



# BABA FARID COLLEGE OF ENGG. & TECHNOLOGY

Muktsar Road, Bathinda-151001, Punjab (INDIA)

(Approved by AICTE, New Delhi and Affiliated to Maharaja Ranjit Singh Punjab Technical University, Bathinda)

Phone No. 0164-2786041, 95011-15401

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Ref. No.: BFCET/IQAC/MOM/10/4

March 3, 2021

## Minutes of the Meeting

A meeting of IQAC of Baba Farid College of Engineering and Technology was held on March 03, 2021, through online mode on Microsoft Teams. Following members were present in the meeting.

S. No	Category	Name of the member	Designation
1	Principal	Dr Manish Goyal	Principal
2	Co-ordinator	Dr Jayoti Bansal	Vice-principal
3	Administrative Officers	Dr Manish Gupta	Faculty Member
4		Dr Tejinderpal Singh Sarao	Faculty Member
5		Dr Kanwaljeet Kaur	Faculty Member
6	Senior Faculty Members	Er Hardeep Singh	Faculty Member
7		Er Harsimran Singh	Faculty Member
8		Dr. Nimisha Singh	Faculty Member
9		Er Sunil Kumar Nagpal	Faculty Member
10		Er TanuTaneja	Faculty Member
11		Er. Harleen Kaur	Faculty Member
13		Er Kovid Sharma	Faculty Member
14	Alumni	Er Vineet Garg	Alumnus
15		Er Pargat Singh	Alumnus
16		Er Dilpreet Singh	Alumnus
17	Students	Mr. Pawan CSE, 8th sem	Student
18		Ms. Parul Sharma CSE, 6th sem	Student
19		Ms. Arshdeep Kaur CE, 6th sem	Student
20		Mr. Talwinder Singh CE, 6th sem	Student
21	Industry Persons	Er Satish Goyal	-
22	Local Society/	Prof. (Dr.) Sandeep Grover	
23	Academician	Dr. Vikas Chawla	



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The Coordinator of IQAC welcomed all the present members. Following agenda points were discussed.

## **Agenda Points:**

1. Confirmation of minutes of previous IQAC Meeting
2. Action taken report of the previous meeting
3. Analysis and Action Taken Report of Feedback taken from various stack holders
4. Analysis Report of Academic and Administrative Audit
5. Academic planner, Activity planner, Placement planner and IQAC Calendar of Session 2020-21
6. Establishment of Consultancy Cell of BFCET
7. IQAC Initiatives
  - a. New Mentoring System
  - b. Research and Live Projects
8. Research and Development Activities
  - a. International Conference in collaboration with Springer
  - a. FDPs sponsored by AICTE-ISTE
  - b. Certificate Courses Offered to Students
  - c. Internship Opportunities Offered to Students
9. Suggestions from Experts Regarding NAAC related works
10. Any other agenda with the permission of the chair

### **Agenda Point 1. Confirmation of minutes of previous IQAC Meeting**

**Resolution:** The IQAC Coordinator presented the minutes of the previous IQAC meeting to the members. The same was unanimously confirmed by all the present members. The presentation has been attached herewith.



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## **Agenda Point 2. Action taken report of the previous meeting**

**Resolution:** The IQAC coordinator presented the action taken report of the previous meeting which was held on September 21, 2020. The same was unanimously confirmed by the all-present members. The presentation has been attached herewith.

**Agenda Point 3.** Analysis and Action Taken Report of Feedback taken from various stake holders

**Resolution:** IQAC Coordinator shared the Analysis and action taken report of feedback taken from stake holders' students, Alumni, Teachers and Employers on curriculum. Prof. Sandeep Grover shared that the institute should collect curriculum feedback at the department level and then compile feedback in a booklet form. Being an affiliated institute, BFCET can write a letter to Dean Academics of MRSPTU regarding up-gradation of the curriculum.

**Agenda Point 4.** Analysis Report of Academic and Administrative Audit

**Resolution:** The Coordinator IQAC presented a report of Academic and Administrative Audit and also shared the major aspects of AAA. Prof. Grover and Professor Vikas Chawla suggested that Academic Audit should be done twice and Administrative Audit should be done once in an academic session. Prof Grover shared the need for audit in library, training, placement and purchase departments.

**Agenda Point 5.** Academic planner, Activity planner, Placement planner and IQAC Calendar of Session 2020-21

**Resolution:** IQAC Coordinator shared with the members the academic, activity and placement planner and IQAC calendar of the session 2020-21. Members appreciated and unanimously approved the same. Dr. Grover suggested showing the list of the activities held in the previous 3 months in the IQAC meeting. He also emphasized that in Collaborative Activities focus should be on all aspects: Expert Lecture, FDP, Conference/Seminar/Workshop/, R&D Activities Visits etc.



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## **Agenda Point 6.** Establishment of Consultancy Cell of BFCET

Resolution: The Coordinator IQAC shared about the Establishment of the Consultancy Cell of BFCET. Dr. Grover suggested that it's better to have a Consultancy Policy. Members appreciated and unanimously approved the same.

## **Agenda Point 7.** IQAC Initiatives

- a. New Mentoring System
- b. Research and Live Projects

Resolution: Coordinator IQAC shared with all present members about the new mentoring system and projects to be made by students. Prof Grover discussed resolving daily issues of students through mentors. He shared that Mentees can approach any time to their concerned mentors to discuss their issues.

## **Agenda Point 8.** Research and Development Activities

- a. International Conference in collaboration with Springer
- b. FDPs sponsored by AICTE-ISTE
- c. Certificate Courses offered to Students
- d. Internship opportunities offered to Students

Resolution: The Coordinator IQAC shared about the Research and Development Activities in the session 2020-21. The coordinator shared about the International Conference on Emerging Technologies for Computing, Communication and Smart Cities (ETCCS-2021) to be organized by BFCET on 21st & 22nd August 2021. The coordinator also apprised members about FDP sponsored by AICTE-ISTE FDP on "Recent Developments in AI & Robotics" to be organized from 22-27 March 2021. She also shared the list of Certificate Courses and Internship Opportunities Offered to Students.

## **Agenda Point 9.** Suggestions from Experts Regarding NAAC related works

Resolution: Experts shared that there should be a reporting of all activities to IQAC after every 3 months. Institute should work on ISO and NIRF rankings. Institute should work on joint



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publications/patents with other reputed institutions for the promotion of research among faculty members in the institute.

**Agenda Point 10. Any other agenda with the permission of the chair**

- Dr. Satish Goyal, an expert from Industry shared to arrange the student visits to the industries after the COVID-19 situation.
- Alumni Pargat Singh, a pass out student of B. Tech Computer Science Engineering said that students should do internships to hone their technical skills.
- Dr. Manish Goyal said that we should strengthen our online system to get quality output.
- IQAC Chairperson apprised the members that Prof. Sandeep Grover (Academician), Dr. Nimisha Singh (AP, BFCET), Er. Deepali Verma (Alumnus), and students Ms. Parul Sharma CSE, 6th sem, Ms. Arshdeep Kaur CE, 6th sem and Mr. Talwinder Singh CE, 6th sem are the new member of the IQAC Committee. The members unanimously approved the same.

The members appreciated the significant progress made by the institution and congratulated the efforts of management. The meeting ended with a vote of thanks to the Chair.

Chairperson

CC to: -

1. Hon'ble Chairman, BFCET
2. All IQAC Committee Members
3. IQAC Coordinator