Dr. B. C. Roy Engineering College, Durgapur
(An Autonomous Institute)

Minutes of the Meeting of 3rd Governing Body of Dr. B. C Roy Engineering College, Durgapur, held on 26th April, 2025 at 11.00 AM in the Board Room, Management House, BCREC Campus.

Dr. Sanjay S. Pawar, Member Secretary and Principal of the Institute welcomed all the members present in the meeting. The following members were present in the meeting:

1. Prof. Saikat Maitra, Chairman, Governing Body, Chief Advisor, Dr. B. C. Roy Society, Durgapur.
2. Dr. Satyajit Bose, President, Dr. B. C. Roy Society, Durgapur.
3. Shri Tarun Bhattacharya, General Secretary, Dr. B. C. Roy Society, Durgapur
4. Shri Jernail Singh, Treasurer, Dr. B. C. Roy Society, Durgapur
5. Smt. Mita Mitra, Vice-President, Dr. B. C. Roy Society, Durgapur, West Bengal
6. Prof. Swapan Mondal, Professor, Department of Computer Science and Engineering, Kalyani Government Engineering College, Kalyani University Campus, West Bengal - 741235
7. Prof. Bijan Sarkar, Director, School of Management, Jadavpur University, Kolkata, West Bengal.
8. Prof. (Dr.) Sanjay Sengupta, HOD, Civil Engineering, Dr. B. C. Roy Engineering College, Durgapur
9. Prof. (Dr.) Susanta Dutta, HOD, Electrical Engineering, Dr. B. C. Roy Engineering College, Durgapur
10. Prof.(Dr.) K C Ghanta, Professor, NIT Durgapur
11. Prof. Kesab Bhattacharya, Professor, Department of Electrical Engineering, Jadavpur University, Kolkata, West Bengal - 700032
12. Prof. (Dr.) Sanjay S. Pawar, Principal, Dr. B.C Roy Engineering College, Durgapur

The leave of the following members was granted:

1. Prof. (Dr.) Arvind Choubey, Director, NIT Durgapur, Durgapur, West Bengal
2. Director, Directorate of Technical Education, Government of West Bengal, Durgapur, West Bengal.
3. Prof. N. K Chakrabarti, Vice-Chancellor, National University of Judicial Science, Kolkata, West Bengal.
4. Shri. B. P. Singh, Director In-charge (DIC), Durgapur Steel Plant, Durgapur, West Bengal.

Agenda No.	Agenda	Remarks, Discussion and Resolution
3.01	Welcome to all the Members	Chairman of Prof. Saikat Maitra Welcome all the members and gave permission to start the meeting proceedings.
3.02	Minutes of 2nd Meeting shared with all the members	1. Details of responsibility to Deputy Controller of Examination shared with members 2. NAAC SAR to be submitted as per the new guidelines 3. ERP is under development and the remaining modules and integration with the others to be completed within 8 months.

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4. Separate Webpage should be created on BCREC website for Institute Innovation Council (IIC) and details of the programme to be updated on this page.
5. Outcome and Impact Analysis for each and every event should be prepared and shared with Registrar within 8 days of completion of the event. Convenor of the programme will be responsible to submit the report.
6. Viability study of each department has to be done by HoD of the department and submit the report to Registrar.
7. Industry persons need to be invited by each department per semester per course to have interaction with the students and update the students regarding the future potential areas to work
8. It was suggested that the technology courses such as introduction to data science, AIML, and Introduction to emerging Technology needed to be added to the syllabus to ensure the core engineering students are upskilled with the basic minimum technology courses
9. Based on the availability of standard equipment's available for testing and measurements, department can apply for NABL Certifications so that they can use these certifications for improving the consultancy services. Some of the potential Departments such as Civil, Electrical, Electronics and Communication, Mechanical are required to identify the labs for the NABL certification.
10. As per demand and request the Post Graduate Diploma can be proposed to the department to improve employability.
11. Details of Alumnae programme and its calendar to be prepared and shared with all for the year 2025-26.
12. Draft Research and Consultancy policy to be shared with all the members to get inputs for finalisation. (Annexure 1)
13. The 3D printing and Additive Manufacturing School will have the Inauguration on 7th May 2025 at 11.00 am. (Annexure 2)
14. The proposal of CISCO Training Academy report to be submitted to all the members for approval.
15. It was suggested that all the photographs that are reported in the report should be Geotagged.
16. Prof. Bijan Sarkar, Hon. Member of the Board will be helping the Parent Teacher feedback form for understanding the issues and challenges faced by students and parents.
17. All the departments are required to share the calendar of their academic and other activities on the first day of start of semester.
18. MoU signed with IMD Kolkata, as 15 + students are doing their internships, the feedback regarding the

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		performance and work done is to be taken by the concerned HoD of the Department and shared with Registrar for presenting it the Board. 19. Prof. N. K. Chakrabarti, Vice Chancellor, West Bengal National University of Judicial Science, Kolkata NJSU, Hon. Member of the Board could not attend last three meeting due to his unavailability on the day of meeting. It was resolved to excuse Prof N. K. Chakrabarti in attending the meeting. Prof. Anupam Basu, Ex-Director, NIT Durgapur, is invited to be on the Governing Body to guide the Institute in future Journey.
3.03	Report of the Event that has taken place during the period from last GB Meeting	The list and various event conducted and its statistics was presented. Members suggested to have the details of the programme such as date, name, experts presents, no of students along with outcome of the programme etc. to be included along with the statistics.
3.04	Reports on Autonomy operations, and other statutory body meetings	1. Board Members were informed about the completion of all the statutory body meetings such as Academic Council, BoS, Examination Committee, Finance Committee etc. and the minutes of which are shared with the Registrar office for information. 2. Academic Regulation was presented and brief abstract about it was discussed in the meeting. This regulation will be shared with all the members for approval. (Annexure 3) 3. Members instructed to include courses from NPTEL Platform to be considered to be considered for the Honors Degree and other credit earning programmes which are not offered by the Institute, and ratified by BoS of respective departments. 4. Dr. Satyajit Bose, President, Dr. B. C. Roy Society, suggested to have the CCTV Cameras and Smart classroom equipments in all the classroom to have a real-time observation of the class conductions and its quality and prepare the plan for the said. 5. Exam Result Analysis: - There was poor performance in the results from second and third year, most of the subjects were analytical based. It was suggested to have special tutorials by department and respective teachers where subjects are analytical to ensure the students are more prepared for such types of the courses and its examinations. (Annexure 4) 6. Members suggested to get the inputs from HoDs and all staff members regarding the solutions to improve the class attendance of the students and present important solutions for implementation. 7. Members suggested for each department to have meeting with the teaching staff members and to identify the root cause and its measures regarding the poor performance of the results. Members suggested that Academic council may review the examination

		system under Autonomy. The suggestions will be communicated to the AC for taking necessary actions. 8. A form is to be prepared and shared with all teaching staff members to get the anonymous feedback regarding overall development, Teaching, Learning and other developmental aspects 9. All the staff members of the Institute should be there in the campus at least for 40 hours per week as per the norms. In case the staff members have to leave the premises due to some reason a written permission has to be taken from the authorities regarding the same with the information regarding duration s/he will be out of campus, location where out of campus, and reason for leaving the campus.
3.05	Revised Training and Placement Policy.	Governing Body was informed about the new Training and Placement policy which was prepared with respect to the change in dynamics of Training and Placement activities. Members asked to share the details of the policy for comments and confirmation.
3.06	Budget Proposal of Each department of the Institute	1. Proposed budget for the Year 2025-26 was presented to the members of the GB. At the same time the utilisation of the budget for the year 2024-25 was also presented to the board members. There were some questions regarding underutilisation of the budget by some departments. These departments are required to submit the reasons for not utilising the budget.

NB: Appropriate Memo in regards to all the resolutions will be issued to the concerned persons with terms of references within 7 days.

The meeting ends with vote of thanks to the Chair.

Prof. (Dr.) Sanjay S. Pawar,
Member Secretary

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Prof. Saikat Maitra,
Chairperson

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