No.: *RMS/6234/17*   Date: October 12, 2017

NOTICE

The first meeting of the committee constituted vide notification no. RMS/6225/17 dated 10.10.2017 was held on Wednesday the 11th October, 2017 at 15:00 hr at the conference room at the seventh floor of the science and technology building. The meeting was chaired by the Director. The following decisions have been taken in the meeting.

1. An all out effort should be made to prepare a well documented application in UGC prescribed format. It was also felt that the first draft may be prepared well ahead of the last date to allow revision and fine-tuning. It was decided that the proposal will be ready in all respect by the end of November 2017 so that application may be made well in time. All concerned will make necessary endeavour to ensure an early completion of the preparatory work.

2. A committee with the following members will prepare the 'Vision for Institution of Eminence' as required to submit as per part 1 of the proforma prescribed by UGC.
   i)   Prof. Indranath Sinha – Chairman
   ii)   Prof. Shyamal Kumar Chattopadhyay
   iii) Prof. Subrata Chakraborty
   iv)   Prof. Kalyan Bhar
   v)   Prof. Amitava Basumallick
   vi)   Prof. Prabir Paul, and
   vii) Prof. Anjan Ghosh (Head , SOMS) - Convenor

3. A committee comprising all Deans (Dean Academic Affairs as Chairman) and Prof. Aparna (Dey) Ghosh as convenor will prepare the 'Proposed Fifteen Year Strategic Plan (for next three five year periods)' as per part 1 of the prescribed proforma.

4. A committee comprising the Dean, IIPM (as Chairman), the Registrar and the University Engineer (as convenor) will prepare the 'Land details' as required to submit as per part 1 of the proforma prescribed by UGC.

5. The committee constituted vide office order no.RDO/119/15 dated July 21, 2015 regarding management of the Institute fund under the chairmanship of Dean Administrative Affairs will prepare 'Financial plan' as required to submit as per part 1 of the proforma.

6. 'Details of Students enrolled' and 'Details of foreign Students enrolled' during the last three years as required in part 3 of the prescribed proforma will be provided by the Dean (Academic affairs) and the Controller of Examinations (Acting).

7. Details of 'Books and Journals' as required in part 3 of the prescribed proforma will be provided by the Librarian.

8. Details of 'Equipment' as required in part 3 of the prescribed proforma will be provided by the concerned heads of the Departments/Schools/Centres and Workshop Superintendent. The heads concerned may, if they so desire, designate one/ two faculty members as the resource persons who will facilitate preparation of the document.

9. Details of 'Academic Activities' as required in part 3 of the prescribed proforma will be provided by Dean (Academic Affairs), Dean (Faculty Affairs), Dean (R&D) and HOD (HRM).

10. Prof. Amitava Ghosh and Prof. A. Mallick will be invited in the Committee as advisors.

11. Since application money for submission of application for participation in the program of Institution of Eminence is Rs. 1 Crore, this will be placed before the BOG for approval.

12. The committee constituted for preparation of 'Vision for Institution of Eminence' will organise 2/3 small workshops with all the members of the committee and interested faculty members. First such workshop will be held on 16.10.2017 at 12 noon in the conference room of the Director.

13. The next meeting of the committee will be held on 20.10.2017 at 3 p.m. in the conference room of the Director.

This is issued with the approval of the Director.

Sd/-
(Biman Bandyopadhyay)
Registrar

Copy forwarded for information and necessary action to:
   (1) Director
   (2) Prof. Shyamal Kumar Chattopadhyay, BOG Member
   (3) Prof. Subrata Chakraborty, BOG Member
   (4) All Deans /Associated Deans/Heads of the Departments / Centres / Schools/Officers
   (5) Prof Aparna (Dey) Ghosh
   (6) Co-ordinator, TEQIP-II & TEQIP-III
   (7) Workshop Superintendent
   (8) Institute Website

Registrar