



Dr. B. C. Roy  
Engineering  
College (BREC)

**Internal Quality Assurance Cell (IQAC)**

**Agenda of the Eighth IQAC meeting (IQAC\_8) to be held on 9<sup>th</sup> December, 2021**

1. Confirmation of Minutes of previous meeting (7<sup>th</sup> Meeting of IQAC)
2. Re-structuring of IQAC Cell in view of joining of Prof. (Dr.) Sanjay S. Pawar as Principal of the college w.e.f 1<sup>st</sup> December, 2021
3. Discussion on NAAC status –
  - Discussion on award of NAAC grade B+ and scope for improvement as suggested by the NAAC Peer Team in their Report as well as through the Institutional Grade Sheet provided by the NAAC Authorities
  - Review of data/documents prepared for submission of AQAR (Academic year 2020- 21)
  - Submission of AQAR data before the Board of Governors of the Institute for statutory approval
  - Academic-Audit by IQAC Team for four UG & PG departments – ME, IT, EE and MBA for academic year 2020-21
4. Discussion on the progress of NBA Accreditation status
5. Progress on AICTE-IDEA lab set-up
6. Suggestions of IQAC for improving teaching-learning process
  - Allocation of Project work to the B.Tech pre-final year students for all departments
  - Career Guidance – Establishment of In-house GATE Cell

*Sanjay Sengupta*

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





# Dr. B. C. ROY ENGINEERING COLLEGE, DURGAPUR

(Approved by AICTE & Affiliated to MAKAUT, WB)

CAMPUS : JEMUA ROAD, FULJHORE, DURGAPUR-713206 (W.B.), INDIA

☎ (0343) 250-1353/4106/4121/4245, 8800443456, Fax : (0343) 250-4059

E-mail : info@bcrec.ac.in • Website : www.bcrec.ac.in

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

The 8<sup>th</sup> IQAC Meeting was conducted on 9<sup>th</sup> December 2021 at 3.00 pm in the IQAC Room. Prof. (Dr.) Sanjay S. Pawar (newly appointed Principal), Chairperson of IQAC chaired the meeting.

Item	Agenda	Minutes of the proceedings
8/1	Confirmation of minutes of previous meeting	Minutes of the 8 <sup>th</sup> meeting of IQAC was unanimously accepted and confirmed.
8/2	Re-structuring of IQAC in view of engagement of Prof. (Dr.) Sanjay S. Pawar as Principal of the Institute w.e.f 1 <sup>st</sup> December, 2021	Re-structuring of IQAC was made with inclusion of new personnel; Prof. (Dr.) Sanjay S. Pawar took over the charge of Principal of the Institute and became the Chairperson of the IQAC. Prof. (Dr.) K.M. Hossain after taking over the charge of Vice-Principal became the Co-Chairperson of IQAC. Dr. Tribeni Prasad Banerjee of ECE Department has been included in the IQAC too.
8/3	Discussion on NAAC status – ➤ Discussion on award of NAAC grade B+ and scope for improvement as suggested by the NAAC Peer Team in their Report as well as through the Institutional Grade Sheet provided by the NAAC Authorities	Prof. (Dr.) S. Sengupta, IQAC Coordinator explained all the details related to awarding of marks on various criterions by the Peer Team as well as provided in DVV Grade Sheet. Dr. Sengupta emphasized that certain improvements in academics (teaching-learning process) in each year should be achieved by the Institute so that the information/data can be reflected in the AQARs in subsequent years for getting better grading. Dr. Sengupta mentioned few points where the Institute has to start taking actions for improvement – i) Filled-in Feedback Forms of the students should be available. ii) Add-on courses must be introduced for each department with maximum participation of the students as well as the Certificates to be provided to the students. iii) The NAAC Peer Team suggested that the Institute NSS Cell must be registered with Statutory Authorities of the State. iv) NAAC Peer Team also suggested that the R&D activities of the Institute must be enhanced for further improving the marks/grades in subsequent accreditations. v) Departments should take much more initiatives to collect the scholarship data received by the students from different external Govt. Agencies. vi) Departments should also put efforts to collect the data on higher studies for a particular academic year. Current and previous pass-out students should be requested to provide their higher studies' data to the departments.

Sanjay Sengupta



Principal  
Dr. B. C. Roy Engineering College  
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	<ul style="list-style-type: none"><li>➤ Review of data/documents prepared for submission of AQAR (Academic year 2020-21).</li><li>➤ Submission of AQAR data before the Board of Governors of the Institute for statutory approval</li></ul>	IQAC after discussing thoroughly the AQAR data for the academic session 2020-21, approved the same unanimously. Registrar was advised to place the approved AQAR data before the BoG in the ensuing 43 <sup>rd</sup> meeting to be held on 18 <sup>th</sup> December, 2021 for approval before the submission of AQAR by the deadline of December, 2021.
	<ul style="list-style-type: none"><li>➤ Academic-Audit by IQAC Team for four UG &amp; PG departments – ME, IT, EE and MBA for academic year 2020-21</li></ul>	Discussion also took place on academic-audit of the departments by the IQAC team which is going for NBA accreditations. IQAC Coordinator mentioned that the IQAC team has conducted the audits for the year 2020-21 for the EE, IT, ME and MBA departments. IQAC Chairman advised that henceforth all the departments should go for academic-audit from the academic session of 2021-22 which should be placed before the Academic Council of the Institute.
8/4	<b>Discussion on the progress of NBA Accreditation status</b>	IQAC Coordinator informed that vide mail dated 25/11/2021 NBA has informed that the visit of Expert Team in connection with accreditation for three UG programs, viz. IT, ME, EE and for one PG program, MBA will take place during January 7-9, 2022. IQAC Chairman advised that four departments should get the required data/information and expertise from IQAC team for exhibiting Institute specific documents.
8/5	<b>Progress on AICTE-IDEA lab set-up</b>	IQAC noted that the Institute will issue Tender Notice shortly inviting the supply of equipment, tools, consumables, etc. as per specification of project proposal, which the Institute has to procure for creation of AICTE IDEA Lab. IQAC also suggested that the Institute should avail exemption in GST by producing the affiliating University's Registration Certificate with DSIR.
8/6	<b>Suggestions of IQAC for improving teaching-learning process</b> <ul style="list-style-type: none"><li>➤ Allocation of Project work to the B.Tech pre-final year students for all departments</li><li>➤ Career Guidance – Establishment of In-house GATE Cell</li></ul>	IQAC Chairman suggested that project should be allotted to the pre-final year students so that students will get sufficient time to gain knowledge about the topic and with enhanced knowledge, good project proposals could be prepared by them in the final year. IQAC further suggested that the Institute should take an initiative to start an indigenous <b>GATE Cell</b> where the students of five departments EE, ME, CE, ECE & CSE should be considered for GATE coaching classes. Duration

Sanjay Sengupta



Principal

Dr. B. C. Roy Engineering College  
DURGAPUR

• NBA Accredited for 2 programs

• Accredited with 'B+' Grade by NAAC



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		of the course should be 10 months. Total 320 hours' classes should be conducted including the coaching and preparation for GATE Examination.
	➤ <b>Conduct of Webinars/ FDPs for advancement of academics/ research</b>	IQAC advised that the departments should organize Webinars/FDPs on Transformative Reforms under New Education Policy (NEP) 2020 as well as Engineering Education in 21 <sup>st</sup> Century for enhancement of knowledge and skills. Eminent Academicians should be invited to share their expertise.

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

*Principal*  
Dr. B. C. Roy Engineering College  
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## DR. B.C.ROY ENGINEERING COLLEGE, DURGAPUR

### ATTENDANCE OF 8<sup>TH</sup> INTERNAL QUALITY ASURANCE CELL (IQAC) MEETING HELD ON December 09, 2021

Sl. No.	Name	Designation in IQAC	Signature
1.	Shri Tarun Bhattacharya, General Secretary, BCREC Society	Management	<i>Tarun Bhattacharya</i>
2.	Prof. (Dr.) Sanjay S. Pawar, Principal	Chairperson	<i>Sanjay S. Pawar</i>
3.	Prof. (Dr.) K. M. Hossain, Vice-Principal	Co- Chairperson	<i>K. M. Hossain</i>
4.	Dr. Sanjay Sengupta, HoD, Civil Engineering	Coordinator	<i>Sanjay Sengupta</i>
5.	Smt. Ruma Mitra, Registrar	Member	<i>Ruma Mitra</i>
6.	Dr. Alope Kahali, Head (Administration)	Member	<i>Alope Kahali</i>
7.	Commr. (Retd.) Ratnakar Ghosh, Campus Administrator	Member	<i>Ratnakar Ghosh</i>
8.	Shri Rajesh Chatterjee, Sr. Manager (Admn.)	Member	<i>Rajesh Chatterjee</i>
9.	Shri Ravi Sharma, Sr. Manager (Finance)	Member	<i>R. Sharma</i>
10.	Prof. (Dr.) Narendra Nath Pathak, Dean (SW & A) & HoD (ECE)	Member	<i>N. Pathak</i>
11.	Prof. (Dr.) Chandan Chatteraj, HoD, (ME)	Member	<i>Chandan Chatteraj</i>
12.	Prof. (Dr.) Chandan Koner, HoD (CSE)	Member	<i>Ch. Koner</i>
13.	Prof. (Dr.) Somroop Siddhanta, HoD (MBA)	Member	<i>Somroop Siddhanta</i>
14.	Dr. Jayanta Pal, HoD, Basic Science & Humanities	Member	<i>J. Pal</i>
15.	Dr. Pabitra Kumar Dey, HoD (MCA)	Member	<i>P. Dey</i>
16.	Dr. G.S. Mitra Thakur, AIML & Information Technology	Member	<i>G.S. Mitra</i>
17.	Dr. Anirban Bose, Computer Science & Engineering	Member	<i>A. Bose</i>
18.	Prof. Arijit Kumar Banerjee, Civil Engineering	Member	<i>A. Banerjee</i>
19.	Prof. Anandaprova Majumdar, Computer Science and Engineering	Member	<i>A. Majumdar</i>
20.	Dr. Tribeni Prasad Banerjee, Asstt. Professor, ECE	Member	<i>T. Banerjee</i>
21.	Prof. Mou Das Mahapatra, Asstt. Professor, EE, BCREC & Member Alumni Association	Member	<i>M. Das</i>
22.	Mr. Abhijit Shyam, Entrepreneur, President, Alumni Association, BCREC	Member	
23.	Shri Sanjay Jha, HR Manager, Neo Metaliks	Member	
24.	Shri Sanjit Kumar Pal, Personnel Manager, GE India Power	Member	<i>S. Pal</i>
25.	Dr. Chandan Kumar Ghosh, Head (R&D)	Invitee	<i>C. Ghosh</i>

