

Ramjas College
University of Delhi, Delhi-110007

Date: 27/11/2019

Minutes of the joint Time-Table Committee (Arts & Sciences) meeting held at 11.30 am on 27-11-2019 in the Board Room of the college.

The following members/representatives were present in the meeting.

1. Dr. Apoorva Gupta - Department of Economics
2. Dr. Reetu Sharma - Department of Botany
3. Dr. Devi Lal - Department of Zoology
4. Dr Raman Kashyap - Department of Physics
5. Dr. Iffat Jahan- Department of Mathematics
6. Dr. Anita Bansal- Department of Statistics
7. Dr. Areesh – Department of Political Science
8. Dr. Johri – Department of Hindi
9. Dr. Suman Sharma- Convenor, Time-Table Committee (Sciences)
10. Dr. Sonia Goel – Convenor, Time-Table Committee (Arts & Commerce)

The committee resolved as follows.

1. In order to accommodate students from department of Music and for equal distribution of morning/afternoon slots in GE semester II and GE semester IV, changes are made in theory slots for Generic Elective. No department expressed their willingness to offer their subject as GE to only Music (H) students separately. Centralized slots of Generic Elective (GE) courses for semester II and IV are as follows.

GE II

Tuesday : 12:30 - 4:30 pm
Tuesday : 1:30 pm (fifth theory)
Wednesday: 1:30 pm
Friday : 8:30 am.
Saturday : 9:30 am, 10:30 am.

GE IV

Tuesday : 12:30 pm
Thursday : 8:30 am , 9:30 am
Saturday : 8:30 am
Friday : 12:30 pm (Fifth theory)

Friday : 12:30 - 4:30 pm.

2. Centralized slots for AECC EVS are changed for Department of Music in light of representation given by them . Revised slots are as follows

Friday : 9:30 and 10:30 am

Saturday : 12:30 and 1:30 pm

Slots for other departments taking up EVS will remain the same as followed in even semesters during 2018-19. Slots will be mentioned in the central time table.

3. Centralized slots for AECC Language (English/ Hindi) are also revised for Botany, Zoology, Chemistry, Physics and Life sciences. This revision is done because science laboratories will not open on Saturdays from the current semester. Therefore in order to accommodate lab slots in five working days some theory classes need to be rescheduled. Revised slots for AECC Language for the abovementioned departments are as follows:

Friday : 9:30 and 10:30 am

Saturday : 11:30 and 12:30 pm

Slots for other departments taking up AECC Language will remain the same as followed in even semesters during 2018-19. Slots will be mentioned in the central time table

4. All departments should submit their final timetables latest by December 15, 2019

As per the decision taken by the joint time table committee meeting held on October 29, 2018 convened by Principal Dr. Manoj Arora, following norms should be followed while submitting the final timetable to principal office for being uploaded on website.

1. Each department will submit the course wise, room wise and teacher/faculty wise time-table along with the Unique Paper Code of the papers shown in the time-table to the college office for uploading it on the college website on time. A copy of the same should be forwarded to the Convenor, Time-Table Committee.

2. All timetable representatives should provide information about vacant slots in rooms belonging to their respective department to the time-table convenors as soon as final time tables of departments are prepared.

3. Classes should be uniformly distributed in morning and afternoon slots in timetables of each department.

(Dr. Sonia Goel)

Convenor,
Time-Table Committee (Arts)
Ramjas College

(Dr. Suman Sharma)

Convenor,
Time-Table Committee (Sciences)
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