



Dr. B. C. ROY ENGINEERING COLLEGE, DURGAPUR
(An Autonomous Institution Affiliated to MAKAUT, WB & Approved by AICTE)

CAMPUS: JEMUA ROAD, FULJHORE, DURGAPUR-713206, DIST. - PASCHIM
BARDHAMAN (W.B.), INDIA: (0343)250-1353/4106/4121/4245, 6297128554, Fax:
(0343)250-4059 E-mail: Info@bcrec.ac.in • Website: www.bcrec.ac.in

Department of ECE

Action Taken Report of Academic Audit 2024-2025 in response to the comments of Internal and External Experts:

Sl. No.	Internal Expert Comments	Action Taken Report (After Modification)
1	ERP Course Management Data: It was observed that ERP data for Course Management has not been completely populated by all faculty members for both the Even and Odd Semester of 2024-2025. The missing components include Outcome Attainment and Course files. Faculty members are advised to complete these updates at the earliest.	Most faculty members have already updated the ERP Course Management data for AY 2024-2025. The remaining Course Outcome Attainment files are currently under preparation and will be completed by July 2026.
2	Course Management for AY 2025-2026: The Autonomy Courses for the 3rd Semester (AY 2025-2026) have been updated in ERP, including lesson plans. Regular monitoring and timely updates are recommended.	Faculty members have been instructed to update all course-related documents in the ERP on a regular and timely basis. Periodic monitoring is being carried out to ensure compliance.
3	Website Updates- Syllabus and Course Structure: The Departmental Website has not been updated with latest syllabus and course structures for B. Tech and M. Tech programs. The syllabus for all semesters should be uploaded and maintained regularly.	The departmental website has been updated with the latest syllabus and course structures for both B.Tech. and M.Tech. programmes. Future updates will be carried out regularly as required.
4	Students- Teachers ratio: The Students -teacher Ratio for the AY 2024- 2025 stands at 19.8:1 after the recent faculty attrition, against the recommended ratio of 18:1. Recruitment or load adjustment measures may be considered to maintain the ideal ratio.	The faculty-student ratio has been updated and is being monitored regularly. Necessary measures will be taken to maintain the recommended ratio.


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5	Faculty Development program(FDP) data: The Academic Audit report indicated missing FDP data. However, the ERP reflects 28 FDP records for 2024-2025. It was recommended to reconcile and verify both sources for accuracy.	The FDP records have been updated in the ERP and verified to ensure consistency with the Academic Audit Report.
6	Research and Publications: The department reported notable research outputs: * SCI Journals:5, Scopus Journals: 14, Conferences (Scopus Indexed): 20, Book Chapters (Scopus Indexed): 2, Patents: 6 and Student Publications: 13 Journal papers and 16 conferences papers	
7	Departmental Events: Only one event was organized during the academic year. The committee recommended an increase in departmental, technical and outreach activities to enhance student engagement and visibility.	The department has initiated measures to organize more technical, departmental, and outreach activities. Timely documentation and reporting of all events will be ensured.
8	Mentorship records in ERP: Mentor- mentee allocation has not been completed in the ERP. Department should ensure all mentorship records are entered and updated.	The concerned faculty member has been instructed to complete and regularly update all mentor-mentee records in the ERP at the earliest.
9	Budget Utilization: The overall budget utilization was found to be low. Certain instruments were not procured as per the CSD/CRO recommendations, following the advice of the Principal. The committee advised timely utilization of sanctioned funds.	The department has taken appropriate measures to ensure timely procurement and effective utilization of the sanctioned budget during AY 2025–2026.
10	Placement Statistics: Out of 127 students, 59 were placed through campus recruitment (46%) Highest Package: Rs.6.48LPA; Average Package: Rs. 3.00LPA.	Placement performance has shown significant improvement during AY 2025–2026 through enhanced industry interactions and placement initiatives.
11	Placement Performance is categorized as Average: Further efforts are required to strengthen industry linkages. 43 students remain unplaced. Placement cell support and alumni network engagement were suggested to improve outcomes.	Continuous efforts are being made to strengthen industry collaboration and actively engage alumni in placement, internship, and career guidance activities.


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12	Higher Studies Data: Data regarding students progressing to higher studies needs rechecking and updating in ERP.	The available Higher Studies data have been updated and verified in the ERP. Regular verification will be carried out to ensure data accuracy.
13	Gate Examination Data: Records of students appearing and qualifying in GATE examinations are incomplete and need to be updated.	The available GATE examination data have been updated and verified in the ERP. The department will continue to update the records periodically.
14	Awards and Achievements: Data on faculty and student awards/achievements are missing. Departments should update and document these records regularly in ERP	The available faculty and student awards and achievements have been updated in the ERP. The department will ensure regular documentation of future achievements.
15	Use of Canvas LMS: approximately 90% of faculties are actively using Canvas LMS; however, student utilization remains low; Awareness sessions and student training on effective use of Canvas are recommended.	Not Applicable. The Canvas LMS portal is currently not available for use by the department; therefore, no action is required at present.
Sl. No.	External Expert Comments	Action Taken Report (After Modification)
1	The department should take corrective measures as per the last NBA and NAAC visit reports.	All corrective measures recommended during the previous NBA and NAAC visits have been implemented, and the corresponding compliance reports were submitted in June 2026.
2	The department is ought to increase FDP and thereby include all faculty members in such programmes. Faculty inclusion is a priority.	The department is actively encouraging all faculty members to participate in Faculty Development Programmes (FDPs). Necessary initiatives have been taken to enhance faculty participation.
3	The department should enhance industrial collaboration as much as possible.	Several initiatives have been undertaken to strengthen industrial collaboration through industry interactions, MoUs, expert lectures, internships, and collaborative activities.
4	Course outcome & Bloom Taxonomy are essential parameter that should be included while preparing CA/CIA question papers. Inclusions of such parameters complete the necessary format.	All CA and CIA question papers have been prepared by incorporating Course Outcomes (COs) and Bloom's Taxonomy levels. The updated documents are available in the ERP.
5	The department should maintain the respective course files for each subject after completion of the syllabus.	The department has initiated the practice of maintaining complete course files for every course after the completion of the syllabus. This practice will be followed consistently henceforth.
6	The department should organize seminars by industry personnel to increase students' awareness of industrial technical practices and values.	The department has initiated the process of organizing expert lectures and seminar series by industry professionals to bridge the curriculum-industry gap and enhance students' practical knowledge.

7	Faculty members are advised to apply for patents and requested to fulfill requisite number of publications to satisfy them in API	The matter has been discussed with all faculty members, who have been encouraged to increase research publications and file patents in accordance with the Institute's API requirements.
8	The department should mention paper citations and highlight the same in the audit report.	A separate section on research paper citations will be included in the Academic Audit Report from AY 2025–2026 onwards.
9	The department should apply for sponsored projects (Govt. /Pvt. agencies). Project or Consultancies should invariably fetch a funding exceeding INR 11 lakhs.	Several sponsored project proposals have already been submitted to Government and private funding agencies and are currently under consideration. The department will continue its efforts to secure externally funded projects.
10	The project guides who are in constant touch with present and alumni students are advised to facilitate the acquiring of information regarding higher studies & placement related information	The process has already been initiated. Project supervisors are actively coordinating with current students and alumni to collect and maintain higher studies and placement-related information.
11	Students feedback should be presented and maintained in the Departmental Academic Council meeting.	Student feedback has been collected, analyzed, and discussed during the Departmental Academic Council meeting. Proper records are being maintained for future reference.
12	The department should nominate an NBA coordinator from among the faculty members.	The nomination process for the Departmental NBA Coordinator has been initiated and will be completed as per institutional guidelines.
13	The departmental faculty members are advised to arrange for remedial and supplementary class as and when required to facilitate knowledge transfer to weak students.	A structured mechanism for identifying weak learners is already in place. Remedial and supplementary classes are conducted regularly to improve their academic performance.
14	Weak students who require mental counseling to boost their self-confidence must be sent to the psychometric counselor.	

Prof. (Dr.) Mrinmoy Chakraborty
HoD, ECE

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