

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/2814

Date: 25/11/2020

Minutes of Meeting - IQAC

Minutes of 8th meeting of Internal Quality Assurance Cell (IQAC) held on 10-11-2020 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 | 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 8th meeting of IQAC conducted to discuss and approve the following points.

- 8.1 **Review of the 7th Meeting:** All the present members unanimously approved the minutes of 7th meeting held on 10-05-2020 through zoom due to the lockdown/COVID-19 restrictions. The members were apprised about the status of actions taken on decisions made in the previous meeting.
- 8.2 The Coordinator-cum-Director of the IQAC, Prof J S Oberoi apprised about the NAAC Peer Team visit scheduled on 10-11 December 2020. The Principal and NAAC committee members briefed about the preparedness of the college for upcoming NAAC peer team visit. Progress of criteria wise report discussed in the meeting and decided that everyone must put best efforts during the visit to achieve the optimum results.
- 8.3 **Placement Related Activities:** The matter of placement activities discussed in the meeting by all the present members and it was stressed upon to improve the students' placements further in tier 1 companies. It was also decided to motivate the students for maximum participation in the forthcoming placement drives in order to augment the placements of the students.

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- 8.4 **Functioning of College in offline mode:** With respect to decline in daily COVID cases, it was unanimously decided about functioning of the college in offline mode while strictly following the government guidelines till further instructions updated.
- 8.5 **Streamlining of Teaching-Learning process:** The IQAC coordinator briefed the committee about the online teaching methodology being adopted the college. The competent authorities' viz. university/state govt may be conducting academic audit in online/offline modes for which the system must be in place.
- 8.6 **Admission Strategy Formulation 2021-22:** It was discussed in detail that strategy formulation for Admissions 2021-22 should be in line with quality aspects in the diverse field of academics, administration and meticulous teaching-learning process. The diversity of students' enrolment is encouraged for professional grooming of budding engineers. The online admission portal should be in place before the onset of the upcoming admission session.

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


Prof. (Dr) J. S. Oberoi
Director, IQAC

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