

**Minutes of the Joint Time-Table Committee (Arts, Commerce & Sciences)  
meeting held at 01:00 pm on 14-07-2020 on zoom(virtual meeting) to discuss  
the Time Table for the academic session 2020-21(Sem I, III and V)**

The following members/representatives were present in the meeting.

1. Dr. Sukanya Lal - Department of Zoology
2. Dr. Apoorva Gupta- Department of Economics
3. Dr. Bharti Chaudhary- Department of Botany; Convenor ASC (Science)
4. Dr. Poonam Dwivedi- Computer Lab Incharge
5. Dr. Neelima - Department of Mathematics
6. Dr. R.N Johri- Department of Hindi
7. Dr. Meeta Nath - Department of Philosophy
8. Dr. Anita Bansal- Department of Statistics
9. Dr. Arti Dhankar- Department of Physical Education
10. Dr Pooja Thakur- Department of History
11. Dr. Savita Badgujar – Department of Chemistry
12. Dr Pawan Kumar – Convenor, ASC (Arts &Commerce)
13. Dr. Suman Sharma- Convenor, Time-Table Committee (Science)
14. Dr. Sonia Goel– Department of Economics; Convenor, Time-Table Committee (Arts & Commerce)

The committee resolved the following:

1. The Committee decided to continue with the last year 2019-20 (summer semester) time table till the Time Table Committee receives new guidelines from the college office.
2. Each department will submit 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.
3. Centralized slots of Generic Elective (GE) courses for semester I and III are as follows.

**GE I**

Tuesday : 12:30 - 4:30 pm.( Theory at 1:30 pm)

Wednesday: 12:30 pm., 1:30 pm.

Thursday : 8:30 am.

Friday : 8:30 am.

**GE III**

Tuesday : 12:30 pm.

Thursday : 1:30 pm.

Friday : 12:30 - 4:30 pm. (Theory at 12:30)

Saturday : 8:30 am, 9:30 am.

4. The EVS slots for the current academic session 2020-21, Semester I are

**Life Science**

Monday : 1:30pm, 2:30 pm

Saturday: 12:30 pm., 1:30 pm.

**EVS for other courses**

Wednesday: 2:30 pm, 3:30 pm

Saturday : 10:30 am, 11:30am

**(Dr. Suman Sharma)**

Convenor,

Time-Table Committee (Science)

**(Dr. Sonia Goel)**

Convenor,

Time-Table Committee (Arts & Commerce)

# Ramjas College University of Delhi, Delhi-110007

## Minutes of the joint Time-Table Committee (Arts & Sciences) meeting held at 4.30 pm on 11-12-2020 on google meet

The following members/representatives were present in the meeting.

1. Dr. Pawan Kumar - ASC Convenor, Arts & Commerce
2. Dr. Sukanya Lal - Department of Zoology
3. Dr. Neelima- Department of Mathematics
4. Dr. Anita Bansal- Department of Statistics
5. Dr. Areesh – Department of Political Science
6. Dr. R.N. Johri – Department of Hindi
7. Dr. Vinita Chandra – Department of English
8. Dr. Savita Chahal – Department of Chemistry
9. Dr. Poonam Dwivedi – Computer lab Incharge
10. Dr. Suman Sharma- Convenor, Time-Table Committee (Sciences)
11. Dr. Sonia Goel – Convenor, Time-Table Committee (Arts & Commerce)
12. Dr. Sonia Goel- Department of Economics

The committee resolved the following

1. Centralised slots of Generic Elective (GE) courses, B.A. Program and B.Com Programme for semester II and IV and VI will remain same. GE slots are as follows

### GE I

Thursday: 8:30am

Friday : 8:30 am

Wednesday :12:30 pm, 1:30 pm

Tuesday: 1:30 pm (fifth theory)

Tuesday :12:30 – 4:30 pm

### 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. Committee decided that at present timetable will be prepared for semester IV and VI. Since semester II will be effective from April 2021, so it is entirely a discretion of respective department to prepare timetable for semester II now or in March 2021.
3. All departments should submit their final timetables by December 25, 2020.

**As per instructions received from college administration and decision taken in the joint time table committee meeting, following norms should be followed while submitting the final timetable to principal office for being uploaded on website.**

1. Each department will submit course wise, room wise and teacher/faculty wise timetable along with Unique Paper Code of the papers shown in the time-table to the college office for uploading it on the college website. A copy of the same should be forwarded to the Convenor, Time-Table Committee.
2. Each department should make separate folders for class timetable, Faculty timetable and room chart and within each folder every individual timetable should be typed as a separate file so that particular file can be extracted easily for putting up on college website.

**(Dr. Sonia Goel)**  
Convenor,  
Time-Table Committee (Arts&Commerce)  
Ramjas College

**(Dr. Suman Sharma)**  
Convenor,  
Time-Table Committee (Sciences)  
Ramjas College