



# DR. B. C. ROY ENGINEERING COLLEGE

## NAAC REPORT

### Human Values and Professional Ethics

SECTION: 7.1.10

THE INSTITUTE EXHIBITS THE CODE OF CONDUCTS FOR STUDENTS, TEACHERS, ADMINISTRATORS AND OTHER STAFF IN THE FOLLOWING MEANS-

Category of the Efforts	Response
1. The Code of Conduct is displayed on the website	<b>Yes</b>
2. There is a committee to monitor adherence to the Code of Conduct.	<b>Yes</b>
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff.	<b>Yes</b>
4. Annual awareness programmes on Code of Conduct are organized	<b>No</b>

**Options:**

B. 3 of the above

#### **1. The Code of Conduct is displayed on the website**

The following listed documents are displayed in the website of the institute

- Information Brochure containing the codes of conducts
- Examination Rules of the University
- Examination Rules of the Institute
- Undertaking by the students at the time of admission
- Hostel Rules
- Service rules for the faculty, staffs and administrators

## CODE OF CONDUCT

All students must abide by the Rules and Standing Orders of the College. Violation of Rules and Standing Orders of the college or any misconduct inside and outside the College Campus or in Halls of Residence, will render a student liable to disciplinary action and may lead to expulsion from the college. At the time of admission, students will have to sign an undertaking to this effect and also to be endorsed by the guardians.

Further, if as a result of any demonstration or strike, any property of the College Campus or Halls of Residence is damaged, the cost of the same will be recovered directly from the students identified wherever possible or else collectively from such group of students as are responsible for the demonstration or strike.

### Attendance and Examination

The strict observance of attendance and the examination sanctity has been a prime asset of the institute. Each student is required to secure at least 75% attendance as per WBUT norms in both theory and practical classes. Failure to attain the required percentage debars a student for appearing in semester examinations.

### Examination Misconduct

Any action which prejudices the integrity of the University Examinations shall be considered to be an academic misconduct and shall be punishable by appropriate disciplinary action. Academic Misconduct includes cheating in examinations, assignments, project or any other test used in judging students performance in the course of a programme of study. Impersonating another student or entering into agreement with another person to be impersonated is an act of examination misconduct.

### Discipline

All students must abide by the rules and standing orders of the college, violation of which or any misconduct inside or outside the college campus may lead to disciplinary action as per the regulations and render a student liable to expulsion from the college. Students have to sign an undertaking to this effect for the above during admission. Further, if as a result of any demonstration or strike, any college property is damaged, the cost will be covered directly from the students who are identified or collectively from such group of students who are responsible for it. In case of non-identification of any student(s) mass fine shall be imposed thereon.

### Anti-Ragging Measures

As per the latest amendment to UGC Regulations on curbing the menace of ragging in higher educational institutions, 2009 [<http://www.ugc.ac.in/page/Ragging-Related-Circulars.aspx>] ragging is defined as – “Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.”

Ragging in any form on any student inside or outside the college campus or hall of residence is strictly prohibited as per W.B. Govt. Anti-Ragging Act. Students found indulging in ragging shall be subject to strict disciplinary action including expulsion from the college.

Supreme Court also has declared ragging as a nasty crime and advised for immediate serious action leading to even jail. The decision of the Principal and the anti-ragging committee regarding all matters on ragging based on the report of the anti-ragging committee will be final.

The following numbers could be contacted in terms of emergencies: Proctor (09477305580). Asst.Proctors-09674471399, 0915320605.

### Dress Code

Proper dress code helps to bring a sense of discipline, sense of belonging and professional attitude leading to students' achieving a better edge in today's highly competitive job market.

The Institute strictly maintains its Dress Code and ID Card as compulsory for all students. Students not in prescribed uniform and/or not possessing a valid ID Card are liable to be debarred from entering the campus / attending classes. To maintain uniformity of colour and quality, the uniform has to be ordered from the authorized shop in Durgapur, duly approved by the college. Name of the shop will be given during admission. Please note that Dress Kit may be procured from outside as per College uniform sample.

**For Boys:** Grey Trousers with off-white (light cream) shirts with emblem emblazoned ties, black ties, black shoes with white socks.

**For Girls:** Grey Skirt with off-white shirt with emblem emblazoned ties, black shoes with white socks. Grey Salwar (Churidar) with off-white (light cream) kameez for girls also may be allowed but is not encouraged. Winter Navy Blue Blazers from November to February for both boys and girls is compulsory. Girls students opting for Salwar-Kameez may wear navy blue cardigan during winter. Earmarked Tie and Metal Emblem will be supplied to each student by the college at a nominal cost during admission.

**CHAPTER III**

**RULES APPLICABLE TO BACHELOR OF TECHNOLOGY (B.Tech)/BACHELOR OF PHARMACEUTICAL TECHNOLOGY (B.Pharm)/BACHELOR OF ARCHITECTURE (B.Arch)/BACHELOR OF OPTOMETRY (B.OPTM)/BACHELOR OF HOTEL MANAGEMENT (BHM) AND OTHER FOUR YEAR DEGREE PROGRAMME**

**1. Introduction:**

- 1.1 The provisions of these regulations shall be effective for B.Tech/B.Pharm/B.Arch/B.OPTM/BHM degree programmes offered by institutions/colleges affiliated to the West Bengal University of Technology.
- 1.2 These regulations shall also be applicable to a new B.Tech Degree programme that may be offered by institutions/colleges affiliated/to be affiliated to the West Bengal University of Technology, and also other first degree technology and four year Bachelor level programme started by the University through its affiliated institutions subsequently.
- 1.3 B.Tech / B.Pharm / B.Arch / B.OPTM / BHM Degree programme shall be offered in institutions/colleges affiliated to the West Bengal University of Technology in any of the following disciplines as per affiliation accorded by the University:

<u>Programme</u>	<u>Departmental Subject Code</u>
Architecture and Urban Planning	(AR)
Bio-Technology	(BT)
B.Optomety	(BO)

## Examination rules notices from the institute

DR. B. C. ROY ENGINEERING COLLEGE, DURGAPUR

No. BCR/PR/23.1/

December 06, 2019

### NOTICE

This is for information of all concerned that following guidelines are to be followed during Odd Semester Examination 2019.

- 1) Odd Semester Examination 2019 will be conducted maintaining all the rules and regulations of the University Examination and the Roving Committee under the chairmanship of Director will oversee the smooth conducting of the examination, in addition to Exam Cell of the college. Registrar and Campus Administrator will look after all the administrative work related to smooth conduct of the Semester Examination.
- 2) Exam Cell will provide necessary guidance to the Invigilators and the Roving Committee Members about the mechanism of conducting the exam as per guidelines of MAKAUT, to keep the sanctity of the University examination.
- 3) Exam Cell will be asked to provide seating arrangements to the Roving Committee so that Roving Committee will be aware about the numbers of the buildings, rooms, floors, etc. where the examinations will be held. The Roving Committee Members roam around the examination halls.
- 4) Campus Administrator is requested to provide extra security arrangement. At each entry and exit point security will be posted.
- 5) Collapsible gates/Shutters of the entry and exit points will be opened 15 minutes before the commencement of the examination.
- 6) Toilets will be checked and cleaned by the house-keeping staff before the commencement of the examination in both halves and additionally in each and every half an hour. Writing on the tables should also be cleaned before the commencement of the examination in both halves.
- 7) Examination rooms will be opened 15 minutes before the commencement of examination in presence of Invigilators and only then students will be allowed to enter in the examination hall. Security Personnel, under the guidance of Deputy Campus Administrator, will open the entries point/scheduled examination halls at 9-45 a.m. for the 1<sup>st</sup> half examination and will close the same at 1-15 p.m. Similarly, the entries point/scheduled examination halls will be opened at 1-45 p.m. and will be closed by 5-15 p.m.



- 8) Mobile in any mode (silent/switch off) or any other Bluetooth enabled devices inside the examination hall is banned during the Semester Examination of the University. Before entering into the Examination Halls, students are advised to keep mobile, bag, etc. outside the Examination Hall exclusively on their own responsibility.

Administration will not be liable in case of any loss/damage/theft of any device/material.

- 9) Students should bring their Registration Certificates, Admit Cards, foot rules, pencils, erasers, etc. only in the examination hall. **Exchange of such items with other students is strictly prohibited.**

**10) Invigilators are requested to check the Admit Cards carefully so that defaulter students are not allowed to appear for the semester examination.**

- 11) Students will not be allowed to enter the examination hall after 30 (Thirty) minutes of the scheduled time of commencement.

12) Students are to be allowed for 5 minutes for toilet purpose.

- 13) No student will be allowed to leave the examination hall before the expiry of an hour from the commencement of the examination.

**14) In last 15 minutes of the examination before the final bell, no student will be allowed for going outside and rooms will be locked.**

**Invigilators should collect and count all the Answer Scripts in presence of the students and only then students should be allowed to leave the hall. In case lesser number of Answer Scripts is submitted before the Examination Department, Invigilators of the concerned examination hall will be liable.**

- 15) Invigilators will report to the Roving Committee against malpractice/misconduct on the part of any student during the examination hour. If a student commits any offence first time, his/her answer script will be detained for 15 minutes and he will be warned. In case of second offence, answer script will be detained for 30 minutes and if thereafter the same student commits offence again, he/she will not be permitted to give the examination and the above misconduct will be reported to the Controller of Examination of MAKAUT.

16) Invigilators should come 30 (Thirty) minutes before the scheduled time of the examination.

- 17) Invigilators are advised not to use mobile phones (chatting & calling purposes) in the examination halls.



18) Faculty members are requested **not to interchange their invigilation duties.** Interchange of exam duties will be allowed in extreme emergent cases only with the permission of the Director.

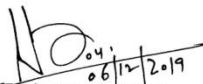
19) Taking tea by the Invigilators at canteen during invigilation hour will not be allowed.

20) During the examination, no subject teacher is to be called by the Invigilator for any clarification raised by the student on question papers.

21) Invigilators should personally take the students' signature in the Students' Attendance Sheet. The Exam Cell should send the Students' Attendance Sheet as soon as possible after commencement of the examination.

**22) Invigilation duties in the examination hall should be given by the faculty members in a befitting way irrespective of the semesters (1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup> or 7<sup>th</sup>).**

23) Sick students will be allowed to write the examination in the Medical Unit. They must submit proper medical papers to the Examination Cell beforehand. Exam Cell should provide faculty members as Invigilators in the Medical Unit.



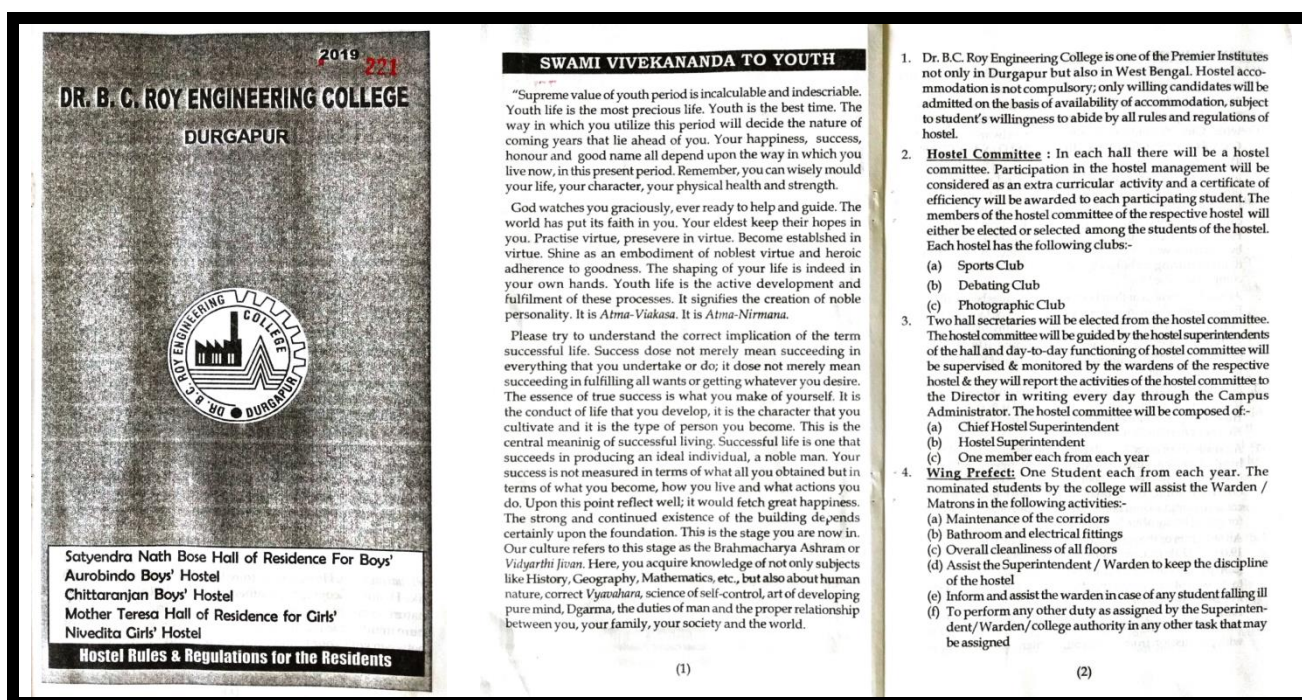
**Prof. (Dr.) Pijush Pal Roy**  
Director  
Dr. B. C. Roy Engineering College, Durgapur

For circulation to all Faculty & Staff members

Copy to: General Secretary.... for kind information



## Hostel rules for the students (Sample pages)



Undertaking by the students at the time of admission. (Sample-for BTech)

**DR.B.C.ROY ENGINEERING COLLEGE**

Application for Admission

Session 2020



Affix here one  
**Stamp Size**  
photograph

**Registered MOBILE No.**

8252544617

**Application No.**

130260040

Application for admission for : **B.Tech (ME) - GENERAL**

Application for admission at : **DR.B.C.ROY ENGINEERING COLLEGE**

Last Appeared Exam: JEE (MAIN)

Marks Obtained: 33.00

**PERSONAL DETAILS:**

Name of Applicant: Rajan kumar

Email: Kumarrajan64751@gmail.com

Date of Birth: 01/02/2002

Gender: MALE

Blood Group: B+

Nationality: Indian

Religion: Hindu Caste: OBC

Marital Status: Single

Aadhar:

Passport No.: 971490606372

Voter ID No.:

Physically Challenged: NO

Physically Challenged (%): 0.00

**PRESENT ADDRESS**

Address Paura madan Singh

City Sarai

District VAISHALI(HAJIPUR)

State BIHAR

Pin 844117

**PERMANENT ADDRESS**

Address Paura madan Singh

City Sarai

District VAISHALI(HAJIPUR)

State BIHAR

Pin 844117

**PARENTS DETAIL**

Particular	Name	Age	Education	Occupation	Organisation	Contact No	Email
Father	Prahlad sah	49	Graduation	Businessman	R. N college (Hajipur)	9608078480	
Mother	Usha devi	48	Matric	Housewife			
Brother	Bhola kumar	25	Diploma	Studying	Patna sahiba engineering college		
Sister	Archana kumari	30	Graduation	Housewife	bhawanpur		

**ACADEMIC QUALIFICATION**

Examination	Name of the School/college/ Institute	Board / Council	Year of Pass	Medium of Study	Marks(%)	Subjects
10th	Delhi Public school kadirabad Darbhanga	CBSE	2018	English	84.00	Social Science, Science, Mathematics, Hindi, English
12th	St. Paul High school Hajip	CBSE	2020	English	80.50	PCM
Diploma						
Graduate						
Post Graduate						

Professional Degree/Diploma (if completed) :

**Entrance Examination Details**

Name of Examination : JEE Mains Roll No. : BR07106521 Rank : 6000  
H.S : Marks : English : 91.00 Physics : 84.00 Chemistry : 76.00 Maths : 76.00 Comp : 0.00

**Check the following**

Hostel Facility requirement : No  
Undertaking for Admission : No  
Class 10 & 10+2 Marksheet : No  
Character Certificate : No  
Aadhaar Card : No  
Original Admit & Rank Card of Entrance : No  
Proof of Date of Birth : No  
8 Copies of stamp size Coloured Photos : No

**Undertaking from the Applicant**

I solemnly declare that the entries made in this form are true to the best of my knowledge and belief and I shall be held solely responsible for any discrepancy. I shall scrupulously abide by the Rule and Regulations of the Institute and do everything in my power to enhance the reputation and honour of the Institute. I understand that ragging is a social crime and would never encourage/ participate in ragging. If I am found abusing another student or teasing him/her or causing him/her or causing him/her any physical or psychological harm. I will be liable to be expelled from the Institute summarily. I also solemnly affirm that I will not participate in/initiate any activity that may lead to disruption/ damage to the reputation and goodwill of the Institute .  
I also undertake to pay the Institute dues and Hostel dues in due time & attend lecture classes, and practical classes  
I accept admission in DR.B.C.ROY ENGINEERING COLLEGE

\_\_\_\_\_  
Counter Signed by Parent/Guardian

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Secretary of the Society

**SERVICE RULES OF DR. B.C.ROY**  
**ENGINEERING COLLEGE, DURGAPUR**

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<b>CHAPTER 1</b>	<b>PREAMBLE</b>
<b>CHAPTER 2</b>	<b>APPOINTMENTS</b>
<b>CHAPTER 3</b>	<b>PAY SCALES/ALLOWANCES &amp; PROMOTION/UPGRADATION</b>
<b>CHAPTER 4</b>	<b>LEAVE RULES</b>
<b>CHAPTER 5</b>	<b>JOB RESPONSIBILITIES</b>
<b>CHAPTER 6</b>	<b>CONDUCT, DISCIPLINE &amp; REVIEW RULES</b>


Dr. B.C. Roy Engineering College, Durgapur is the outcome of vision and enterprise of a team of philanthropic entrepreneurs who dreamt to help boost promotion of Engineering, Management, Technology and Pharmaceutical education in the sylvan surroundings of Durgapur and stop exodus of students from West Bengal to other parts of the country in quest of higher studies. Guided by the noble thoughts of Swami Vivekananda, Rabindranath Tagore and workmanship of Dr. Bidhan Chandra Roy to develop modern men and women with universal values, Dr. B. C. Roy Engineering College, Durgapur is determined to build brick by brick, an Institute of truly global standard to train and provide excellent quality 'human resource' to our society in the fields of Engineering, Computer Science and Management.

**Vision of the institute [Dr. B.C Roy Engineering College, Durgapur] :**

To transform the Institution into a global centre of learning through synergic application of creativity, innovation and discipline.

**Mission of the institute [Dr. B.C Roy Engineering College, Durgapur] :**

- ❖ Create ideal ambience for learning and growth.
- ❖ Help students inherit value systems, be creative and Agile Thinkers.
- ❖ Establish discipline; value added education and training & placement as three core values.

  
Tarun Bhattacharya  
General Secretary  
Dr. B. C. Roy Engineering College  
Durgapur



## 2. There are committees to monitor adherence to the Code of Conduct.

Following committees are there to monitor adherence to the code of conducts.-

- Anti-ragging committee formation notice, Duty-rosters (including duties inside and outside campus, inside hostels on normal working days and holidays), meeting notices, minutes of the meetings and disciplinary action documents.
- Disciplinary Committee.
- Examination Roving Committee.
- Grievance Redressal committee for Sexual Harassment of Women at Workplace.

**Name of the document: Anti-Ragging Committee (Sample of)**  
**Year: 2019-20**

**DR. B. C. ROY ENGINEERING COLLEGE**  
**ACADEMY OF PROFESSIONAL COURSES**  
**Anti-Ragging Committee for Academic Year – 2019-20**

As per the UGC regulations F.1-16/2007(CPP-II) dated 17th June 2009, the **Anti-Ragging Committee** of Dr. B. C. Roy Engineering College (WBUT-323), Academy of Professional Courses for the academic year 2019-20 is hereby constituted as follows:

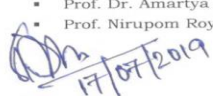
**Anti-Ragging Committee**

- Dr. Pijush Pal Roy, Director, Dr. B. C. Roy Engineering College – Advisor - **Anti-Ragging Committee**
- Prof. Dr. Saurabh Dutta, Principal, Dr. B. C. Roy Engineering College Academy of Professional Courses – Chairman - **Anti-Ragging Committee**
- Mrs. Ruma Mitra, Registrar - Member
- Prof. Dr. C. K. Ghosh - Member
- Commodore (Retd) Ratnakar Ghosh, Campus Administrator – Member
- Prof. Saindhav Chattaraj, Dr. B. C. Roy Engineering College – Member
- Prof. Rajdeep Roy, Dr. B. C. Roy Engineering College – Member
- Prof. Dr. Babul Prasad Tiwari, Dr. B. C. Roy Engineering College – Member
- Mr. Shouvik Chandra, Sr. Manager (PR) – Member
- Prof. Uttam De – Member Secretary - **Anti-Ragging Committee**

▪ Prof. Pradipta Pal - Convener	▪ Prof. Sayanti Samanta - Member
▪ Prof. Dr. Sandip Paul - Joint Convener	▪ Prof. Abhijit Aditya - Member
▪ Prof. Purnendu Ruj - Joint Convener	▪ Prof. Sushma Kumari Jha – Member
▪ Prof. Dr. Sayantani Ghosh Banerjee - Member	▪ Prof. Biswajit Sen – Member
▪ Prof. Debika Layek - Member	▪ Prof. Dr. Ratnakirti Roy – Member
▪ Prof. Subhasish Debroy - Member	▪ Prof. Arjita Banerjee – Member
▪ Prof. Alpha Bhowmick - Member	▪ Mr. Manas Kumar Khan – Member
▪ Prof. Chirashree Chakraborty - Member	▪ Ms. Rituparna Das - Member
▪ Prof. Rita Ganguly - Member	▪ Ms. Riya Aditya - Member
▪ Prof. Dr. Sujata Banerjee - Member	▪ Ms. Sarani Das - Member
▪ Hostel Superintendent(s) of Concerned Boys' Hostel(s) - Member	
▪ Hostel Superintendent(s) of Concerned Girls' Hostel(s) - Member	
▪ Representative from SDM Office - Member	
▪ Representative from Asansol - Durgapur Police Commissionerate & Local P.S. – Member	
▪ Guardian's Representative - Member	

**Anti-Ragging Roving Squad**

▪ Prof. Soumya Pal – Joint Convener	
▪ Prof. Dr. Priyabrata Bandyopadhyay – Joint Convener	
▪ Prof. Krishnendu CHakraborty – Member	▪ Prof. Tanmoy Halder – Member
▪ Prof. Dr. Amartya Neogi - Member	▪ Mr. Kalyan Joardar – Member
▪ Prof. Nirupom Roy - Member	▪ Mr. Ajitesh Nayak - Member

  
**PRINCIPAL**  
**Dr. B. C. Roy Engineering College, Academy of Professional Courses**

**Dr. Saurabh Dutta**  
Principal  
**Dr. B. C. Roy Engineering College**  
Academy of Professional Courses  
(College Code-323)

**Name of the Document: Anti-Ragging Duty-Roster (Sample)  
Year: 2018-19**

DR.B.C.ROY ENGINEERING COLLEGE  
ANTI RAGGING DUTY ROSTER FOR 03-08-18  
VENUE: FULIHORE TO COLLEGE GATE

Name of the Staff	Department	Schedule	Signature
SRI SACHINDRA NATH SAHA	ME & AEIE	4.30PM TO 6.00PM	
SRI SAMARENDRA NATH NATH			
SRI G. C. GHOSH DASTIDAR			
SRI TAPAS ROY			

DR.B.C.ROY ENGINEERING COLLEGE  
ANTI RAGGING DUTY ROSTER FOR 04-08-18  
VENUE: FULIHORE TO COLLEGE GATE

Name of the Staff	Department	Schedule	Signature
SRI SAMUJJWAL RAY	AEIE & CSE/IT	4.30PM TO 6.00PM	
SRI CHANDAN DAS			
SRI AMITABHA MANDAL			
SRI SABBIR REZA TARAFDAR			

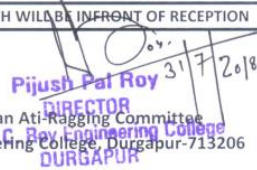
DR.B.C.ROY ENGINEERING COLLEGE  
ANTI RAGGING DUTY ROSTER FOR 07-08-18  
VENUE: FULIHORE TO COLLEGE GATE

Name of the Staff	Department	Schedule	Signature
SRI AJITESH BHATTACHARJEE	CE	4.30PM TO 6.00PM	
SRI PRANOY ROY			
SRI SOUMYADIP DAS			
SRI AMIT KOTAL			

DR.B.C.ROY ENGINEERING COLLEGE  
ANTI RAGGING DUTY ROSTER FOR 08-08-2018  
VENUE: FULIHORE TO COLLEGE GATE

Name of the Staff	Department	Schedule	Signature
SRI RAJIB KUMAR MONDAL	CSE/IT	4.30PM TO 6.00PM	
SRI SHAON BANDYOPADHYAY			
SRI ABHIJIT BHOWMICK			
SRI BAPPADITYA DAS			

CONCERNED FACULTY/STAFF MEMBERS MUST SIGN IN THE REGISTER WHICH WILL BE IN FRONT OF RECEPTION


  
 Pijush Pal Roy 31/7/2018  
 DIRECTOR  
 Anti-Ragging Committee  
 Dr. B. C. Roy Engineering College, Durgapur-713206  
 DURGAPUR

## Disciplinary Committee and the minutes of meetings.

**Name of the document: Disciplinary Committee Minutes of meeting (Sample)**  
**Year: (2017-18)**

DR.B.C.ROY ENGINEERING COLLEGE DURGAPUR		
Ref: BCREC/DC/2018/04		Dated: February 16, 2018
<b><u>Minutes of the Disciplinary Committee Meeting held at Director's conference hall on Friday, the 16<sup>th</sup> February 2018 at 1.00 pm</u></b>		
<b><u>Members Present:</u></b>		
1. Dr. Pijush Pal Roy, Director	--	Chairman
2. Dr. D.C.Gandhi, Vice Principal	--	Member
3. Dr. D.N.Ghosh, HOD, Basic Sc. & HU	--	Member
4. Dr. K.Chatterjee, HOD, ME	--	Member
5. Dr. K.M. Hossain, HOD, AEIE	--	Member
6. Dr. Rajib Roy, HOD, FMS	--	Member
7. Dr. Arunava Mookherjee, Assoc.Prof.	--	Member
8. Mrs. R. Mitra, Registrar	--	Convenor
9. Col.(Retd.) S. K. Ganguly, Proctor	--	Member
10. Mr. S. Chandra, Manager(P & R)	--	Member
<p>The meeting of the Disciplinary Committee (DC) was convened to discuss the matter of making false statement and consequent leaving hostel at odd hours by some hostel boarders.</p> <p>1. Proctor informed the committee members that on the night of 15<sup>th</sup> February, 2018 around 8.00 pm following five students pressurized the hostel warden to allow them to leave for the home. They also made entries in the hostel out-going register accordingly.</p> <ul style="list-style-type: none"><li>i. Shubham Saurav of CE 2<sup>nd</sup> year(Roll No. 1619030)</li><li>ii. Sagar Verma of ECE 2<sup>nd</sup> year (Roll No. 1605083)</li><li>iii. Prince Kumar of ECE 2<sup>nd</sup> year (Roll No. 1605084)</li><li>iv. Akash Kumar Rao of EE 2<sup>nd</sup> year (Roll No. 1607032)</li><li>v. Roshan Kumar Jha of ME 2<sup>nd</sup> year (Roll No. 1602016)</li></ul> <p>Proctor further informed that on enquiry, it came into surface that they neither reached home nor came back to the hostel. It came to light that they had got some friends' Scorpio Suv as transport and departed, the destination unknown.</p>		

**Name of the document: Disciplinary Committee Minutes of meeting (Sample)**  
**Year: (2017-18) (continued from previous page)**

It was pointed out by the Proctor that Shubham Saurav was involved in intoxication case earlier wherein he was exonerated by the DC considering his first-time offence and his parents was requested to meet the college authorities; unfortunately he did not turn up yet.

2. Disciplinary Committee of the college discussed the matter and decided that any kind of indisciplined act in the hostel will not be tolerated and imposed the following punishment as per rules of the college:

- i) **Expulsion from the hostel forthwith**
- ii) **A fine of Rs 25000/-**

Parents were also informed to meet the Disciplinary Committee positively by 22/02/2018. It was also decided that if the parents do not meet the DC, their ward will be expelled from the college.

  
**Convener (Disciplinary Committee)**

Copy to:  
President..... for kind information  
Director  
All the members present in the meeting

Name of the document: Exam roving committee, and vigilance or monitoring committee  
(Sample)  
Year: 2019-20

DR. B. C. ROY ENGINEERING COLLEGE  
DURGAPUR

BCR/PR/23.1/2019

Date : 29.11.2019


NOTICE

Sub : Exam Roving Duty

This is for information of all concerned that Odd Semester Examination 2019 will be conducted maintaining all the rules and regulations of the University Examination. Roving Committee has been constituted with the faculty members. Registrar and Campus Administrator will look after all the administrative work related to smooth conducting of the Examination.

The following faculty members are assigned for Roving Duties during the Odd Semester Examination 2019 in the College Building from 10:00 am to 1:00 pm and from 2:00 pm to 5:00 pm. They are requested to visit to the Examination Halls during the examination at regular interval and keep watching so that no untoward incidence takes place during conduction of examination.

Main Building	Prof. (Dr). Tapas Mondal, Prof. Suman Dasgupta, Prof. Niloy Bhattacharya
Vidyasagar Bhawan	Prof. Basudeb Mondal, Prof. Paramita Manna, Prof. Debasis Guha
Civil Building	Prof. Amit Kotal, Prof. Pabitra Mondal
Rabindra Bhawan	Prof. Sudip Kumar Gorey, Prof. (Dr). Alok Saha
Ashutosh Bhawan	Prof. Bappaditya Das, Prof. (Dr). Sourav Ranjan Das

  
29/11/2019  
Prof. (Dr) P. Pal Roy  
Director, BCREC

Copy to : General Secretary ..... for kind information  
All concerned



### 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff.

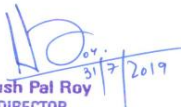
Year: 2019-20

- Programme organised by the institute on 06/08/2019 at Dulal Mitra Auditorium for the students and the teachers, administrators and staffs. Talk was delivered by **Ms Manisha Ghanti**, International Motivator and Trainer, Lions Club. The topic of discussion was **"Social Service and Leadership"**.

Mandatory Induction Programme Schedule - 2019

	10:00 - 10:50	10:50 - 11:40	11:40 - 12:30	12:30 - 1:20	1:20 - 2:10	2:10 - 3:00	3:00 - 3:50	3:50 - 4:40	4:40 - 5:30
Day 1 02.08.2019 (Friday)	Orientation Program for the new students Venue: Nazrul Manch				MID BREAK	1. Library card, bag distribution 2. Assignment of faculty mentors by respective depts.			
Day 2 03.08.2019 (Saturday)	Lecture 1: Prof. D. C. Panigrahi [DM Audi.]				MID BREAK	SCL (all)	Yoga (CSE+IT) Sports (EE) SCL (AEIE,IT,CE,ME)	Yoga (ECE+ME) Sports (AEIE+CE) SCL (CSE,IT,EE)	
Day 3 06.08.2019 (Tuesday)	Lecture 2: Sri Swapan Choudhury [DM Audi.]		Lecture 3: Ms. Manisha Ghanti [ DM Audi.]		MID BREAK	Lecture 4: Dr. Biswajit Ruj [DM Audi.]			
Day 4 07.08.2019 (Wednesday)	Visit to neighborhood places (EE,ME,IT,CE,AEIE) SCL (CSE,ECE)			SCL (all)	MID BREAK	Lecture 5: Dr. Ajit K. Behura [DM Audi.]			
Day 5 08.08.2019 (Thursday)	SCL (all)	Lecture 6: Mr. Goutam Dasgupta [DM Audi.]			MID BREAK	SCL (all)			

\*SCL: Scheduled class lectures  
\* 'all' refers to all departments

  
**Pijush Pal Roy**  
 DIRECTOR  
 Dr. B. C. Roy Engineering College  
 DURGAPUR



Ms Manisha Ghanti addressing the audience



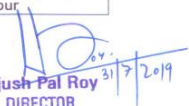
Felicitation of Ms. Manisha Ghanti by BCREC

**Year: 2019-20**

- Programme organised by the institute on 07/08/2019 at Dulal Mitra Auditorium for the students and the teachers, administrators and staffs. Talk was delivered by **Mr. Ajit Kr Behura**. The topic of discussion was "**Ethics of Engineering and Management**".

Lecture details by eminent personalities (for all First Year Students), Venue: Dulal Mitra Auditorium (DM Audi.)

Lect. No.	Date	Time	Subject of Lecture	Name of the Lecturer
1	03/08/2019	10:50AM - 1:20PM	Engineering & Management Education and Employability	Dr. Durga Charan Panigrahi, Professor & Former Director, IIT-ISM, Dhanbad
2	06/08/2019	10:00AM - 11:40 AM	Social Service and Leadership	Sri Swapan Choudhury, Ex. District Governor, Rotary International
3	06/08/2019	11:40AM - 1:20 PM	Social Service and Leadership	Ms. Manisha Ghanti, International motivator and trainer, Lions Club International
4	06/08/2019	2:10PM - 4:40PM	Ground Water Purification and Waste Management	Dr. Biswajit Ruj, Senior Principal Scientist Head, Environmental Engineering Group, CSIR-Central Mechanical Engineering Research Institute (CSIR-CMERI), Durgapur
5	07/08/2019	2:10PM - 4:40PM	Ethics and Social Responsibility for Engineering and Management Students	Dr. Ajit K. Behura, Associate Professor, IIT-ISM, Dhanbad
6	08/08/2019	10:50AM - 1:20PM	Professionalism versus Engineering Education	Mr. Goutam Dasgupta, Director, Application Development, CAPGEMINI Technology Services India Ltd., Kolkata
7	09/08/2019	10:50AM - 1:20PM	Internet of Things	Dr. Alok Nath De, Vice Chairman, SAMSUNG
8	10/08/2019	10:00AM - 11:40AM	Industry 4.0 & meeting the industries expectation	Ms. Khushboo Seehra, Jr. Executive HRD, MECON Limited, a public sector enterprise (Alumni, MBA, BCREC)
9	10/08/2019	11:40AM - 1:20PM	Alumni interaction	Mr. Kartick Nayak, Manager(PS) West Bengal Power Development Corp. Ltd (Alumni, B.Tech., BCREC)
10	13/08/2019	2:10PM - 4:40PM	How to make a difference in real-world scenario	Dr. Satyajit Bose, Chairman and Senior Cardiac Surgeon, The Mission Hospital, Durgapur

  
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DURGAPUR



Prof. Dr. Ajit Kumar Behura addressing the audience

**Year: 2018-19**

- Programme organised by the institute on **25/08/2018** at Albert Einstein Hall for the students and the teachers, administrators and staffs. Talk was delivered by **Prabhu Braja Kanai Das**, Youth wing Head and HR head in ISKON, Mayapur. The topic of discussion was "**Culture and Education**". He discussed various ideas of management quoting from the Bhagvad Gita, the song of God.



Mr. Brajaraj Kanai Das addressing the audience

**Induction Programme schedule 2018**

Day 1 16.08.2018 Thursday	Scheduled class lectures	Visit to neighborhood places	MID BREAK	Visit to neighborhood places	Visit to neighborhood places
Day 2 17.08.2018 Friday	Scheduled class lectures	Visit to CMERI (ECE)	MID BREAK	Visit to CMERI (EE)	Visit to CMERI (CE +ME)
Day 3 18.08.2018 Saturday	Scheduled class lectures	Visit to CMERI (CSE)	MID BREAK	Visit to CMERI (CSE)	Visit to CMERI (IT + AEIE)
Day 4 21.08.2018 Tuesday	Scheduled class lectures	Workshop (HOPE, NGO) [DM Audi.]	MID BREAK	Workshop (HOPE, NGO) [DM Audi.]	Workshop (Purbachal Ananda Foundation, NGO) [DM Audi.]
Day 5 25.08.2018 Saturday	Lecture 8: <b>Brajaraj Kanai Das, HR, ISKCON</b>	Lecture 9: <b>Mr. Ananu Maity [DM Audi.]</b>	Lecture 10: <b>Mr. Deepraj Mondal [DM Audi.]</b>	MID BREAK	Scheduled class lectures

**Year: 2015-16**

- Programme organised by the institute on 16/02/2016 at Albert Einstein Hall for the students and the teachers, administrators and staffs. Talk was delivered by Rev **Swami Amartyanandaji Maharaj**, Secretary and renowned monk of the Ramakrishna Mission Ashrama, Port Blair, Andaman. The topic of discussion was "**Values and Ethics in the View of Vivekananda's Teachings**".

DR. B.C. ROY ENGINEERING COLLEGE, DURGAPUR

No. BCR/PR/Talk/16

04<sup>th</sup> February, 2016

**NOTICE**

Dear All,

**Sub : Talk on Values and Ethics in the view of Swami Vivekananda's teaching's on 16<sup>th</sup> February,2016 at Albert Einstein Seminar Hall. BCREC**

We would like to bring your notice that we are going to organise a spiritual talk on **Values and Ethics** in the view of **Swami Vivekananda's teachings** on **16<sup>th</sup> February,2016 from 3pm** onwards.

We are glad that Rev. Swami Amartyanandaji, Secretary and renowned monk of Ramkrishna Mission Ashram, Port Blair, Andaman has kindly consented to deliver his talk on the said event.

All head of the Departments, faculty and staff members of BCREC are cordially invited to attend the talk session.



(A.Sinha)  
**PRINCIPAL**

.....  
Copy : President (For kind Info) , Vice Principal, Registrar , All Head of the Department's, Proctor ,Manager(Finance), Estate and Maint. Officer .

#### **4. Any other relevant information**

The above documents are only samples of all the documents for last five years (2015-16, 2016-17, 2017-18, 2018-19, 2019-20). The remaining (not displayed in this brief report) is included here for reference. This is uploaded and the link is shared.

**-End of Document-**