

### **Minutes of the 4<sup>th</sup> meeting of R&D cell dated 04.03.2023**

The meeting was chaired by the Director. The following decisions have been taken in the meeting:

- i) TA/DA will be processed by the concerned authority of the College.
- ii) **Journal Publication fee** - In case of publication in journals, the first/principal author and the corresponding author/supervisor will get 100% publication fee. If the number of authors is more, then the first two authors will share equally 60% of the total publication fee and the remaining authors will get 40% of the same.
- iii) The reimbursement of registration fee for attending the workshop/conference/seminar only will be considered if the participants will give presentation or publish research paper or abstract (must be published in proceedings).
- iv) Similar facility for the Technical assistants will be discussed in next R & D Cell meeting.
- v) A memo will be issued for ongoing In-house projects for the year 2022-23.
- vi) Purchase of books for in-house projects will be processed by R & D Cell and after completion of the project, the books will be kept in College library.
- vii) A review of R & D Cell activity will be made on July, 2023.

The meeting is ended with a vote of thanks to the chair.

### **Proposals to be discussed in the next meeting**

- a) To encourage faculties to apply for funded projects from outside
- b) Consideration of TEQIP office room as a specific room for R & D Cell.

The list of members attended the meeting is attached.

4th Meeting of R & D Cell

Date - 4/3/23

Venue - TPO Conference Room

Members present

Signature

1. Dr. J.K. Kumar
2. D.K. Gayen
3. Anko Banerjee
4. Hiran Kumar Maity
5. Trisha Sanika Dasgupta
6. Aish Mita
7. Deb Kumar Adak
8. Amit Kumar Jana

Dr. J.K. Kumar  
4/3/23

Dr. D.K. Gayen  
4/3/23

Anko Banerjee  
4/3/23

Hiran Kumar Maity  
4/3/23

Trisha Sanika Dasgupta  
4/3/23

Aish Mita  
4/3/23

Presided over by: Dr. Prokash Bose, Director

Members absent

Dr. Apurbo Roy  
Mr. Bikash Bag