



Dr. B. C. Roy Engineering College, Durgapur
(An Autonomous Institute, Approved by AICTE, Affiliated by MAKAUT)
Department of Mechanical Engineering
Action Taken Report (AY 2024-25)

(INTERNAL AUDIT REPORT-2024-25)		
SL NO	INTERNAL AUDITORS COMMENTS	ACTION TAKEN REPORT
1	ERP Course Management Data: ERP data for course management for AY- 2024-2025 has been fully populated by all faculty members, though some progress is noted. Courses for AY- 2025-2026 have been created. Continuous updating of ERP data is required. New course codes under autonomy have been generated.	All faculty members have updated course data in ERP system.
2	Syllabus upload on website: Upload of B.Tech/M.Tech syllabi under autonomy on the departmental/college website is still pending. Should be uploaded with revised course code.	B.Tech/M.Tech syllabi under autonomy have been uploaded in departmental/college website.
3	Faculty ERP profile: Faculty profile in ERP, including academic background details have not been updated by all faculty members. Promotion details are also not updated. The same should be completed before the external academic audit.	All faculty members have updated faculty profile and promotion details.
4	Student-faculty ratio (SFR): The SFR is 18:1 (including 1 st yr & PG) which is quite good. The cadre ratio needs to be looked at. Total faculty: 17. Ph.D holders: 10. Non P.Hd:7 (2 not enrolled in Ph.D). The not enrolled faculty members should be encouraged to start their Ph.D work.	At present, Total No. of faculty in the Department = 16, No. of PhD holders= 11, Ph.D registration done =03 and 02 members not yet registered.
5	Department level committee structure: Departmental committees as per the department organizational structure must be created in ERP & details of minutes of the meetings by those committee need to be uploaded.	Minutes of DAC, BOS and event committee meetings are updated in the ERP system and in progress.
6	Publications: Journal: 4 (3 SCI. 1 SCOPUS). Required significant improvement. Conference: 11 (clarification needed regarding SCI/SCOPUS indexing). SCI indexed conference should be removed. Support documents are not properly uploaded in ERP, no book chapter	Publication details are updated in ERP system. All faculties are encouraged to publish paper in reputed journals. Different Research groups are formed in the department.

H.O.D. / M.E.
Dr. B. C. Roy Engg. College, Durgapur



Dr. B. C. Roy Engineering College, Durgapur
(An Autonomous Institute, Approved by AICTE, Affiliated by MAKAUT)
Department of Mechanical Engineering
Action Taken Report (AY 2024-25)

	publication reported. Overall publication need to be improved & focus on research group based publication should be given. Supporting documents for Patent need to be correctly updated & organized.	
7	FDP records: FDP data in the ERP does not match the information reported during the academic audit. Reconciliation is required. Should be rectified before the external academic audit.	All FDP data of AY 2024-25 are updated in ERP system.
8	Events reporting: Events have been reported however proper formatting & completeness is required for event reporting. Each short report should include: Notice, Brochure, About the event, participation list, outcomes, and impact, feedback & sample photographs/creatives.	All events are updated
9	Placement & Higher studies: Out of batch of 90 students, 59 are placed. Placement percentage is found to be good. Highest package: Rs.7.75 lakhs. Average package: Rs. 3 Lakhs. It has been observed that the interest among the students is not there for higher studies. No student has qualified GATE examination & no one also has gone for higher studies. Department should look into this matter for some improvement.	• Department organizes GATE classes, slots are included in central routine. • Special in-house placement training sessions are organized for campus drives, etc..
10	Pass percentage: Passout strength: 90. Pass details are not available & need to be updated after consolidating the results of special supplementary examination.	Pass data updated after consolidating results of PPR & special supplementary examination.
11	Add-on courses: 2 Add-on courses conducted for 3 rd & 4 th yr students in AY-2024-2025. IIT Bombay spoken tutorial courses (QCAD/LATEX). Completed. For the next AY, also similar planning is done.	No Comment
12	Mentoring record: Mentor-Mentee mapping & forms have been updated in ERP.	No Comment

H.O.D. / M.E.
Dr. B. C. Roy Engg. College, Durgapur



Dr. B. C. Roy Engineering College, Durgapur
(An Autonomous Institute, Approved by AICTE, Affiliated by MAKAUT)
Department of Mechanical Engineering
Action Taken Report (AY 2024-25)

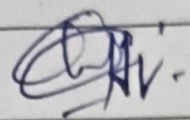
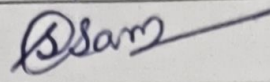
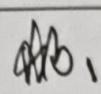
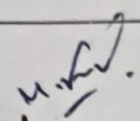
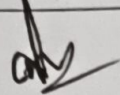
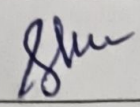
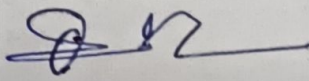
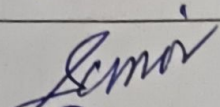
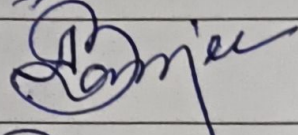
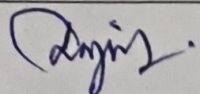
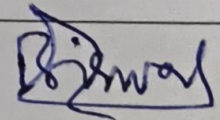
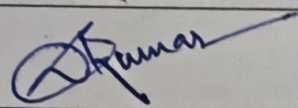
(EXTERNAL AUDIT REPORT-2024-25)		
SL NO	EXTERNAL AUDITORS COMMENTS	ACTION TAKEN REPORT
1	Student to faculty ratio is good. However to improve the quality of teaching and to reduce teaching load. The new faculty may be taken in different emerging areas like Robotics, Automation etc.	For emerging field like Robotics, Automation faculties are available in the department.
2	Laboratory facility and other infrastructure are good.	No Comment
3	The ratio of Professor, Associate Professor and Assistant Professor may be improved.	• Present Status: Prof. = 1, Assoc. Prof. =2, Assistant Prof.= 13 • Status during 2024-25: Prof=2, Assoc. Prof. =2 Assistant Prof.= 13 • Required: Prof. = 2, Assoc. Prof. = 4 Assistant Prof.= 12 (ratio 1:2:6)
4	Special emphasis may be given to UG/PG projects on recent advance areas like Robotics, Drone Technology, Automation etc.	Faculties are guiding students project on emerging fields like Robotics, Automation etc.
5	It is good to know that people are doing Ph.D in this institute	No Comment
6	Faculty Members may be encouraged to publish paper in reputed SCI (Q1/Q2/Q3) or Scopus Journal and to participate in the national and international Conference.	• Faculties are encouraged to publish papers in reputed journals through different departmental forums. • Domain specific Research groups are formed in the department for focused and collaborative R&D activities. • Collaborative meetings as well as visit to CMERI Scientists are arranged. • Engagement of some faculties in inter-disciplinary collaborative project with DSP (SAIL). • Incentive schemes for publication and research are available at the Institute level.

H.O.D. / M.E.
Dr. B. C. Roy Engg. College, Durgapur.



Dr. B. C. Roy Engineering College, Durgapur
(An Autonomous Institute, Approved by AICTE, Affiliated by MAKAUT)
Department of Mechanical Engineering
Action Taken Report (AY 2024-25)

Members present:

S. No	Name	Designation	Signature
1	Dr.Chandan Chatteraj	Professor & HOD	
2	Dr. Subrata Samanta	Associate Professor	
3	Dr. Arijit Banerjee	Associate Professor	
4	Dr. Pabitra Kumar Mandal	Assistant Professor	ABSENT
5	Dr. Manoj Kundu	Assistant Professor	
6	Dr. Rupali	Assistant Professor	
7	Dr. Suman Karmakar	Assistant Professor	
8	Dr. Chitta Sahana	Assistant Professor	
9	Dr. Subhas Ch Moi	Assistant Professor	
10	Dr. Arka Banerjee	Assistant Professor	
11	Dr. Rajeev Ranjan	Assistant Professor	
12	Mr. Subhajit Bhattacharya	Assistant Professor	
13	Mr. Siddhartha Bhowmick	Assistant Professor	S. Khonnick
14	Mr. Rakesh Biswas	Assistant Professor	
15	Mr. Deepak Kumar	Assistant Professor	
16	Mr. Koushik Chatterjee	Assistant Professor	