

**NARULA INSTITUTE OF TECHNOLOGY**

**TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME(Phase-II)**

**NOTICE**

Date: 24-12-2012

A follow-up meeting of Equity Assistance Committee of TEQIP Phase -II is scheduled on 24-12-2012 in the TEQIP CELL, NIT at 1.30 P.M.

The following members are hereby requested to attend the meeting:

Prof. Amlan Chakrabarti  
Mr. D. K. Sen  
Mr. Raju Dutta  
Ms. Sreyoshi Chatterjee  
Mr. Anilesh Dey  
Mr. Saradindu Panda  
Mr. Partha Pratim Basu

HOD - EE- (Nodal Officer)  
Asst. Professor & Head (English)  
Asst. Professor - Mathematics  
Asst. Professor - ME  
Asst. Professor, ECE  
Asst. Professor, ECE  
STA - IT

Prof. Supriya Guha

Asst Professor Civil  
Engineering Dept.

Dr. Sumit Nandy

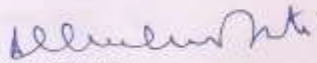
Asst. Professor  
HOD-Chemistry

Prof. Leena Sarkar  
Mr. Niladri Dutta

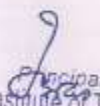
Asst. Professor- English  
Jr. Officer Administration (TEQIP)

**Agenda:**

- Finalize minute details regarding Soft Skill Development and Professional Skill Development Training under the Finishing School of Equity Assistance Plan.



Prof. Amlan Chakrabarti  
HOD - EE- (Nodal Officer- Equity Assistance Committee)



Principal

Narula Institute of Technology  
81, Nilguni Road,  
Agarpara, Kolkata-700109  
Principal, NIT; Chief TEQIP Coordinator

**NARULA INSTITUTE OF TECHNOLOGY**

**TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME(Phase-II)**

Minutes of the meeting of TEQIP (Equity Assistance Plan Committee) held on **24-12-2012** in the TEQIP CELL, NIT at **1.30 P.M.**

**Members Present:**

Prof. Amlan Chakrabarti	HOD - EE- (Nodal Officer)
Mr. Raju Dutta	Asst. Professor – Mathematics
Mr. Anillesh Dey	Asst. Professor, ECE
Mr. Partha Pratim Basu	STA – IT
Professor Supriya Guha	Asst Professor Civil Engineering Dept.
Dr. Sumit Nandy	Asst. Professor HOD-Chemistry
Asst. Professor Leena Sarkar	Asst. Professor- English
Mr. Niladri Dutta	Jr. Officer Administration (TEQIP)

**Members Absent:**

Mr. D. K. Sen	Asst. Professor & Head (English)
Mr. Saradindu Panda	Asst. Professor, ECE

Minutes of the previous meeting of TEQIP (Equity Assistance Plan Committee) held on **24-12-2012** was accepted by all the members.

**Agenda: Finalize minute details regarding Soft Skill Development and Professional Skill Development Training under the Finishing School of Equity Assistance Plan.**

The following resolutions were noted after the meeting.

- All members unanimously agreed that the Appointment Letters must be issued to the 10 visiting Faculties, for taking Soft Skill Development and Professional Skill Development Training classes.


from the first working Day of February, 2013.

The visiting faculties who were selected for taking the Soft Skill Training Class were the following:

Sl. No.	Name of Faculty
1	Snehal Doshi
2	Abhirup Dutta
3	Susham Banerjee
4	Rajashi Sengupta Mothey
5	Subrato Bose
6	Abhro Bhattacharjee
7	Debajyoti Das
8	Suman Agarwal
9	Arijit Thakur
10	Sanjay Kumar Datta

- Appropriate Routine/schedule for the aforesaid training class has been finalized. (Attached as Annexures.)
- As per the prior approval, classrooms are to be equipped with necessary learning resources that will facilitate both the trainer and also the students. It was unanimously agreed that 10 LCD Projectors are to be arranged as fast as possible in order to carry out further proceedings.
- Classes shall commence from 9.00 A.M. which will extend to 1 P.M for the First batch (4 hours) and From 2 P.M to 6 P.M for the Second batch (4 hours).

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



Prof. Amlan Chakrabarti  
HOD - EE- (Nodal Officer-  
Equity Assistance Plan Committee

*Principal*  
Narula Institute of Technology  
81, Nilgunj Road,  
Agartala, Kolkata-700109  
Prof. (Dr.) J.K.Das  
Principal, NIT; Chairman-TEQIP