

NARULA INSTITUTE OF TECHNOLOGY

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME(Phase-II)

NOTICE

Date: 15-12-2012


A meeting of the Academic committee of TEQIP Phase -II has been scheduled on 15-12-2012 in the conference hall, NIT at 3 P.M.

The following members are requested to be present in the meeting:-

1. Prof. (Dr.) Maitrey Ray Kanjilal - HOD-ECE - (Nodal Officer)
2. Prof. Chandra Sekhar Sen Majumder - Professor - CE- (Nodal Officer - Finance)
3. Mr. Subhram Das - Asst. Professor - CSE - Joint Coordinator
4. Professor Kaushik Sarkar - Asst. Professor Electronics & Communication Engineering
5. Prof.(Dr.) Amiya Kumar Mallick - Professor-ECE
6. Prof. P. K. Roy, - Professor-CE
7. Dr. Pijush Basak - HOD-Mathematics
8. Professor Priyabrata Guha - Asst. Professor-Civil Engineering
9. Dr. T. K. Mukhopadhyay - Asst. Professor - Physics
10. Mr. Niladri Dutta - Jr. Officer Administration(TEQIP)

Agenda of the meeting:

1. Perusal and approval of proposals for attending Conference/Training Courses under Educational Quality Improvement Programme (TEQIP-II) as submitted by the following candidates:
 - Mr.Subhendu Banerjee Asst.Prof. EE Dept.
 - Mr.Bipul Krishna Saha Asst. Prof. EE Dept.
 - Ms.Debasree Saha Asst. Prof. EE Dept.
 - Mr.Soumya Bhattacharya Asst. Prof. IT Dept.
 - Mr. Raju Dutta Asst. Prof. Mathematics Dept.
2. Procedure of sending Technical Assistants/ support staffs to Training courses/ short term courses under TEQIP-II.
3. Any other relevant matter


Prof. (Dr.) J.K.Das
Principal, NIT; Chairman-TEQIP

Project TEQIP-II
Narula Institute of Technology

Copy Forwarded to:

1. Prof. (Dr.) Maitrey Ray Kanjilal - HOD-ECE - (Nodal Officer) *15/12/12*

2. Prof. Chandra Sekhar Sen Majumder - Professor - CE- (Nodal Officer)

3. Mr. Subhram Das - Asst. Professor - CSE - Joint Coordinator *15/12/12*

4. Professor Kaushik Sarkar
Engineering Asst. Professor Electronics & Communication *15/12/12*

5. Prof.(Dr.) Amiya Kumar Mallick - Professor-ECE

6. Prof. P. K. Roy, - Professor-CE

7. Dr. Pijush Basak - HOD-Mathematics

8. Professor Priyabrata Guha - Asst. Professor-Civil Engineering *15/12/12*

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10. Mr. Niladri Dutta Jr. Officer Administration (TEQIP) *15/12/12*

NARULA INSTITUTE OF TECHNOLOGY

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME(Phase-II)

Minutes of the meeting of TEQIP (Academic Activities Committee) held on 15/12/12 at 3pm in the Conference Room of NIT.

Members Present:

- | | |
|-------------------------------------|---|
| 1. Prof. (Dr.) Maitrey Ray Kanjilal | - HOD-ECE - (Nodal Officer) |
| 2. Mr. Subhram Das | - Asst. Professor - CSE - Joint Coordinator |
| 3. Professor Kaushik Sarkar | Asst. Professor Electronics & Communication Engineering |
| 4. Professor Priyabrata Guha | - Asst. Professor-Civil Engineering |
| 5. Mr. Niladri Dutta | Jr. Officer Administration(TEQIP) |

Members Absent:

- | | |
|--------------------------------------|--|
| 1. Prof. Chandra Sekhar Sen Majumder | -Professor - CE- (Nodal Officer Finance) |
| 2. Prof.(Dr.) Amiya Kumar Mallick | - Professor-ECE |
| 3. Prof. P. K. Roy, | - Professor-CE |
| 4. Dr. Pijush Basak | - HOD-Mathematics |
| 5. Dr. T. K. Mukhopadhyay | - Asst. Professor - Physics |

After a detailed scrutiny of the submitted proposals the following resolutions were taken.

- The proposal of Mr. Soumya Bhattachara of IT Dept. was approved by the Academic Activities Committee members.
- Mrs Debasree Saha of EE Dept. submitted two proposals i.e.
 - I. A proposal for attending a short term course at BESU from 4th - 6th, Jan.2013.
 - II. Paper presentation on "Microcontroller Based Automatic Fault Identification In A Distribution System", at Jadavpur University from 28th Dec. to 29th Dec,2012.After the verification of both the proposals of Mrs. Debasree Saha ITU members approved the same, for further necessary action.
- Mr. Raju Dutta of Mathematics Dept. is required to change the budgeted expenditure regarding food bill in Format-N1, as per TA Rules ##.
- Mr. Subhendu Manerjee of EE Dept. is urgently requested to make the following changes for further processing of the proposals:
 - I. To change the Budgeted expenditure regarding Food bill in Format-N1, as per TA Rules ##.
 - II. Change the date in Certificate of Relevance with IDP from May 21,2012 To 06/12/2012.
 - III. To complete the Certificate of Specific Development Area as per the subject area of the concerned faculty.

- Mr. Bipul Krishna Saha of EE Dept. is urgently requested to make the following changes for further processing of the proposals:
 - IV. To change the Budgeted expenditure regarding Food bill in Format-N1, as per TA Rules ##.
 - V. Change the date in Certificate of Relevance with IDP from May 21,2012 To 06/12/2012.
 - VI. To complete the Certificate of Specific Development Area as per the subject area of the concerned faculty.

Note: ##

Grade Pay	Daily Allowance
Officers drawing grade pay of Rs.5400 To Rs6600	Reimbursement for Hotel accommodation of up-to Rs.1500 per day; reimbursement of taxi charges of Up-to Rs.150 per diem for travel within the city and reimbursement of food bills not exceeding Rs.200 per day.

- It was resolved that the exact procedure of sending Technical Assistants/ Support staffs to Training courses/ short term courses under TEQIP-II will be given a proper format at an early date.
- The committee decided that for the smooth functioning and to minimize the confusion regarding, Travel Allowance rules under TEQIP-II, the TA rules will be provided to the respective department HODs.

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


 Prof. (Dr.) J.K. Das
 Principal, NIT, Chairman-TEQIP
 NIT, Chairman-TEQIP