Dr. B. C. Engineering College, Durgapur
Department of CSE (Data Science)

Notice

Ref. CSE (DS)/DAC/MOM-I/AY/2025-26 **Date: 04/03/2026**

This is for information of all concerned that a meeting of the Departmental Academic Committee (DAC) will be held on 5th March, 2026 at the HoD's Room (Room No. C207) of the main building from 12:00 PM – 01:00 PM for analyzing the Odd Semester (Third, Fifth and Seventh Semester) feedback for the B.Tech batches 2024–28, 2023–27 and 2022–26 respectively. The meeting will also analyze the Student Satisfaction Survey (SSS) and prepare an Action Taken Report (ATR) along with possible remedial measures for improving the teaching-learning process and overall student experience.

Dr. Chandan Bandyopadhyay
(Associate Prof. and HOD)
HOD, CSE (Data Science)

Dr. B. C. Engineering College, Durgapur

Department of CSE(Data Science)

Minutes of Meeting

Ref. CSE(DS)/DAC/MOM-I/2025-26 **Date: 05/03/2026**

The DAC meeting was held in the HoD's Room (Room No. C207) on March 05, 2026 at 12:00 PM to analyze the Odd Semester (Third, Fifth and Seventh Semester) feedback for the batches 2024–28, 2023–27 and 2022–26. After reviewing the feedback provided by the students and the Student Satisfaction Survey, the following observations and action taken report were prepared.

Action taken report based upon the feedback on odd sem. of AY 2025-26

A. The following statistics have emerged after analyzing the submitted students' feedback.

I. Semester Feedback Analysis for 3rd Semester

1. **Syllabus Coverage:** Almost all students reported that syllabus coverage in the class was **above 85%**, indicating satisfactory completion of course contents.
2. **Teacher Preparedness:** A large majority of students stated that teachers were well prepared for the classes.
3. **Communication Effectiveness:** Students indicated that teachers' communication was clear and understandable.
4. **Learning Environment:** Most respondents rated the classroom environment as good to excellent, facilitating effective learning.
5. **Evaluation Fairness:** Internal assessments and evaluations were considered fair and transparent by the majority of students.
6. **Mentoring Support:** Students acknowledged that the mentoring system positively contributed to their academic and personal development.
7. **Outcome Awareness:** Teachers regularly discussed course outcomes and program outcomes with students.

8. **Use of ICT Tools:** A significant portion of students reported regular use of ICT tools and digital teaching aids during lectures.
9. **Teaching Practices:** Students appreciated interactive and student-centric teaching methodologies used by faculty members.
10. **Internship and Skill Development:** Students indicated that they were encouraged to participate in extracurricular activities, skill-building programs and internships.

II. Semester Feedback Analysis for 5th Semester

1. **Syllabus Coverage:** The majority of students indicated that syllabus coverage was above 70%, showing satisfactory academic progress.
2. **Teacher Preparedness:** Students reported that teachers were adequately prepared and organized for lectures.
3. **Communication:** Most students found teachers' communication effective and supportive.
4. **Learning Environment:** The overall learning atmosphere was rated good by a large portion of students.
5. **Evaluation Process:** Internal evaluation was considered fair and properly conducted.
6. **Mentoring and Guidance:** Students expressed satisfaction with faculty mentoring and academic guidance.
7. **Outcome Awareness:** Teachers regularly explained course objectives, learning outcomes and competencies.
8. **ICT Integration:** ICT tools such as presentations, digital boards and online resources were used in teaching.
9. **Teaching Methodologies:** Students appreciated participative and experiential learning approaches adopted by teachers.
10. **Professional Exposure:** Students acknowledged efforts taken by the department to promote internships, seminars and technical activities.

III. Semester Feedback Analysis for 7th Semester

1. **Syllabus Coverage:** A high percentage of students indicated satisfactory syllabus coverage during the semester.
2. **Teacher Preparedness:** Teachers were reported to be well prepared and knowledgeable in their subject areas.
3. **Communication Effectiveness:** Students found classroom communication clear and helpful for understanding concepts.

4. **Learning Environment:** The majority rated the learning environment as supportive and conducive to learning.
5. **Evaluation Fairness:** Internal assessments were considered transparent and unbiased.
6. **Mentoring System:** Students acknowledged consistent support from mentors regarding academic and career guidance.
7. **Outcome Awareness:** Teachers frequently discussed course outcomes, program outcomes and real-world relevance.
8. **Use of ICT Tools:** Students reported adequate use of digital teaching resources and technological tools.
9. **Teaching Methodologies:** Interactive teaching practices such as case studies, problem solving and discussions were widely appreciated.
10. **Career and Skill Development:** Students recognized departmental initiatives supporting placements, internships and technical skill development.

IV. Student Satisfaction Survey Analysis for 3rd 5th and 7th Semester

1. A significant percentage of students reported that syllabus coverage exceeded 70%.
2. Most students indicated that teachers were well prepared and organized for classes.
3. A large portion of students found teacher-student communication effective.
4. Students acknowledged that mentorship contributed positively to their cognitive and emotional development.
5. Many respondents appreciated the use of participative, problem-solving and student-centric teaching methods.
6. A majority confirmed regular use of ICT tools in teaching and learning activities.
7. Students also reported opportunities for skill development, internships and extracurricular activities.
8. Overall feedback suggests that the teaching-learning process in the department is satisfactory and effective.

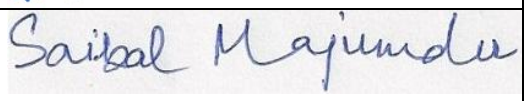
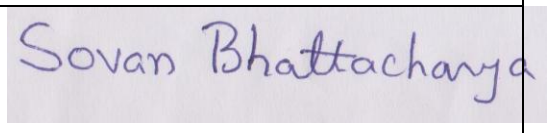
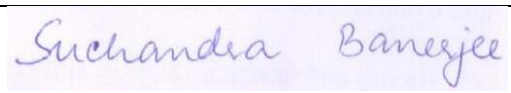
B. The following remedial measures are being taken for improving the learning experiences of these students.

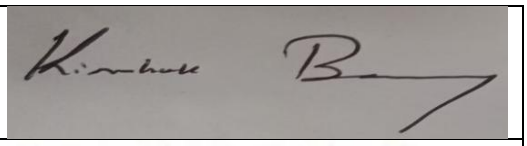
1. Faculty mentors will conduct regular and structured mentoring sessions to support students academically and personally.
2. Teachers will emphasize clear communication and interactive discussions during lectures to improve concept clarity.

3. Course objectives and learning outcomes will be consistently highlighted in classes and orientation sessions.
4. Greater use of ICT tools, digital resources and interactive learning techniques will be encouraged.
5. Internal assessment procedures will be standardized and transparent, with timely feedback provided to students.
6. Departmental authorities will communicate infrastructure-related issues to the appropriate administrative bodies for prompt resolution.
7. Workshops and training programs will be organized to enhance communication skills, resume building, and interview preparation.
8. Additional seminars, industry interactions, hackathons and technical events will be arranged to enhance practical exposure.
9. Students preparing for competitive examinations such as GATE, CAT and GRE will be supported through guidance and study resources.
10. Participation in sports, yoga, NSS and other extracurricular activities will be encouraged for holistic student development.

DAC members of the Department of CSE (Data Science), of Dr. B.C. Roy Engineering College have contributed to the development of the report.

Signatures of the participants of the DAC meeting held on January 10, 2025.

Sl. No.	**Name of Attendees**	**Designation of the Attendees**	**Signature of the Attendees**
1.	Prof. (Dr.) Chandan Bandyopadhyay	Associate Professor, HoD, CSE(DS)	
2.	Prof. (Dr.) Saibal Majumder	Assistant Professor, CSE(DS)	
3.	Prof. (Dr.) Sovan Bhattacharya	Assistant Professor, CSE(DS)	
4	Prof. (Dr.) Suchandra Banerjee	Assistant Professor, CSE(DS)	

5	Prof. Kinshuk Banerjee	Assistant Professor, CSE(DS)	
6	Prof. Banashree Chatterjee	Assistant Professor, CSE(DS)	