



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)

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Ref. No.: BFCET/IQAC/MOM/005/2

June 17, 2019

Minutes of the Meeting

The 5th meeting of IQAC of Baba Farid College of Engineering & Technology was held on June 15, 2019 in the Board Room at 10:00 am. Following members were present in the meeting.

S. No	Name of the member	Designation
1	Dr. Manish Goyal	Chairperson
2	Dr. Jayoti Bansal	Co-ordinator
3	Dr. Manish Gupta	Member
4	Er. Amandeep Singh	Member
5	Er. Ajay Sidana	Member
6	Er. Harsimran Singh	Member
7	Er. Sunil Kumar Nagpal	Member
8	Er. Tanu Taneja	Member
9	Er. Kovid Sharma	Member
10	Mr. Nilesh Kumar	Member (Alumni)
11	Mr. Manav Kumar	Member (Student)
12	Mr. Jasvir Singh Uppal	Member (Management)
13	Er. Ravinder Singh Sekhon	Member (Industry)
14	Dr. Vikas Chawla	Member (Academician)

Agenda 1: Confirmation of minutes of previous IQAC meeting

Resolution: Coordinator IQAC presented the minutes of previous meeting and the same were confirmed by the members.





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Agenda 2: Action taken report of previous IQAC meeting

Resolution: The action taken report of the previous meeting was presented by Dr. Manish Goyal. The IQAC members appreciated the work done as per their suggestions. The IQAC unanimously resolved that the institute is progressing on the right track for quality enhancement as per the objectives of the IQAC.

Agenda 3: Academic and Administrative audit (AAA) report 2018-19

Resolution: Dr. Jayoti Bansal presented Academic and Administrative audit report of session 2018-19. After thorough discussion on AAA report of session 2018-19 some inputs were given by the members to improve the Academic and Administrative quality of the institute. It was unanimously resolved to incorporate the suggestions given by the IQAC in the AAA format for the coming years.

Agenda 4: Feedback, Analysis and Action taken reports of session 2018-19

Resolution: IQAC coordinator presented the analysis report on feedback taken from all stakeholders. After discussion on the agenda, it was unanimously resolved that institute should continue with the process of taking feedback, its analysis and taking necessary action on the basis of report for the improvement of the academic quality.

Agenda 5: Review of Even Semester (Session 2018-19)

Resolution: All the academic and other activities of Institute of even semester of session 2018-19 were reviewed. IQAC appreciated that all the quality initiatives proposed were implemented effectively in the even semester of session 2018-19. After taking suggestions from the members it was unanimously resolved to integrate the same in the academic planner.

Agenda 6: Academic planner for odd semester (Session 2019-20)

Resolution: Academic Planner of odd semester (session 2019-20) was presented by Dr. Jayoti Bansal in the meeting. After detailed discussion on this agenda, it was unanimously resolved to incorporate the suggestions given in the agenda no.5 in the academic planner.



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Agenda 7: Mentor – Mentee System

Resolution: IQAC members suggested to strengthen the mentor mentee system in the institution and to maintain the mentor mentee registers to keep track of various works done by mentors for their mentees.

Agenda 8: Any other agenda with permission of Chair

Resolution: IQAC chairperson declared the session open for discussion on some other agendas.

The suggestions given after the discussion were unanimously resolved to be implemented.

The meeting ended with vote of thanks.


Chairperson IQAC

CC to: -

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