

# BABA BANDA SINGH BAHADUR ENGINEERING COLLEGE

Approved by AICTE, Affiliated to IKG PTU / MRSPTU, Recognized by Govtof Punjab

Accredited by NBA (AICTE) and IE(I)



## Internal Quality Assurance Cell (IQAC)

Ref No: ..... BBSBEC / TPO / 2818

Date: ..... 18/08/2021

### Minutes of Meeting - IQAC

Minutes of 10<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) held on 5-08-2021 at 2:30 PM in the Committee Room of BBSBEC, FGS.

The meeting was attended by the following:

Sr. No	Designation	Name	IQAC Responsibility
1.	Head of the Institution	Dr. Lakhvir Singh, Principal, BBSBEC	Chairperson
2.	Senior Administrative Official	Dr. Lakhwinder Singh, Dean Academics	Member
		Dr. A P S Sethi, Dean Students Affairs	Member
		Dr. Kanwalvir Singh Dhindsa, HoD(CSE)	Member
		Dr. G.S. Brar, HOD (Electrical Engg.) and Prof In-charge Accounts	Member
		Dr. RS Uppal	Member
		Dr. Virinder Singh, Prof. (Applied Sci.), Prof in charge Administration	Member
		Prof. J.S.Ratol, XEN	Member
3.	Faculty members	Dr. B S Bhullar	Member
		Dr. Amritbir Singh, Professor, Applied Sciences	Member
4.	Member from the Management	Dr. Manpreet kaur Arora	Member
		S. Karnail Singh Panjoli	Member
5.	Students and Alumni	S.Ravinder Singh Khalsa	Member
		Ms Mehakdeep Kaur (Student representative)	Member
6.	Nominees from stakeholders	Mr Harpinder Singh (Alumni Nestle India Moga)	Member
		Dr. Sukhjeet Kaur, Parent	Member
7.	Coordinator/Director of the IQAC	Dr. JS Oberoi, Professor (Mech. Engg.) and Head(T&P)	Director-cum-Coordinator

The 10<sup>th</sup> meeting of IQAC conducted to discuss and approve the following points.

- 10.1 **Review of the 9<sup>th</sup> Meeting:** All the present members unanimously approved the minutes of 9<sup>th</sup> meeting held on April 7, 2021. The members were apprised about the status of actions taken on decisions made in the previous meeting. The IQAC members congratulated the newly appointed principal Dr Lakhvir Singh and thanked the outgoing principal Maj. Gen. Dr G S Lamba for his valuable contribution.
- 10.2 **Review Academic & Administrative Audit:** The IQAC committee members thoroughly discussed the academic and administrative audit performed by university officials and internal officials respectively in order to improve the working of the college and to bring transparency.
- 10.3 **Augment the role of Alumni:** It was unanimously decided to rope in distinguished alumni through existing professional clubs, societies and chapters of the college to inculcate the corporate ethics and technical skills among the BBSBEC students.
- 10.4 **Induction & PDP program for freshers:** It was decided in the meeting that as per the guidelines of the AICTE, the college must organise an induction program for the newly admitted students through internal faculty and/or outsourced professional trainers. It was also decided to conduct the PDP sessions for these fresher students.

**CHANDIGARH ROAD, FATEHGARH SAHIB – 140 407 PUNJAB (INDIA)**

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## Internal Quality Assurance Cell (IQAC)

- 10.5 **Review Teaching-Learning process:** The committee members also reviewed the teaching learning processes and structures used by the faculty members of the college. The outcomes arising out of these methodologies were also discussed in this meeting along with the suggestions for the corrective measures for the same.
- 10.6 **Placement Activities:** The committee members discussed status of the student placements. It was concluded that students are not participating in the existing placement drives. The concerned departments of the students and the mentors should motivate and engage the students for the maximum participation in the placement drives so that placement percentage of the students can be enhanced.
- 10.7 **Promote Consultancy Cell and Revenue Generation:** The committee members reviewed and stressed the need of promoting consultancy culture in the institution. Dean(Industrial Relations) has been assigned to explore the institutional competencies in fetching the operational and research consultancy in tie up with the academic departments.
- 10.8 **Strengthening of Mentor-Mentee System:** All the committee members stressed upon the strengthening of the mentor-mentee system so that the academic excellence and/or overall growth of the students towards academic & professional matters can be achieved by fully exploiting the potential of every individual.

The meeting ended with the vote of thanks to the chair.

Prof. (Dr) J S Oberoi  
Director, IQAC

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