Dr. B. C. Roy Engineering College

Faculty of Management Studies (FMS)

29th July, 2026

Notice

It is hereby notified to all faculty members that a Departmental Academic Committee (DAC) meeting will be held on 30th **July, 2026** ***at 3.00 pm*** at MB 204- HOD (FMS) Cabin.

The agenda of the meeting is as follows:

Agenda I: MBA Admissions for the Class of (2026 -2028)

Agenda II: Orientation Program for MBA Class of (2026 -2028).

Agenda III: Summer Internships Update for MBA Class of (2025-2027)

Agenda IV: R&D Activities: Publications, Working Paper Series, FMS Journal

Agenda V: Students' Feedback Analysis for AY 2025 -2026

Agenda VI: 5th Board of Studies of FMS.

Agenda VII: Introduction of Short Term Certificate Courses at FMS

Agenda VIII: Any other matter with the permission of the chair.

Kindly make it convenient to attend

Indrani Sengupta

Dr. Indrani Sengupta
Co-ordinator (DAC –FMS)

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Minutes of the Meeting of ACADEMIC COMMITTEE

Title of the Committee: ACADEMIC COMMITTEE
Date: 30th July, 2026
Time: 3:00PM
Meeting held at: HOD's Cabin

Attendees:

1.	Dr. Arunava Mookherjee	Professor & HOD(FMS)	Chairperson
2.	Dr. Sandip Mukherjee	Associate Professor	Member
3.	Dr. Indrani Sengupta	Assistant Professor	Convener
4.	Prof. Niloy Bhattacharjee	Assistant Professor	Member
5.	Prof. Subhasis Datta	Assistant Professor	Member
6.	Prof. Sayanti Samanta	Assistant Professor	Member
7.	Dr. Bijoy Gupta	Assistant Professor	Member
8.	Dr, Surjadeep Dutta	Assistant Professor	Member
9.	Dr. Anindya Sen	Chairman (MBA&MBA-HM)	Special Invitee
10.	Mr. Amit Mukherjee	Admin (FMS)	Invitee
11.	Mr. Soumya Bhattacharya	Technical Assistant (FMS)	Invitee

The HoD, FMS, Dr. Arunava Mookherjee, presided over the meeting. The HoD extended her greetings to all the attendees of the meeting and explained the objective of the same. After discussing the relevance of the meeting for the forthcoming odd semester 2026, she conducted the rest part of the meeting.

Routine Items: Confirmation of the minutes of the last meeting of the ACADEMIC COMMITTEE held on ***July 9, 2026*** for the academic session 2025-26.

The minutes of the last meeting of the Academic Committee were circulated to all members for perusal and comments.

All the members of the committee agreed to the agenda wise decisions/resolutions taken in the meeting.

Approval of Minutes.

Agenda I: MBA Admissions for the Class of 2026–2028

The Committee reviewed the current status of admissions to the **MBA Programme for the academic session 2026–2028**. It was noted that, as of the date of the meeting, **34 students have been admitted** to the programme. The Committee discussed the need to intensify admission efforts in order to improve the overall enrolment strength.

The members agreed that a focused **admission campaign** should be undertaken through the Department's digital and social media platforms. It was felt that regular dissemination of attractive and informative promotional content highlighting the MBA programme, its specializations, academic facilities, placement and training opportunities, and other key features would help in reaching prospective students.

It was further decided that appropriate promotional creatives/posters should be prepared for circulation through the official social media profiles of FMS.

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Resolution

The Committee **resolved to launch an intensive admission campaign for the MBA Class of 2026–2028** with the objective of enhancing student enrolment beyond the present strength of **34 admitted students**.

It was decided that **Dr. Surjadeep Dutta** shall prepare suitable **admission promotional posts/creatives**, which shall be shared through the official **FMS social media profiles and even the teachers' and staff will share the same in their social media platforms**. The campaign shall be undertaken on a regular basis, with appropriate monitoring of its outreach and response.

All faculty members were requested to actively support the campaign by sharing and disseminating the approved promotional content through their professional and relevant social media networks, wherever appropriate.

Agenda II: Orientation Programme for MBA Class of 2026–2028

The Committee discussed the proposed orientation programmes for the newly admitted students of the **MBA Class of 2026–2028**. It was informed that separate orientation programmes have been planned considering the different specialization structures of the MBA programme.

For freshmen of **MBA (Dual Specialization)** the orientation programme **ACCIPIO–2026** has been scheduled for **18th and 19th August, 2026** in **Offline Mode**. The detailed schedule for the programme has been finalized and is attached with the meeting documents.

For students enrolled in **MBA – Hospital Management**, the orientation programme **INCIPIO–2026** has been planned in **Online Mode from 7.30 PM on 17th August, 2026**. The schedule for the programme has also been finalized.

The Committee emphasized that the orientation programmes should provide newly admitted students with a comprehensive understanding of the MBA programme, academic structure, specialization framework, academic regulations, mentoring system, attendance requirements, assessment procedures, placement and training activities, and other institutional facilities and expectations.

Resolution

The Committee **resolved to conduct ACCIPIO–2026 for the MBA Dual Specialization students on 18th and 19th August, 2026 in Offline Mode**, as per the finalized schedule.

It was further resolved that **INCIPIO–2026 for MBA – Hospital Management students shall be conducted in Online Mode on 17th August from 7.30 pm** , as per the finalized schedule.

The concerned faculty coordinators shall ensure the smooth execution of the respective programmes, including communication with students, coordination of sessions, allocation of faculty responsibilities and necessary logistical/technical arrangements. The finalized schedules shall be communicated to the concerned students and faculty members in advance.

Agenda III: Summer Internship Update for MBA Class of 2025–2027

The Committee reviewed the **faculty-wise status of the Summer Internship Programme** for the MBA Class of 2025–2027. It was noted that **weekly progress reports are already in place** for monitoring student progress.

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Resolution

It was resolved that the existing **weekly reporting system shall continue** and that **meeting/interaction with the respective Internal Guide at least once every week shall be mandatory** for all students. Internal Guides shall monitor progress and provide necessary guidance throughout the internship period.

Agenda IV: R&D Activities – Working Paper Series and FMS Journal

The Committee reviewed the progress of the **FMS Working Paper Series** and decided to undertake a stock-taking of the papers submitted so far, including the **number of papers received, formatting status and readiness for publication/upload**. The finalized papers shall be communicated to the **BCREC Website Coordination Team** for appropriate uploading on the institutional website.

The Committee also discussed the proposed **FMS Journal**, including finalization of the **journal name, editorial board, domain purchase, journal website requirements, technical infrastructure and related formalities**.

Resolution

It was resolved that:

1. A **status report of the Working Paper Series** shall be prepared indicating papers submitted, formatting status and papers ready for website publication.
2. The finalized Working Papers shall be forwarded to the **BCREC Website Coordination Team** for uploading.
3. The **FMS R&D Team shall convene an urgent meeting** to finalize the key requirements for launching the FMS Journal, including **journal name, editorial board, domain purchase, website technicalities and other necessary requirements.**
4. **Shri Saikat Dey** shall be invited to the R&D Team meeting to provide necessary technical guidance regarding the journal website and related digital requirements.

Agenda V: Students' Feedback Analysis for AY 2025–2026

The Committee reviewed the **Students' Feedback Analysis for the Academic Year 2025–2026**.

I) **Course-end 2nd Sem Feedback**

Faculty	No. of Responses	Overall Mean Score / 4	Positive Response*
Dr. Arunava Mookherjee	82	3.86	98.27%
Dr. Surjadeep Dutta	41	3.83	97.15%
Sayanti Samanta	41	3.83	97.76%
Dr. Indrani Sengupta	82	3.81	96.95%
Dr. Sandip Mukherjee	41	3.78	95.73%
Subhasis Datta	78	3.76	96.15%

Overall Interpretation

The feedback indicates a **strong and consistently positive teaching-learning environment** in the MBA programme. The faculty-wise scores demonstrate high student satisfaction particularly with **course delivery, syllabus coverage, classroom interaction, fairness of evaluation, use of examples/applications, ICT integration, and overall teaching quality**.

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II) Course-end IVth Sem Feedback

Rank	Subject Code	Subject	Faculty	Responses	Mean Score
1	FM-401	Financial Derivatives & Risk Management	Sayanti Samanta	11	3.94
2	MM-405	Product & Brand Management	Dr. Arunava Mookherjee	25	3.93
3	BA-403	Macro-Programming for Business	Subhasis Datta	10	3.91
4	BA-404	Advanced AI in Business	Subhasis Datta	10	3.83
5	HR-404	Industrial Relations	Dr. Sandip Mukherjee	20	3.80
6	FM-405	Project Appraisal & Finance	Dr. Bijoy Gupta	28	3.80
7	HR-405	HRIS & HR Analytics	Niloy Kumar Bhattacharjee	27	3.79
8	MB-401	Project Management & Entrepreneurship Development	Dr. Surjadeep Dutta	56	3.75
9	HR-402	Human Resource Development	Dr. Sandip Mukherjee	26	3.74
10	FM-404	Working Capital Management	Dr. Bijoy Gupta	28	3.73
11	MM-401	Consumer Behaviour	Niloy Kumar Bhattacharjee	48	3.73
12	MM-403	Services Marketing	Dr. Somroop Siddhanta	48	3.52

Overall conclusion

The feedback profile is **strong, with 11 of the 12 subject–faculty combinations scoring 3.73 or above**. Three courses—**Financial Derivatives & Risk Management (3.94), Product & Brand Management (3.93), and Macro-Programming for Business (3.91)**—stand out as the highest-rated offerings.

The principal institutional focus should therefore be **continuous quality enhancement rather than corrective intervention**, with targeted support and improvement measures for courses scoring relatively lower, particularly **Services Marketing (3.52)**.

III) Semester End Survey (2nd & 4th Sem)- AY 2025-2026

The Semester-End Survey demonstrates a predominantly positive student perception of the MBA programme. Academic delivery, faculty preparedness, communication, mentoring, fairness of evaluation and student-centric teaching emerge as the principal strengths. The findings also indicate that the **academic ecosystem is functioning effectively**, with strong emphasis on OBE, employability and holistic development.

However, the analysis suggests that **infrastructure and student-support facilities—particularly hostel services, cleanliness and hygiene, water facilities, sports and canteen services—should receive focused attention**. Further enhancement of ICT-enabled pedagogy may also strengthen the teaching-learning experience.

Overall, the primary improvement priorities should be infrastructure quality in terms of availability of toilets, student amenities, hygiene and continued enhancement of technology-enabled and experiential learning.

IV) Program End Survey (4th Sem)- AY 2025-2026

The Program End Survey report for the MBA Department at Dr. B. C. Roy Engineering College (Academic Year 2025–26) reflects overwhelmingly positive feedback across all 56 participating students. A vast majority of respondents strongly agreed or agreed with each of the seven core

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competency areas evaluated—ranging from core domain knowledge and complex problem-solving to ethical decision-making, effective team leadership, communication skills, and lifelong learning—with combined positive ratings consistently exceeding 94% to 98% per metric. Negative responses ("Disagree" or "Strongly disagree") remained minimal across all survey items, demonstrating high student satisfaction with the program's ability to prepare them as responsible corporate leaders.

V) Students' satisfaction survey - AY 2025-2026

- ✓ **Syllabus & Preparation:** Over 80% reported 85–100% syllabus coverage, with 92% rating teacher preparation as thorough or satisfactory.
- ✓ **Teaching & Communication:** 96%+ rated communication as effective, and 92.9% rated teaching approaches as excellent or very good.
- ✓ **Fairness & Feedback:** 94%+ deemed internal evaluations fair, and 91%+ noted regular performance discussions.
- ✓ **Support & Opportunities:** 87%+ confirmed institutional support for internships/field visits, while 89.4% saw ample growth opportunities.
- ✓ **ICT & Overall Process:** 91%+ reported high ICT tool usage, driving a 91.2% overall satisfaction rate for the teaching-learning process.

Resolutions for Improvement

1. **ICT-Enabled Teaching:** Increase the use of digital tools, LMS resources and technology-enabled pedagogies across courses.
2. **Hostel Facilities:** Review hostel infrastructure and maintenance and undertake necessary corrective measures.
3. **Cleanliness & Hygiene:** Strengthen periodic cleanliness inspections and ensure timely corrective action.
4. **Drinking-Water Facilities:** Ensure regular maintenance, cleanliness and adequate availability of drinking-water facilities.
5. **Sports Facilities:** Improve sports infrastructure and encourage greater student participation.
6. **Canteen Services:** Periodically review food quality, hygiene, variety and service standards.
7. **Internet Facilities:** Strengthen campus internet connectivity, reliability and coverage.
8. **Student-Centric Learning:** Sustain and further enhance experiential, participative and problem-solving teaching practices.
9. **Employability:** Strengthen industry interaction, skill development and placement-readiness initiatives.

Agenda VII: Introduction of Short-Term Certificate Courses at FMS

The Committee discussed the proposal for introducing **Short-Term Certificate Courses at FMS** with the objective of enhancing students' professional competencies, employability and industry readiness.

The members discussed the possibility of offering certificate courses in emerging and industry-relevant areas such as **Business Analytics, Digital Marketing, Artificial Intelligence for Business, Data Visualization, Advanced Excel, Financial Analytics, and other contemporary business skills**. It was emphasized that the courses should be practical, outcome-oriented and aligned with current industry requirements.

Resolution

The Committee resolved that FMS shall explore the introduction of suitable **Short-Term Certificate Courses** for MBA students and other eligible participants.

A structured proposal shall be prepared indicating:

- Course title and rationale

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- Learning outcomes
- Course duration and contact hours
- Mode of delivery
- Eligibility and target participants
- Assessment methodology
- Resource persons/industry experts
- Certification criteria
- Proposed fee structure, wherever applicable

The proposed courses shall be placed before the competent authority for consideration and approval before implementation.

Agenda VIII: Any Other Matter with the Permission of the Chair

With the permission of the Chair, the Committee discussed the possibility of establishing a **UGC-NET Coaching Unit at FMS** to support students and aspiring candidates in their preparation for the UGC-NET examination. The members discussed the potential academic benefits, proposed structure, faculty/resource persons, course coverage, mode of delivery and operational requirements.

Resolution

The Committee resolved that the feasibility of introducing a **UGC-NET Coaching Unit under FMS** shall be explored. A brief proposal covering the **course structure, subjects, duration, faculty/resource persons, delivery mode, fee structure and other operational requirements** shall be prepared and placed before the competent authority for consideration and approval.

The meeting concluded with a **vote of thanks to the Chair**. The Chair appreciated the participation of the members and emphasized the need for coordinated efforts towards strengthening academic delivery, research output, industry engagement, student development and overall academic quality at the Faculty of Management Studies.

Prepared by:

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Approved by:

Arunava Mokherjee

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Dr. B. C. Roy Engineering College

Faculty of Management Studies (FMS)

Title of the Committee: ACADEMIC COMMITTEE

Date: July 30, 2026

Time: 3.00 pm

Meeting held at: FMS Library

Sl. No.	Agenda Item	Resolution / Action Proposed	Action Taken
1.	Agenda I: MBA Admissions for the Class of 2026–2028	To intensify admission efforts through a focused digital and social media campaign and improve student enrolment.	Admission promotional posts and creatives were proposed to be prepared by Dr. Surjadeep Dutta and disseminated through official FMS social media platforms. Faculty members and staff were requested to further share the promotional content through their relevant professional and social networks.
2.	Agenda II: Orientation Programme for MBA Class of 2026–2028	To conduct orientation programmes for newly admitted MBA students and ensure smooth coordination and execution.	ACCIPIO–2026 was scheduled for MBA Dual Specialization students on 18th and 19th August 2026 in Offline Mode. INCIPIO–2026 for MBA–Hospital Management students was scheduled on 17th August 2026 at 7.30 PM in Online Mode. Faculty coordinators were assigned responsibility for communication, session
3.	Agenda III: Summer Internship Update for MBA Class of 2025–2027	To strengthen monitoring of students' Summer Internship progress through regular reporting and interaction with Internal Guides.	The existing weekly reporting system was continued. Students were instructed to interact with their respective Internal Guides at least once every week for progress monitoring and guidance.
4.	Agenda IV: R&D Activities – Working Paper Series and FMS Journal	To review the status of the Working Paper Series and initiate necessary activities for launching the FMS Journal.	A status review of submitted Working Papers, formatting status and publication readiness was proposed. Finalized papers were to be forwarded to the BCREC Website Coordination Team. The FMS R&D Team was assigned to finalize requirements relating to the journal name, editorial board, domain, website and technical infrastructure.
5.	Agenda V: Students' Feedback Analysis for AY 2025–2026	To address the improvement areas identified through student feedback, particularly infrastructure, ICT-enabled teaching and student-support facilities.	Improvement measures were proposed for ICT-enabled teaching, hostel facilities, cleanliness and hygiene, drinking water, sports, canteen services, internet connectivity, student-centric learning and employability enhancement.
6.	Agenda VI: 5th Board of Studies of FMS	To discuss matters relating to the 5th Board of Studies of FMS.	5th Board of Studies meeting was conducted.
7.	Agenda VII: Introduction of Short-Term Certificate Courses at FMS	To explore the introduction of practical, outcome-oriented and industry-relevant Short-Term Certificate Courses.	It was decided to prepare structured proposals covering course title, rationale, learning outcomes, duration, mode of delivery, eligibility, assessment, resource persons, certification criteria and fee structure. The proposals would be placed before the competent authority for approval.

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8.	Agenda VIII: Any Other Matter with the Permission of the Chair – UGC-NET Coaching Unit	To explore the feasibility of establishing a UGC-NET Coaching Unit under FMS.	A proposal was proposed to be prepared covering course structure, subjects, duration, faculty/resource persons, mode of delivery, fee structure and operational requirements for submission to the competent authority.

Indrani Sengupta

Dr. Indrani Sengupta
Coordinator - Academic Committee
Date: 8th Aug,2026

Arunava Mookherjee

Dr. Arunava Mookherjee
Head (FMS)
Date: 8th Aug,2026

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