

**Minutes of the Joint Time-Table Committee (Arts, Commerce & Sciences)
meeting held at 04:00 pm on 02-07-2021 on Google Meet (virtual meeting) to
discuss the Time Table for the academic session 2021-22 (Sem I, III and V)**

The following members/representatives were present in the meeting.

1. Dr. Ojit Singh - Department of Zoology
2. Dr. Bharti Chaudhary- Department of Botany; Convenor ASC (Science)
3. Dr Pawan Kumar – Convenor, ASC (Arts &Commerce)
4. Dr. Vinita Chandra- Department of English
5. Dr. Iffat Jahan - Department of Mathematics
6. Dr. R.N Johri- Department of Hindi
7. Dr. Alok Dash- Department of Economics
8. Dr. Ashutosh Das- Department of Economics
9. Dr. Meeta Nath - Department of Philosophy
10. Dr. Anita Bansal- Department of Statistics
11. Dr. Sahib Singh – Department of Sanskrit
12. Dr. Arti Dhankar- Department of Physical Education
13. Dr Pooja Thakur- Department of History
14. Dr. Shilpa Mehta – Department of Chemistry
15. Dr. Ravindra Singh -Department of Commerce
16. Dr. Areesh Ahmad – Department of Political Science
17. Dr. Sunil Kumar – Department of Physics
18. Dr. Suman Sharma- Convenor, Time-Table Committee (Science)
19. Dr. Sonia Goel– Convenor, Time-Table Committee (Arts & Commerce)

The committee resolved the following:

1. The Committee decided to continue with the last year 2020-21 (summer semester) Central Time Table.
2. Each department will submit the complete time-table to the college office for uploading it on the college website. However, if any department is unable to do so, they can submit the third year time table now and the remaining two years time table later. A copy of the same should be forwarded to the Convenor, Time-Table Committee.

3. It was informed by the teacher representative of the English department that the AECC (English) for semester II B COM (P) students is at 12:30 and 1:30 pm on Thursday and Friday and the preceptorial at 2:30 pm on Thursday and Friday. Note was taken of the above and will be incorporated in the winter semester Central Time Table of 2021-22.
4. A room has to be provided by the Department of Commerce to the Economics Department to hold GE first and second year classes and tutorials. Also two rooms have to be provided to the Department of Mathematics to take GE lectures and tutorials; one by the Central Time Table Committee and the second by the Department of Physics.
5. A request was placed in the meeting to revisit the centralised time tables of AECC (English) for semester II and GE for semester II, IV, before the beginning of the winter session 2021-22.
6. 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.
7. The EVS slots for the current academic session 2021-22, 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 1.30 pm on 03-12-2021 on google meet

The following members/representatives were present in the meeting.

1. Manisha Chakravarthy- Department of Physical Education
2. Anita Bansal- Department of Statistics
3. R.N. Johri – Department of Hindi
4. Archana Sharma- Department of Hindi
5. Minaxi Brahma – Department of English
6. Pooja Thakur - Department of History
7. Alok Dash - Department of Economics
8. Madhumita Banerjee – Department of Botany
9. Ojit M – Department of Zoology
10. Pushplata – Department of Botany
11. Shilpa Mehta – Department of Chemistry
12. Sunil Kumar – Department of Physics
13. Tarun Kumar – Department of Physics
14. Iffat Jahan – Department of Mathematics
15. Suman Sharma- Convenor, Time-Table Committee (Sciences)
16. Sonia Goel – Convenor, Time-Table Committee (Arts & Commerce)

The committee resolved the following

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

GE Semester I

Thursday: 8:30am

Friday : 8:30 am

Wednesday :12:30 pm, 1:30 pm

Tuesday: 1:30 pm (fifth theory)

Tuesday :12:30 – 430 pm

GE Semester 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 Semester 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. A mail was received from the Teacher in charge of the Department of Economics regarding the excess admissions in BCom (Hons) I year this year. The Department of Economics has decided to offer an additional section of GE for these students. However, the department is not in a position to provide room for this section. They have requested to provide a room for this section in the slot provided for the GE I year in the central time table, when the classes start in the offline mode. This was discussed in the meeting and it was resolved that the request will be forwarded to the Commerce department asking for an additional room to conduct GE I year classes.

3. Committee decided that at present timetable will be prepared for semester IV and VI. Since semester II will be effective from April 2022, it is entirely adiscretion of respective department to prepare timetable for semester II now or in March 2022.

4. All departments should submit their final timetables by December 30th, 2021.

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 time-table 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

2021-22

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

2021-22