

MEMO.NO. NIT/TEQIP/NOTICE/TRC/12/01

## NARULA INSTITUTE OF TECHNOLOGY

### NOTICE

DATE: 07-12-2012

In pursuance to the discussion held at the BOG meeting dated 29.11.2012 and the subsequent approval by Chairman - BOG , an urgent meeting has been scheduled for the **Training and Research Committee** with all members on 07-12-2012 at 3 pm at the Conference Hall, NIT.

**Subject:** To finalize the names of the nominated students for disbursement of scholarship fund.

The following members are requested to be present in the meeting .

- Prof. Amitabha Das Dean(R&D) – Nodal Officer **Training and Research Committee**
- HODs of all M.Tech courses.
- Prof. Chandra Sekhar Sen Majumdar -Nodal Officer – Finance TEQIP-II
- Mr. Arindam Chatterjee-Registrar
- Mr. Kallol Paul -Accounts officer

Please coordinate as the matter is extremely important and urgent.

  
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SUBHRAM DAS  
TEQIP-II Coordinator

MEMO NO. NIT/TEQIP/MINUTES/TRC/12/01

## **NARULA INSTITUTE OF TECHNOLOGY**

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

**Minutes** of the meeting of TEQIP (Training and Research Committee) held on 07/12/12 at 3pm in the Conference Room of NIT.

#### **Members Present:**

- |                                    |   |
|------------------------------------|---|
| • Dr. Amitabha Das                 | – Nodal Officer-Training and Research committee |
| • Prof.(Dr.) M.R.Kanjilal          | Nodal Officer, Academic                         |
| • Prof. Chandrasekhar Sen Mazumder | Nodal Officer, Finance                          |
| • Mr. Subhram Das                  | TEQIP Co-ordinator                              |
| • Prof. Amlan Chakroborty          | E&M Nodal officer                               |
| • Mr. Arindam Chatterjee           | -Registrar                                      |
| • Mr. Niladri Dutta                | Jr. Officer Administration(TEQIP)               |

**Agenda:** Finalizing the names of nominated students for disbursement of Scholarship fund and the documentations to be collected from students.

**Resolution:** After a detailed discussion with all the members present in the meeting it was agreed that the candidates (1<sup>st</sup> year and 2<sup>nd</sup> year M. Tech) who are found eligible and are shortlisted will receive scholarship amount under TEQIP-II. In this regard it is to be noted that all HODs of the concerned department are requested to submit the following documents of the selected students to the Nodal Officer of Training and Research Committee positively, latest by 14<sup>th</sup> December, 2012.

Documents to be submitted by the 1<sup>st</sup> year M. Tech students are as follows:-

- Last semester mark-sheet
- Full CV of the candidate
- Undertaking Letter
- Recommendation Letter of Interview (if any)

Documents to be submitted by 2<sup>nd</sup> year M. Tech students are as follows:-

- 1<sup>st</sup> semester result
- Full CV of the candidate
- Undertaking Letter
- Recommendation Letter of Interview (if any)



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