



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/09/4

September 21, 2020

Minutes of the Meeting

A meeting of IQAC of Baba Farid College of Engineering & Technology was held on September 21, 2020 through online mode on Microsoft Teams. 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	Dr Tejinderpal Singh Sarao	Member
5	Er Hardeep Singh	Member
6	Er Harsimran Singh	Member
7	Er Sunil Kumar Nagpal	Member
8	Er TanuTaneja	Member
9	Er Kovid Sharma	Member
10	Er. Harleen Kaur	Member
11	Dr. Nimisha Singh	New Member
12	Er Pargat Singh	Member (Alumni)
13	Er Dilpreet Singh	Member (Alumni)
14	Mr. Manav Kumar ME,8th sem	Member (Student)
15	Mr. Pawan CSE, 5th sem	Member (Student)
16	Mr. Vineet Garg	Member (Alumni)
17	Er Satish Goyal	Member (Industry)
18	Dr Vikas Chawla	Member (Academician)

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



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Agenda Points:

1. Confirmation of minutes of previous IQAC Meeting
2. Action taken report of previous meeting
3. Activity Report, Session 2019-20
4. Analysis and Action Taken report of Feedback taken from various stack holders
5. Format and Analysis Report of Academic and Administrative Audit
6. Certificate Courses Offered to Students
7. Activity planner of Session 2020-21
8. Suggestions from Experts Regarding NAAC related works
9. Any other agenda with the permission of chair

Agenda Point 1. Confirmation of minutes of previous IQAC Meeting

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

Agenda Point 2. Action taken report of previous meeting

Resolution: The IQAC coordinator presented the action taken report of the previous meeting which was held on 07 July,2020. The same was unanimously confirmed by the all present members. Presentation has been attached here with.

Agenda Point 3. Activity Report, Session 2019-20

Resolution: IQAC Coordinator shared with the members activity report of the session 2019-20. Members appreciated and unanimously approved the same. Presentation has been attached here with.



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Agenda Point 4. 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.

Members appreciated and unanimously approved the same. Presentation has been attached here with.

Agenda Point 5. Format and Analysis Report of Academic and Administrative Audit

Resolution: The Coordinator IQAC presented report of Academic and Administrative Audit and also share the major aspects of AAA. Dr. Vikas Chawla suggested adding one or two external members in the Audit team. Presentation and Audit reports have been attached here with.

Agenda Point 6. Certificate Courses Offered to Students

Resolution: The Coordinator IQAC shared the certificate courses offered in current session along with the certified agencies and departments. Members appreciated and unanimously approved the same. Presentation has been attached here with.

Agenda Point 7. Activity planner of Session 2020-21

Resolution: The Coordinator IQAC shared the activity planner of session 2020-21 as required by NAAC criterions. Members appreciated and unanimously approved the same. Presentation has been attached here with.

Agenda Point 8. Suggestions from Experts Regarding NAAC related works

Resolution: The Coordinator IQAC requested the experts to give the suggestions on academics and to organize extension activities and more for this current session.



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Dr. Vikas Chawla, Dean Academics of IKPTU, Jalandhar suggested that there should be weekly quizzes on each chapter to check out the attentiveness of students on this online mode. He also recommended to take open book test from students.

Dr. Satish Goyal, member and expert from Industry requested to share the opportunity in industry for engineering students after post covid situation and how they can enhance and refresh their skills.

He shared that it is a tough time and there is also shortage of job in industry. He suggests for online training of some new softwares which recently have been used in industries. He suggested to tie up online interactions with experts on the manufacturing process of various industries with which the institute signed MOU.

For extension outreach activities Dr. Vikas Chawla suggested that it can be done individually by students in their surrounding areas and then later on they can share the videos of the activities and same can be uploaded on college website to promote the message and motivate the other students. He also added that self motivation is required for this and individual efforts can do the wonders.

Agenda Point 9. Any other agenda with the permission of chair

- Mr. Manav Kumar passing out student of B. Tech Mechanical Engineering shared that one to two hours on the software Five S and Kappa as these are mostly used in industry. Students must have the exposures to use tools like vernier caliper, micrometer etc. and also for organized the training for the solid works and Ansys as required in designing industries from some certified agencies.
- Mr. Pawan, student of B. Tech Computer Science Engineering said that we should learn the more technical skills as required for industry.
- Dr. Tejinder Pal Singh Sarao shared that we will go the open book test exposure to our students and he added that we have taken feedback from industry and will offering a complete course on SolidWorks from some external experts. He also appreciates the



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suggestions given by Mr. Manav Kumar and ensures to arrange the experts to give training on quality tools used in industry.

- Suggestions on AAA by external experts have been demanded from Dr. Vikas Chawla and ensure about it after going through the AAA Performa.
- Dr. Manish Goyal said that we should strengthen our online system to get quality output.
- IQAC Chairperson apprised the members that Dr. Nimisha Singh, A.P. in CSE department will be a new member in 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