



Dr. B. C. ROY ENGINEERING COLLEGE, DURGAPUR

(Approved by AICTE & Affiliated to MAKAUT, WB)

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Minutes of the proceedings of the Eleventh Meeting of Internal Quality Assurance Cell (IQAC) of Dr. B. C. Roy Engineering College, Durgapur

The 11th IQAC Meeting was conducted on 21st June, 2023 at 3.00 pm in the IQAC Room. Prof. (Dr.) Sanjay S. Pawar, Chairperson of IQAC chaired the meeting.

1. Action Taken Report on decisions of previous meeting:

ATR 10/2 - Detailed Agenda Item No. 11/2 and 11/7 placed below for Review of AQAR data and NEP alignment

ATR 10/3 - Approval taken from BOG on submission of AQAR 2021-22

ATR 10/4 - Detailed Agenda Item No. 11/5 placed below

ATR 10/5 - NBA status placed in Agenda Item 11/3 below

ATR 10/6 - Data collection process of events, publications, FDP and patent data made streamlined through the data repository available in website for submission

Institute IQAC coordinator assigned as the mentor for NAAC accreditation for two engineering institutes surrounding Durgapur. Mentoring and physical visit to Asansol Engineering College is done.

Item	Agenda	Minutes of the proceedings
11/1	Confirmation of minutes of previous meeting	Minutes of the 10 th meeting of IQAC was unanimously accepted and confirmed.
11/2	Review of data / documents for AQAR (Cycle 2) for the academic year 2022-23	IQAC Coordinator, Dr. Sanjay Sengupta has briefed about the data collected and consolidated for the academic year 2022-23. The new SSR format as provided by NAAC on 30 th November, 2022 and the benchmarks provided by NAAC for Quantitative metrics are discussed in detail. IQAC coordinator presented the Benchmark achievement summary for the last three academic years. Different discrepancies and scope of improvements are discussed. It has been decided that more focus on improvement will be given on Add-On Courses to bridge the curriculum gaps and on research publications. Conference paper publications also to be given high importance as the benchmark summary provided good weight on the same for affiliated colleges. Also, initiatives should be taken for receiving some research funding.
11/3	Discussion on the progress of NBA re-accreditation of ECE & CSE department and application for CE & MCA department	Pre-qualifier for NBA reaccreditation has been submitted for ECE and CSE on 20 th June, 2023. It has been decided that CE department will apply for NBA after the end of 2023-24 Academic year. Departmental Head confirmed that work has been started in this regard. It has been decided after discussion

Sanjay Sengupta



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		that, MCA Department will apply for NBA after completion of 2024-25 academic year.
11/4	Discussion related to Autonomy of college vide UGC Gazette notification dated 03rd April, 2023	As per UGC notification the Institutes with NAAC accreditation can apply for autonomy for five years' period. The Registrar mentioned that as per the guidelines our Institute can now apply for autonomy. The different aspects and new framework to be made for autonomy has been discussed. Principal has mentioned that we should aim go for the autonomy by 2024-25 academic year and documentation requirements to be started from the beginning of the Academic Year 2023-24. General Secretary & the Management representative of BCREC has accepted the proposal.
11/5	Academic audit for 2022-23 academic year	It has been decided that Internal Academic audit for 2023-24 Academic year will be conducted during the month of September. A notification regarding the same will be issued with date, time and internal auditors from the office of the Principal. Department wise review, by the auditors to be submitted by October and accordingly the audit reports need to be updated for compliance. External audit to be done before submission of next AQAR.
11/6	Discussion on courses to be considered for Moocs and university Honors degree. Approval of the Add-on courses for the next academic year	<ul style="list-style-type: none">➤ All the departments have placed their suggestions for the Add-On courses to be offered to IQAC. IQAC has discussed the different Add-On courses and approved the list. A formal notice will be issued from the office of the Principal regarding this for 2023-24 Academic year. Total 18 programs have been approved.➤ IQAC coordinator mentioned that, more participation of students is required in the Add-On courses by each Department.➤ Institute MOOCs coordinator mentioned that IIT Mumbai Spoken Tutorial courses can be also considered as MOOCs course as these courses now have proctored examination and providing grades to students after appearing in the exam on completion of the course. This has been approved by IQAC. Principal mentioned that the same courses may be offered as Add-On courses also in cases students are not claiming the credit for the same for Honors degree.➤ Principal mentioned that if possible an Add-On course related to Quantum Computing may be offered from next academic year.

Sanjay Singh



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		<ul style="list-style-type: none"> ➤ From the previous academic year a certificate program (non-credit) on Cyber Security by profession group is continuing which will be completed in the current academic year.
11/7	Progress on PARAKH, National Academic Depository (NAD), and Academic Bank of Credit (ABC) in alignment with NEP-2020	<ul style="list-style-type: none"> ➤ In alignment with NEP-2020; the Institute has taken initiative in registering all its faculty members and students in PARAKH portal. Registrar mentioned that the students and faculty data of the departments, Civil Engineering, Computer Science and Engineering, Electrical Engineering, Electronics and Communication Engineering, MBA, MCA, Mechanical Engineering have already been uploaded to the PARAKH portal on 16th June. Faculty and students are requested through the respective departments to check the mail id as soon as possible and get registered in the portal and do the needful. ➤ The Institute has created its NAD Id. However, from the university end there is some issue. Once the issue from the university end is resolved the student data should be available through NAD. ➤ Aligning with the NEP-2020, the Institute has decided that Academic Bank of Credit (ABC) Id needs to be created by each student. Registrar mentioned that the process for the same is being taken care and an instruction regarding the same will be soon sent to the students through the department.
11/8	MoU signing at departmental level and activities for active MoUs.	<p>It has been mentioned by the IQAC coordinator MoU should be signed at the departmental level and for each MoU some relevant activities to be done primarily with the presence of the students. In the last academic year MoUs are signed with DCG-Data Core System India Pvt. Ltd and ISOAH Data Securities Pvt. Ltd. ISOAH Data Securities Pvt. Ltd. offered a certificate program on Cyber Security which is continuing. For active MoU of NHAI students participated in internship program as well student site visit to ongoing National Highway Construction project is carried out. As part of CMERI MoU students have done internship as well as visit of the laboratory facilities is done.</p>
11/9	Discussion on Research development & industrial collaboration initiatives	<p>Vice Principal has updated on the research and development cell being restructured for taking new and more progressive initiatives regarding R&D. There is an improvement noticed</p>

Brijay Sengupta



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		regarding the Conference publications as well as Journal publications. However, more active participation from the faculty members is required. Principal emphasized on quality projects by final year and M. Tech students. Industrial collaboration activities to be continued. Different MoU has been signed in the academic year 2022-23. Industrial consultancy works are being initiated through two in-house and independent society of the Institute.
11/10	Repository for offering online courses	It has been suggested by Principal that if the departments can have online repository of courses being offered to students. In this regard he suggested if some lectures can be recorded in the class and made available through any online channel that will be a good effort to start with. In the final year and final semester when the students are more busy with project work and campus recruitment the regular courses can be made available through such online repository from the departments.
11/11	Discussion on finalization on Strategic Plan of the institute, Institutional Distinctiveness and two/ three best practices of the institute	IQAC coordinator mentioned that Strategic plan of the institute and Best practices need to be reevaluated. As the institute is progressing and more focus is being given on institute industry interaction strategic plan needs to be developed and need to be presented before BoG for approval. Principal mentioned that the same is being considered and in the coming academic year 2023-24 institute will come up with new strategic plan and best practices. Vice Principal suggested if the best practices for all the departments can be collected and from them institute decides on the best practice it will be good. HODs endorsed the proposal. IQAC coordinator mentioned that the format for best practice presentation will be circulated with each department for providing two best practices. The distinctive working way of the institute is reflected in various outreach initiatives and will be presented by the Public Relation team for the next academic year.
	Suggestions of IQAC for improvement of different quality processes - ➤ Streamlining of Data Collection Process through Repository ➤ Institutional Preparedness for implementing the features of NEP 2020	<ul style="list-style-type: none">• IQAC Coordinator pointed out that the streamlining of data collection process is very important for any quality process. For that a data repository should be there. Primarily the different event data with the reports of the events, publication data, FDP data should be collected through a central repository system which may be available through website. All members unanimously agreed on the same and it has

Sanjay Kumar



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<p>➤ Holding of National Seminars/Workshops by IQAC team for other non-NAAC accredited Institutes</p>	<p>been decided that through central repository such data will be collected.</p> <ul style="list-style-type: none">• Further discussions and course of actions to be decided for implementation of the features of NEP-2020. In the next IQAC meeting a roadmap will be suggested for approval.• IQAC coordinator has suggested if some seminars / workshops may be organized for some non NAAC accredited institutes to update them about the process of accreditation and its importance. The planning for such activity is to be done through the public relations department of the institute
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The meeting thereafter ended with a vote of thanks to the Chair.

Sanjay Sengupta

Prof. (Dr.) Sanjay Sengupta
Coordinator, IQAC Cell

Sanjay S. Pawar

Prof. (Dr.) Sanjay S. Pawar
Chairperson, IQAC Cell

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