

DR. B. C. ROY ENGINEERING COLLEGE, DURGAPUR  
MECHANICAL ENGINEERING DEPARTMENT

NOTICE

04/08/2025

Dear All ME Faculty,

HOD (ME) has called the 121th DAC meeting on 5<sup>th</sup> Aug, 2025 at 5:00 PM in the Departmental Library. Agenda of the meeting is given below.

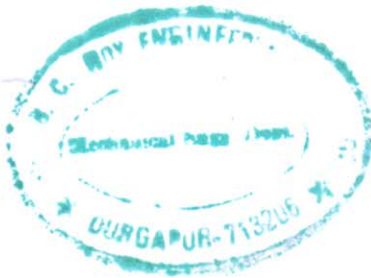
Agenda:

1. Feedback analysis & Action taken Report.
2. Status of UG/PG project
3. Present Odd semester course completion status including internship.
4. Course structure of new syllabus
5. Academic Audit AY 2024-25.
7. Others, if any, with the permission of the Chairperson of the house

Thanking you,



Dr. Subrata Samanta  
Associate Professor  
(DAC Convener)  
ME Department  
BCREC



DR B. C. ROY ENGINEERING COLLEGE, DURGAPUR  
MECHANICAL ENGINEERING DEPARTMENT

Date: 06.08.2025

Minutes of the 121<sup>th</sup> Departmental Academic Committee (DAC) Meeting (ME) held at the Departmental Library of Mechanical Engineering Department on Thursday, 05<sup>th</sup> Aug 2025 at 05:00 P.M.

Faculty members present:

1) Prof. (Dr.) Chandan Chatteraj 2) Prof. (Dr.) Kanchan Chatterjee 3) Prof(Dr) Subrata Samanta 4) Prof(Dr) Arijit Banerjee 5) Prof.(Dr) Manoj Kundu 6) Prof(Dr) Subhas Chandra Moi 7) Prof. Suman Karmakar 8) Prof Dr Rupali 9) Prof.(Dr.)Rajeev Ranjan 10) Prof. Siddhartha Bhowmick 11). Prof.Rakesh Biswas 12) Prof Chitta Sahana 13) Prof Dr Pabitra Mondal 14) Prof. Subhajit Bhattacharya. 15). Prof Koushik Chatterjee

Agenda:

1. Feedback analysis & Action taken Report.
2. Status of UG/PG project
3. Present Odd sem course completion status including internship.
4. Academic Audit AY 2023-24.
5. Others, if any, with the permission of the Chairperson of the house

Minutes of the meeting are as follows:

1. Action taken report on student's feedback is discussed and approved by the house.
2. Progress reports are scheduled to be submitted for final year UG/PG projects in the first week of September.
3. All faculties have explained about the current odd semester course coverage of each subject till date. Mentors will communicate to the students having poor attendance.
4. Most of the 5<sup>th</sup> semester students have completed their scheduled internships, remaining will complete by August end. The students who could not attend internship due to valid reasons will do project work under the guidance of concerned faculty advisors.
5. Status of Academic Audit of AY 2024-25 was discussed.

The meeting ended with vote of thanks.



Dr.Subrata Samanta  
(Convener, DAC)



Dr.Chandan Chatteraj  
(Chairperson, DAC)

H.O.D. / M.E.

Dr. P. C. Roy Engg. College, Durgapur



DR . B .C. ROY ENGINEERING COLLEGE, DURGAPUR  
MECHANICAL ENGINEERING DEPARTMENT

DATE : 06.08.2025

Action taken report for Course End Feedback given by students  
for AY 2024-25

Based on the online feedback from student of ME department, the action taken are illustrated in the following table:

S. No	FEED BACK STATEMENT	ACTION TAKEN
1	Teachers inform you about the relevance of the course to your discipline/stream and corresponding course outcomes and program outcomes.	Lesson plan is shared with the students in the beginning of each semester.
2	How much of the syllabus was covered in the class?	Special classes are arranged to cover maximum syllabus.
3	The teacher's approach to teaching can best be described as,	Special attention is given to improve in depth exposure of the subjects and fundamental knowledge.
4	The classroom/lab sessions were interactive	During class hour teachers interact with students to clear their doubts.
5	Fairness of the internal evaluation process by the teacher	Internal evaluation answer papers are discussed with the students.
6	Was your performance in Continuous Assessments (CA/CIA) & Practical Continuous Assessments discussed with you?	Faculty members identify weak students and pay special attention to them in remedial class.
7	The teachers illustrate the concepts through examples and applications.	Faculties explain different topics through examples, practical applications in laboratory and through video clips.
8	The teachers identify your strengths and encourage you with providing right level of challenges.	During regular interaction with students teachers identify their strengths and place them in suitable project groups under the guidance of faculties.
9	Teachers are able to identify your weaknesses and help you to overcome them.	Students are motivated by their mentors for their overall development.
10	Teacher used ICT tools (Projectors/Screens/Multimedia demonstration slides, Interactive online tools etc.) while teaching	Digital class room & ICT class room are regularly used for teaching.
11	The knowledge from the course can be applied to solve real life/industry specific problems/societal needs.	Students are engaged in industry related project by their project guides.
12	The overall quality of teaching-learning process of this subject is very good.	Students are advised to gather knowledge by continuous learning for sustainable development.



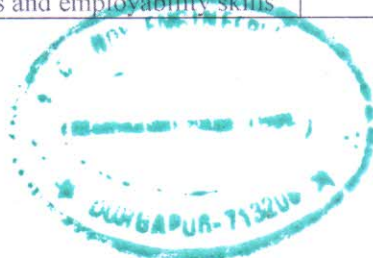
DR . B .C. ROY ENGINEERING COLLEGE, DURGAPUR  
MECHANICAL ENGINEERING DEPARTMENT

DATE : 06.08.2025

Action taken report for Semester End feedback given by students  
for AY 2024-25

Based on the online feedback from student of ME department, the action taken are illustrated in the following table:

S. No	FEED BACK STATEMENT	ACTION TAKEN
1	The overall syllabus coverage in the class is to an extent of	Special classes are arranged to cover maximum syllabus.
2	Teachers are prepared for the classes	Teachers are encouraged to participate in various FDPs, Conferences, Workshops, Seminars to enhance their skills.
3	Communication of the teachers in the class and outside the class is	During class hour teachers interact with students to clear their doubts. Faculty members are co-operative, helpful beyond class hours.
4	Overall learning environment in the classes and laboratories is	Faculties explain different topics through examples, practical applications in laboratory and through video clips.
5	Fairness of the internal evaluation process by the teachers is	Continuous assessment are conducted as per the university guidelines.
6	The performance in internal evaluations and laboratory experimentation is discussed with the students	Subject teachers identify weak students and pay special attention to them in remedial class.
7	The teaching and mentoring process in the department supports the development of your cognitive, social and emotional growth.	Students are always under the guidance of mentors from first year.
8	Teachers inform students about expected competencies course outcomes, programme outcomes and overall system of outcome based education (OBE).	Lesson plan is shared with the students in the beginning of each semester.
9	Your mentor interacts with you to encourage on your strengths and counsel you to overcome your weakness by identifying them.	Regular counseling is done by mentors for their overall development.
10	The teachers illustrate the concepts through examples and applications and use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences.	Teachers explain different topics through examples and practical applications, often use computer aided method while teaching, also encourage students to participate and think in innovative way.
11	The institute takes active interest in promoting internship, field visit, organizes workshop/seminar/extracurricular/co-curricular activities and helps to inculcate soft skills, life skills and employability skills	Conduction of internship, Industry visit, workshop, seminar, conference are regular practice of the institute.



	for the holistic development of the students.	
12	Percentage of teachers using ICT tools such as LCD projector, multimedia etc. while teaching.	Digital class room is regularly used for teaching.



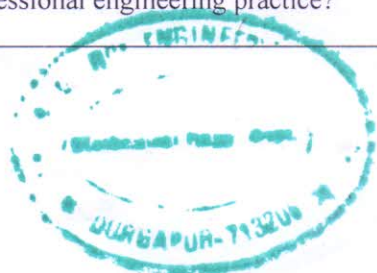
DR . B .C. ROY ENGINEERING COLLEGE, DURGAPUR  
MECHANICAL ENGINEERING DEPARTMENT

DATE :06.08.2025

Action taken report for the Program End feedback  
for AY 2024 -25

Based on the online feedback from student of ME department, the action taken are illustrated in the following table:

S. No	FEED BACK STATEMENT	ACTION TAKEN
1	Have you developed the ability to apply the knowledge of mathematics, science, engineering fundamentals, and an engineering specialization for the solution of complex engineering problems?	Students are engaged in projects from first year onwards in different areas according to current needs.
2	Are you able to identify, formulate, research literature, and analyze complex engineering problems reaching substantiated conclusions using first principles of mathematics, natural sciences, and engineering sciences?	Innovative projects related to the industry are taken up in the IDEA Lab where students can apply their skills.
3	Did you attain the ability of designing solutions for complex engineering problems and design system components or processes that meet the specified needs with appropriate consideration for public health and safety, and cultural, societal, and environmental considerations?	Students are involved in design new systems considering social, economic, and environmental issues by following different norms.
4	Are you able to apply research-based knowledge and research methods including design of experiments, analysis and interpretation of data, and synthesis of the information to provide valid conclusions?	Students are involved in various projects under the guidance of faculties and published papers in reputed journals.
5	Have you developed the ability to create, select, and apply appropriate techniques, resources, and modern engineering and IT tools including prediction and modeling to complex engineering activities with an understanding of the limitations?	Various workshop conducted on Python, Ansys & Creo to improve the software skill of students.
6	Can you apply reasoning informed by the contextual knowledge to assess societal, health, safety, legal, and cultural issues and the consequent responsibilities relevant to the professional engineering practice?	Lecture from entrepreneurs, management schools or spiritual leaders is arranged frequently in the institute premises for the benefit of students.



7	Are you able to understand the impact of the professional engineering solutions in societal and environmental contexts, and demonstrate the knowledge of, and the need for sustainable development?	Special lecture & grooming classes are conducted in training & placement cell.
8	Do you apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering practice?	Students are encouraged to enroll in MOOCs courses related to ethics and principles.
9	Are you able to function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings?	Necessary trainings are given by the TPO instigate their leadership quality and communication skills.
10	Can you communicate effectively on complex engineering activities with the engineering community and with the society at large, such as being able to comprehend and write effective reports and design documentation, make effective presentations, and give and receive clear instructions?	Students are encouraged to think and provide new solutions while doing projects. They are also encouraged to participate in various conferences along with their guides.
11	Are you able to Demonstrate knowledge and understanding of the engineering and management principles and apply these to ones work, as a member and leader in a team, to manage projects and in multidisciplinary environments?	Institute is encouraging for multidisciplinary projects where students from different department can work as a team and apply their ideas.
12	Will you be able to recognize the need for, and have the preparation and ability to engage in independent and life-long learning in the broadest context of technological change?	Students are advised to gather knowledge by self-learning for sustainable development.



DR . B .C. ROY ENGINEERING COLLEGE, DURGAPUR  
MECHANICAL ENGINEERING DEPARTMENT

DATE : 06.08.2025

Action taken report for Satisfaction Survey feedback given by students  
for AY 2024-25

Based on the online feedback from student of ME department, the action taken are illustrated in the following table:

S. No	FEED BACK STATEMENT	ACTION TAKEN
1	How much of the syllabus was covered in the class	Special classes are arranged to cover maximum syllabus.
2	How well did the teachers prepare for the classes	Teachers are encouraged to participate in various FDPs, Conferences, Workshops, Seminars to enhance their skills.
3	How well were the teachers able to communicate	During class hour teachers interact with students to clear their doubts. Faculty members are co-operative, helpful beyond class hours.
4	The Teacher's approach to teaching can best be described as	Faculties explain different topics through examples, practical applications in laboratory and through video clips.
5	Fairness of the internal evaluation process by the teachers	Continuous assessment are conducted as per the university guidelines.
6	Was your performance in assignments discussed with you	Subject teachers identify weak students and pay special attention to them in remedial class.
7	The institute takes active interest in promoting internship, student exchange, field visit opportunities for students	Conduction of internship, Industry visit, workshop, seminar, conference are regular practice of the institute.
8	The teaching and mentoring process in your institution facilitates you in cognitive, social and emotional growth	Regular counseling is done by mentors and teachers.
9	The institution provides multiple opportunities to learn and grow	Teachers always encourage students to participate in various seminars, conference, project etc.
10	Teachers inform you about your expected competencies, course outcomes and programme outcomes	Lesson plan is shared with the students in the beginning of each semester.
11	Your mentor does a necessary follow-up with a assigned task to you	Students are under the guidance of their respective mentor for overall growth.
12	The teachers illustrate the concepts through examples and applications	Teachers explain different topics through examples and practical applications.



13	The teachers identify your strengths and encourage you with providing right level of challenges	During regular interaction with students teachers identify their strengths and place them in suitable project groups under the guidance of faculties.
14	Teachers are able to identify your weaknesses and help you to overcome them	After every CA weak students are identified and motivated accordingly.
15	The institution makes effort to engage students in the monitoring, review and continuous quality improvement of the teaching learning process	Reviews are collected and action plan is made for quality improvement.
16	The institute/teachers use student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experiences	Teachers explain different topics through examples and practical applications, often use computer aided method while teaching, also encourage students to participate and think in innovative way.
17	Teachers encourage you to participate in extracurricular activities	Tech fest, cultural fest, sports are regularly organized in college.
18	Efforts are made by the institute/teachers to inculcate soft skills, life skills and employability skills to make you ready for the world of work	Students are specially trained in TPO cell as per the industry needs. Industry persons are invited regularly so that students can interact freely with them and gain knowledge regarding the skills needed.
19	What percentage of teachers use ICT tools such as LCD projector, multimedia etc. while teaching.	Digital class room & ICT class room are regularly used for teaching.
20	The overall quality of teaching-learning process in your institute is very good	Placement record for every year is satisfactory.



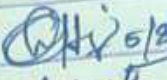
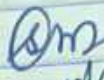
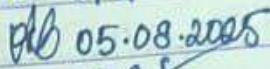
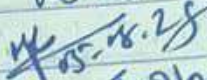
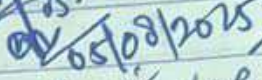
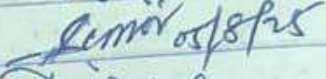
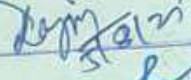
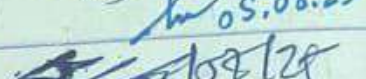
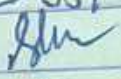
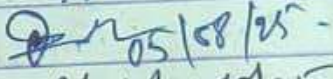
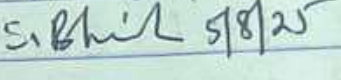
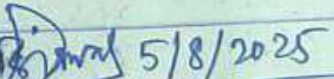
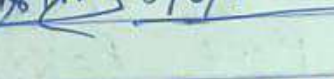
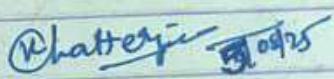
121st DAC meeting held on 05.08.2025. at Dept Library.

Agenda -

Member Present

Signature

- ① Dr Chandan Chatterjee.
- ② Dr. Kanchan Chatterjee.
- ③ Dr. Subrata Samanta.
- ④ Dr. Anijit Banerjee.
- ⑤ Dr. Manoj Kundu.
- ⑥ Dr. Rupali.
- ⑦ Dr S.C. Moi.
- ⑧ Dr Rajeev Ranjan.
- ⑨ Dr. P.K. Mandal.
- ⑩ Prof Subhajit Bhattacharya
- ⑪ Prof. Suman Karmakar.
- ⑫ Prof Chitta Sahana.
- ⑬ Prof Siddhartha Bhowmick.
- ⑭ Prof Arka Banerjee.
- ⑮ Prof Rakesh Biswas.
- ⑯ Prof Deepak Kumar.
- ⑰ Prof Koushik Chatterjee.

- ①  05/08/2025
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