

 BCIHMCT	Quality Manual	Doc. No. BCIHMCT/IQAC/003
		Issue No.01 Date
	Minutes of the Meeting	Rev.No.00 Date: 18/11/2025
		Page 1 of 3

Agenda: Review and Preparation for Next Academic Session

A quarterly meeting with the IQAC core team members was convened on 18th Nov. 2025.

Following are the points discussed:

- The committee noted the success of CHE, organized on the theme "*Sanskriti se Samridhi*", and appreciated its contribution to experiential learning by helping students gain practical exposure while connecting with cultural values.
- The IQAC Coordinator instructed the initiation of the Internal Audit process, including the identification of suitable dates in the month of December and the responsibility of the same was allocated to Dr. Rachna for the subsequent coordination of the process.
- Ms. Divya suggested planning and organizing a Faculty Development Program during the end-term break. Supporting this recommendation, the IQAC Coordinator further suggested organizing industry exposure training for the faculty members.
- To enhance the college's research quotient, the IQAC Coordinator instructed all faculty members to publish at least one research paper in a UGC CARE or Scopus-listed journal and submit a copy for college records.
- To build strong community values and encourage students to connect with people who need support, the IQAC Coordinator, Dr. Gagandeep, proposed signing an MOU with a suitable NGO. This partnership will help strengthen student involvement in community service and outreach activities. Mr. Mohan and Mr. Ankit have been given the responsibility to take this initiative forward.

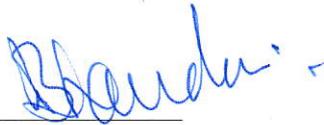
- The team suggested organizing welfare and mental-wellness activities for faculty and staff, along with team-building activities for students.
- Dr. Rachna proposed organizing grooming sessions for students in the coming semester, where professionals will guide them on makeup, hairstyle, and overall presentation for interviews.



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) Mr. Ankit Gupta-IQAC Team Member
- 8) Ms. Sonia Asthana-IQAC Team Member
- 9) Mr. Uttam Kr. Singh- IQAC Team Member



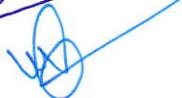












Senior Members:

- 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) Dr. Manish Malhotra (BCIHMCT Placement-Head)

Student team members:

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