



# REGENT EDUCATION & RESEARCH FOUNDATION

*Group of Institutions*

Ref No. RERF/IQAC/Jan./04-17

Date : 12/01/2018

## 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 16/01/2018 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 13/12/2017
2. To increase the use of ICT
3. To improve the content of the Website of RERF

*hsl*  
(IQAC Coordinator)

**Campus : Regent Education & Research Foundation Group of Institutions**

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#### **Campus Address:**

Bara Kanthalia, Barrackpore, P.O: Sewli Telinipara  
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#### **Regd. Office Address:**

11/3, Biresw Guha Street, 7<sup>th</sup> Floor  
Kolkata - 700 017 Tel.: 033-3221-3013



MINUTES OF THE FOURTH MEETING OF  
INTERNAL QUALITY ASSURANCE CELL(IQAC)

Date: 16/01/2018

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 1/4: Approval of minutes of Internal Quality Assurance Cell Meeting held on 13/12/2017

Resolution 1/4 : Resolved that the IQAC unanimously approved the minutes of the 3rd meeting held on 13/12/2017


Agenda 2/4: To increase the use of ICT. Dean Academics Prof. Ashok Shaw invited suggestion for increase in use of ICT.

Resolution 2/4: Mr. Gunjan Mukherjee, Head of the MCA Department suggested that more LCD along with trolleys should be available in all departments so that faculties can conduct lecture using PPT. It was also suggested that digital content can be made available to the students in intranet for quick reference. All the member agreed to above suggestions.

Agenda 3/4: To improve the content of the Website of RERF. Mr. Niladri Ghosh student member of IQAC invite suggestion for improve the content of website.

Resolution 3/4: The chairman of IQAC asked Prof. Subhankar Ghosh to take care the issue and form a website committee.

The meeting concluded with vote of thanks proposed by IQAC Coordinator Prof. S. B. Mandal.

  
(IQAC Coordinator)