



# BABA FARID 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

www.bfcet.com

email: principalbfcet@babafaridgroup.com

Ref. No.: BFCET/BOG/2023-24/MOM/023

Dated: 12-08-2023

## Board of Governors (BoG), Minutes of Meeting

This is for information to all the concerned that the Board of Governors (BoG) meeting was held on Saturday, 12<sup>th</sup> August 2023 at 11:00 am in the conference Hall of A Block. The following members were present for the meeting to discuss the suggested agenda points.

S.No.	Name of BoG Member	Designation	Designation in BoG	Signature
1	Dr. Gurmeet Singh Dhaliwal	Chairman	Chairperson	
2	Mr. Amitoz Dhaliwal	Member	Member	
3	Dr. M. P. Poonia	Former Vice Chairman AICTE	Member	
4	Mr. H. S. Cheema	MD Cheema Boilers, Chandigarh	Member	
5	Dr. Vikas Chawla	Prof & Dean Academics- IKGPTU Jalandhar	Member	
6	Dr. Gupreet Singh	Director Edgate, Bangalore	Member	—
7	Dr. Jyoti Bansal	Principal	Member	
8	Dr. Tejinderpal Singh Sarao	Professor & Head MED BFCET	Member	
9	Dr. Manish Gupta	Professor BFCET	Member	
10	Dr. Nimisha Singh	Professor BFCET	Member	



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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 meeting
2. To apprise members regarding Upgradation of Labs
3. To review the academic performance of the college
  - 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, Internships/Trainings/certificate courses 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.
  - e. **Extra-Curricular and Co-Curricular Activities:** - To report the Extra Co-curricular activities & achievements.
  - f. **Industry Institute Interaction-** To report the executions of MOUs (MEMORANDUM OF UNDERSTANDING) signed with various Industry/ Academic Institutions
4. To review and Updation of Policies
5. To approve Academic & Administrative Audit for session 2022-23
6. To report Infrastructure development for new programs
7. To apprise BOG members regarding upcoming NAAC PEER Team Visit
8. To apprise members regarding E- Governors Report
9. Any other discussion with the permission of Chair

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

**Resolution:** The minutes of previous BOG meeting were appraised to the BOG members Principal cum Member Secretary. The same was unanimously confirmed by the all the present members.

## Action Taken:

Agenda No.	Description	Action Taken	Responsible Person
3 a)	• To approve the Academic/ Activity/ IQAC Calendar of the current semester.	Confirmed and Approved	IQAC Coordinator



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3 a)	To approve the certificate courses/ Live Projects offered in current semester	Confirmed Approved	and	Head SSD
3 a)	To approve Live/ Major Projects completed in previous semester	Confirmed Approved	and	Respective HODs
5	To consider and approve the sanctioned intake for various faculty positions	Confirmed Approved	and	Dean Academics
6	To apprise members regarding various quality audits like Green/Energy/ Environment audits and get approval for the same for next session	Confirmed Approved	and	Criteria In charge
7	To get permission from the members regarding new programs	Confirmed Approved	and	Dean Academics
8	To review the present scale of the teaching staff.	Confirmed implemented approved	and	Accounts Deptt.

## Agenda Point 2: To apprise members regarding upgradation of labs

**Resolution:** Principal BFCET apprised BoG regarding upgradation of labs. Members were informed that in reference to the New AICTE Model scheme and curriculum upgradation we are in the process of up gradations of Labs like upgrading the computers to i5/i7 as per the requirement. We are in the process of establishing new labs like Advanced Testing lab, Geology lab and innovation lab.

Professor Dr. Vikas Chawla suggest to utilize the innovation lab beyond the working hours. Discussions were held and 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 institute on various parameters was discussed and shared with all BOG members.

### a) Admission: -

The report of 2023 admissions of the Institute was presented before the BOG members.

The same was approved unanimously by the members

### b) Academics: -

- Academic/ Activity/ IQAC calendars were presented before the BOG and same were approved unanimously by all members.

- Internships/Trainings/certificate courses



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BoG members were apprised that

- For upskilling of students 22 certificate courses were offered under SSD like ML, DL, Concrete Materials, AI with Python, Boiler Manufacturing and Its Materials and IA etc.
- 13 students of BFCET students successfully completed one-month internship with INTEL and submitted projects on AI-ML
- 15 Students of BFCET completed one-month internship in AI-ML, IOT & IA at IIT Ropar.
- 35 Students of B. Tech CSE 2nd year and 3rd year successfully completed training in AI-ML at IIT Ropar.
- All the 1<sup>st</sup> Year students completed their training in collaboration with Infosys (CSE), FESTO (EE) & AUTOCAD (ME & CE).

Dr Gurprit Singh Bath informed that university is also offering few certificate courses. He suggests to do evaluation of certificate courses as well. He also suggests to get its approval through IQAC.

Prof. Vikas Chawla enquired about the timings and process of student's registration for the same. Members were informed and they appreciate and approved the same.

- BoG members were apprised regarding feedback analysis of all stake holders and action taken report of the institute.

Members were informed that Feedback system is in place and has active process of

- Collecting feedback from all stakeholders
- Analyzing
- Identifying and Drawing significant indicators to enhance the learning effectiveness

Prof. Dr. Vikas Chawla enquired about the mechanism to be followed. Members were informed that the current software institute is using (VmEdulife) is capable of doing so. Members appreciated and approved the same.



- c) **Placements:** -BoG members were informed that the Major Recruiters this year were Amazon, TCS, Wipro, Infosys, L&T Construction, Hero, Grazitti Intractive, TCS, Wipro, Tata Steels, Byjuj, Trident, Cheema Boilers, Vodafone Idea and many more

The Highest Package offered was 36.5 lakh, Highest Package availed was 20 Lakh, Average Package availed was 5.5 lakh and % age of Total students placed was 63%.

Dr. Gurprit Singh Bath congratulate and suggest to involve the Alumni of the institute to enhance the campus placements.

BoG members unanimously applauds the same.

#### ➤ **Academic & Placement Achievement**

Principal BFCET apprised the BoG members that institute is awarded for Best Placements & Best Results in the Region by S. Harjot Singh Bains (Hon'ble Education Minister, Govt. of Punjab) at a function held by affiliated university MRSPTU Bathinda. Prof. Vikas Chawla suggest to introduce incentives for such awards. Members applauds the achievement.

#### d) **Research & Development**

BoG members were apprised that

- Till now Institution has published 42 Patents out of which 06 are granted.
- Currently 10 startups are being provided incubation support at Incubation Centre
- Angelic Aroma Recommended for Grant-in-aid of Rs 50,000/- under SHE Initiative by PSCST, Chandigarh
- Two startups were selected to exhibit in G20 Summit held on 15-17 March 2023 at Amritsar
- Institute was bestowed 3-star ratings by IIC in 2020-21 and 2021-22, for organizing the activities on Innovation and Entrepreneurship.

BoG Members unanimously applauds the same.

#### e) **Extra-Curricular and Co-Curricular Activities:**

BoG members were apprised that

- 7 Players of BFCET selected in North Zone Inter University Football Competition
- Got 2<sup>nd</sup> runner Trophy Men/Women in an inter college athletic event
- Got 2<sup>nd</sup> Position in Volleyball smashing inter College Tournament



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- Got 2<sup>nd</sup> Position in Badminton in inter College Tournament
- BFCET bagged overall 1st runner up trophy from MRSPTU Youth festival in 2022-23

BoG Members unanimously congratulates for the same.

- f) **Industry Institute Interaction-** BoG members were apprised regarding the major collaborations/MOUs done in last session. BoG Members appreciated the same.

## Agenda Point: 4. To review and Updation of Policies

**Resolution:** BoG members were apprised that following updations are proposed in the policies

1. **Student Project Policy:** Added process to be followed for Selection/Identification of Students and Projects
2. **Research & Development Policy:** Financial Assistance For Membership In The Academic Society and Incentive For Academic Award
3. **Student Startup Policy:** Sources of Incubatees and Eligibility Criteria for incubatee
4. **Intellectual property Rights Policy:** Procedure of IP Protection by filing of patent through Institute: Now institute can file the patent through Patent Agent.

Prof. Bath enquired about the consultancy policy and was informed that institute has the same. He also suggests the awards for getting consultancy projects.

BoG Members appreciated and approved the same.

## Agenda Point: 5. To approve academic & administrative audit for session 2022-23

**Resolution:** Principal BFCET apprise members regarding the academic & administrative audit for session 2022-23 and shared the Suggestions given by audit team after Academic & Administrative Audit with the members as follows:

- Academic administrative Committee/Department advisory committee shall be constituted to monitor and finalize the syllabus of add on Courses and Certificate Courses.
- Systematic training should be given to the faculty on all areas of academic and extra-academic requirements.
- College should look into possibilities of more no. collaborations with renowned institutions for new areas of study as per the NEP.
- Training should be given in strengthening e-governance.



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- IQAC should ensure and take initiatives to enhance the interactive capacity of teachers. BoG Members appreciated and approved the same.

## **Agenda Point: 6. To apprise members regarding commencement of new programs**

**Resolution:** BoG members were apprised that institute is going to start following new programs.

- B. Tech (Artificial Intelligence and Machine Learning)- 60 seats
- B. Tech (IoT and Cyber Security including Block Chain Technology)- 30 seats

BoG Members appreciated and approved the same.

## **Agenda Point: 7. To apprise BOG members regarding upcoming NAAC PEER team visit**

**Resolution:** BoG members were apprised that NAAC Peer team is likely to visit BFCET in the month of October/November 2023. As per the Mock Result available on the NAAC portal BFCET is very near to A++ Rank. Preparation of the same is in full swing.

BoG Members appreciated the progress and conveyed their best wishes for the same.

## **Agenda Point: 8. To apprise members regarding E- Governance report**

**Resolution:** BoG members were apprised E- Governance report and also informed members that we had adopted new tool i.e. Vmedulife Software Service 2023 for the Implementation of e-governance in areas of operations-governance. Various modules are as follows:

- Administration
- Finance and Accounts
- Student Admission and Support
- Examination

BoG Members unanimously approved the E- Governance report.

## **Agenda Point: 9. Any other discussion with the permission of Chair**

**Resolution:**

1. Dr. Vikas Chawla suggested to coordinate the student's induction program through senior students without involvement of faculty.
2. Prof. Bath suggested that Theory and Lab should be given to each faculty.



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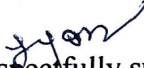
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3. Members informed that upcoming IQAC meeting should be in offline mode for fruitful discussion.
4. Dr. Sardool Singh Grewal suggested for the happiness lab concept which is similar to the UHV concept.
5. Dr Gurmeet Singh Dhaliwal suggested that departmental clubs should be made robust through the student's involvement.
6. BoG members informed that four more patents published since last meeting.

The members appreciated the significant progress made by the institution and congratulated the efforts of management. All BoG members were conveyed that the next BOG meeting will be held on 3<sup>rd</sup> February 2024 at 10:00 am in the conference Hall of Block a, BFCET Bathinda.

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

  
Respectfully submitted,  
Principal cum Member Secretary  
Baba Farid College of Engineering & Technology  
BFCET, Bathinda  
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