

NOTICE

A meeting of the Academic Committee / Program committee will be held in the Director Chamber on dated 02/03/2026 at 2.30pm.

Following agenda will be discussed:

- (i) To Review and address issues like syllabus completion and conduct of classes,
- (ii) To discuss the scope of course amendments
- (iii) To discuss the different issues like course files
- (iv) To address the different problems of the students
- (v) Any other issue with the permission of the chairman

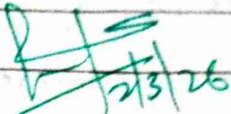
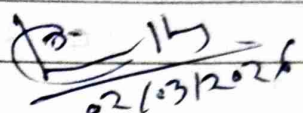
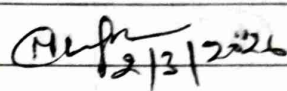
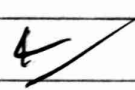
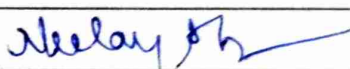

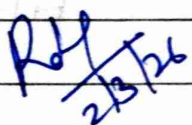
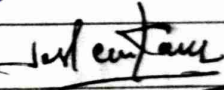
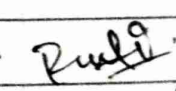
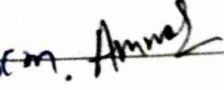
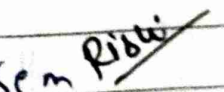
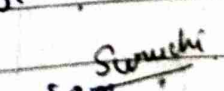
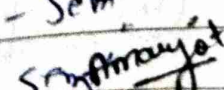
Poudhary  
02/03/2026  
[Academic Co-ordinator]

P  
2/3/26



Members

Signature

- 1) Dr. Sharesh Sharma  
[Chairman] 
- 2) Dr. Sandeep Kumar  
[Member Secretary] 
- 3) Dr. Monika Gupta 
- 4) Dr. A.S. Kushwah
- 5) Dr. Satnam Singh 
- 6) Dr. Neelam Sharma 
- 7) Ms. Manpreet Kaur 
- 8) Dr. Rahul Kumar Sharma 
- 9) Ms. Jasleen Kaur 11<sup>th</sup> - Sem 
- 10) Ms. Raman Kumari 11<sup>th</sup> - Sem. 
- 11) Ms. Anmolpreet Kaur IV - Sem. 
- 12) Ms. Rishika Mehra IV - Sem. 
- 13) Ms. Ananya Kaur VI<sup>th</sup> - Sem. 
- 14) Ms. Suruchi VII - Sem. 



Agenda

Proceedings of the meeting

Action Taken Report (ATR)

①

To Review and address issues like syllabus completion and conduct of classes

Issues like syllabus completion and conduct of classes were discussed in detail

Syllabus will be completed in time and all the classes will be taken regularly

②

To discuss the scope of course assessments

Course assessment plan will be discussed with the students from time to time.

Students would be made aware regarding course assessment strategy/ challenges.

③

To Discuss the different issues of the course files

Different issues of the course files will be discussed in detail with the individual teachers. Bloom Taxonomy and Blue print of the question papers will be used in the course files.

Co/PO/Lo linkage will be maintained in the course files. Strategy would be planned to fulfill all the program outcomes (POs)


④

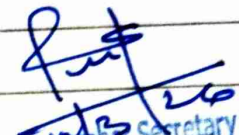
To address different problems of the students

Different problems of the students

These issues of the students will be solved

S.No.	Agenda	Proceedings of the meeting	Action Taken Report (ATR)
		<p>like absentism and communication was discussed in depth. other problems of the students like behavioural issues and Aptitude were also discussed.</p>	<p>at the personal level. Remedial classes be arranged to improve the communication of the students.</p>
5	Remedial classes of Backlog students		


 02/03/26  
 Academic  
 Coordinator

  
 Director-cum-~~Member~~ Secretary  
 Amar Shaheed Baba Ajit Singh Jujhar Singh  
 Memorial College of Pharmacy  
 B.L.W., Distt. Ropar (Punjab)-140 111