



BABA FARID COLLEGE OF ENGINEERING AND TECHNOLOGY

Muktsar Road, Bathinda-151001, Punjab

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

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Ref. No.: BFCET/BOG/2013-14/Meeting/007

Dated: 10-09-2013

Board of Governance, Minutes of Meeting

This is for information to all the concerned that the Board of Governance meeting was held on Saturday, 7th September 2013 at 10:00 am in the Engineering Block.

The following persons 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 | Dr. Nathi Singh | Member | |
| 5 | Er. Manish Goyal | Member | |
| 6 | Dr. Manish Gupta | Member | |
| 7 | Mr. Balwinder Singh Brar | Member | |
| 9 | Dr. Jyoti Bansal | Member | |

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 consider the budget for financial year 2013-2014 and approve audited financial accounts for 2012-13 and finalization statutory audit.
3. To review the academic performance of the college
 - a. **Admission:** -
 - To consider the fee structure of UG programs of the Institute.
 - To report the 2013 admission of the college
 - b. **Academics:** -
 - To approve Academic calendar.
 - To report Major Projects completed in previous semester.
 - c. **Placements:** - To report the number of placements done.



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- d. **Extra-Curricular and Co-Curricular Activities:** - To report the Extra Co-curricular activities & achievements.
4. To approve the recruitment of Faculty as per norms
 5. Any other point as per permission

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

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

Action Taken:

| Agenda No. | Description | Action Taken | Responsible Person |
|------------|--|------------------------|-----------------------|
| 2 | To consider the budget for financial year 2012-2013 and approve audited financial accounts for 2011-12 and finalization statutory audit. | Confirmed and Approved | Account Department |
| 4 b) | To approve the Academic Calendar | Confirmed and Approved | IQAC Coordinator |
| 4 b) | To approve Major Projects completed in previous semester | Confirmed and Approved | Respective HODs |
| 6 | To approve the faculty recruited | Confirmed and Approved | Dean Academics |
| 7 | To approve the staff welfare measures | Confirmed and Approved | Administrative office |

Agenda Point 2: To consider the budget for financial year 2013-2014 and approve audited financial accounts for 2012-13 and finalization statutory audit.

Resolution: The budget for financial year 2013-2014 and approve audited financial accounts for 2012-13 was presented before the BOG members. Discussions were held and both 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.

- **Admission:** - The fee structure of UG/PG programs of the Institute was shared with members present and approve by all.



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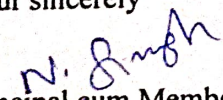
- The report of 2013 admissions of the Institute was presented before the BOG members. The same was approved unanimously by the members
- a) **Academics:** -
 - Academic calendar was presented before the BOG and same were approved unanimously by all members.
 - Major Projects completed in previous semester were shared with present members. The outcome was appreciated by members present.
- b) **Placements:** - The report of the placements done was shared with members present. Members appreciated the efforts done.
- c) **Extra-Curricular and Co-Curricular Activities:** - BOG members were apprised regarding the Extra Co-curricular activities & achievements. The same was appreciated unanimously by the BOG members.

Agenda Point 4: To approve the recruitment of Faculty as per norms

Resolution: BoG members were apprised regarding the sanctioned intake and recruitment of staff (teaching and non-teaching). The same was approved by the members present.

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

Thanking you
Your sincerely


Principal cum Member Secretary
BFCET Bathinda,
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