

HINDUSTAN COLLEGE OF SCIENCE AND TECHNOLOGY

Meeting Circular

HCST/IQAC/2019-2020/01

Date:-06/06/2019

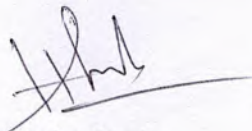
All The IQAC members and invitee members are here by informed that IQAC meeting will be held on June 08, 2019 in the Chairman Conference room at 01:30 PM. All committee members are requested to present in meeting.

Agenda of the Meeting

- 1) Endorsement of previously meeting
- 2) Academic calendar for session 2019-20 odd semester
- 3) Change in IQAC

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
Hir-dustan College of Science & Technology
Farah, Mathura

HINDUSTAN COLLEGE OF SCIENCE AND TECHNOLOGY

Meeting Notes

HCST/IQAC/2019-20/01

Date:-08/06/2019

Venue: - Chairman office, HCST

Agenda of the Meeting

- 1) Endorsement of previously meeting
- 2) Academic calendar for session 2019-20 odd semester
- 3) Change is IQAC committee

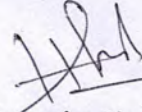
Members of Committee present in the meeting

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	Dr. Suruchi	(Member)
6	Mr. Kapil Gupta	(Member)
7	Mr. Vijay Katta	(Secretary)
8	Mr. Lovesh Sisodiya	(Student Member)

The meeting was held at 01:30 PM on 08/06/2019 in the Chairman Conference room, HCST. Following points has been discussed.

- 1) University has declared its academic calendar for 2019-2020. As per university classes will start from July 27,2019. To give the preparation leave of 7 days to the students as discussed in previous IQAC meeting hold in last academic year, Dean Academics commence the academic session for 2nd, 3rd year from July 22, 2019 and July 23,2019 respectively. Due to industry training, 4th year classes will start from July 2019.

- 2) IQAC has reviewed the calendar. After Minor updation Academic calendar for odd semester of 2019-20 has approved and DA must circulate it to all concerns before 01/07/2019.
- 3) As admission process is going on orientation day for 1st year will be on August 08,2019. Academic calendar for 1st year is approved. First year Coordinator and admission cell has instructed to inform the details to newly admitted students.
- 4) It is requested to Director, HCST to change/ Modify IQAC committee as Mr. Lovesh Sisodiya, Student member has been pass out.
- 5) IQAC has given farewell to Student coordinator and give him best wishes for future and requested him to be in contact with alumni cell.



Dr. Harendra Singh

(Director, IQAC)

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



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ACADEMIC CALANDER

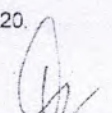
FOR B.TECH/B.PHARM/B.ARCH/B.DES/B.VOC/BHMCT/BFAD/BFA/MBA/MBA-INT/MCA/MCA-INT &
M.Tech./M.Pharm./M.Arch./M.DES.

ACADEMIC SESSION 2019-20

S.No.	Particulars	Dates	
		Odd Semester	Even Semester
01	Commencement of Classes session 2019-20.	For I, III, V, VII & IX Semester 27 July, 2019	Jan.16, 2020 For II, IV, VI, VIII, & X Semester
02	Last date of Admission.	Aug. 15, 2019	---
03	Last date of submitting admission list of students to University (for newly admitted student).	Aug. 31, 2019	---
04	Last date of submitting Enrollment form /Exam Form for regular & carry over exams.	Sep. 30, 2019	---
05	Last date of Submitting Examination fee for both semesters including carry over examination fee.	Oct. 15, 2019	---
06	Last date of submitting sessional marks (Theory & Practical) to University.	Dec. 05, 2019	May 06, 2020
07	End Semester Theory Examination.	Dec. 09, 2019 , to Dec. 31, 2019	May. 06, 2020 to May 30, 2020
08	End Semester Practical Examination (PE).	Jan. 01, 2020 to Jan. 07, 2020	May 31, 2020 to June 08,, 2020
09	Last Date of Submission of PE Marks.	Jan. 10, 2020	June 10, 2020
10	Evaluation of Answer sheets.	Dec. 12,2019, to Jan.10, 2020	May 12, 2020 to June 15, 2020
11	Summer Training/ internship.		June 08, 2020 to July 20, 2020
12	Winter Vacations/ Summer Vacation.	Jan. 08, 2020, to Jan.15, 2020	June 08, 2020 to July 20, 2020
13	Commencement of Classes session 2020-21.	For I, III, V, VII & IX Semester	July 22,2020 (Exact dates shall be intimated later)

Note:

- 1- The Institute shall ensure 540 hours of teaching per semester. If required the director/principal shall arrange extra classes, or weekends/ holidays.
- 2- 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 students 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 is short, parents are be informed accordingly or monthly basis.
- 3- The Directors/Principal of Institute shall submit attendance of student's regularly through attendance monitoring system of the university 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.
- 4- The teacher who is assigned evaluation duty during vacation shall be entitled for earned leave as per rules and duty leave for other examination works.
- 5- The induction programmes for 1st year B.Tech student shall be between July 29,2019 to Aug. 17, 2019.
- 6- Summer training internship for 1st year B.Tech student shall also be held between June 08,2020 to July 20, 2020.


(Nand Lal Singh)
Registrar

HINDUSTAN COLLEGE OF SCIENCE & TECHNOLOGY, FARAH (MATHURA)
TENTATIVE ACADEMIC CALENDAR FOR ODD SEMESTER: 2019-20

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
July 2019	7	1	2	3	4	5	6
	14	8	9	10	11	12	13
	21	15	16	17	18	19	20
	28	22 Registration of III sem/2 nd year B.Tech.	23 Registration of V sem/3 rd year B.Tech. & Commencement of classes III Sem /2 nd year B.Tech.	24 Commencement of classes V Sem/3 rd year B.Tech.	25	26	27
		29 Registration of VII Sem/4 th year B.Tech.	30 Commencement of classes VII Sem/4 th year B.Tech.	31			
August 2019	4	5 Kailash Mela	6	7	8	9	10
	11	12 *Id-U-Zuha (Bakrid)	13	14	15 Independence Day/Raksha Bandhan	16	17
	18	19	20	21	22	23	24 Janmashtami
	25	26	27	28	29	30	31
September 2019	1	2	3	4	5	6	7
	8	9 CT-I	10 Muharram	11 CT-I	12 CT-I	13	14
	15	16	17	18	19	20	21 Last date for uploading marks of CT-I in SIM
	22	23	24	25	26	27	28
	29	30					
October 2019	6 Asthmi	7 Mahanavmi	8 Dussehra	9	10	11	12
	13	14	15 Innovation day	16	17	18	19
	20	21	22	23 CT-II	24 CT-II	25 Mid Semester Break Starts	26
	27 Diwali	28 Govardhan Puja	29 Bhai Dooj Mid Semester Break Ends	30 CT-II	31		
November 2019	3	4	5	6	7	8	9 Last date for uploading marks of CT-II in SIM
	10 ID-E-Milad	11	12 Guru Nanak Jayanti	13	14 Children's day	15	16 Foundation day SGI
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
December 2019	1	2	3	4	5	6	7
	8	9 End Semester Theory Examination	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25 Merry Christmas	26	27	28 Mathematics day
	29	30	31				

Note: Academic Calendar may be subjected to changes as and when necessary

Note:

✓ * Subject to visibility of Moon.

Dr. Rajeev Kumar Upadhyay
 Director

R.K. 20.8.19

V. S. Katta

Mr. Vijay S. Katta
 Assistant Dean-Academics

HINDUSTAN COLLEGE OF SCIENCE AND TECHNOLOGY

IQAC MEETING ACTION TAKEN REPORT

HCST/IQAC/2019-20/ 1

Date: 20/06/2019

IQAC conducted a meeting on June 08, 2019. The agenda of the meeting was the finalization of the academic calendar for the odd semester of 2019–20.

The college academic calendar 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)