DR.B.C.ROY SOCIETY ENGINEERING

Dr. B. C. ROY ENGINEERING COLLEGE, DURGAPUR
(An Autonomous Institution Affiliated to MAKAUT, WB & Approved by AICTE)

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CELEBRATING 25 Years

Dr. B. C. Roy Engineering College (BCREC)	Internal Quality Assurance Cell (IQAC)

Agenda of the Sixteenth IQAC meeting (IQAC_16) to be held on 23rd June, 2026

1. Confirmation of Minutes of previous meeting (15th Meeting of IQAC)
2. Review of data/documents prepared for submission of AQAR for the Academic year 2024-25
3. Internal & External academic and administrative audit findings for Academic year 2024-25 and Green, Environment and Energy audit
4. Discussion on implementation of streamlined Learning Management System (LMS)
5. Discussion on Minor degree implementation along with Major degree
6. Discussion of extension of NAAC under Autonomy and proposed new framework
7. Common Course attainment system under Autonomy through ERP or examination system
8. Process of Career Advancement Schemes and Promotion through IQAC
9. Reporting of relevant details for academic audit and career advancement (for faculty and staff) through ERP
10. Introduction of Professional Course: on payment basis, format and guideline etc. (e.g. Smart Manufacturing by ECE) & approval of new Add-on Courses
11. Faculty on duty leave or special leave for faculty appearing FDP through NPTEL and fees reimbursement (case to case basis)
12. Any other matter with the permission of the chair.

Sanjay Sengupta

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

INTERNAL QUALITY ASSURANCE CELL (IQAC) BCREC

DR. B. C. ROY ENGINEERING COLLEGE Durgapur

Minutes of the proceedings of the Sixteenth Meeting of the Internal Quality Assurance Cell (1QAC) of Dr. B. C. Roy Engineering College, Durgapur

The **I6th lQAC** Meeting was conducted on **23rd June 2026** at 3.00 pm in the AIbert Einstein Hall.

1. Action Taken Report on decisions of' previous meeting:

ATR 15/2- Detailed Agenda Item No. 16/10 placed below for the Reporting of Events.

ATR 15/3- Detailed Agenda Item No. 16/7 and 16/9 placed below for the Assessment of Course files.

ATR 15/4- Detailed Agenda Item No. 16/2 and 16/9 placed below for the Reporting of Data for Faculty and Staff Members

ATR 15/5- Detailed Agenda Item No. 16/12 placed below for the Feedback Collection

ATR 15/6- Detailed Agenda Item No. 16/3 placed below Review of data / documents for AQAR for the academic year 2024-25

ATR 15/7- Detailed Agenda Item No. 16/6 placed below for the Preparation of the Strategic Plan

ATR 15/8- Detailed Agenda Item No. 16/2 placed below Review of data / documents for AQAR for the academic year 2024-25

ATR 15/9- Detailed Agenda Item No. 16/2 placed below Review of data / documents for AQAR for the academic year 2024-25 and Approval of Annual Report for the Academic Year

Sanjay Sengupta

INTERNAL QUALITY ASSURANCE CELL (IQAC) BCREC

DR. B.C. ROY ENGINEERING COLLEGE Durgapur

Principal
Dr. B. C. Roy Engineering College
DURGAPUR

2. Minutes of the Meeting

Items	Agenda	Minutes
16/1	Confirmation of Minutes of previous meeting (15th Meeting of IQAC)	Minutes of the 15th meeting of IQAC was unanimously accepted and confirmed.
16/2	Review of data/documents prepared for submission of AQAR for the Academic year 2024-25	Prof. (Dr). Sanjay Sengupta, IQAC Coordinator informed that the NAAC has not shared the format to submit the AQAR for 2024-25 Academic Year. The team working for the preparation of the AQAR has collected the relevant data and has kept it as per the old format. It is available in the BCREC website. Prof. (Dr). Sanjay S Pawar, Principal, BCREC and Chairperson, IQAC suggested the Annual Report to be prepared after the completion of the Academic Year. He further suggested that the Annual Report is to be placed and approved in the Governing Body Meeting.
16/3	Internal & External academic and administrative audit findings for Academic year 2024-25 and Green, Environment and Energy audit	Prof. (Dr). Sanjay Sengupta, IQAC Coordinator informed that all the departments have completed the academic audit. Internal audits were conducted by the internal team, comprising of all HODs and IQAC Coordinator. The external audits were conducted by the external expert. Prof. (Dr). Sanjay S Pawar, Principal, BCREC and Chairperson, IQAC have asked for the comments made by the teams for both internal and external audits and relevant actions taken by the departmental heads to be submitted to the office of the Principal through IQAC. Further discussions to be made in the meeting with the HODs. The Green Energy Audit was conducted in the year 2023-24 and for the Academic Year 2024-25, the surveillance report has been received from the auditor.
16/4	Discussion on implementation of streamlined Learning Management System (LMS)	Prof. (Dr). Sanjay Sengupta, IQAC Coordinator has drawn attention to the fact that for most of the time in the 2025-26 Academic Year, the faculty members of various departments have adopted the Canvas Instructure LMS. However, the Canvas has stopped its basic unrestricted teacher version; which is likely to be modified and to be released by August, as per the communication received from the Canvas Instructure. If the newer version becomes a paid version, Prof. (Dr). Sanjay S Pawar, Principal, BCREC and Chairperson, IQAC suggested it to be implemented. The same was supported by Dr. Gour Sundar Mitra Thakur, HOD, CSE (AIML) and Invited Member. Prof. (Dr.) Chandan Chattoraj, HOD, Mechanical Engineering and Invited Member asked if the LMS could be adopted in the Institutional ERP system. Dr. Abhijit Banerjee, Member IQAC and ERP Coordinator mentioned that it may be possible, but will require 7-8 months of time. Hence, for the upcoming Academic Year 2026-27, this will not be possible to implement. Moreover, for the implementation of LMS through ERP, the students need to have Institutional email ids. Principal has indicated the same will be communicated to the IT Admin for possible purchase of CANVAS license.

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16/5	Discussion on Minor degree implementation along with Major degree	Prof. (Dr). Gouri Sankar Panda, Management Representative and Registrar, BCREC informed that a letter seeking the approval from the University has already been sent and Dr. Subhashish Pal, Controller of Examination, BCREC (Autonomy) has confirmed that the Institute can only issue Major and Minor Degrees after getting the approval from the University. Prof. (Dr). Sanjay S Pawar, Principal, BCREC and Chairperson, IQAC as well as Mr. Rajesh Chatterjee, Member, IQAC informed that the Institute will provide admission to the students informing the same.
16/6	Discussion of extension of NAAC under Autonomy and proposed new framework	Prof. (Dr). Sanjay Sengupta, IQAC Coordinator mentioned that the Institute's NAAC Accreditation will expire on 13th September 2026. However, as per the 2019 Circular from NAAC, the Institute may apply for extension, as the Institute has received the Autonomy Status during its Accreditation Period and may apply freshly only after 2028-29 Academic Year. A letter has already been sent from the Principal in November 2025 to the Director NAAC seeking the extension. In January 2026, a letter was received from the NAAC Adviser to submit the details related to Autonomy. A response has been sent to the NAAC Adviser on 10th Feb,2026. No response has yet been received from NAAC office, A physical Follow-up to the NAAC Office is suggested if necessary. As per the new binary framework of NAAC, the Criteria-based system has been updated to the Attribute-based system. As per the new framework, Prof. (Dr). Sanjay Sengupta, IQAC Coordinator explained the attributes in detail. The attributes require attention to be given from the different levels of stakeholders. Prof. (Dr). Sanjay S Pawar, Principal, BCREC and Chairperson, IQAC suggested that these attributes are to be fulfilled by the different departments and HODs with Faculty members assigned with the responsibilities. A strategic plan is to be submitted by the HODs to the Office of the Principal. As per the new framework, marks can be obtained by the Institute, if the faculty members go for pursuing AICTE QIP-PG Diploma, Industrial Internships (from Industries like DVC, DSP, CMERI, CLW, etc.). The Principal advised that each department to nominate one faculty member for these courses and accordingly, leaves will be approved during the semester, as the dates will fall during the period when no academic load is present. Mr. Ravi Sharma, CFO requested to send the proposed change & details to his office such that the same ~~may~~ has been be started for implementation from 2025-26 FY.
16/7	Common Course attainment system under Autonomy through ERP or examination system	It has been proposed that from the upcoming Academic Year 2026-27, the exam portal will collect the question paper where the CO and Question Numbers will be mapped and marks will be uploaded in a question-wise format for each subject. With CO-PO mapping and CO-PSO mapping can be given as input, this method will enable us to prepare the attainment directly from the exam portal.
16/8	Process of Career Advancement Schemes	It has been proposed that the email regarding the CAS will be sent by the Registrar. A committee will be formed who will look after this. Marks will be given to the candidates upon receiving the applications.

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BCREC

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	and Promotion through IQAC	Dr. Chandan Bandopadhyay, HOD, CSE(DS) suggested that the weightage to be given to attributes like Industrial Internship, AICTE QIP-PG Programs in the CAS scheme. The same was noted by the Principal and the Registrar and proposed it to be discussed in the meetings with the HODs.
16/9	Reporting of relevant details for academic audit and career advancement (for faculty and staff) through ERP.	Prof. (Dr). Sanjay Sengupta, IQAC Coordinator requested the HODs to report the events, faculty activities and other relevant things through ERP as explained in the document shared with them before the meeting on a timely manner. The different Central and Departmental Committees will do the needful in the specified manner. For the events, the a ZIP file is to be prepared with three sub folders- Geotagged Photos, Non-Geotagged Photos and Certificates an uploaded in ERP for better reporting.
16/10	Introduction of Professional Course: on payment basis, format and guideline etc. (e.g. Smart Manufacturing by ECE) & approval of new Add-on Courses	Two new Add-On Courses has been proposed by the HODs of Mechanical Engineering and Basic Science & Humanities Department. Both of them were recommended by the Principal in the meeting. Another paid certificate course has been proposed by the HOD of Electronics and Communication Engineering. This was also recommended academically and suggested to get further approval by the Finance Committee.
16/11	Faculty on duty leave or special leave for faculty appearing FDP through NPTEL and fees reimbursement (case to case basis)	Prof. (Dr). Sanjay S Pawar, Principal, BCREC and Chairperson, IQAC mentioned that special leave and reimbursement of the fees will be approved for the faculty members doing FDP or Courses from NPTEL or other relevant online portals with prior information during the registration process.
16/12	Any other matter with the permission of the chair.	1. Mr. Sabyasachi Gupta (Industry Representative, JSW Energy earlier GE Power India Ltd.), mentioned that JSW Energy may provide assistance for the Green Energy Audit to our Institute in future. 2. Dr. Jayanta Pal, Member, IQAC informed the HODs to collect the Student Feedback during the Practical Exams and prepare the ATR accordingly. 3. Dr. Tribeni Prasad Banerjee, Member, IQAC proposed the inclusion of MOOCS Courses from Swayam and NPTEL in the Autonomous Syllabus. This would require further discussion in the Academic Council and BOS of Individual Departments before finalization.

The meeting thereafter ended with a vote of thanks to the Chair

Sanjay Sengupta

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

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

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ATTENDANCE OF 16th INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 23rd June,2026

Sl. No.	Name	Designation in IQAC	Signature
1.	Prof. (Dr.) Sanjay S. Pawar, Principal	Chairperson	
2.	Prof. (Dr.) K. M. Hossain, Vice-Principal	Vice-Chairperson	23/6/2026
3.	Prof. (Dr.) Sanjay Sengupta, HOD, Civil Engineering	IQAC-Coordinator	23/06/26
4.	Prof. (Dr.) Gouri Sankar Panda, Registrar	Representative of Management	23/06/26
5.	Shri Rajesh Chatterjee, General Manager (Admn.)	Member	23/6/26
6.	Shri Ravi Sharma, Chief Financial Officer (CFO)	Member	23.06.2026
7.	Dr .Pabitra Kumar Dey, HOD (MCA)	Member	23/06/26
8.	Dr. Anandaprova Majumder, Asstt. Professor , CSE	Member	23/6/26.
9.	Dr.Jayanta Pal, Associate Prof., Basic Science & Humanities	Member	23/6/26.
10.	Dr. Tribeni Prasad Banerjee, Asso., Professor, ECE	Member	23/6/26
11.	Dr .Ritu Rani De(Maity), Asstt. Professor, EE	Member	23/6/26
12.	Sri Saindhab Chattaraj, Asstt. Professor , CSE	Member	23/6/2026
13.	Dr. Anirban Bose, Asstt. Professor, CSE	Member	23/6/26
14.	Dr. Soumyadip Das, Asstt. Professor, CE	Member	23/06
15.	Prof. Mou Das Mahapatra, Asstt. Professor, EE	Member	23/06/26
16.	Mr. Deepraj Mondal, Alumni, BCREC	Member	23/6/26
17.	Mr. Aritra Mondal, Alumni, BCREC	Member	
18.	Mr. Sabyasachi Gupta, GE Power India Ltd., Durgapur	Member	
19.	Mr. Partha Sinha, Asst. Manager-HR&A, Durgapur Projects Ltd.	Member	
20.	Dr. Subhashish Pal, Controller of Examination, BCREC	Invited Member	23.06.26
21.	Dr. Mrinmoy Chakraborty, HOD (ECE)	Invited Member	23.06.26
22.	Prof. (Dr.) Chandan Chattoraj, HOD (ME)	Invited Member	23.6.2026
23.	Prof. (Dr.) Raj Kumar Samanta, HoD (CSE)	Invited Member	23/06/26
24.	Dr. Arnab Bandyopadhyay, HOD(BSH)	Invited Member	23/06/26
25.	Dr. Shibendu Mahata, HOD(EE)	Invited Member	23/6/26
26.	Dr. Dinesh Kumar Pradhan, HOD (IT)	Invited Member	23.06.26
27.	Dr. Poulami Mukherjee, HOD(CSD)	Invited Member	23.06.26
28.	Dr. Chandan Bandyopadhyay, HOD(CSE-DS)	Invited Member	23/06/26
29.	Dr. G. S. Mitra Thakur, HOD (CSE-AIML)	Invited Member	23/06/26
30.	Dr. Subir Panja, HOD, (CSE-CS)	Invited Member	23/06/26
31.	Dr. Arunava Mookherjee, HOD (MBA)	Invited Member	Arunava 23/6/26
32.	Prof. Prabal Kumar Sahu, In-Charge, T&P (Campus)	Invited Member	PKSahu 23/06/26
33.	Mr. Upendra Kr. Sharma, Sr. Manager (CA&E)	Invited Member	
34.	Dr. Manoj Kundu, Asstt. Professor (ME)	Invited Member	23.6.26
35.	Dr. ABHIJIT BANERJEE	MEMBER	23/6/26