



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	Yes
2. There is a committee to monitor adherence to the Code of Conduct.	Yes
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff.	Yes
4. Annual awareness programmes on Code of Conduct are organized	No

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 which is to be endorsed by the parents/guardians.

Attendance and Examination

The strict observance of attendance and the examination sanctity have 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 debar 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 hostel 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 will 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 Chairman of Anti Ragging committee regarding all matters on ragging based on the report of the anti-ragging committee will be final.

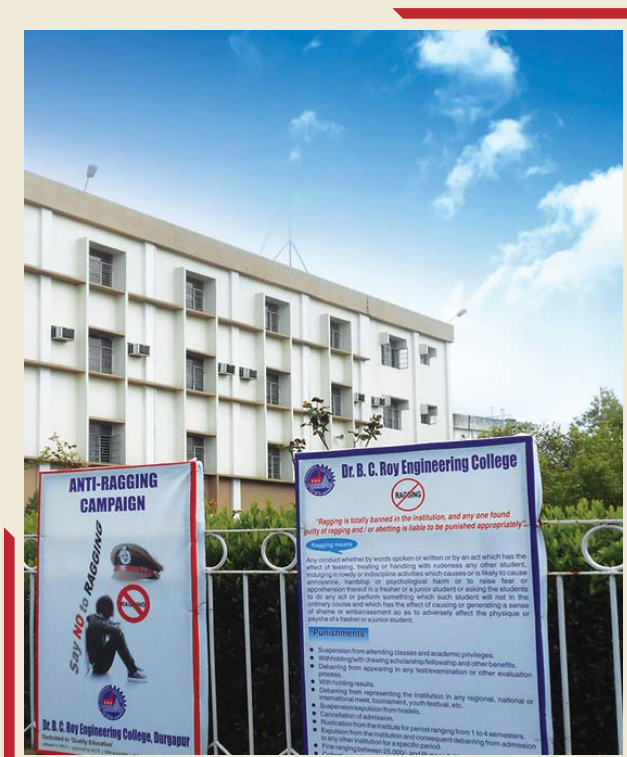
Dress Code

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 1st 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.

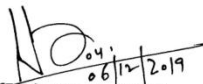
19) Taking tea by the Invigilators at canteen during invigilation hour will not be allowed.

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 (1st, 3rd, 5th or 7th).

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.

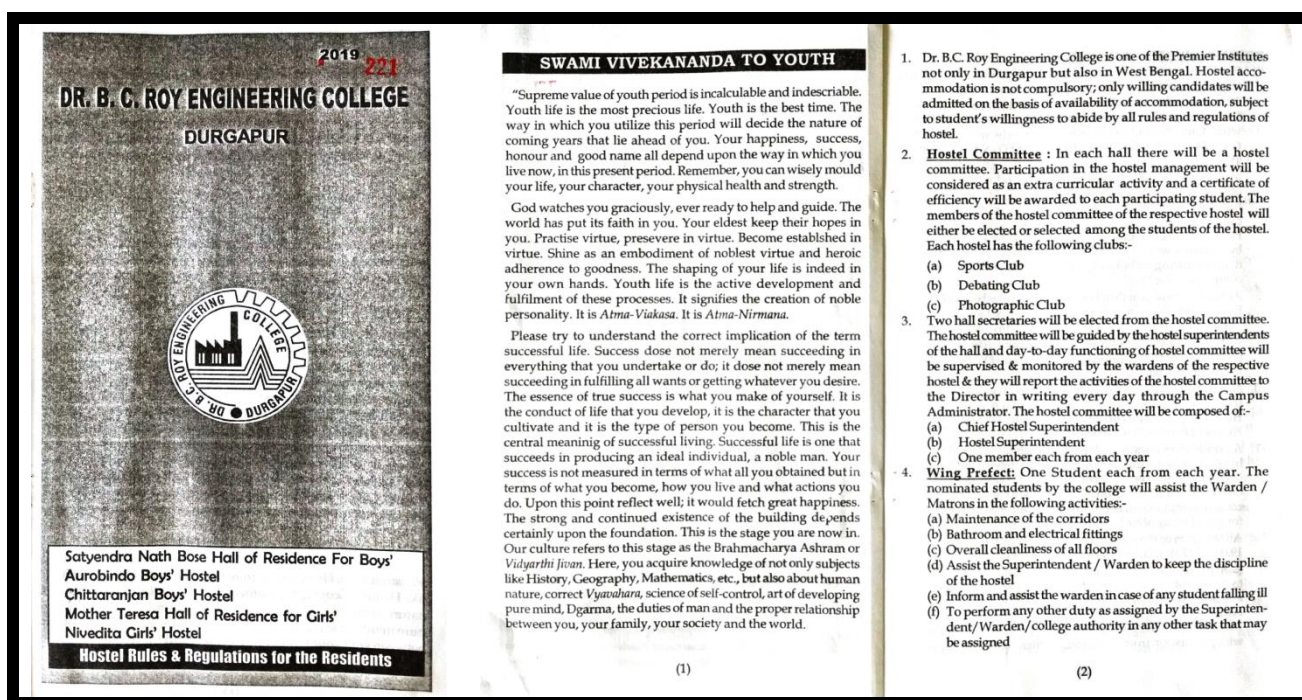


Prof. (Dr.) Pijush PalRoy
Director
Dr. B. C. Roy Engineering College, Durgapur

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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CHAPTER 5	JOB RESPONSIBILITIES
CHAPTER 6	CONDUCT, DISCIPLINE & REVIEW RULES


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



Pradipta Pal <pradipta.pal@bcrec.ac.in>

Anti Ragging Duty Roaster 16.11.2021 to 20.11.2021

1 message

DR. PABITRA KUMAR DEY <pabitra.dey@bcrec.ac.in>
To: MCA-Faculty <mca.faculty@bcrec.ac.in>

Tue, Nov 16, 2021 at 1:31 PM

Dear Colleagues,
Please ignore the previous Anti Ragging Duty Roaster which sent via Whatsapp and follow the attached one.
With regards,

Prof. (Dr.) PABITRA KUMAR DEY

Head of the Department

Department of Computer Applications (MCA)


Dr. B.C. Roy Engineering College, Durgapur

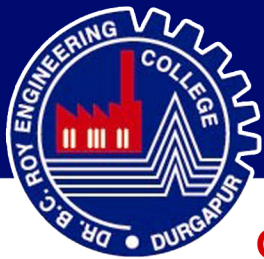
(M) - 8637884323

WhatsApp No: 9434476503

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You received this message because you are subscribed to the Google Groups "MCA-Faculty" group.
To unsubscribe from this group and stop receiving emails from it, send an email to mca.faculty+unsubscribe@bcrec.ac.in.

 **ARC DUTY 1_16_11_21 to 20_11_21.xls**
80K



Dr. B. C. Roy Engineering College, Durgapur

GO AHEAD, REPORT RAGGING

ANTI-RAGGING COMMITTEE

- Principal & Chairman(Anti-Ragging) 0343-2501353
- Prof.(Dr.) N. N. Pathak, Dean (SW&A) Member Secretary 9434334966
- Prof. Saindhab Chattaraj, Joint Convener 9475744761
- Prof. (Dr.) Rajdeep Ray, Jt.Convener 7407101616
- Prof. (Dr.) K. M. Hossain, Vice Principal 9434387588
- Prof. (Dr.) Suman Bhattacharjee 9836913399
- Prof. (Dr.) Chandan Koner 9434535556
- Prof. (Dr.) Chandan Chatteraj 9531591525
- Prof. (Dr.) Susanta Dutta 9434254591
- Prof. (Dr.) Sanjay Sengupta 9836303034
- Prof. (Dr.) Jayanta Pal 8145526254
- Prof. (Dr.) Somroop Siddhanta 9002650046
- Prof. (Dr.) Pabitra Kumar Dey 9434476503
- Smt. Ruma Mitra, Registrar 9007443233
- Shri. Shouvick Chandra, Sr. Manager(PR) 9830035725
- Cmde. Ratnakar Ghosh, Campus Admn. 9831028886

In Case of **Emergency**, inform immediately in any of the below mentioned **Phone numbers**:

ANTI-ROVING SQUAD

- Prof. Sabbir Reza Tarafdar, Convener 9434615914
- Prof. Sunil Choudhury, Jt. Convener 8250762044
- Prof. Md. Keramot H. Mondal, Jt. Convener 7908424838
- Prof. Sarabjeet Lahiri 9851006415
- Prof. Keka Hajra 9434535583
- Prof. Amit Kotal 9693748571
- Prof. Soumyadip Das 9474754050
- Prof. Pabitra Kr Mondal 9733308570
- Prof. Sanjoy Kr Saha 8535948977
- Mr. Indranil Bhattacharyya 8918065060
- Mr. Santanu Roy 9143469146
- Shri. Santosh Pal, Dpty. Campus Admn. 9563060931

AICTE Help-Line No. : 1800-180-5522

**N.B. for Students : It is mandatory to fill up Online Anti-Ragging Undertaking
Visit - http://www.antiragging.in/Site/Affidavits_Registration.aspx**