

HINDUSTAN COLLEGE OF SCIENCE AND TECHNOLOGY

Meeting Circular

HCST/IQAC/2022- 23/04

Date:-21/01/2023


All the IQAC members and invitee members are hereby informed that the IQAC meeting will be held on January 24, 2023, in the Chairman's Conference Room at 11:30 AM. All committee members are requested to be present at the meeting.

Agenda of the Meeting

1. Endorsement of previous meeting agenda
2. Finalization of academic calendar for 6th and 8th semester

Following Members are requested to present in the meeting

1	All IQAC committee members	
2	Dr. R. K. Tiwari, COE-HCST	Invitee Member



Dr. Harendra Singh

(Director, IQAC)

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

Vision of the College

HCST strives to impart a holistic knowledge-centric environment to serve humanity by providing research-oriented technical education to nurture global leaders and entrepreneurs.

Mission of the College

1. Create an ecosystem to foster a culture of innovation, research, academic excellence and entrepreneurship.
2. Nurture technically competent and socially committed global leaders with high moral and ethical values.
3. Impart outcome based education to facilitate students for their holistic development.

HINDUSTAN COLLEGE OF SCIENCE AND TECHNOLOGY

Meeting Notes

HCST/IQAC/2022-23/04

Date:-24/01/2023

Venue: - Chairman Conference room, HCST

Agenda of the Meeting

1. Endorsement of previous meeting agenda
2. Finalization of academic calendar for 6th and 8th semester

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. Richa Kapoor	(Member)
9	Dr.Vinod Kushwah	(Member)
10	Dr. Suruchi	(Member)
11	Mr. Sanjay Singh	(Member)
12	Mr. Anurag Bajpai	(Member)
13	Dr. Shankar Thawkar	(Member)
14	Dr. R.K.Tiwari, COE-HCST	Invitee Member

The meeting was held at 11:30 a.m. on January 24, 2023, in the Chairman's Conference Room, HCST. Assistant Dean Academics, Mr. Vijay Katta, has presented the tentative academic calendar for the 6th and 8th semesters (even semester) of the academic year 2022–23.

The IQAC has looked over the proposed calendar, and CT dates have been changed and documents are being changed based on suggestions.

AKTU has not updated academic calendar even after changes in dates due to delay in odd semester examination.

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Assistant Dean Academics also informed IQAC that classes for the 1st and 3rd semesters (odd semester) are conducting as per schedule. Dr. R. K. Tiwari, COE has mentioned that university examinations for the 1st and 3rd semesters will be tentatively conducted in March, 2023.



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(Director, IQAC)

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HINDUSTAN COLLEGE OF SCIENCE & TECHNOLOGY, Farah (MATHURA)
TENTATIVE ACADEMIC CALENDAR FOR EVEN SEMESTER: 2022-23
(For 6th & 8th Semester)

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
February 2023				1	2	3	4
	5 Md. Hazarat Ali B.Day	6	7	8 Commencement of Classes VI & VIII Sem. (B.Tech.)	9	10	11
	12	13	14	15	16	17	18 Maha Shivratri
	19	20	21	22	23	24	25 Alumni Meet, Convocation
	26	27	28				
March 2023	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3	4
	5	6 Holi	7 Holi	8 Holi	9 Holi	10	11
	12	13	14	15	16	17	18
	19	20 CT-1	21	22 CT-1	23 CT-1	24	25
26	27	28	29	30 Ram Navami	31		
April 2023	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
							1
	2	3	4 Mahavir Jayanti	5	6	7 Good Friday	8
	9	10 Commencement of Classes II & IV Sem. (B.Tech.)	11	12	13	14 Dr. B.R. Ambedkar B.Day	15
	16	17	18 Sport Meet	19 Sport Meet	20 Gyan Jyoti	21 Gyan Jyoti	22 Id-Ul Fitar
23	24	25	26	27	28 CT-2	29 CT-2	
30							
May 2023	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 CT-2	2	3	4	5 Budh Purnima	6
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26 # PUT	27 # PUT
28	29 # PUT	30 # PUT	31 # PUT				
June 2023	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 # PUT	2	3
	4	5 #AKTU Exam	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
25	26	27	28	29 Id-Ul-Juha	30		
July 2023	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
23	24	25	26	27	28	29 Muharram	
30	31						
August 2023	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15 Independence day	16	17	18	19
	20	21	22	23	24	25	26
27	28	29	30	31 Raksha Bandhan			

Total Days : 72 days
CT-1 : 24 days
CT-2 : 24 days
Put : 20 days

starting to CT-1: 22 days
CT-1 to CT-2 : 21 days
CT-2 to PUT : 20days

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

- ✓ * Subject to visibility of Moon/Local celebration date
- ✓ # Subjected to AKTU Examination.
- ✓ CT-1, CT-2 & PUT will be conducted after completing 1/3rd, 2/3rd & complete syllabus respectively.
- ✓ As per AKTU, minimum attendance required to appear in CT-1, CT-2 & PUT will be 70%, 75% & 75% respectively from official date of registration.
- ✓ Before CR meeting general online feedback must be conducted.
- ✓ Book Distribution must be start from the next day of registration.
- ✓ Each department must prepare the departmental academic calendar & submit to DA office.
- ✓ Evaluate answer sheets and show them to students within 7 days of completion of the subject paper.
- ✓ Display the solution to the students of CT-1, CT-2 & PUT after complete the examination.

Dr. Rajeev Kumar Upadhyay
Director

Mr. Vijay Katta
Assistant Dean Academics



ACADEMIC CALANDER

Ref. No. AKTU/RO/2022/16913

FOR B. TECH./B. PHARM./B. ARCH./B. H.M.C.T./BFAD/B VOC/MBA/MBATM/MBA(I)/
MCA/MCA(I)/BFA/M. TECH/M. PHARM/M ARCH. & other Courses
ACADEMIC SESSION 2022-23 (Tentative*)

Dated: 21.07.2022

S.No.	Particulars	Dates	
		Odd Semester	Even Semester
01	Commencement of Classes session 2022-23	August 16, 2022 all VII & IX Semester students	Jan. 21, 2023 for IV(Except B.Tech, B.Pharma & MBA), VI, VIII & X Semester students
		Sep 1, 2022 all III, V Semester students (EXCEPT MBA)	Feb.15, 2023 for All II, IV (B.Tech, B. Pharma & MBA) Semester students
		Oct. 10, 2022 All III semester MBA courses	
02	Last date of fresh admission AND Commencement of Classes for First YEAR all courses	Oct 25*, 2022	—
03	Last date of submitting admission list of students to University (for newly admitted student)	Oct 30*, 2022	—
04	Last date of submitting Enrollment form /Exam Form for regular & carry over exams Examination fee for both semesters and examination/carry over examination fee	Nov 30*, 2022	—
06	Last date of submitting Sessional marks of Theory & Practical to University.	Jan 23, 2023	May 25, 2023 for All Even Semesters
07	End Semester Theory Examination	Dec. 15, 2022 to Jan.10, 2023 For all III (Except B.Tech, B. Pharm & MBA), V, VII and IX Semesters	15 May, 2023 to 05 June, 2023 for All Even Semesters
		Jan. 24, 2023 to Feb.10 2023, For all I Semester and III semesters of B.Tech, B. Pharm & MBA	
08	End Semester Practical Examination (PE)	Dec. 09, 2022 to Dec 14, 2022 For all III (Except B.Tech, B. Pharm & MBA), V, VII and IX Semester	June 01, 2023 to June 10, 2023 for All Even Semesters
		Feb. 07, 2023 to Feb.13 2023, For all I Semester and III semester (B.Tech, B. Pharm & MBA)	
09	Last date for Submission of PE Marks.	Jan.16, 2023 For all III (Except B.Tech, B. Pharma & MBA), V, VII and IX Semesters	June 15, 2023 for All Even Semesters
		Feb.16, 2023 For all I Semester and III semesters of B Tech, B. Pharma & MBA	
10	Evaluation of Answer sheets	Dec. 24, 2022 to Jan. 25, 2023 For all III (Except B.Tech, B. Pharm & MBA), V, VII and IX Semester	May 25, 2023 to June 20, 2023 for All Even Semesters
		Jan. 30, 2023 to Feb. 28, 2023, For all I Semester and III of B.Tech, B. Pharm & MBA	
11.	Summer Training/ Internship		June 15, 2023 to July 15, 2023
12.	Winter Vacations/ Summer Vacation	Jan. 11, 2023 to Jan. 20, 2023	June 16, 2023 to July 31, 2023
13.	Commencement of Classes session 2023-24	For III, V, VII & IX Semester Aug 01, 2023	

*As per the Admission scenario

Note:

- The institute shall ensure minimum teaching hours as prescribed in the University ordinances for each semester. If required the Director/Principal shall arrange extra classes, on weekends/holidays.
- The Institute should ensure that at least two class tests 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 fails to appear in any test, it will be the responsibility of the Principle/Director of the Institute to arrange make up class test for such students. If the student fails to appear in first class test, his make up 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 be 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 to be informed accordingly on monthly basis.
- The Director/Principal of Institute shall ensure the submission of attendance of students regularly through Attendance Monitoring System (AMS) 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 the Director/Principal of the 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) to be submitted to their Examination centre before the commencement of the theory examination.
- The teachers who are assigned evaluation duty during vacation shall be entitled for earned leave as per rules and duty leave for other examination related works assigned by the University.
- The loss of syllabus for the newly admitted third semester B.Tech & B.Pharm students has to be COMPULSORILY made up by various colleges using early morning/late evening/Sunday/holiday classes

(Nand Lal Singh)
Registrar

HINDUSTAN COLLEGE OF SCIENCE AND TECHNOLOGY

IQAC MEETING ACTION TAKEN REPORT

HCST/IQAC/2022-23/04

Date: 27/01/2023

IQAC conducted a meeting on January 24, 2023. The agenda of the meeting was the finalization of the academic calendar for the even semester of 2022–23.

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. Regular classes for the 6th and 8th semesters will start on February 8, 2023.

Classes for the first and third semesters will be continued until further information is received from AKTU.

(Dr. R.K. Upadhyay)

Director


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