

HINDUSTAN COLLEGE OF SCIENCE AND TECHNOLOGY

Meeting Circular

HCST/IQAC/2018-19/03

Date:-26/07/2018

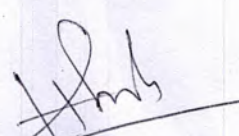
All The IQAC members and invitee members are here by informed that IQAC meeting will be held on July 28, 2018 in the Chairman Conference room at 01:30 PM. All committee members are requested to present in meeting.

Agenda of the Meeting

- 1) Endorsement of previous meetings
- 2) To finalize the first-year Academic calendar of ODD semester (2018-2019)

Following members are requested to present in the meeting

1	All IQAC committee members	
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Dr. Harendra Singh
(Director, IQAC)

Director
Internal Quality Assurance Cell
Hindustan College of Science & Technology
Faran, Mathura

HINDUSTAN COLLEGE OF SCIENCE AND TECHNOLOGY

Meeting Notes

HCST/IQAC/2018-19/ 03

Date:-28/07/2018

Venue: - Chairman office, HCST

Agenda of the Meeting

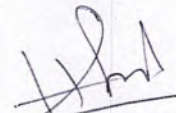
- 1) Endorsement of previous meetings
- 2) To finalize the first-year Academic calendar of ODD semester (2018-2019)

Members of Committee present in the meeting

1	Dr.Rajeev Kumar Upadhyay	Chairperson, IQAC
2	Dr. Harendra Singh	(Director, IQAC)
3	Dr. M.S. Gaur	(Member)
4	Dr. Mamta Sharma	(Member)
5	Mr. Vijay Katta	(Secretary)
6	Mr. Kapil Gupta	(Member)
7	Dr. Sandeep Agrawal	(Member)
8	Dr. Suruchi	(Member)

Following points were discussed in meeting held at 1:30 PM on 28/07/2018 in Chairman Conference room.

- 1) AKTU has published the academic calendar for 2018-19. As per AKTU, first year ODD semester classes will start from August 1,2018. But due to admission process, classes will start from August 16,2018.
- 2) With reference to above Dean Academics has presented the calendar for first year.
- 3) IQAC has approved the tentative academic calendar. Orientation day will be on August 16,2018.
- 4) First year coordinator has requested to inform the academic schedule to newly admitted students.


Dr. Harendra Singh

(Director, IQAC)
Director

Internal Quality Assurance Cell
Hindustan College of Science & Technology
Farah, Mathura



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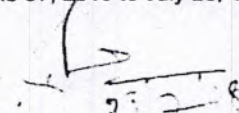
ACADEMIC CALANDER

FOR B. TECH./B.PHARM./B. ARCH./B.H.M.C.T./BFAD/MBA/MBATM/MBA-INT/MAM/MCA/MCA-DD/MCA-INT/BFA & M. Tech./M. Pharm./M. Arch.
ACADEMIC SESSION 2018-19

S. No.	Particulars	Dates	
		Odd Semester	Even Semester
		For I, III, V, VII & IX Semester	For II, IV, VI, VIII, & X Semester
1	Commencement of Classes session 2018-19	August 1, 2018	Jan.21, 2019
2	Last date of submitting admission list of students to University (for newly admitted student)	Aug. 31, 2018	
3	Last date of submitting Enrollment form /Exam Form for regular & carry over exams.	Oct. 31, 2018	
4	Last date of Submitting Examination fee for both semesters and examination/carry over examination fee	Nov. 15, 2018	
5	Last date of submitting sessional marks of Theory & Practical Sessional to University.	Dec 10, 2018	May 11., 2019
6	End Semester Theory Examination	Dec 11, 2018 to Jan 05, 2019	May, 12, 2019 to May 30, 2019
7	End Semester Practical Examination	Jan, 06, 2019 to Jan 12, 2019	May 31, 2019 to June 06., 2019
8.	Last Date of Submission of PE Mrks.	Jan. 15, 2019	June 15, 2019
9.	Evaluation of Answer sheets	Dec. 16, 2018, to Jan 15, 2019	May 16, 2019 to June 15, 2019
10.	Summer Training		June 07, 2019 to July 20, 2019
11.	Winter Vacations/ Summer Vacation	Jan 13, 2019 to Jan 20, 2019	June 07, 2019 to July 20, 2019
12.	Commencement of Classes session 2019-20	For I, III, V, VII & IX Semester	August 01, 2019

Note: The Institute should ensure that at least two class test are conducted after completing 1/3rd & 2/3rd syllabus respectively. All students will be required to appear in both first and second class tests. If for any reason beyond the control of students such as illness, tragic incident in family, the student fail to appear in any test, it will be responsibility of Principle/ Director of Institute to arrange class test for such students. However, if the student fails to appear in first class test, his left over class test will be conducted before second class test and in case of second class test at least one month before the start of end semester theory examination. The duration of class test will minimum one hour for each class test, 70% attendance at 1st test and 75% attendance at second class test are required. In case attendance in short parents are be informed accordingly on monthly basis.

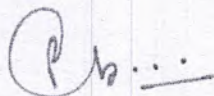
1. The Institute shall ensure 540 hours of teaching per semester. If required the director/principal shall arrange extra classes, on weekends/ holidays.
2. The Directors/Principal of Institute shall submit attendance of students to University after 1st and 2nd class tests and shall ensure that no student is allowed to appear in the examinations who has not attained the minimum required attendance as per norms prescribed in relevant ordinances. It will be obligatory on the part of Director/Principal of Institute to detain such students and their admit cards will not be issued to them. A list of students detained from appearing in University Examination(s) be submitted to University and their Examination centre before commencement of theory examination.
3. The teacher who are assigned evaluation duty during vacation shall be entitled for earned leave as per rules and duty leave for other examination works.
4. The induction programme for 1st year B.Tech student shall be between Aug. 01, 2018 to Aug. 21, 2018.
5. Summer training internship for 1st year B.Tech student shall also be held between June 07, 2019 to July 20, 2019.


Controller of Examination

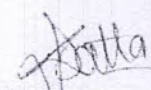
HINDUSTAN COLLEGE OF SCIENCE & TECHNOLOGY, Farah (MATHURA)
TENTATIVE ACADEMIC CALENDAR FOR ODD SEMESTER: 2018-19

S.No.	Date	Event
1.	13.08.2018	Kailash Fair
2.	15.08.2018	Independence Day / Shri Krishna Janmashami
3.	16.08.2018	Orientation Program for Newly admitted students of B.Tech Ist Sem
4.	17.08.2018	Commencement of classes B.Tech Ist Sem
5.	22.08.2018	Id-U-Zuha (Bakrid)
6.	26.08.2018	Raksha Bandhan
7.	03.09.2018	Krishna Janmashtami
8.	05.09.2018	Teacher's day
9.	14.09.2018	Hindi Diwas
10.	15.09.2018	Engineer's day
11.	17.09.2018 to 19.09.2018	CT-1
12.	21.09.2018	Muharram
13.	27.09.2018	Last date for Evaluation of answer sheets of CT-I
14.	02.10.2018	Gandhi Jayanti
15.	03.10.2018	Last date for uploading marks of CT-I in SIM
16.	15.10.2018	Innovation Day
17.	18.10.2018	Mahanavmi
18.	19.10.2018	Dussehra
19.	20.10.2018	CT-II
20.	22.10.2018 & 23.10.2018	CT-II
21.	31.10.2018	Last date for uploading marks of CT-II in SIM
22.	05.11.2018 to 09.11.2018	Mid Sem Break (Dipawali Break)
23.	14.11.2018	Children's Day
24.	21.11.2018	Id-E-Milad
25.	23.11.2018	Guru Nanak Jayanti
26.	16.12.2018	Foundation Day SGI
27.	25.12.2018	Merry Christmas
28.	28.12.2018	Mathematics Day

*PUT dates will be declared after declaration of university exam.



Dr. Rajeev Kumar Upadhyay
(Director)



Mr. Vijay Katta
(Assistant Dean Academics)

HINDUSTAN COLLEGE OF SCIENCE AND TECHNOLOGY

IQAC MEETING ACTION TAKEN REPORT

HCST/IQAC/2018-19/03

Date: 30/07/2018

IQAC conducted a meeting on July 28, 2018. The agenda of the meeting was the finalization of the first-year academic calendar for the odd semester of 2018–19.

The college academic calendar for the first semester proposed by IQAC has been approved. If any changes are notified by AKTU in the university academic calendar, the institute's academic calendar will be modified and communicated to all concerned stakeholders.

(Dr. R.K. Upadhyay)

Director

Director

Hindustan College of
Science & Technology
FARAH (MATHURA)