


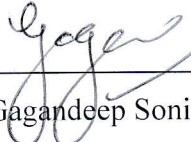
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|  BCIHMCT | Quality Manual | Doc. No. BCIHMCT/MM/001 |
| | | Issue No.01 Date |
| | Minutes of the Meeting | Rev.No.00 Date: 03/08/2024 |
| | | Page 1 of 3 |

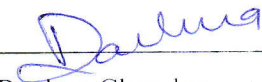
Agenda: Academics and upcoming event

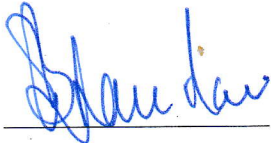
The following points were discussed:

1. A quarterly meeting with the IQAC core team members, Executive Council members, and Principal Sir was held on 03/08/2024.
2. The IQAC team discussed and recommended membership enrollment in the National Digital Library of India (NDLI), and establishing a dedicated club within the college. This platform aims to promote digital literacy and foster lifelong learning among students.
3. The IQAC recommended compiling a departmental activity calendar in alignment with the academic calendar for the year.
4. Dr. Gagan suggested Ms. Sonia to provide data for the Academic Audit and asked Dr. Rachna to complete Part A and initiate Criteria 1 for the AQAR 2023-2024.
5. As per the IQAC Chairperson's recommendation, all HODs were instructed to initiate creating frameworks for short-term certification courses.
6. To strengthen commitment and personalize efforts for social change, the IQAC suggested inviting and signing an MoU with GOONJ, a non-profit organization involved in disaster relief, humanitarian aid, and community development across India.
7. The IQAC recommended that Dr. Manish prepare an SOP and Code of Conduct for the BCIHMCT Incubation Center.
8. The IQAC advised the HOD-Housekeeping to plan and celebrate International Housekeepers Week (09-09-2024 to 14-09-2024).
9. To empower female students, Dr. Gagan suggested organizing a self-defense session for

the upcoming 1st-year batch.



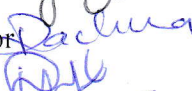







Gagandeep Soni
(IQAC Coordinator)


Rachna Chandan
(IQAC Co-coordinator)




Prof. R.K Bhandari
(Principal BCIHMCT)

Members attended the meeting



Members from Academics:

- 1) Mr. R. K. Bhandari-Principal, BCIHMCT 
- 2) Dr. Gagandeep Soni- IQAC Coordinator 
- 3) Dr. Rachna Chandan-IQAC Co-coordinator 
- 4) Ms. Divya Thakur- IQAC Team Member 
- 5) Mr. Mohan Jain- IQAC Team Member 
- 6) Dr. Manish Malhotra- IQAC Team Member 
- 7) Mr. Uttam Kr. Singh- IQAC Team Member 
- 8) Mr. Deepak Chikkara- IQAC Team Member 
- 9) Ms. Sonia Asthana-IQAC Team Member 

Senior Members:

- 1) Dr. Prem Ram-Program Coordinator 
- 2) Dr. Arvind K. Saraswati- Academic Coordinator 

Members from Administration:

- 1) Dr. Sujata Anand (Secretary-BCSSTS)
- 2) Mr. Ashish Ranga (Coordinator, Administration) 
- 3) Mr. Mohinder Pal Singh (Librarian) 

Members from the Industry:

- 1) Dr. Sharda Sharma (Director Operations-The Suryaa)
- 2) Ms. Nishigandha Chitale (Learning & Quality Manager-Crowne Plaza)

Members form the Alumni

- 1) Ms. Neha Sahni



Student team members:

1. Mr. Nishant Garg (3rd year)
2. Mr. Sahejpreet (2nd year)
3. Mr. Vaibhav (2nd year)
4. Mr. Gopal Singh (2nd year)