



REGENT EDUCATION & RESEARCH FOUNDATION

Group of Institutions

Ref No. RERF/IQAC/Mar./05-18

Date : 14/03/2018

NOTICE

On behalf of All Internal Quality Assurance Cell (IQAC) the following members of IQAC are cordially invited to attend an meeting in Board Room on 16/03/2018 at 4 pm to execute the following agenda

Prof. Mahuya Das, Principal RERF	Chairman
Prof. Sudhindu Bikash Mandal., Registrar RERF	Co-ordinator
Dr. Nandan Gupta , Managing Trustee RERF	Member
Prof. Amlan Chakrabarti, Dean (Tech.) University of Calcutta	Member
Prof. Ashok Shaw, Dean (Academic) RERF	Member
Dr. Sudip Chatterjee R&D cell RERF	Member
Mr. Avik Ghosh Dastidar	Member
Ms Anamika Mukherjee	Member
HOD of Computer Science and Engineering	Member
HOD of Electronics and Communication Engineering	Member
HOD of Electrical Engineering	Member
HOD of Electrical and Electronics Engineering	Member
HOD of Civil Engineering	Member
HOD of Basic Science	Member
HOD of Mechanical Engineering	Member
HOD of MCA	Member
HOD of MBA	Member
Mr. Niladri Ghosh, Student RERF	Member

Agenda:

1. Approval of minutes of Internal Quality Assurance Cell Meeting held on 16/01/2108
2. To standardize the process of job application.
3. To introduce new Vocational Course for supporting the vision of NSDC (NSQF level 6)

hsl
(IQAC Co-ordinator)

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REGENT EDUCATION & RESEARCH FOUNDATION

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MINUTES OF THE FIFTH MEETING

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 16/03/2018

Time: 4 pm

Venue: Board Room, RERF

Members Present:

1. Prof. Mahuya Das, Principal RERF	Chairman
2. Prof. Sudhindu Bikash Mandal., Registrar RERF	Co-ordinator
3. Dr. Nandan Gupta., Managing Trustee RERF	Member
4. Prof. Amlan Chakrabarti, Dean (Tech.) University of Calcutta	Member
5. Prof. Ashok Shaw, Dean (Academic) RERF	Member
6. Dr. Sudip Chatterjee R&D cell RERF	Member
7. Mr. Avik Ghosh Dastidar	Member
8. Ms Anamika Mukherjee	Member
9. Mr. Nabarun Ghosh	Member
10. HOD of Computer Science and Engineering	Member
11. HOD of Electronics and Communication Engineering	Member
12. HOD of Electrical Engineering	Member
13. HOD of Electrical and Electronics Engineering	Member
14. HOD of Civil Engineering	Member
15. HOD of Basic Science	Member
16. HOD of Mechanical Engineering	Member
17. HOD of MCA	Member
18. HOD of MBA	Member
19. Mr. Niladri Ghosh, Student RERF	Member

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Agenda 1/5: Approval of minutes of Internal Quality Assurance Cell Meeting held on 16/01/2108

Resolution 1/5: Resolved that the IQAC unanimously approved the minutes of 4th meeting held on 16/01/2018

Agenda 2/5: To standardise the process of job application.

Resolution 2/5: Prof. Ashok Shaw informed the house that during interviews collecting and categorizing applications was difficult as the applicants did not submit data in any standard format. The house suggested the use of standard application form to be made available on college website. All the members agreed to the decision.

Agenda 3/5: To introduce new Vocational Course for supporting the vision of NSDC (NSQF level 6)

Resolution 3/5: Mr. Avik Ghosh Dostidar informed that we have already get the permission from AICTE as well as MAKAUT for introducing the new B.VOC course.

The meeting ended with a formal vote of thanks proposed by IQAC Coordinator, Prof. S.B. Mandal.

S.B. Mandal
(IQAC Coordinator)