Dr. B. C. Roy Engineering College, Durgapur
Department of Computer Applications (MCA)
Jemua Road, Fuljhore, Durgapur -713206

Affiliated to MAKAUT, Approved by AICTE, Accredited with 'B+' Grade by NAAC

BCR/MCA/2024-25/DAC-01

To whom it may concern

This is for the information to all concerns that a departmental meeting with the following agendas has been called by HoD, MCA at Seminar Hall, MCA Department meeting room from 11:00AM, 01-08-2024. Hereby all members are requested to attend the meeting at above mentioned venue.

Agendas:

- Discussion on CA1.
- ATR feedback.
- BOS formation.
- Proposed syllabus for new Autonomy system.
- Academic Audit.

30/07/24

(SUBHRANGSU CHANDRA)
Meeting Convener, MCA Department

Dr. B. C. Roy Engineering College, Durgapur
Department of Computer Applications (MCA)
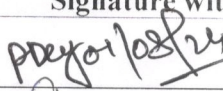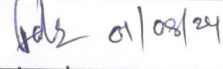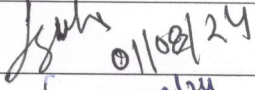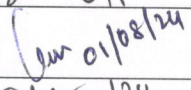Jemua Road, Fuljhore, Durgapur -713206
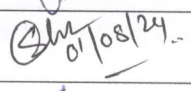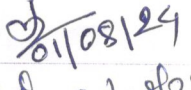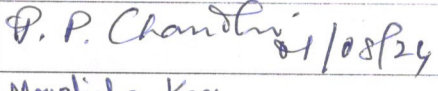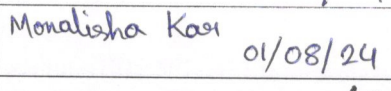
Affiliated to MAKAUT, Approved by AICTE, Accredited with 'B+' Grade by NAAC

DAC on 1st August 2024 @11.00AM at Departmental Meeting room.

Agendas:

- Discussion on CA1.
- ATR feedback.
- BOS formation.
- Proposed syllabus for new Autonomy system.
- Academic Audit.

Members Present:

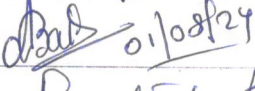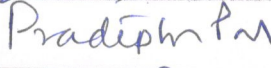| Name	Designation	Signature with Date
DR. PABITRA KUMAR DEY	Asso. Prof. & HoD	PDey 01/08/24
DR. FALGUNI CHAKRABORTY	Asst. Prof.	01/08/24
PROF. DEBASIS GUHA	Asst. Prof.	01/08/24
PROF. ANSUMAN MAHANTY	Asst. Prof.	01/08/24
PROF. SUBHRANGSU CHANDRA	Asst. Prof.	01/08/24
PROF. UDAY KUMAR BANERJEE	Asst. Prof.	01/08/24
PROF. ANUPAM BAIDYA	Asst. Prof.	01/08/24
PROF. PRADIPTA PAL	Asst. Prof.	Pradipta Pal
MR. PARTHA PRATIM CHOUDHURY	Sr. TA	P. P. Choudhury 01/08/24
MISS MONALISHA KAR	TA	Monalisha Kar 01/08/24
MR. CHAYAN MUKHERJEE	Off. Asst.	ABSENT (On Duty)

DR. B. C. ROY ENGINEERING COLLEGE, DURGAPUR
Department of Computer Applications (MCA)
<u>Minutes of Meeting of DAC</u>

Date of Meeting: 01-08-2024   **Timing: 11:00 AM – 01:30 PM**

Venue: MCA (Meeting Room)

Participants:

Prof. Dr. Pabitra Kumar Dey, Chairman of DAC

Prof. Debasis Guha, Member of DAC

Prof. Ansuman Mahanty, Member of DAC

Prof. Dr. Falguni Chakraborty, Member of DAC

Prof. Subhrangsu Chandra, Member of DAC

Prof. Uday Kumar Banerjee, Member of DAC

Prof. Anupam Baidya, Member of DAC

Prof. Pradipta Pal, Member of DAC

Mr. Partha Pratim Chaudhuri, STA, MCA Department

Miss Monalisha Kar, TA, MCA Department

Mr. Chayan Mukherjee, Office Assistant, MCA Department

Agenda of the meeting:

- **Discussion on CA1.**
- **ATR feedback.**
- **BOS formation.**
- **Proposed syllabus for new Autonomy system.**
- **Academic Audit.**

DAC Chairman addressed all members of DAC and the minutes of previous DAC held on 16-05-2024, read out by HoD, MCA and accepted by all members of DAC.

Discussion held is as follows:-

- **Discussion on CA1:**

  HoD informed all members for upcoming CA1 and what action to be taken for poor attendee students..

- **ATR feedback:**

  HoD informed all members to check whether all students has completed feedback process of respective subjects and to prepare the Action Taken Report(ATR).

- **BOS formation:**

  All members including HoD nominated different names from different prestigious institutes (IITs, NITs etc.) to form the Board Of Studies for MCA department in accordance with the requirements of BCREC as an autonomous institute.

- **Proposed syllabus for new Autonomy system:**

  HoD addressed a major issue regarding preparation of Syllabus structure, Subject Code, Subject details and credit point of individual subjects and formed selective groups for smooth conduction of Syllabus preparation.

- **Academic Audit:**

  HoD informed all members to be updated with all activities, such as Mentoring activities, Result Analysis etc.

The Meeting ended with a vote of thanks by HOD to all members.

_____

(HOD)

1) Copy to the departmental NAAC Coordinator.

DR. PABITRA KUMAR DEY
HOD - MCA
Dr. B. C. Roy Engineering College

A DAC meeting took place on 1st August, 2024 at 11.00AM in the Departmental meeting room to discuss in details and finalize the Action Taken Report based upon Feedback on Academics, Feedback on facilities taken for the Academic Year 2023-24. The feedback was submitted in the college website online by 42 students of the Computer Applications Department.

Following are the major points of the Action Taken Report:

Action Taken Report based upon Feedback on Academics for the AY 2023-24

Feedback related to acquiring new technical or scientific knowledge exhibited good adaptability in the teaching learning methodology. Students were able to apply the skills and knowledge for solving problems related to their field of study. Students have highly appreciated the teaching sessions which were effective and interesting. Students have agreed about the relevance of their prescribed syllabus and laboratory experiments as per current industry needs, and the availability of modern tools and facilities in the laboratory are as per the requirement. Feedback related to student mentorship and counseling process showed positive response. The overall communication skills of the students also improved.

1. The department has decided to offer Add-on certificate courses across all years which will be beneficial in reducing the gap between the industry needs and academia.
2. It has been decided to motivate the students to participate in project works, work on current technologies and participate in tech-fest and Hackathons held at various organizations and industries.
3. The career counseling cell conducts group discussion sessions, spoken English classes and tries to improve the overall body language of the students. Proper counseling through training is conducted for the senior students to prepare themselves for placement opportunities and prepare for competitive exams like GATE, CAT etc.
4. Students have actively participated in various sports, NCC, NSS events along with karate and yoga sessions conducted for their all-round development.
5. Workshops/seminars/webinars needs to be organized at the institute / department level to bridge industry academia gap and student participation at high level needs to be ensured.
6. It has also been decided to conduct seminars, workshops, tech-quiz etc. through local chapters by the students, which will help them to work as a team and generate new and innovative ideas for making the events attractive and successful.
7. The students are encouraged to undergo internships in reputed organizations to understand the need of the industry and prepare themselves to uplift their knowledge and skills to fit the society on completion of the course.

Academic Feedback Analysis
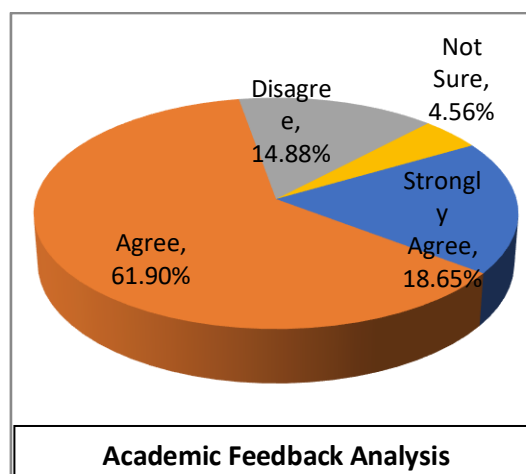
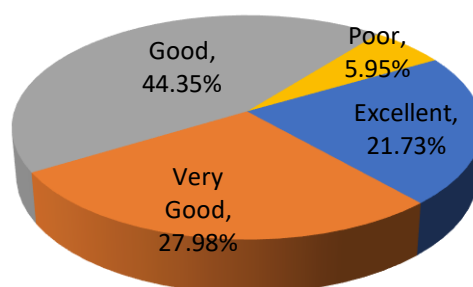**Action Taken Report based upon Feedback on facilities for the AY 2023-24**

Most of the students were very satisfied with the various facilities like laboratory facility, library facility. Hostel facility (if applicable), Sports facility, Water facility, Cleanliness and Hygiene facility.

Suggestions from students:

1. While most of the students were satisfied. Few students felt that the canteen facility is not up to the mark and needs little improvement.
2. A good section of students (around 10%) have suggested the improvement of Internet facility in terms of speed and connectivity.
3. Few 1st year students (8% to be precise) raised their concern about the water facility.
4. Few students of First Year suggested improving the Cleanliness and Hygienity issues.
5. Some students of 1st year students raised their concern about the canteen facility.

Following are the major points of the Action Taken Report:

It was assured to the students that the issue faced by them regarding hostel, canteen, internet and Cleanliness & Hygiene facilities will be raised at the appropriate platform and the problems (if any) will be tried to be sorted out as soon as possible.

Facility Feedback Analysis

Action Taken Report based on Course End Feedback ('Exit Survey') for 2024 Pass out Batch

The Course-End Feedback was taken from the 2024 pass out batch. The feedback was submitted in the college website online by the outgoing 37 students of the Department of Computer Applications (MCA). Most of the students were very satisfied with the various aspects of teaching-learning and various indices of overall academic development. 84% students felt that they have developed the ability to apply the knowledge of mathematics, science, engineering fundamentals, and an engineering specialization for the solution of complex engineering problems, 98% students felt that, mentorship and counseling process followed by the department guide them to take appropriate decision in previous and forthcoming academic / professional life, 88% students felt subjects they studied relevant to the current industry need. 84% students felt that they were able to understand the impact of the professional engineering solutions in societal and environmental contexts, 95% students felt that they were able to function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings and 94% student felt that the learning environment / teaching-learning methodologies followed in the department are based on latest pedagogy methods, and current industry requirements, and 93% Students felt that their communication skill improved by the SST classes, organized by T& P Cell and the department, and 73% students felt that (workshop/seminar/webinar etc.) conducted helps to reduce the gap between industry-academia more than 92% students felt that they were able to communicate effectively and were able to demonstrate knowledge and understanding of the engineering and management principles and apply these to one's work to engage in independent and life-long learning in the broadest context.

In view of identifying the gap in the achievement of theProgramOutcome as per therequirement of various stakeholders, the feedback was taken from the 2nd pass-out batch.

Following are the major points of the Action Taken Report:

1. To help postgraduate students understand the challenges and opportunities, of the industry, few lectures by working professionals were arranged by the department from time to time.
2. Few workshops have been arranged where the students were given training on current research trend as well as the current technologies as per the industry requirement.
3. More career guided orientation lectures and soft skill development sessions were conducted and a lot of reading materials on these areas have been provided in the central library.
4. The faculties are now using ICT for teaching learning purposes to create smart learning environment.
5. Tech Fest was conducted to make the students job ready and enhance their technical and interpersonal skills.

6. Add-On Courses have been introduced to bridge the knowledge gap and to make the students more skilled and for the extension activities for social and environment sensitization.

7. Slow learners and advanced learners are given more attention according to their needs by arranging more suitable remedial classes.

8. Faculty Development Programmes and faculty and staff training sessions would have been conducted for improvement of learning atmosphere in the college level as well as in the departmental level.

9. Placement and guidance cell has been strengthened. Test Based Training (TBT) sessions for meritorious students and general training sessions for all the students are arranged on weekly basis to train the students for any kind of campus drive and job interview.