



BABU BANARASI DAS INSTITUTE OF TECHNOLOGY & MANAGEMENT

(Formerly known as Babu Banarasi Das National Institute of Technology & Management)

Affiliated to Dr. B. V. K. Rishi Institute of Management, Lucknow (U.P.) (AICTE & UGC Approved)

Approved by All India Council for Technical Education (AICTE)

Website : www.bbbitm.ac.in / Email : bbbitm@bbbitm.ac.in

Phone Number : +91 - (522) - 6196222 / 6196223 / 6196224

Ref. No: **BB-IBBITHM/2024 - 25/AAD-018/001**

Date: **17th February 2024**

ACADEMIC ADVISORY MEETING MINUTES

In reference to the Notice Ref. No. **BB-IBBITHM/2024 - 25/AAD-018**, the Academic Advisory Board meeting commenced at 10:00 AM in Board Room - 30007M with a welcome address by the Convener, who briefed the members on the importance of the meeting in strengthening academic quality and institutional processes. The agenda was then taken up for discussion.

S.No	Agenda	Description
18.1	Faculty Workload Monitoring	The Committee suggested periodic review of faculty workload to maintain balance across teaching, mentoring, and administrative duties, and recommended limiting non-teaching responsibilities to a defined share of total workload.
18.2	Student & Faculty Research Engagement	The Committee recommended increasing student involvement in research through an authorship opportunities, intern-projects, and conference mentoring, while sustaining faculty research ecosystem.
18.3	Mentor-Mentee System Strengthening	The Committee suggested adopting standardized mentor-mentee meeting templates, fixed interaction schedules, and periodic routine feedback to improve consistency and effectiveness.
18.4	Industry-Oriented Skill Development Programs	The Committee recommended incorporating internships such as "Shape Your Mind" (HCL) and similar initiatives to enhance industry readiness, certification pathways, and employability skills.
18.5	Sustainability & Community Engagement	The Committee suggested integrating sustainability education, waste management practices, and community outreach activities into both academic and co-curricular student experiences.
18.6	Student Participation in Competitions & Events	The Committee recommended organized encouragement and structured coaching for student participation in national and international competitions, hackathons, and innovation challenges.
18.7	Accreditation & Quality Assurance (NBA/TCO)	The Committee suggested re-evaluating consistency and timeliness in NBA documentation, outcome-based assessment mapping, and leveraging the US Priority College status for academic industry alignment.
18.8	Teaching-Learning Innovations	The Committee recommended wider adoption of innovative pedagogies such as flipped classrooms, experiential learning, and NEP 2020-aligned practices to improve learning outcomes.
18.9	Examination Readiness & Academic Closure	The Committee suggested strict adherence to examination schedules, timely ERP module entry, and focused revision and remedial strategies for core subjects and final-year projects.
18.10	Faculty Development & Updilling	The Committee recommended encouraging faculty participation in FDPs, NPTEL courses, certifications, and skill enhancement programs, with systematic documentation for institutional records.

BABU BANARASI DAS EDUCATIONAL SOCIETY

Registered Office: 25, Babu Banarasi Das Nagar (Purana Quila), Lucknow (U.P.) - 226001, India
Head Office Address: Sector 1, Dr. Ambedkar Das Nagar, Patna-85 Road, Lucknow (U.P.) - 226015, India