Ref. no. MSIT/PO/2022-23/NOTICE/COMM/015   Date: 26.09.2022

NOTICE

This is to inform all concerned that **RESEARCH & DEVELOPMENT COMMITTEE** has been constituted with effect from 01.10.2022 to create awareness and opportunities in Research and Development among the faculty and students and to create Research and Development atmosphere in every department. The following will be the constitution and guidelines of the Committee.

Members:

SL. NO.	MEMBERS NAME	DESIGNATION BY PROFESSION	POSITION IN COMMITTEE
1	Prof.(Dr.) Tirthankar Datta	Principal	Chairman
2	Prof. (Dr.) S. K. Bhattacharya	Sr. Professor, EE	Member
3	Prof. (Dr.) Utpal Gangopadhyay	Professor, BSH	Coordinator
4	Prof. (Dr.) Tapobrata Bhattacharya	Professor, ME	Member
5	Dr. Manash Chanda	Assoc. Professor & HOD,ECE	Member
6	Dr. Diganta Sengupta	Assoc. Professor, CSE & FIC, CSBS	Member
7	Dr. Debasish De	Assoc. Professor, BSH	Member
8	Dr. Swagata Bisoi	Assistant Professor, CE	Member
9	Dr. Biswarup Ganguly	Assistant Professor, EE	Convener
10	Mr. Indrajit Das	Assistant Professor, IT	Member

Roles & Responsibilities:

1. To be responsible for promotion of excellence in the Institute's R & D culture and academic research training activities.
2. To monitor and review the achievements of Research & Development activities of the faculty fraternity.
3. To emphasize on development and enhancement of the Institute's research capacities by developing appropriate infrastructure.
4. To motivate all faculties and students to pursue research in their respective areas of expertise and emerging areas.
5. To be responsible for the protection and commercialization of the Institute's intellectual property.
6. To be responsible for promoting Consultancy activities among faculty fraternity and departments.
7. To encourage faculty to apply for R & D projects from various Govt. agencies and to monitor the utilization of fund.
8. To develop the mechanisms conducive to the best possible ways of engaging and motivating the Faculty Members & to foster the development of multi-disciplinary research endeavors across departments.
9. To submit Half Yearly report to the HOI pertaining to publications, patents, projects and other related activities.
10. To maintain suitable documentation process for all the R&D activities of the Institute of the faculty and students related to research publications.
11. To take initiative to organize continence invited talk and seminars.
12. To recommend leave of faculty who will pursue Ph.D. under any recognized university and also who will attend standard conference to present papers.

Term of Members: Two years for nominated members.

Meetings: At least twice per semester and as and when deemed fit by the Committee.

26/09/2022

Prof. (Dr.) Tirthankar Datta
Principal   Principal
Meghnad Saha Institute of Technology

CC: All Deans, All HODs/FICs, Administrative Officer, Controller (E&UA), Members of the committee, Admin Office, Accounts Office, HR Office, T&P Office, Library, Notice Board, Website, Guard File.