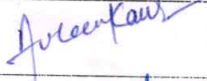
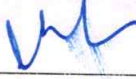

		format		
1.6	Number of outgoing students progressing to higher education during the year 2023-24	Department-wise list in the required format	IQAC Coordinator from Placement Cell	13.8.2024
1.7	Record of Titles, Books, Journals and E-Journals subscription. (List/Number) till the year 2023-24.	Department-wise record in proper format	IQAC Coordinator from Library	13.8.2024
1.8	Number of days from the date of last semester-end/ year- end examination till the declaration of results of all programmes offered during the year 2023-24	Department-wise record in the required format	IQAC Coordinator from Examination branch	13.8.2024
1.9	Result analysis i.e. pass percentage of students	Department-wise list in the required format	IQAC Coordinator from Examination branch	13.8.2024
1.10	Details of research papers per teacher in the Journals notified on UGC website during the year 2023-24	Provide detail alongwith proof (in pdf format)	All IQAC Coordinators	13.8.2024
1.11	Details of teachers awarded National/ International fellowship / financial support for advanced studies / research during the year 2023-24	Provide detail alongwith proof (in pdf format)	All IQAC Coordinators	13.8.2024
1.12	Student-mentor allocation under Mentorship programme for the year 2023-24 & 2024-25.	Department-wise record alongwith circulars	PI(IQAC)	13.8.2024
1.13	Details of seats filled against reserved categories during the year 2023-24.	Department-wise record required	IQAC Coordinator from Registrar's Office	13.8.2024


  
07/08/2024  
Dr. Namarta Kad  
PI (IQAC)

Cc: PA to Principal (for kind information)  
Registrar  
Deans, HODs(Teaching & Non-teaching)  
All IQAC Coordinators



Date: 06-08/-2024

S. No.	Name of Coordinator	Designation	Department	Signature
1	Er. Tejinder Sharma	Associate Professor	CSE	
2	Er. Bimal Kumar	Associate Professor	EE	
3	Er. Inderjit Singh Sodhi	Associate Professor	ME	X
4	Er. Sandeep Sharma	Assistant Professor	CE	X
5	Dr. Neha Wadhwa	Associate Professor	Appl. Sc.	
6	Ms. Gurveen Kaur	Assistant Professor	DMS	
7	Mr. Sahil Luthra	Assistant Professor	DCA	
8	Mr. Abhishek Kundra	Assistant Professor	HMCT	
9	Ms. Pooja	Assistant Professor	FD	
10	Ms. Vanshika Bhatia	Assistant Professor	Pharmacy	
11	Ms. Sonali Devgan	Assistant Professor	Para-Med. Sc.	
12	Mr. Pardeep Kumar	Supdt. Registrar	Registrar office	
13	Ms. Shruti Prashar	Asstt. Placement Officer	Placement Cell	
14	Mr. Rahul Sharma	Deputy CoE	Examination Cell	
15	Mr. Jaspreet Singh	Librarian	Central Library	
16	Mr. Sanjeev Kumar	Manager Campus relation	Admission Cell	X

  
06/8/24  
Dr. Namarta Kad  
IQAC (PI)

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