



BABAFARID COLLEGE OF ENGINEERING & TECHNOLOGY

Muktsar Road, Bathinda-151001, Punjab (INDIA)

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

Contact : 0164-2786041, 95011-15401

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Ref. No.: BFCET/BOG/2021-22/MOM/020

Dated: 07-02-2022

Board of Governance, Minutes of Meeting

This is for information to all the concerned that the Board of Governance meeting was held on Saturday, 5th February 2022 at 10:00 am in the conference Hall of E Block. The following people were present for the meeting to discuss the suggested agenda points.

Sr. No.	Name	Designation	Signature
1	Dr. Gurmeet Singh Dhaliwal	Chairman	
2	Dr. Sardool Singh Grewal	Vice Chairman	
3	Mrs. Paramjeet Kaur	Member	
4	Mr. Amitoz Dhaliwal	Member	
5	Prof. Dr. Ashish Baldi	Head Department of Pharmaceutical	—
6	Dr. Vikas Chawla	Dean Academic, IKGPTU	—
7	Dr. Gupreet Singh	Director Edgate	
8	Dr. Jyoti Bansal	Principal	
9	Dr. Manish Goyal	Professor	
10	Dr. Tejinderpal Singh Sarao	Professor & Head Deptt. of ME	
11	Dr. Manish Gupta	Professor	
12	Dr. Nimisha Singh	Professor	

The agenda of the meeting, Minutes of meeting and duties to be performed by the concerned members were finalized as under:

Agenda of the Meeting:

1. Confirmation and action taken report of previous BOG (Board of Governors) Meeting
2. To consider the budget for financial year 2022-2023 and to review the budget and expenditure for the same for session 2021-22.
3. To review the academic performance of the college



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- a. **Admission:** -
 - To consider the fee structure of UG/ PG programs of the Institute.
 - Scholarship policies
 - b. **Academics:** -
 - To approve Academic/ Activity/ IQAC (Internal Quality Assurance Cell) calendar.
 - To report Live/ Major Projects completed in previous semester along with outcomes.
 - c. **Placements:** - To report the number of placements done in the previous semester.
 - d. **R& D Activities:** -
 - To report the number of patents done by the faculty & students in previous semester.
 - To ratify the Organizing of 8th International Conference on Computing, Communication & Securities (ICCCS 2023) in collaboration with Springer at BFCET (Baba Farid College of Engineering and Technology) to be held on 3rd & 4th March, 2023.
 - e. **Extra-Curricular and Co-Curricular Activities:** - To report the Extra Co-curricular activities & achievements.
 - f. **Creation of Infrastructure after last meeting-**
 - To consider the proposal for Renovation of Lecture Halls on the first floor (Engineering block).
 - g. **Faculty Development/ Staff Development-** To report the financial support provided by the Institute to the faculty members for attending Conference/ Seminar/ Workshops membership of Professional bodies
 - h. **Industry Institute Interaction-** To report the executions of MOUs (MEMORANDUM OF UNDERSTANDING) signed with various Industry/ Academic Institutions
4. a) To approve student Project Policy
 - b) To approve green campus environment and E waste management policy
 - c) To initiate various quality audits like Energy/ Environment/ Green
5. To consider and approve the sanctioned intake for various faculty positions.
 6. To Change of user interface from CollPoll.
 7. Any other discussion with the permission of Chair



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Agenda Point 1: Confirmation and action taken report of previous BOG Meeting

Resolution: The minutes of previous BOG meeting were presented to the members. The same was unanimously confirmed and approved by all the present members.

Action Taken:

Agenda No.	Description	Action Taken	Responsible Person
2	To approve the audited financial accounts for 2020-21 and finalization statutory audit.	Confirmed and Approved	Accounts Manager
4 b)	To approve the Academic/ Activity/ IQAC Calendar	Confirmed and Approved	IQAC Coordinator
4 b)	To approve the certificate courses/ Live Projects offered	Confirmed and Approved	Head SSD
4 b)	To approve the feedback analysis & action taken report.	Confirmed and Approved	Respective HODs
4 d)	To consider and approve the seed money proposal submitted by faculty members of various departments and duly recommended by Research committee of the Institution	Confirmed and Approved	Research committee of the Institution
4 f)	To approve the proposal for setting up of Industrial Automation lab in collaboration with Festo India. To approve the proposal for setting up of AI lab in collaboration with Intel.	Confirmed and Approved	HOD ME and Head SSD
4 g)	To approve the faculty recruited	Confirmed and Approved	Dean Academics

Agenda Point 2: To consider the budget for the financial year 2022-2023 and to review the budget and expenditure for the same for session 2021-22.

Resolution: The budget for the financial year 2022-2023 was presented before the members. Discussions were held to review the budget and expenditure for financial year 2021-2022. The same was approved unanimously by all the present members.

Agenda Point 3: To review the academic performance of the college



Resolution: Academic performance of the college on various parameters was discussed and shared with all BOG members.

a. Admission: -

- Fee structure of UG/ PG programmes of the Institute was presented before the BOG members. The same was approved unanimously by the members.
- The scholarship policy for the next session was presented and approved unanimously by the members.

b. Academics: -

- Academic/ Activity/ IQAC calendars were presented before the BOG and same were approved unanimously by all.
- Live/ Major Projects completed in previous semester along with outcomes was presented before the BOG and same were approved unanimously by all.

c. Placements: - A report of the number of placements done in the previous semester was shared with BOG members. Bog members appreciated the outcome in terms of placements and the highest package offered and received in this session.

d. R& D Activities: -

- BoG members also informed that four more patents published in September 2021 and three published in January 2022. Same was appreciated by all.
- The preparations and status of papers submitted were shared for the upcoming 8th International Conference on Computing, Communication & Securities (ICCCS 2023) in collaboration with Springer at BFCET, to be held on 3rd & 4th March, 2023. The efforts done and grant received from SERB (SCIENCE & ENGINEERING RESEARCH BOARD) was appreciated by the members.

e. Extra-Curricular and Co-Curricular Activities: - BOG members were apprised regarding the Extra Co-curricular activities & achievements. The same was appreciated by all present.

f. Creation of Infrastructure after last meeting-

- The proposal for the Renovation of Lecture Halls on the first floor (Engineering block) was discussed and members were apprised. The same was approved unanimously by the members



g. **Faculty Development/ Staff Development-** The financial support provided by the Institute to the faculty members for attending Conference/ Seminar/ Workshops membership of Professional bodies was discussed during the meeting. The same was approved unanimously by BOG members.

Dr. Vikas Chawla suggests to motivate faculty for the online courses and FDPs run by NPTEL etc.

h. **Industry Institute Interaction: -**

The executions of MOUs signed with various Industry/ Academic Institutions in terms of activities conducted in collaboration or linkages was shared to BOG members. Dr. Dhaliwal suggests to increase the involvement industry in conducting activities in collaboration.

All members appreciated the same.

Agenda Point 4:

- a) To approve student Project Policy
- b) To approve green campus environment and E waste management policy
- c) To initiate various quality audits like Energy/ Environment/ Green

Resolution:

- a) The student Project Policy was discussed and unanimously approved by the members.
- b) The amendments made in green campus environment policy were discussed and unanimously approved by the members. E waste management policy was also shared and approved by members.
- c) Various upcoming quality audits like Energy/ Environment/ Green audits were discussed and unanimously approved by the members

Agenda Point 5: To consider and approve the sanctioned intake for various faculty positions

Resolution: The sanctioned intake of various faculty positions in departments was shared and approved unanimously by the members.

Agenda Point 6: To Change of user interface from CollPoll



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Resolution: The members were apprised that as students and faculty are not satisfied so it is requested to change the user interface vendor. BOG approved and authorize the principal to review other vendors and take the quotations and get it approved.

The members appreciated the significant progress made by the institution and congratulated the efforts of management. All members were conveyed that the next BOG meeting will be held on 3rd September 2022 at 10:00 am in the conference Hall of E Block, BFCET Bathinda.

The meeting ended with a vote of thanks by Principal BFCET.

[Signature]
Respectfully submitted,
Principal cum Member Secretary
BABA FARID COLLEGE OF ENGINEERING & TECHNOLOGY
BATHINDA.

Copy of the minutes, duly approved by the Chairman is forwarded to the following for information and further necessary action: -

1. PA to Hon'ble Chairman BFCET
2. All BOG members, BFCET Bathinda
3. PA to Principal, BFCET