

**Name:** Dr. Suneeta De  
**Department:** Basic Sciences and Humanities  
**Contact Nos.:** P&T (0343) 2546454/ Cell - 9434014625  
**Qualifications:** PhD, MA  
**Designation:** Assistant Professor



**Experience (Teaching / Research / Industry):** 24 yrs/6yrs/1yr

**Date of Joining at the Present Institution:** 17<sup>th</sup> Dec 2005

**Examinations Cleared:**

**Qualifications Summary (Reverse chronological order):**

Degree	Institute	From - To	Subjects
PhD	Univ of Burdwan	2007-2013	Business Communication Teaching
MA	Univ of Calcutta	1989-1991	English Literature
BA(H)	Univ of Calcutta	1986-1989	English/Education/Political Sc

**Experience Summary (In chronological order):**

Designation	Organization	Date From	Date To
Lecturer	Michael Madhusudan Memorial College	1996	2000
Sr. Lecturer & TI/C	DSMS, BBA T&H	2000	2005
Asst Prof	Dr B.C. Roy Engg. College Durgapur	2005	present

**Specialization/Research Interest:**

1. Business Communication and Soft Skills

**Awards & Recognitions**

1. Best Paper Presentation ICBAMI- BCREC 2012
2. Second in Research Coursework Exam BU 2007
3. Best All-rounder Trophy in School 1983
4. Best Cadet and Governor's Medal winner in NCC 1983

**Courses taught:**

**B Tech-** Theory- English (HM HU 201)  
 Humanities I (Effective Technical Communication)  
 (HM HU 301/501)

**Laboratory-** Language Laboratory (HM HU 291)  
 Advanced Language Laboratory (HM HU 481)

**M Tech:** English for Research Paper Writing (MCE 106A)

**Online Mode of Teaching:**

**Platforms used:**

1. GoogleForms,
2. WA Group chat,
3. Emails

**Platforms able to use:**

1. Zoom
2. Google Meet

**Publications:**

**Journal:**

1. **De, Suneeta**, "Contextualizing Teaching of English to Technology students of India- some perspectives", *Heteroglossia*,2006,Vol4, Reg B731/06,20.04.2006
2. **De, Suneeta**, "Teaching Business Communication in East Indian Classrooms- some challenges", *Business Applications & Management Issues*, ISBN 978-81-923034-6-8, 2013
3. **De, Suneeta**, " Soft Skills- Bridging Industry and Academia", *Bulletin of Engineering and Science*, Vol 5, No2, ISSN 097047176 (2014)

**Conference:**

**Link to relevant Conference (if any):**

**Book:**

**Book Chapter:**

**Supervision of PhD/M Tech / B Tech Projects:**

**For PhD**

**Projects:**

**Invited Lectures:**

1. Business English, BEC Courses at NIT, Durgapur,2005,2007
2. Soft Skills Development, CHRD, BU, 2007
3. Soft Skills Development, MBC Institute of Engg & Technology, 2013
4. Pre Placement Skills Development, UIT, BU, 2019

**Participation in seminar/conference/symposium/workshop/discussion meeting**

1. International Seminar-Teaching Spoken English, 18<sup>th</sup>-29<sup>th</sup> Jan,2002, Hornby ELT India
2. Tech Talk, 15<sup>th</sup> June, 2003, CACM STEP-IIT Kharagpur
3. Career Counselling Workshop,11<sup>th</sup> January, 2004, Rotary Club Central, Durgapur
4. Campus Connect Workshop, 26<sup>th</sup> Nov-1<sup>st</sup> Dec,2006, Infosys Technologies
5. National Conference, 29<sup>th</sup>-30<sup>th</sup> Dec, 2006, Osmania University
6. National Seminar,13<sup>th</sup>-14<sup>th</sup> Feb, 2007, University of Burdwan
7. Continuing Education Program, 5<sup>th</sup>-8<sup>th</sup> Jun, 2008, IIT-Kgp
8. International Conference, 10<sup>th</sup>-11 Jan, 2012, FMS-BCREC
9. Seminar on NSS, 19<sup>TH</sup> Mar, MAKAUT
10. Tequip-II Sponsored National Workshop, 1<sup>st</sup> Jul, 2016, CEM-Kolaghat

**Participation in faculty development programmes**

1. FDP, 20<sup>th</sup> Jan,2 007, IIPC-BU & BCREC
2. FDP, 20<sup>th</sup> Jul-20<sup>th</sup> Sep, 2020, Swayam-NPTEL

**Organization of events (Dr. B. C. Roy Engineering College)**

1. All NCC Events 2007-09
2. All NSS Events 2007-2019
3. Orientation Program Stage Management 2006-2011
4. NBA Welcome Cultural Extravaganza 2008
5. Induction Program 2018, 2019

**Participation in administrative committees (selected)**

1. NCC, Co-ordinator, 2007-2009
2. NSS, Co-ordinator, 2007-2019
3. T.I/C, Humanities, 2005-2012
4. Induction Committee, Jt Co-ordinator, 2018,2019
5. Sports Committee, 2017, 2018, 2019
6. Orientation Committee 2007, 2008,2009, 2016, 2018, 2019
7. BCREC Newsletter, Language Editing Committee, 2011/0 (?) during Dr. Dipankar Pal Principal

**Project Ideas Submitted to Govt. Agencies/ On-going Projects / Research Ideas under preparation & execution:****Membership of professional bodies: IEEE, IETE, IET, CSI, MGMI etc.**

1. TESOL (Teaching English to Speakers of Other Languages)International Association Membership ID 283612
2. ELTAI (English Language Teachers Association of India) Membership ID 30018563