

BABA BANDA SINGH BHADUR 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/2502

Date: 02-03-2020

Minutes of Meeting - IQAC

Minutes of 6th meeting of Internal Quality Assurance Cell (IQAC) held on 21-02-2020 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. G.S.Lamba, Principal, BBSBEC	Chairperson
2.	Senior Administrative Official	Dr. Lakhwinder Singh, Dean Academics	Member
		Dr. A P S Sethi, Dean Students Affairs	Member
		Dr. Lakhvir Singh, HOD (Mech. Engg.)	Member
		Dr. Kanwalvir Singh Dhindsa, HoD(CSE)	Member
		Dr. G.S. Brar, HOD (Electrical Engg.) and Prof In-charge Accounts	Member
		Dr. RS Uppal, HOD (ECE)	Member
		Dr. Virinder Singh, Prof. (Applied Sci.), Prof In charge Administration	Member
		Dr. Niraj Bala, Dean RIC	Member
		Prof. J.S.Ratol, XEN	Member
	Dr. B S Bhullar, Dean, Admissions	Member	
3.	Faculty members	Dr. Amritbir Singh, Professor, Applied Sciences	Member
		Dr. Baljit Singh, Professor, CSE, BBSBEC	Member
		Dr. Manpreet kaur Araora, DCoE	Member
4.	Member from the Management	S. Karnail Singh Panjoli	Member
		S.Ravinder Singh Khalsa	Member
5.	Students and Alumni	Student representative to be nominated by DOSA	Member
		One notable Alumni nominated by Head, Alumni Relations	Member
6.	Nominees from stakeholders	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 6th meeting of the IQAC conducted and approves the following agendas/points.

- 6.1 **Review of the previous meeting:** The meeting started with the review of the last meeting held on 14-11-2019. The chairperson of the IQAC Maj. Gen. Dr. G. S. Lamba formally welcomed the new members of the IQAC and then was apprised about the work done or the actions taken on the agendas discussed and approved in the previous meeting.
- 6.2 **Preparedness of the institute for upcoming NAAC Peer Team Visit in March:** The Principal and NAAC core committee briefed the house about the preparedness of the institute for upcoming NAAC peer team visit. The criterion wise updated report was presented. The presence of all members during peer team visit was requested for meaningful and desired outcome.
- 6.3 **Implementation /updatation of strategic plan of the college:** The implementation of various academic and administrative aspects as detailed in Strategic Plan 2015-2020 were discussed and presented by respective HoDs and Deans. The IQAC members unanimously decided to focus on various corrective measures in academic and administrative reforms for institutional building. Some of these include introduction of skill development programs, enhancement of placement activities, promoting Centre of Excellence and SoP's for all processes, wherever required.

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- 6.4 **AICTE Extension of Approval 2020 and NIRF rankings 2020 follow up:** The AICTE approval process and NIRF (National Institute Ranking Framework) for the year 2020-21 were discussed in the meeting. It was decided to file the nomination for NIRF and to submit the data for the AICTE approval process parallelly.
- 6.5 **Strengthening the admissions process for 2020 batch and Inter-state admissions:** The members felt that the college needs a fresh admission policy in order to improve the admissions in coming session. The college requires a customise CRM software along with the development of mobile app and update the college web site for this purpose.
- 6.6 **To boost up the research and innovation activities:** The committee members stressed upon the need to refresh the existing research & development policy for strengthening and encouraging the faculty and students in their respective technical and professional expertise. The HoD RIC will issue the necessary guidelines in due course of time.
- 6.7 **Measures for the conservation of institute environment:** The college has adopted 5 adjoining villages for their development and betterment purposes. The committee members unanimously decided to initiate the campaign to aware the community residing in these areas so as to spread the benefits of the conservation of air, soil and water quality.

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


Prof. (Dr) J S Oberoi
Director, IQAC

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