DR. SUDHIR CHANDRA SUR INSTITUTE OF TECHNOLOGY & SPORTS COMPLEX

SurTech

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Ref: DSCSITSC/CSE/BOS/23-24

Date: 10/08/2023

CIRCULAR

All the faculty members of Computer Science & Engineering Department are hereby requested to attend the board of studies meeting on 14/8/2023 from 11 a.m. at conference room to discuss the following issues.

Agenda:

1) Last meeting minutes confirmation.
2) Action taken on the basis of resolution of the last meeting.
3) The ongoing Research Activities.
4) Rubrics for Project Evaluation.
5) Project Monitoring and Scheduling.
6) Monitoring Scheme of Project.

(Ms. Madhusmita Mishra)
(Convener, BOS)

(Dr. Himadri Biswas)
(Chairman, BOS)

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Minutes of the BOS meeting held on 14/08/2023 at 11:00 AM

Members present:

Sl. No	Name	Designation
1	Dr. Himadri Biswas, Faculty (HOD)	Chairman
2	Prof. Sriyankar Acharya, Professor, Dept. of CSE, MAKUT, WB	University Nominee
3	Prof. Goutam Saha, Professor, Information Technology Department School of Technology, North-Eastern Hill University (NEHU), Shillong 793 022	Academic Expert
4	Dr. Subhasish Banerjee, Assistant Professor, Computer Science & Engineering	Academic Expert
5	Mr. Partha Sarathi Roy, Senior Consultant HCL & Co-founder Roy-Infosoft	Industrial Nominee
6	Mr. Dipayan Ray	Alumni
7	Madhusmita Mishra	Convener
8	Dr. Soumitra Roy	Member
9	Dr. Swati Goswami	Member
10	Dr. Samarjit Roy	Member
11	Dr. Mallika De	Member
12	Mousumi Ojha	Member
13	Anoy Chowdhury	Member
14	Rinku Supakar	Member
15	Arpita Saha Chowdhury	Member
16	Arnab Hazra	Member
17	Chandrima Sinha Roy	Member
18	Debdatta Chatterjee	Member
19	Amitava Halder	Member
20	Amal Kumar Saha	Member
21	Tanbhaba Bhattacharjya	Member
22	Ashya Khatoon	Member
23	Sanjoy Bhattacharjee	Member
24	Ruchira Dutta	Member
25	Bandana Khan	Member
26	Bishal Das	Member
27	Somenath Kumar	Member
28	Partha Sarathi Roy	Member
29	Rupan Panja	Member
30	Suprabhat Maity	Member
31	Monu Bhagat	Member
32	Soham Mukherjee	Member
33	Rebeka Sultana	Member
34	Anjan Kumar Pyara	Member

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The Board of Studies meeting for Computer Science and Engineering was held on 14/08/2023 at 11:00 AM. It was chaired by Dr. Himadri Biswas, Chairman – BOS for B.Tech. Computer Science and Engineering Programme.

Agenda 1: To confirm the minutes of the last meeting held on 08/03/2023.

Resolution 1: The minutes of the meeting of the BOS held on 08/03/2023, has been confirmed by the committee members.

Agenda 2: Action taken on the basis of resolution of the meeting held on 08/03/2023.

Resolution 2:

Agenda	Action Taken Report
Event calendar for B.Tech. (CSE)	Event Calendar of the department was approved and it is followed in the ongoing semester
The ongoing Research Activities	The ongoing Research Activities (areas of research, Research mentoring Committee, Technical talks, Research proposals and projects) have been noted.

Agenda 3: The ongoing Research Activities

Resolution 3: The ongoing Research Activities (Recent trending areas of research, Research mentoring Committee, Technical talks, Research proposals and projects) have been noted by the members. Members appreciated the same.

Agenda 4: Rubrics for Project Evaluation.

Resolution 4: The internal evaluation of the projects will be done based on following rubrics to assess the individual and team performance throughout the duration of project:
The university terminal evaluation and the internal ongoing evaluation are both part of the project evaluation procedure. The university's terminal examination follows the university's guidelines. Internal project progress evaluation is based on the following four RUBRICS to analyze individual and team performance over the course of the project.

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Rubric 1 (R1): Phase – 1 Evaluation (40 Marks)

Table 2.2.3.D.1 Project Evaluation Process

Parameters		Low (1)	Medium (2-3)	High (4-5)	CO	Max Marks
Identification of Domain, Problem definition, and Objectives		Less clarity in the domain choosing and problem identification	Having chosen the domain and needs more effort to define the problem	Well defined problem with clarity of objectives	CO1	5
Literature Survey		Inadequate survey of literature which can substantiate the objectives defined	Survey of literature done with less relevant articles and needs to justify the existing work	Extensive survey of literature survey and existing systems/method	CO1	5
Parameters		**Low (0-3)**	**Medium (4-7)**	**High (8-10)**	**CO**	**Max Marks**
Methodology proposed and time management		Not feasible method and lack of time management (0-3)	Moderate Proposed methodology and time schedule (4-7)	Well defined methodology and time schedule (8-10)	CO2	10
Project Evaluation by Guide	Self-motivation to learn new technologies	Less Motivated to learn (0 –3)	Moderately motivated to learn new technologies (4 – 7)	Highly motivated to learn new technologies (8 – 10)	CO5	10
	Technical awareness of the project and working	Has moderate understanding about the working of the project (0-3)	Has the knowledge of the working of project and technology used (4-7)	Excellent knowledge of project working and the technology used (8-10)		10
Total						40

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Rubric 2 (R2): Phase – II Mapping the relevant Course Outcomes (60 Marks)
Table 2.2.3.D.2 Project Evaluation Process

Parameters	Low (1-3)	Medium (4-6)	High (7-10)	CO	Max Marks
Use of Modern Tools (PO5)	Has not used relevant modern tools for the design & experimentation	Has used relevant modern tools with inadequate knowledge and has not obtained optimized results	Has applied tools effectively to design/ analyze/debug/t o get optimized solution for the problem	CO2	10
Teamwork (PO9)	Minimal contribution to the team.	Contributed considerably to the team.	Has effectively contributed in achieving optimized results	CO4	10
Lifelong Learning (PO12)	No understanding of the requirements for lifelong learning in the engineering profession.	Can present examples of the impact of lifelong learning in the engineering industry.	Can present examples of the impact of lifelong learning, along with the requirement of skills updating in the modern engineering profession	CO3	10
Communication (PO10)	Unable to communicate the work carried out	Could communicate The information to a limited extent	Has effectively Communicated the work carried out	CO3	10

Parameters	Low (0- 1)	Medium (2-3)	High (4-5)	CO	Max Marks
Project Report Evaluation	Report not meeting the specification prescribed by the university	Report does not deviate much from the specification but needs fine adjustments	Reports meets the required specification and formats		5
	The contents of the report does not completely explain the project or contains irrelevant materials	The content of the report explains the project work with some unnecessary documents	The report completely explains the project work and contains all relevant material	CO4	5
	Report fails to do the result analysis/improper conclusion	Result analysis is done with less justification to the objectives defined and the conclusion is not appropriate	Result analysis justifies the objectives defined with the proper conclusion		5
	Report has large number of spelling and grammatical errors	Free of spelling errors and minor errors in grammar	The language usage in the report is satisfactory		5
Total					60

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Rubric 3 (R3): Phase – III Evaluation (40 Marks)

Table 2.2.3.D.3Project Evaluation Process

Parameters		Low (0-6)	Medium (7-12)	High (13-20)	CO	Max Marks
Progress in Project		Progress not according to the schedule	Progress not according to the schedule but with justification	Progress as per the schedule	CO1	20
Parameters		Low (0-3)	Medium (4-6)	High (7-10)	CO	Max Marks
Project Evaluation by Guide	Self-motivation to learn new technologies	Less motivated to learn	Moderately motivated to learn new technologies	Highly Motivated to		10
	Technical awareness of the project and working	Has moderate understanding about the working of the project	Has the knowledge of the working of project and technology used	Excellent knowledge of project working, and the technology used	CO4	10
Total						40

Rubric 4 (R4): Phase – IV Mapping the relevant Course Outcomes (60 Marks)

Table 2.2.3.D.4 Project Evaluation Process

Parameters	Low (1-3)	Medium (4-6)	High (7-10)	CO	Max Marks
Use of Modern Tools (PO5)	Has not used relevant modern tools for the design & experimentation	Has used relevant modern tools with inadequate knowledge and has not obtained optimized results	Has applied tools effectively to design/ analyze/debug/t o get optimized solution for the problem	CO2	10
Teamwork (PO9)	Minimal contribution to the team.	Contributed considerably to the team.	Has effectively contributed in achieving optimized results	CO4	10
Lifelong Learning (PO12)	No understanding of the requirements for lifelong learning	Can present examples of the impact of lifelong	Can present examples of the impact of lifelong learning, along	CO3	10

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	in the engineering Profession.	learning in the engineering Industry.	with the requirement of skills updating in the modern engineering profession		
Communi cation (PO10)	Unable to communicate the work carried out	Could communicate The information to a limited extent	Has effectively Communicated the work carried out	CO4	10
Parameters	Low (0- 1)	Medium (2-3)	High (4-5)	CO	Max Marks
Project Report Evaluation	Report not meeting the specification prescribed by the university	Report does not deviate much from the specification but needs fine adjustments	Reports meets the required specification and formats	CO3	5
	The contents of the report does not completely explain the project or contains irrelevant materials	The content of the report explains the project work with some unnecessary documents	The report completely explains the project work and contains all relevant material		5
	Report fails to do the result analysis/ improper conclusion	Result analysis is done with less justification to the objectives defined and the conclusion is not appropriate	Result analysis justifies the objectives defined with the proper conclusion		5
	Report has large number of spelling and grammatical errors (0-1)	Free of spelling errors and minor errors in grammar (2-3)	The language usage in the report is satisfactory (4-5)		5
Total					60

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Agenda 5: Project Monitoring and Scheduling.

Resolution 5: The process for Monitoring and scheduling the final year projects will be as follows.

Table1. Final year project schedule table

Week	Activity
	7th semester
Week 1	Project group & corresponding guide allotment
Week 2	General discussion between students & their corresponding guide for the project in particular field
Week 3	Project literature survey & discussion with guide
Week 4	Project literature survey continued
Week 5	Make a project synopsis & get it verified by corresponding guide
Week 6	Power point presentation based on project synopsis in presence of guide
Week 7	Start project work either hardware or software or both
Week 8	Project work & discussion with guide
Week 9	Prepare necessary circuits / algorithms (module 1) and get it verified by guide
Week 10	Execute / simulate the project circuits/ program & take all necessary outputs
Week 11	If necessary, execute project circuits / programs again & discuss all necessary projectcircuits/ programs& their corresponding output with corresponding guide
Week 12	Make a midterm project report and get it verified by corresponding guide
Week 13	Make a midterm power point presentation based on project work (till date) and get it verified by corresponding guide
Week 14	Midterm power point presentation & submission of midterm project report in presence of project committee & viva voce
	8th semester
Week 1	General discussion between students & their corresponding guide for the project continuation (module 2)
Week 2	Start project work (module 2)

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Week 3	Project work & discussion with guide
Week 4	Project work & discussion with guide
Week 5	Prepare all necessary circuits / programs (module 2) and get it verified by guide
Week 6	Execute the project circuits / programs& take all necessary outputs
Week 7	If necessary, execute project circuits/ programs again & discuss all necessary project circuits / programs& their corresponding outputs with corresponding guide
Week 8	Power point presentation based on project in presence of project committee
Week 9	Integrate project module 1 & module 2 (if necessary)
Week 10	Execute the final project circuit/ programs& take all necessary outputs
Week 11	If necessary, execute final project circuits / program again & discuss all necessary project circuits / program& their corresponding outputs with corresponding guide
Week 12	Make a final project report (hard binding) and get it verified by corresponding guide before 1 week of the scheduled project assessment
Week 13	Make a final power point presentation based on project work (both module1 & module 2) and get it verified by corresponding guide
Week 14	Final power point presentation & submission of final project report in presence of project committee & show all necessary hardware or software circuits with execution & viva voce

Agenda 6. Monitoring Scheme of Project

Resolution 6:
- Project students should meet their respective guide weekly once and asked to explain their progress they have done in their project in that week.
- They should submit project progress report weekly once and to get approved by the respective guide.
- The project guides will evaluate the report submitted by the students and help them to go with project work.
- Project guide will each assess each student in team and make them work in right way.

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Table 2. Monitoring Scheme of Project

First review	Problem Identification based on the literature, similarly the industrial problems also identified based on the problems faced by industries.
Second review	Methodologies were identified to solve the problem and the responsibility of each individual team member to accomplish the project is fixed.
Evaluation	The detailed plan and methodology of the project is finalized. The budget and duration of the project is presented and to be finalized.

Internal assessment mark of the project is awarded based on the evaluated scores obtained from reviews. End semester Examination mark is based on the evaluation in the final review (Viva-voce) by all the examiners and mentors.

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

Dr. Himadri Biswas
Chairman, BOS
Dept. of CSE

cc. Principal
Registrar
All HODs,
All members.
All members.