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|  <b>AMRITSAR</b><br>GROUP OF COLLEGES<br><small>NAAC Grade 'A' 3<sup>rd</sup> Cycle   Autonomous College<br/>         Under Autonomous Category   Since 2014, Constituted by UoP</small> | <b>Minutes of Meeting</b>              | <b>Internal Quality Assurance Cell (IQAC)</b> |
|                                                                                                                                                                                                                                                                           | Ref. No. AGC/IQAC/SSR Date- 03/05/2026 |                                               |

|                                |                                            |                         |                                           |
|--------------------------------|--------------------------------------------|-------------------------|-------------------------------------------|
| <b>Meeting Date &amp; Time</b> | 3 <sup>rd</sup> May 2026<br>3:30 - 4:10 pm | <b>Meeting Location</b> | Reading hall -4<br>Central Library        |
| <b>Minutes Drafted Date</b>    | 3 <sup>rd</sup> May 2026                   | <b>Meeting Chair</b>    | Er. Gurveen Kaur<br>Prof. Incharge (IQAC) |
| <b>MoM Drafted by</b>          | Ms. Ramandeep kaur                         | <b>Meeting Title</b>    | IQAC Meeting                              |

### 1.1 Follow up of the previous meeting minutes.

- The action items from the last meeting were reviewed.

### 1.2 BoS April May 2026-Schedule

- All the departments to conduct their BoS meetings latest by **15/05/2026**.
- EMC subjects to be included in the relevant programmes as per the directions of IKGPTU. BoS to authorize the Chairperson to approve the courses & syllabi as and when released by Govt. of Punjab through IKGPTU.
- Since **NPTEL/SWAYAM** has not released the final list of subjects to be offered in **July-Dec 2026**, BoS to authorize the respective Chairpersons to approve up to **40% courses** in a semester to be offered through SWAYAM/NPTEL.
- In reference to the email dated **24.11.2025** by AICTE regarding inclusion of the non-credit mandatory course on "**Disaster Management and Preparedness**" in all AICTE-approved UG programmes, the inclusion is to be kept pending till the detailed content is released by AICTE.

### 1.3 Electricity Saving in Unoccupied Classrooms/Labs

- Heads to ensure that in the rooms/labs which are unoccupied at any time slot, the lights, fans, ACs, etc., should be switched off.

  
**Er. Gurveen Kaur Sandhu**  
 Prof. Incharge (IQAC)

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