

 <b>BCIHMCT</b>	<b>Quality Manual</b>	Doc. No. BCIHMCT/IQAC/002
		Issue No.01 Date
	<b>Minutes of the Meeting</b>	Rev.No.00 Date: 30/04/2025
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**Agenda:** Academics and upcoming semester

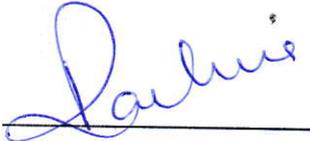
### **Minutes of the IQAC Quarterly Meeting (25/04/2025)**

A quarterly meeting with the IQAC core team members was convened on 25th April 2025.

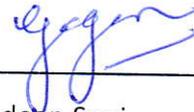
#### Following are the points discussed:

- The IQAC Coordinator provided an overview of the revised accreditation guidelines and introduced the newly added criteria in the updated accreditation framework.
- The committee recommended establishing collaborations with NGO's and initiating the process of signing a MoU to facilitate joint activities.
- The IQAC Coordinator highlighted the significance of continuous research by faculty members and encouraged regular publication of scholarly papers. Additionally, the Chairperson proposed organizing a seven-day Faculty Development Programme (FDP) during the upcoming semester break.
- With the current academic semester nearing completion, the IQAC team suggested rescheduling the internal academic audit accordingly.
- The IQAC Coordinator advised the team to actively explore opportunities for both national and international internships and placement options for students.
- The IQAC team recommended a restructuring of internal sports activities and proposed the inclusion of a dedicated sports session as part of the first-year students' induction and orientation programme.

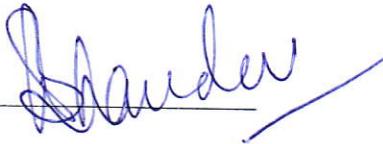
- To enhance understanding of the binary accreditation system, the IQAC Coordinator suggested that IQAC team members should attend the related NAAC workshop.



Rachna Chandan  
(IQAC Co-coordinator)



Gagandeep Soni  
(IQAC 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) Mr. Deepak Chhikara- IQAC Team Member 
- 5) Ms. Divya Thakur- IQAC Team Member 
- 6) Mr. Mohan Jain- IQAC Team Member 
- 7) Dr. Manish Malhotra- IQAC Team Member 
- 8) Mr. Uttam Kr. Singh- IQAC Team Member 
- 9) Mr. Ashish Mann-IQAC Team Member 
- 10) 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 from the Alumni

- 1) Ms. Neha Sahni

Student team members:

1. Mr. Sahejpreet (2<sup>nd</sup> year)
2. Mr. Gopal Singh (2<sup>nd</sup> year)

Action taken ((in lieu of 25/07/2025 meeting):

- To initiate the compilation process for the Academic and Quality Assurance Report (AQAR) for the year 2024-2025; emails are being forwarded by the members of the Internal Quality Assurance Cell (IQAC) team.
- Innovative pedagogies such as experiential learning, research based learning for undergraduate students, event planning, theme-based designing, case studies, using & referring of LMS during classes etc., are being incorporated into the activity calendar. These pedagogies are also being integrated into the conduct of classes to enhance learning experiences
- MOU between DLF Club & Hospitality and BCIHMCT was signed on July 27th, 2025. As part of this collaboration, a series of Guest Lecture Workshops spanning two days has been scheduled for the students. The workshop is planned for August 11th - 12th, 2025
- Internal audit team successfully conducted the audit from July 29th to July 30th, 2025
- Room #115 is being identified for the laundry set-up. The basic layout for the set-up is currently being discussed. Additionally, a related plumbing indent has been raised and processed for further action to facilitate the required arrangements.

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*gagan*

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