

### IIIC 2024-2025

Committee type	Name of the Committee Member	Profession	Associated with	Mobile Number	e-mail address
INDUSTRY COMMITTEE	MR. SUBHANKAR GHOSH	REGISTRAR	RERF	8918313743	
INDUSTRY COMMITTEE	MS. SAMAPIKA SINHA	TPO	RERF	9830520866	114 70705759 03 140
INDUSTRY COMMITTEE	MR.ATANU SINGHA	SR. TECHNICAL HEAD	DIAMOND BEVERAGES	9836591214	atanu@diamondbev.in
INDUSTRY COMMITTEE	MR.GANESH DAS	ASST. TPO	RERF	9051730737	ganeshd@regent.ac.in
INDUSTRY COMMITTEE	MR. PRAKASH JOSHI	DGM	RASHMI METALIKS, KOLKATA	9971302211	prakash.joshi@rashmigroup.co
INDUSTRY COMMITTEE	MR. PATHIKRIT NAHA	SR. VICE PRESIDENT	KEVENTER AGRO	9836269241	pnaha@keventer.com
INDUSTRY COMMITTEE	MR. BITESH AGARWAL	OWNER & DIRECTOR	ROYAL BALAJI ENGINEERING	9830605722	rbe2010@gmail.com
INDUSTRY COMMITTEE	MR.PALASH TIKADAR	SR. TECHNICAL HEAD	KEVENTER AGRO	9073672202	ptikadar@keventer.com
INDUSTRY COMMITTEE	MR.SUDIP BANDYOPADHYAY	ASST. GM	KEVENTER PROJECTS LTD	9836269241	sudipbandyopadhyay@kevente

Regent Education & Research Foundation Kolkata

Registrar

Registrar Regent Education and Research Foundation Barrackpore, W.B.-700121

Campus: Regent Education & Research Foundation Group of Institutions E-mail : rerfkolkata@gmail.com, Website : www.rerf.in

<u>Campus Address:</u> Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121 Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



## Institute Industry Interaction Cell Meeting

Ref. No.: RERF/IIIC/001

Date: 28th July,2023

#### Notice

All the Members of Institute Industry Interaction Cell and the faculty members are hereby informed to attend for a meeting on 1st August, 2023 by 11A.M. at the Board room.

Your presence is highly solicited.

#### Agenda

Determine the activities of the Cell
Discussion on the MOU with the industry
Addition of the new members into the Cell

#### Member

Ms. Samapika Sinha, Convenor

Mr. Ganesh Das, Coordinator

Mr. Subhankar Ghosh, Registrar

Mr. Atanu Singha Roy, Member

Mr. Palash Tikadar, Member

Mr.Prakash Joshi, Member

Mr. Pathikrit Naha, Member

Mr., Ritesh Agarwal, Member

Mr. Sudip Bandyopadhyay, Member

- 1. Copy to:
- 2. Principal File
- 3. Circulation file copy
- 4. Staff Notice Board
- 5. Committee coordinator file

Committee coordinator

T.P.O.

Becourt Free & Research Foundation

14

Registrar Rollenta Muling Kolkuta Augusta

Campus : Regent Education & Research Foundation Group of Institutions
E-mail: rerfkolkatu@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Titagarh Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street

7th Floor, Kolkata - 700 017



Ref. No.: RERF/IIIC/2023-24

Date: 1st August, 2023

### Minutes of Meeting

A meeting was held on 1st August, 2023 at the college board room at 11A.M.and the following members were present-

1. Mr. Subhankar Ghosh, Member

2. Ms. Samapika Sinha, Member Samalin Somb

3. Mr. Ganesh Das, Member Ganesh Dan
4. Mr. Palash Tikadar, Member Palash Tikadar
5. Mr. Atanu Singha Roy, Member Atanu Sungha Roy

#### Agenda

Determine the activities of the Cell Discussion on the MOU with the industry Addition of the new members into the Cell

> Campus: Regent Education & Research Foundation Group of Institutions E-mail : rerfkolkata@gmail.com, Website : www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Titagarh Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guhn Street

7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



## Institute Industry Interaction Cell Meeting

Ref. No.: RERF/IIIC/001

Date: 3rd October, 2023

### Notice

All the Members of Institute Industry Interaction Cell and the faculty members are hereby informed to attend for a meeting on 6th October, 2023 by 11A.M. at the Board room.

Your presence is highly solicited.

#### Agenda

Review of previous activities and previous minutes of meeting

Review of MOUs with the industries

Any other relevant matters

#### Member

Ms. Samapika Sinha, Convenor

Mr. Ganesh Das, Coordinator

Mr. Subhankar Ghosh, Registrar

Mr. Atanu Singha Roy, Member

Mr. Palash Tikadar, Member

Mr.Prakash Joshi, Member

Mr. Pathikrit Naha, Member

Mr., Ritesh Agarwal, Member

Mr. Sudip Bandyopadhyay, Member

#### Copy to:

Principal File

Circulation file copy

Staff Notice Board

Committee coordinator file

Committe coordinator

T. P. O.

Ragant Education & Research Foundation

Campus : Regent Education & Research Foundation Group of Institutions E-mail : rerfkolkata@gmail.com, Website : www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



Ref. No.: RERF/IIIC/2023-24

Date: 6th October,2023

## Minutes of Meeting

A meeting was held on 6th October, 2023 at the college board room at 11A.M.and the following members were present-

1. Mr. Subhankar Ghosh, Member

2. Ms. Samapika Sinha, Member Samashira Sinha
3. Mr. Ganesh Das, Member Ganesh Bar.
4. Mr. Palash Tikadar, Member Palash Tikadar
5. Mr. Atanu Singha Roy, Member Atanu Sungha Roy

#### Agenda

Review of previous activities and previous minutes of meeting Review of MOUs with the industries Any other relevant matters

> Campus : Regent Education & Research Foundation Group of Institutions E-mail : rerfkolkata@gmail.com, Website : www.rerf.in

Campus Address: Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



## Institute Industry Interaction Cell Meeting

Ref. No.: RERF/IIIC/001

Date: 2<sup>nd</sup> January, 2024

### Notice

All the Members of Institute Industry Interaction Cell and the faculty members are hereby informed to attend for a meeting on 5th January, 2024 by 11A.M. at the Board room.

Your presence is highly solicited.

#### Agenda

Review of previous activities and previous minutes of meeting Review of MOUs with the industries Any other relevant matters Industry training & visit

#### Member

Ms. Samapika Sinha, Convenor

Mr. Ganesh Das, Coordinator

Mr. Subhankar Ghosh, Registrar

Mr. Atanu Singha Roy, Member

Mr. Palash Tikadar, Member

Mr.Prakash Joshi, Member

Mr. Pathikrit Naha, Member

Mr., Ritesh Agarwal, Member

Mr. Sudip Bandyopadhyay, Member

#### Copy to:

Principal File

Circulation file copy

Staff Notice Board

Committee coordinator file

Committee coordinator

T. P. O.

Regent Education & Research Foundation

Luis ata

Campus : Regent Education & Research Foundation Group of Institutions
E-mail : rerfkolkata@gmail.com, Website : www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Titagarh Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



Ref. No.: RERF/IIIC/2023-24

Date: 5th January, 2024

### Minutes of Meeting

A meeting was held on 5th January, 2024 at the college board room at 11A.M.and the following members were present-

1. Mr. Subhankar Ghosh, Member

2. Ms. Samapika Sinha, Member Som Sim Shim
3. Mr. Ganesh Das, Member Sanesh Bon.
4. Mr. Palash Tikadar, Member Palash Tikadar,
5. Mr. Atanu Singha Roy, Member Atanu Sengha Roy

Agenda

Review of previous activities and previous minutes of meeting Review of MOUs with the industries Any other relevant matters Industry training & visit

> Campus: Regent Education & Research Foundation Group of Institutions E-mail : rerfkolkata@gmail.com, Website : www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Titagarh Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



## Institute Industry Interaction Cell Meeting

Ref. No.: RERF/IIIC/001

Date: 1st June, 2024

### Notice

All the Members of Institute Industry Interaction Cell and the faculty members are hereby informed to attend for a meeting on 5th June, 2024 by 11A.M. at the Board room.

Your presence is highly solicited.

#### Agenda

Review of previous activities and previous minutes of meeting

Review of MOUs with the industries

Any other relevant matters

Practical training

R&D Cell

#### Member

Ms. Samapika Sinha, Convenor

Mr. Ganesh Das, Coordinator

Mr. Subhankar Ghosh, Registrar

Mr. Atanu Singha Roy, Member

Mr. Palash Tikadar, Member

Mr.Prakash Joshi, Member

Mr. Pathikrit Naha, Member

Mr., Ritesh Agarwal, Member

Mr. Sudip Bandyopadhyay, Member

#### Copy to:

Principal File

Circulation file copy

Staff Notice Board

Committee coordinator file

Committee coordinator

T. P. O.

Regent Education & Research Foundation

Campus : Regent Education & Research Foundation Group of Institutions E-mail : rerfkolkata@gmall.com, Website : www.rerf.ia

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



Ref. No.: RERF/IIIC/2023-24

Date: 5th June, 2024

## Minutes of Meeting

A meeting was held on 5<sup>th</sup> June,2024 at the college board room at 11A.M.and the following members were present-

1. Mr. Subhankar Ghosh, Member

2. Ms. Samapika Sinha, Member Sampain Sinh

3. Mr. Ganesh Das, Member Ganesh an. 4. Mr. Palash Tikadar, Member Palash Tindar

5. Mr. Atanu Singha Roy, Member Atomu Surgha Roy

#### Agenda

Review of previous activities and previous minutes of meeting Review of MOUs with the industries Any other relevant matters Practical training R&D Cell

> Campus : Regent Education & Research Foundation Group of Institutions E-mail : rerfkolkata@gmail.com, Website : www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Titagarh Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



Ref:RERFGI/ROUTINE/2023-2024/01

Date:04.07.2023

The following committee has been formed to prepare a class schedule for the students of BTECH, MBA and MCA.

Routine Committee Session: 2023-24

SI No.	Name	Designation	Department
51 (40.	Arup Mallick	Convenor	MCA
2	Rajalakshmi Chandrasekhar	Member	EE
2	Mrinmov Das	Member	EE
3.	Pulak Majumdar	Member	ECE
6	Utsa Sengupta	Member	CE
6	Shouvik sarkar	Member	CE
0	Paramita Sarkar	Member	CSE
0	Debtanu Patra	Member	ME
8	Ipsita Bose	Member	BSH
9	Paramita Dutta	Member	BSH
10	Supravat Basu	Member	MBA

A Mallick 04/7/23

Convenor. Routine Committee RERFGI

Principal
Principal
Report Education & Research Foundation
Bare Surfacia, P.O.-Sook Sulpara
Bareolopes, Kelkuta-700121

Campus : Regent Education & Research Foundation Group of Institutions

E-mail: cerfkulkaturigmail.com, Website: www.rerf.in

Campus Address:

Baru Kanthalia, Barrackpure P.O: Sewii Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd Office Address: 11/3, Biresh Guha Street

7" Floor, Kolkata - 700 017 Tel.: 033-3221-3013





Ref: RERFGI/ROUTINE/2023-2024/02

Date: 17.10.2023

### Notice of Change in Routine Committee Convenor

This letter serves as an official notification regarding a change in the routine committee convener for Routine Committee.

Effective 01.11.2023, there has been a change in the convenor of Routine Committee. Mr. Arup Mallick has stepped down from their position as the convenor. We extend our heartfelt appreciation to Mr. Arup Mallick for their dedicated service and commitment to the committee's objectives during their tenure.

I am pleased to announce that Ms. Ashmita Guha Chowdhury will be assuming the role of convenor for Routine Committee. Ms. Ashmita Guha Chowdhury brings a wealth of experience, enthusiasm, and a fresh perspective to the committee, and we are confident in their ability to lead the team effectively.

This change is a part of our on-going efforts to ensure the effective functioning of the Routine Committee and to bring in fresh perspectives to further enhance the committee's performance.

Registrar

RERFGI

Registrar
Regent Education and Research
Foundation
Barrackpore, W.B., 700121

Campus: Regent Education & Research Foundation Group of Institutions
E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

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





Ref:RERFGI/ROUTINE/2023-2024/03

Date:04.11.2023

The following committee has been formed to prepare a class schedule for the students of BTECH, MBA and MCA.

Routine Committee Session: 2023-24

SI No.	Name	Designation	Department
1	Ashmita Guha Chowdhury	Convenor	EEE
2	Paramita Sarkar	Co-Convenor	CSE
3	Rajalakshmi Chandrasekhar	Member	EE
4	Mrinmoy Das	Member	EE
5	Pulak Majumdar	Member	ECE
6	Utsa Sengupta	Member	CE
7	Shoqvik sarkar	Member	CE
8	Debtami Patra	Member	ME
9	Ipsita Bose	Member	BSH
10	Paramita Dutta	Member	BSH
11	Suprayat Basu	Member	MBA
12	Krishna Kanta Maiti	Member	MCA

Principal
Regard Education & Research Foundation
then Sorthalis P.O. South Microsov
Berockpore Xelluna-700121

Ashmita Guha Chowdhury Convenor: Routine Committee

RERFGI

Campus : Regent Education & Research Foundation Group of Institutions

E-mail : rerfluikata@gmail.com, Website : www.rerf.in

E-mull | refreinkalis/2 planteons,

Campus Address

Barn Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guhn Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013





Ref.No: RERFGI/ROUTINE/2023-2024/04

Date: 23/11/2023

## NOTICE

All the committee members of Routine Committee, RERFGI are hereby notified that a meeting will be scheduled at room no. 228 at 3.30 pm on 24th November, 2023, to discuss the following agenda.

## AGENDA

- 1. Preparation of apcoming class routine for EVEN semester 2023-2024.
- 2. Miscellaneous

Your presence and active participation in this meeting are essential to ensure the effective planning and organization of our college routines and schedules. Your valuable insights and input will greatly contribute to the success of our institution.

Ashmita Guha Chowdhury Convenor.

Routine Commit ee

RERFGI

Canpus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrac coore P.O: Sewli Telinipara, F.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/43://431, Fax: 033-3008-5442

Regid. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



Ref:RERF/RO UTINE/2023-2024/05

Date: 25.11,2023

### MINUTES OF MEETING

A meeting was he d on 24.11.2023 with all Routine committee members at 3.30 p.m - 4.45 p.m. at Room no 228, RERFGI.

### Following points are discussed:

- 1. Preparation of class routine for EVEN semester 2023-2024.
- 2. Miscellaneous

#### Members Presen:

SI No.	Name	Designation	Department	Signature
1	Ashmita Guha Chowdhury	Convener	EEE	The State of the Inc.
2	Pu amita Sarkar	Co-Convenor	CSE	and and one
3	Rajalala hmi Chandrasekhar	Member	EE	Matter.
4	Mr nmoy Das	Member	EE	Sale States
5	Pulik Majumdar	Member	ECE	DE-SEN
6	U. a Sengupta	Member	CE	North and
7	She uvik sarkar	Member	CE	10
8	De otanu Patra	Member	ME	<b>一个一个一个</b>
9	Ip: ita Bose	Member	BSH	STOP SCHOOL
10	Paramita Dutta	Member	BSH	JUNE 13.6.1
11	Spravat Basu	Member	MBA	DIE JUNE

#### Proceedings:

- 1. Initially we will discuss the Prepare for provisional routine of B. Tech 6th/8th semester 2024.
- 2. Subject distr tution of each department can complete quickly.
- 3. Subject Teacher requisition of Inter Departmental can be completed within 28/1 1/2023.
- 4.It also discusses that the B.Tech 6<sup>th</sup> & 8<sup>th</sup> semester routine will be completed within 16/12/2023 & B.Tech 2<sup>nd</sup> & 4<sup>th</sup> semester routine will be completed within 21/12/2023
- 5. We extend to publish the departmental provisional routine on 24/12/2023. All necessary preparations and confirmations should be completed before this date to ensure a smooth academic process.

Meeting was ended with vote of thanks.

Cam us: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrack pore

P.O: Sewli Telinipara, P. S.: Mohanpur

Kolkata- 700 121

Tel.: 033-3008-5442/4.32/4 31, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



Ref.No: RERFGI/F::0UTINE/2023-2024/06

Date: 17/05/2024

## NOTICE

All the committee rembers of Routine Committee, RERFGI are hereby notified that a meeting will be scheduled at room no. 228 at 3.30 pm on 18<sup>th</sup> May, 2024, to discuss the following agenda.

## **AGENDA**

- 1. Preparation of c εss routine for ODD semester 2024-2025.
- 2. Miscellaneous

Your presence and active participation in this meeting are essential to ensure the effective planning and organization of our college routines and schedules. Your valuable insights and input will greatly contribute to the success of our institution.

Ashmita Guha Chewdhury Convenor.

Routine Committee

RERFGI

Campus: Regent Education & Research Foundation Group of Institutions
E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barra: pore P.O: Sewli Telinipara, P.S.: Mohanpur Kolkata - 700 121

Tel.: 033-3008-5442/432/-31, Fax: 033-3008-5442

Regid. Office Address: 11/3, Biresh Guha Street

7<sup>th</sup> Floor, Kolkata - 700 017 Tel.: 033-3221-3013



Ref:RERFGI/ROU' INE/2023-2024/07

Date:21.05.2024

3 1 7 1 7 2 10

#### MINUTES OF MEETING

A meeting was held on 18.05.2024 with all Routine committee members at 3.30 p.m-4.45 p.m. at Room no 228, REF FGI.

### Following points are discussed:

- 1. Preparation of ass routine for ODD semester 2024-2025.
- 2. Miscellaneous

#### Members Present:

SINo.	Name	Designation	Department	Signature.
1	Ashıni Guha Chowdhury	Convenor	EEE	1900
2	Dəbadrita Saha	Member	CSE	Thedreto S
3	Raja aks ımi Chandrasekhar	Member	EE	A 1111124
4	Munmoy Das	Member	EE	POPLE ST
5	Pulak Majumdar	Member	ECE	3 115/24
6	Uts i Sengupta	Member	CE	Vmq 44 9110
7	Shcuvik sarkar	Member	CE	Said Marby
8	Deltanu Patra	Member	ME	Dentraplas 129
9	Ir cita Bose	Member	BSH	\$100 2105 21
10	Per ımita Dutta	Member	BSH	Auth 21.057
11	Supravat Basu	Member	MBA	Ben 5-4

#### Proceedings:

- 1.Initially we will discuss the Prepare for provisional routine of B.Tech 3rd/5th/7<sup>th</sup> semester 2024.
- 2. Subject distribu ion of each department can complete quickly.
- 3. Subject Teacher requisition of Inter Departmental can be completed within 17/06/2024.
- 4. It also discusses that the first year B.Tech 1st semester routine will be completed within 20/06/2024.
- 5. We extend to rublish the departmental provisional routine on 24/06/2024. All necessary preparations and confirmations should be completed before this date to ensure a smooth academic process.

Meeting was encled with vote of thanks.

Camp is: RegentEducation& ResearchFoundationGroupofInstitutions
E-mail:rerfkolkata@gnaail.com, Website:www.rerf.in

Campus Adidiress:

BaraKanthalia, Barrack pire

P.O:SewliTelinipara, P.S. Mohanpur Kolkata

- 700 121

Tel.:033-3008-5442/432'431,Fax:033-3008-5442

Regid. OfficeAddress:

11/3, Biresh Guha Street7<sup>th</sup> Floor, Kolkata - 700 0 17 Tel.: 0 33-3221-3013



**Group of Institutions** 

## **Members List**

SL.NO.	NAME OF THE MEMBER	DEPARTMENT
1	Dr. Pabita Majhi	ME
2	Mr. Subhadeep Mondal	CE
3	Mrs. Antara Bose	MBA
4	Mrs. Subarna Ghosh	ECE
5	Ms. Debadrita Saha	CSE
6	Mr. Arkadeep Mondal	EE & EEE
7	Mr. Jaydeep Sarkar	MCA
8	Mr. Debtanu Patra	ME
9	Mr. Suryanka Saha	CE



Dr. Pabitra Majhi Assistant Professor ME Department Convener Student training cell

 ${\it Campus:} \textbf{Regent Education \& Research Foundation Group of Institutions}$ 

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431. Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



REF. RERGE STUDENT TRAINING CELL /2023/24 01

DATE-21 07 202 s

### NOTICE

This is to inform all the members of Internal Committee that a meeting will be held on 25:07/2023 at 03:00pm at room no. 315 for the academic session of 2023-2024 with the following agenda.

All the members are requested to attend the meeting positively.

## Agenda of Meeting:

- 1. To organize new courses from each department.
- Preparation of program schedule.
- 3. Miscellineous.

afhaghi

Dr. Pabitra Maghi Auxistant Professor ME Department Convener Student training cell

Compact /Regent Education & Research Foundation Group of Institutions

E-mail: rerfholkatari gmail.com, Website: www.rerf.in

Compan Address:

Boro k rotholia, Burrackpoes

F.O. Scott Tolimpiera, P.S.: Midsaupur Kolkara - 200 121

Lif. 433-1008-5447/432-433, Fee: 033-3008-5442

High Office Address: 11/3, Biresh Gube Street 2" Hour, Kolkata - 700 017 Leke 033-3224-3023



Group of Institutions

## MINUTES OF MEETING

Meeting of Student Training Cell was held on 25.07.2923 at 3:00 pm at Room No. 315. The proceedings of the meeting are as follows:

#### Proceedings:

- 1. Every department is required to set up certificate or value-added courses to help students develop their skills.
- 2. Details, time, and duration of prospective courses have been decided.
- 3. The timetable of all upcoming courses has been developed for the academic calendar of the institution.

#### Members Present:

SLNO	NAME OF THE MEMBER	DEPARTMENT	Tay the
100	Dr. Pabita Majhi	ME	Ano y
2	Mr. Subhadeep Moodal	CE	Suchabut Marsal
- 3	Mrs. Antara Bose	MBA	A Bose
4	Mrs. Suburna Ghosh	ECE	Quelanne Poly
1 2 5	Ms. Debutaita Saha	CSE	D. Saha.
6:	Mr. Arkadeep Mondat	EE & EEE	Artenders mondal
7	Mr. Jaydeep Saring	MCA	Oliver .
X.	Mr. Deistano Patra	ME	D.Para
9	Mr. Suryanka Ssfia	CE	Sela

The meeting was ended with vote of thanks

Shapin

Dr. Pabitra Majhi Assistant Professor ME Department Convener Student training cell

Compact Regard Education & Research Foundation Group of Institutions

E-mail:gerfholiates.gmail.com, Website | www.cerf.in

Compos. Adores; fluro Kaurinila, Barrackpure F. O. Newli Tattalpara, P.N.: Mohanpur Rodinita - 200-124 Lel.: 633-3006-5442/432/434, Fan: 033-3608-5442

Sept. Office dofrors: 11/3, Wiresh Guha Street 7th Placer, Kutkata + 700 017 Tel.: 053-3221-3013



RUF REREGI STUDENT TRAINING CELL (2023-34/02)

DATE-07.07 2034

## NOTICE

This is to inform all the members of Internal Committee that a meeting will be held on 06/02/2024 at 03 00pm; at room no. 315 for the academic session of 2023-2024 with the following agenda.

All the members are requested to attend the meeting positively,

## Agenda of Meeting:

- 1. To organize new courses from each department.
- 2. Preparation of program schedule.
- J. Miscellaneous,

Dr. Pabitra Majhi Assistant Professor. ME Department Convener Student training cert

Campus : Regent Education & Research Foundation Group of Institutions Limit reetholkafair gmail.com, Website: www.vert.in

Campus Address:

Barz Kanthalin, Barrackpore

P.O: Sewii Telinipura, P.S.: Mohanpur

Kelliata - 700 121

Tel: 033-5008-5442/432-431, Fax: 633-3008-5441

Regd. Office Address: 14/3, Biresh Guha Street

7th Finor, Kulkata - 700 017

Tel.: 033-2221-3#13



## MINUTES OF MEETING

Meeting of Student Training Cell was held on 06.02.2024 at 3:00 pm at Room No. 315. The proceedings of the meeting are as follows:

## Proceedings:

- 1. Every department is required to set up certificate or value-aidded courses to help students develop their skills.
- 2. Details, time, and duration of prospective courses have been decided.
- 3. The timetable of all upcoming courses has been developed for the academic calendar of the institution.

### Members Present

SL NO.	NAME OF THE MEMBER	DEPARTMENT	7
	Dr. Pabita Maihi	ME	- Aneghr
-2	Mr. Subhadeep Mondal	CE	Sular Hold
-30	Mrs. Antara Bose	MBA	
4	Mrs. Subarna Ghosh	ECE	Suburra Gush
3	Ms. Debodeita Saha	CSE	J. Sahe
-6	Mr. Arkadeep Mondat	EE & EEE	Arkadeep monde
7	Mr. Jaydeep Sarkar	MCA	Aluke-
8	Mr. Debtami Patra	ME	1) Patra
9	Mr. Suryanka Saha	CE	Walia

The meeting was ended with vote of thanks.

Maybe

Dr. Pabitra Majhi. Assistant Professor ME Department Convener Student training cell

Cumpus Regent Education & Research Foundation Group of Institutions E-mail :rerfkatkatata email ram, Website : www.rerf.in

Compact Address Bara Kauthulia, Barrackpore

P.O. Sevil Telisipora, P.S.: Molampur Kelkata - 700 121

Tel., 033-3000-5442/432/431, Fasc 033-3008-5442

Beyd, Office Address: 11/A, Biresh Guha Street 7th Floor, Kolkara - 700 017 Tel.; 833-3221-2013



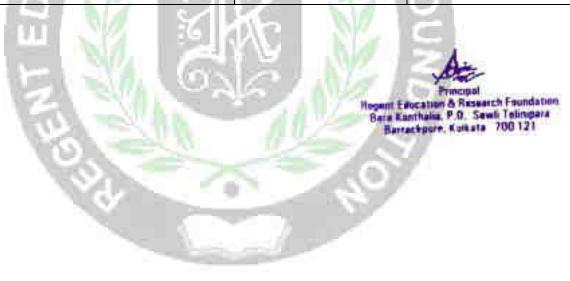
# **Group of Institutions**

Committee Name: The Institution of Engineers (India) [IEI] Student Chapter of RERFGI

Academic Year: 2023-2024

### <u>List of committee members (Faculty):</u>

Sl. No.	Student Chapter members	Position	Department
1	Dr. Rahul Kanti Nath	Convener	ME
2	Mr. Chiranjit Ghosh	Co-Convener	EE
3	Ms. Abhilasha Shaw	Member	BSH
4	Ms. Ishika Ghosh Das	Member	CE
5	Ms. Debadrita Saha	Member	CSE
6	Ms. Munmun Chaki	Member	ECE
7	Mr. Shreyasi Sengupta	Member	EEE
8	Mr. Chiranjit Ghosh	Member	EE



Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



# **Group of Institutions**

Committee Name: The Institution of Engineers (India) [IEI] Student Chapter of RERFGI

List of student committee members (Academic Year 2023-2024):

	Civil Engineering Depart	tment	
Name	Year	Designation	
BRAYEN SARKAR	4th Year	Convenor	
PRIYANKA DAS	3rd	Co-convenor	
ABHIJEET BANERJEE	4th	Treasurer	
SUJAN KUMAR DEY	4th	Executive	
NAURIN SULTANA	4th	Executive	
SUDIPTA HALDER	4th	Executive	
NARAYAN KHANRA	3rd	Executive	
SAGORIKA MAJUMDER	3rd	Executive	
MANISH MAHATO	3rd	Executive	
Com	puter Science & Engineering	g Department	
Name	Year	Designation	
MD. ANAS JAWED	3rd	Convenor	
JACK GHOSH	3rd	Co Convenor	
TANU PRIYA	3rd	Treasurer	
RAJU KUMAR SINGH	3rd	Executive	
HARSH KUMAR SHAW	3rd	Executive	
Electr	ical & Electronics Engineeri	ng Department	
Name	Year	Designation	
DEBJYOTI ACHARJEE	3rd	Convenor	
SOUMADIP GUHA	3rd	Co-Convener	
SAYAN SAHA	3rd	Treasurer	
BITHIKA PORE	2nd	Executive	
MILON METE	3rd	Executive	
	<b>Electrical Engineering Depart</b>	artment	
Name	Year	Designation	
SOURAJEET BISWAS	3rd	Convenor	
SONALIKA PAUL	3rd	Co-Convener	
SILPA MANNA	3rd	Executive	
SUMIT OJHA	3rd	Executive	
KOUSHIK BAYEN	3rd	Treasurer	
Electroni	cs & Communication Engine	eering Department	
Name	Year	Designation	
SHREYASI DEB	3rd	Convenor	

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



# **Group of Institutions**

AMIT BAIDYA	3rd	Co-convenor
SANGITA MAITY	2nd	Treasurer
ADITYA PAUL	2nd	Member
ANIKET GIRI	2nd	Member
Koheli Adhikary	2nd	Member
M	echanical Engineering Departme	ent
Name	Year	Designation
ANIKET SHAW	4th	Convenor
PUSPENDU BERA	4th	Co-Convener
SUKANYA MONDAL	4th	Co-Convener
RAJ KUMAR SHAW	4th	Executive
ADREEJA CHAKRABORTY	3rd	Treasurer
ANTIMA BERA	2nd	Executive

Talal Kanti Dath.

IEI Student Chapter

RERF Group of Institution

Principal
Regent Education & Research Foundation
Bace Kanthalia, P.O. Sawli Telimpara
Barrackpore, Kulkata 700 121

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



Ref: RERF/SC/2023-2024/10

Date: 10/01/2024

### NOTICE

This is to inform to all the HODs to be present at the Board room on 16th January 2024 at 12.30 pm for the reformation of committee named as "IEI Student Chapter Committee". All the Head of the departments are hereby requested to send the names (Members) for the reformation of the IEI Student Chapter Committee and selection of the Co-Convener.

## Agenda:

- a) Re-formation of IEI Student Chapter Committee.
- b) Selection of Co-Convener.

Principal, RERFGOI

Principal

Regent Educati-

arch Foundation

Bara III

el npara i-700121

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfuolkuta@gmnil.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guhn Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



Date: 16/01/2024

## MINUTES OF THE MEETINGS

As per the earlier notice served vide No. Ref: RERF/SC/2023-2024/10 dated 16<sup>th</sup> January 2024, all the HODs, Registrar and Principal for RERFGOI, successfully conducted a meeting at the Board Room. The meeting started at 12.30 pm in afternoon.

The Following Members were present:

- Dr. Samik Chakraborty, Principal
- · Mr. Subhankar Ghosh, HOD (CSE), Registrar.
- Dr. Nibedita Mukherjee, HOD (BSH).
- Mr. Shouvik Sarkar, HOD (CE).
- Mr. Sukdeb Saha, HOD (ECE).
- Dr. Suman Kumar Dey, HOD (EEE).
- Mr. Sanjib Pal, HOD (EE).
- Mr. Puspendu Chandra Chandra, HOD (ME).

### MEETING AGENDA

A discussion on Re-formation of IEI Student Chapter Committee was held and following committee members are selected for "IEI Student Chapter" of RERFGOL

SI. No.	Student Chapter members	Position	Department
1	Dr. Rahul Kanti Nath	Convener	ME
2	Dr. Pabitra Maji	Co-Convener	ME
3	Dr. Arka Chatterjee	Member	BSH
4	Ms. Ishika Ghosh Das	Member	CE
5	Ms. Debadrita Saha	Member	CSE
6	Ms. Subarna Mondal	Member	ECE

Compus : Regent Education & Research Foundation Group of Institutions
E-mail : rerfkotkutu@gmail.com, Website : www.reef.in

Campus Address:

Barn Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Mohanpur Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



7 Mr. Shreyasi Sengupta		Member	EEE	
8	Mr. Chiranjit Ghosh	Member	EE	

### Members were present

Dr. Samik Chakraborty, Principal.	Aire/
Mr. Subhankar Ghosh, HOD (CSE), Registrar.	s.yh
Dr. Nibedita Mukherjee, HOD (BSH).	807
Mr. Shouvik Sarkar, HOD (CE).	SA SA
Mr. Sukdeb Saha, HOD (ECE).	Color III
Dr. Suman Kumar Dey HOD (EEE)	ÁQ
Mr. Sanjib Pal, HOD (EE).	Shoul & A
Mr. Puspendu Chandra Chandra, HOD (ME).	Purpenda ch. Chandra

Principal, RERFGOI

Principal

Regent Education & Research Foundation

Campus : Regent Education & Research Foundation Group of Bart Apolicia Rollada-700121

E-mail : rer[kolkata@gmoil.com, Website : Website E-mail : rerfkotkata@gmail.com, Website : www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd Office Address:

11/3, Biresh Guhn Street 7th Floor, Kelkata - 700 017



# **Group of Institutions**

Ref No: RERFGI/SPORTS/2023-2024/02 Date: 13/07/2023

The following committee has been formed to organize and monitor different sports events in the institute as well as communicate about sports events organized by other institutes.

## **Sports Committee**

**Session: 2023-24** 

Sl. No.	Name	Designation	Department
1	Mr. Chinmay Majumder	Convenor	CE (RERFGI)
2	Mr. Arpan Mandal	Co-Convenor	ME (RERFGI)
3	Ms. Ipsita Bose	Member	BSH (RERFGI)
4	Mr. Subhadeep Mondal	Member	CE (RERFGI)
5	Mrs. Paramita Sarkar	Member	CSE (RERFGI)
6	Mr. Chintan Roy	Member	ECE (RERFGI)
7	Mr. Surya Mukherjee	Member	MBA (RERFGI)
8	Ms. Rajalakshmi Chandrasekhar	Member	EE (RERFGI)
9	Ms. Ishika Ghosh	Member	CE (RERFGI)
10	Dr. Pabitra Maji	Member	ME (RERFGI)
11	Mr. Sunil Kumar Dey	Member	ME (RERFGI)
12	Mr. Milan Mazumdar	Advisory Member	PRINCIPAL (RIST)
13	Mr. Ashes Rakshit	External Member	DME (RIST)
14	Mr. Raja Khara	External Member	DCST (RIST)
15	Mr. Sayan Maji	External Member	DCE (RIST)
16	Mr. Rajarshi Banerjee	External Member	BCA (SVIMS)
17	Ms. Pallabi Bairagi	External Member	BBA (SVIMS)
18	Jyotishree Mondal	Student Member	CE (RERFGI)
19	Arka Banik	Student Member	EE (RERFGI)
20	Aniket Giri	Student Member	ECE (RERFGI)
21	Sejal Singh	Student Member	BBA (SVIMS)
22	Sarthak Bhattacharya	Student Member	EEE (RERFGI)
23	Rajdeep Dey	Student Member	CSE (RERFGI)

Convenor, Sports Committee

Principal

Regent Education & Passage Foundation

Bara Kanthalia P.O. Sewil Telinipara

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



# **Group of Institutions**

Ref No: RERFGI/SPORTS/2023-2024/01 Date: 11/07/2023

#### **NOTICE**

A meeting will be held on 13/07/2023 at 3:30 p.m. in the Board Room to discuss the following items. In this regard, all respected HODs, Registrar, Administrative Officers and Deans are hereby requested to attend the meeting.

### Agenda:

- 1. Reformation of Sports Committee
- 2. Selection of Committee Members
- 3. Any other

Convenor, Sports Committee

#### CC:

- 1. GM Administration
- 2. Principal, RERFGI
- 3. Registrar, RERFGI
- 4. Notice Board
- 5. File

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



Date: 13/07/2023

#### MINUTES OF THE MEETING

A meeting is held on 13/07/2023 at 3:30 p.m. in the Board Room with presence of the following members:

Sl. No.	Name	Designation	Signature
1.	Mr. Chinmay Majumder	Convenor	Chinery Mark
2.	Mr. Subhankar Ghosh	Registrar	sit /
3.	Dr. Nibedita Mukherjea	HOD, BSH	Nibedila Hukleyea
4.	Mr. Sanjib Pal	HOD, EE	Nibedila Huklerijea
5.	Mr. Suman Kumar Dey	HOD, EEE	And
6.	Mr. Shouvik Sarkar	HOD, CE	Chk
7.	Mr. Amartya Ghosh	HOD, CSE	A -
8.	Mr. Sukdeb Saha	HOD, ECE	aller.
9.	Mr. Sabyasachi Mukherjee	HOD, ME	Smith 1
10.	Mr. Arup Mallick	HOD, MCA	An
11.	Mr. Suprovat Basu	HOD, MBA	@ans
12.	Mr. Pramod Kar	Chief Administrative Officer	46
13.	Mr. Raju Kumar Shaw	Senior Administrative Officer	R.K.Shew
14.	Mr. Indrajit Dawn	Administrative Officer	IM

At the outset, the Principal welcomes all members present in the meeting and starts discussion on the following agendas:

Agenda 1: Reformation of Sports Committee

The previous Sports committee is dissolved and proposal for new Sports committee is asked.

#### Agenda 2: Selection of Committee Members

It is decided unanimously that one faculty members form each department and a few student members will be chosen for the committee. Moreover, the sports committee understands that, a few external members will be helpful for smooth conduction of the several inter-college events. The detailed committee is provided to the convenor for further proceedings. The newly formed committee is also provided here:

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



Sl. No.	Name	Designation
1.	Mr. Chinmay Majumder	Convenor
2.	Mr. Arpan Mandal	Co-Convenor
3.	Ms. Ipsita Bose	Member
4.	Mr. Subhadeep Mondal	Member
5.	Mrs. Paramita Sarkar	Member
6.	Mr. Chintan Roy	Member
7.	Mr. Surya Mukherjee	Member
8.	Ms. Rajalakshmi Chandrasekhar	Member
9.	Ms. Ishika Ghosh	Member
10.	Dr. Pabitra Maji	Member
11.	Mr. Sunil Kumar Dey	Member
12.	Mr. Milan Mazumdar	Advisory Member
13.	Mr. Ashes Rakshit	External Member
14.	Mr. Raja Khara	External Member
15.	Mr. Sayan Maji	External Member
16.	Mr. Rajarshi Banerjee	External Member
17.	Ms. Pallabi Bairagi	External Member
18.	Jyotishree Mondal	Student Member
19.	Arka Banik	Student Member
20.	Aniket Giri	Student Member
21.	Sejal Singh	Student Member
22.	Sarthak Bhattacharya	Student Member
23.	Rajdeep Dey	Student Member

The meeting ended with thanks to all members.

Convenor, Sports Committee

ampus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442-432/431. Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



# **Group of Institutions**

Ref No: RERFGI/SPORTS/2023-2024/03 Date: 08/08/2023

#### **NOTICE**

A meeting will be held on 10/08/2023 at 12:30 p.m. at Sports Room to discuss the following items. In this regard, all respected members of Sports committee are hereby requested to attend the meeting.

## Agenda:

- 1. Tentative Number of Sports events to be organized in the current Academic Year
- 2. Planning for Next Sports event
- 3. Maintaining Stock of Sports related activities
- 4. Any other

Convenor, Sports Committee

#### CC:

- 1. Principal
- 2. All Members
- 3. Notice Board
- 4. File

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



Date: 10/08/2023

## MINUTES OF THE MEETING

A meeting of Sports committee is held on 10/08/2023 at 12:30 p.m. at Sports Room with presence of the following members:

Sl. No.	Name	Designation	Signature
1.	Mr. Chinmay Majumder	Convenor	In ay happy
2.	Mr. Arpan Mandal	Co-Convenor	Amoun Marold
3.	Ms. Ipsita Bose	Member	Asita Bose
4.	Mr. Subhadeep Mondal	Member	Southolet Mondat
5.	Mrs. Paramita Sarkar	Member	Para Cixhan.
6.	Mr. Chintan Roy	Member	
7.	Mr. Surya Mukherjee	Member	
8.	Ms. Rajalakshmi Chandrasekhar	Member	L-Rain la balis
9.	Ms. Ishika Ghosh	Member	Jshika Ghoch
10.	Dr. Pabitra Maji	Member	Palsidoa maji
11.	Mr. Sunil Kumar Dey	Member	Simil Kr. Day
12.	Mr. Milan Mazumdar	Advisory Member	Milan Marzum Dar
13.	Mr. Ashes Rakshit	External Member	A
14.	Mr. Raja Khara	External Member	Relieux
15.	Mr. Sayan Maji	External Member	Α
16.	Mr. Rajarshi Banerjee	External Member	Brenjee.
17.	Ms. Pallabi Bairagi	External Member	Å
18.	Jyotishree Mondal	Student Member	Jyotishree Mordal
9.	Arka Banik	Student Member	A.Banke
20.	Aniket Giri	Student Member	A
21.	Sejal Singh	Student Member	Sya Singe
2.	Sarthak Bhattacharya	Student Member	B
3.	Rajdeep Dey	Student Member	A

Campus . Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



At the outset, the Convenor welcomes all members present in the meeting and starts discussion on the following agendas:

Agenda 1: Tentative Number of Sports events to be organized in the current Academic Year

The annual sports event is tentatively scheduled to be held at the start of the even semester of the current session. It is decided in the meeting that approximately 20 sporting activities will be included in the Annual Sports of the institute for the current academic year. Also, it is decided that a few events may be organized on a regular basis to promote the sporting culture among students.

Agenda 2: Planning for next Sports event

The sports committee want to celebrate National Sports Day on 29<sup>th</sup> August 2023. In that regard it is discussed that 2 sports personalities of National level may be invited to address students on the importance of sports. Also, in that day, badminton and table tennis may be arranged for the students. An application is prepared to be forwarded along with tentative budget for the programme. It is also decided that upon obtaining the approval, the sports committee will publish a notification.

Agenda 3: Maintaining Stock of Sports related activities

The previous stock of sporting equipment is checked thoroughly and the required items for the current academic year is listed. A requirement list is prepared to be submitted to the college administration.

All members are requested to take interest in various inter-college events and inform to the students.

The meeting ended with thanks to all members.

Convenor, Sports Committee

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



# **Group of Institutions**

Ref No: RERFGI/SPORTS/2023-2024/05 Date: 04/09/2023

#### **NOTICE**

A meeting will be held on 05/09/2023 at 2:30 p.m. at Sports Room to discuss the following items. In this regard, all respected members of Sports committee are hereby requested to attend the meeting.

### Agenda:

- 1. Final expenditure after the event
- 2. Acceptance of the report
- 3. Planning of next event
- 4. Any other

Convenor, Sports Committee

#### CC:

- 1. Principal
- 2. All Members
- 3. Notice Board
- 4. File

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



Date: 05/09/2023

#### MINUTES OF THE MEETING

A meeting of Sports committee is held on 05/09/2023 at 2:30 p.m. at Sports Room with presence of the following members:

Sl. No.	Name	Designation	Signature
1.	Mr. Chinmay Majumder	Convenor	China y Major
2.	Mr. Arpan Mandal	Co-Convenor	Arroan Monda
3.	Ms. Ipsita Bose	Member	Assita Bose
4.	Mr. Subhadeep Mondal	Member	Sulfacet Howard
5.	Mrs. Paramita Sarkar	Member	Paraconita Sarakar.
6.	Mr. Chintan Roy	Member	- CO
7.	Mr. Surya Mukherjee	Member	Quill
8.	Ms. Rajalakshmi Chandrasekhar	Member	6. Painlakelini
9.	Ms. Ishika Ghosh	Member	Jehina Grosh
10.	Dr. Pabitra Maji	Member	Palsina muli
11.	Mr. Sunil Kumar Dey	Member	Junil Ke Sey
12.	Mr. Milan Mazumdar	Advisory Member	Milan Waraumdon
13.	Mr. Ashes Rakshit	External Member	places Raushit
14.	Mr. Raja Khara	External Member	Phone
15.	Mr. Sayan Maji	External Member	Sayon Maje
16.	Mr. Rajarshi Banerjee	External Member	Broyce.
17.	Ms. Pallabi Bairagi	External Member	Pallalit Being
18.	Jyotishree Mondal	Student Member	Jyotishree Monda
19.	Arka Banik	Student Member	A. Banix
20.	Aniket Giri	Student Member	A
21.	Sejal Singh	Student Member	Sija Singh.
22.	Sarthak Bhattacharya	Student Member	A
23.	Rajdeep Dey	Student Member	Rien

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpor

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



At the outset, the Convenor welcomes all members present in the meeting and starts discussion on the following agendas:

Agenda 1: Final expenditure after the event

The final expenses are verified with the proposed budget. The final expenditure report is submitted to the administration.

Agenda 2: Acceptance of Report

The report of the event is prepared. It is verified by all members thoroughly. Thereafter it is forwarded to the principal for kind approval.

Agenda 3: Planning of next event

The Basic Science department of the institute has requested to organize indoor games for B.Tech 1<sup>st</sup> year students. In that regard, the sports committee want to organize the event on 3<sup>rd</sup> October 2023. In that day, badminton, chess and carrom may be arranged for the students. An application is prepared to be forwarded along with tentative budget for the programme. It is also decided that upon obtaining the approval, the sports committee will publish a notification.

The meeting ended with thanks to all members.

Convenor, Sports Committee

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O. Sewli Telinipara, P.S.: Mohanuur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



## **Group of Institutions**

Ref No: RERFGI/SPORTS/2023-2024/07 Date: 13/10/2023

#### **NOTICE**

A meeting will be held on 14/10/2023 at 2:30 p.m. at Sports Room to discuss the following items. In this regard, all respected members of Sports committee are hereby requested to attend the meeting.

#### Agenda:

- 1. Final expenditure after the event
- 2. Acceptance of the report
- 3. Planning of next event
- 4. Any other

Convenor, Sports Committee

#### CC:

- 1. Principal
- 2. All Members
- 3. Notice Board
- 4. File

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

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



Date: 14/10/2023

#### MINUTES OF THE MEETING

A meeting of Sports committee is held on 14/10/2023 at 2:30 p.m. at Sports Room with presence of the following members:

SI. No.	Name	Designation	Signature
1.	Mr. Chinmay Majumder	Convenor	Chian a Man
2.	Mr. Arpan Mandal	Co-Convenor	A
3.	Ms. Ipsita Bose	Member	Epsita Bose
4.	Mr. Subhadeep Mondal	Member	S. I was Hondal
5.	Mrs. Paramita Sarkar	Member	A
6.	Mr. Chintan Roy	Member	(1) (2) (1) (2) (3) (4) (4) (4) (4) (4) (4) (4) (4) (4) (4
7.	Mr. Surya Mukherjee	Member	CILIM
8.	Ms. Rajalakshmi Chandrasekhar	Member	A A
9.	Ms. Ishika Ghosh	Member	1.0 man C x x 1
10.	Dr. Pabitra Maji	Member	Jehika Grosh
11.	Mr. Sunil Kumar Dey	Member	Pablita magi
12.	Mr. Milan Mazumdar	Advisory Member	Milan Marximban
13.	Mr. Ashes Rakshit	External Member	dstes Paus Li
14.	Mr. Raja Khara	External Member	a
15.	Mr. Sayan Maji	External Member	Sayon Maji
16.	Mr. Rajarshi Banerjee	External Member	Dane joe.
17.	Ms. Pallabi Bairagi	External Member	A
18.	Jyotishree Mondal	Student Member	A
19.	Arka Banik	Student Member	A. Barin
20.	Aniket Giri	Student Member	Anikat Civi
1.	Sejal Singh	Student Member	Sejal Singh.
2.	Sarthak Bhattacharya	Student Member	B
3.	Rajdeep Dey	Student Member	Day

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



At the outset, the Convenor welcomes all members present in the meeting and starts discussion on the following agendas:

Agenda 1: Final expenditure after the event

The final expenses are verified with the proposed budget. The final expenditure report is submitted to the administration.

Agenda 2: Acceptance of Report

The report of the event is prepared. It is verified by all members thoroughly. Thereafter it is forwarded to the principal for kind approval.

Agenda 3: Planning of next event

With accordance to the festival season of West Bengal, the Sports Committee is willing to organize an interdepartmental indoor game event. In that event, several indoor games such as carrom, chess, badminton etc. will be organized for students and faculty members. In that regard, an application is prepared to be forwarded along with tentative budget for the programme. It is also decided that upon obtaining the approval, the sports committee will publish a notification.

The meeting ended with thanks to all members.

Convenor, Sports Committee

Mana Later Police

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O. Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Birosh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



## **Group of Institutions**

Ref No: RERFGI/SPORTS/2023-2024/09 Date: 15/11/2023

#### **NOTICE**

A meeting will be held on 17/11/2023 at 2:30 p.m. at Sports Room to discuss the following items. In this regard, all respected members of Sports committee are hereby requested to attend the meeting.

## Agenda:

- 1. Final expenditure after the event
- 2. Acceptance of the report
- 3. Any other

Convenor, Sports Committee

#### CC:

- 1. Principal
- 2. All Members
- 3. Notice Board
- 4. File

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



Date: 17/11/2023

#### MINUTES OF THE MEETING

A meeting of Sports committee is held on 17/11/2023 at 2:30 p.m. at Sports Room with presence of the following members:

	ing members.		
Sl. No	. Name	Designation	Signature
l.	Mr. Chinmay Majumder	Convenor	chimous laghte
2.	Mr. Arpan Mandal	Co-Convenor	Jopan Mandal
3.	Ms. Ipsita Bose	Member	Ibsita Bose
4.	Mr. Subhadeep Mondal	Member	Constante Human
5.	Mrs. Paramita Sarkar	Member	Promoanna Smokan.
6.	Mr. Chintan Roy	Member	and the same of th
7.	Mr. Surya Mukherjee	Member	Caller
8.	Ms. Rajalakshmi Chandrasekhar	Member	Le Rain la Sessami
9.	Ms. Ishika Ghosh	Member	Jelaika Catrock
10.	Dr. Pabitra Maji	Member	Palitra maji
11.	Mr. Sunil Kumar Dey	Member	Sunil kn. Day
12.	Mr. Milan Mazumdar	Advisory Member	Mila Maszimon.
13.	Mr. Ashes Rakshit	External Member	Alber Porce lit
14.	Mr. Raja Khara	External Member	A
15.	Mr. Sayan Maji	External Member	Sayon Maji
16.	Mr. Rajarshi Banerjee	External Member	Bane de s
17.	Ms. Pallabi Bairagi	External Member	Palleti Barru L'
18.	Jyotishree Mondal	Student Member	Jy ofishree Mondal
9.	Arka Banik	Student Member	A. Bank
.0.	Aniket Giri	Student Member	A
1.	Sejal Singh	Student Member	A
2.	Sarthak Bhattacharya	Student Member	B
3.	Rajdeep Dey	Student Member	(BON)

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmnil.com, Wobsite: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel- A 033-3008-5442/432/43 [ Fax A 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkatu - 700 017 Tel.: 033-3221-3013



At the outset, the Convenor welcomes all members present in the meeting and starts discussion on the following agendas:

Agenda 1: Final expenditure after the event

The final expenses are verified with the proposed budget. The final expenditure report is submitted to the administration.

Agenda 2: Acceptance of Report

The report of the event is prepared. It is verified by all members thoroughly. Thereafter it is forwarded to the principal for kind approval.

All members are requested to keep track on the inter-college events. As the semester is nearby. It is decided that the Annual Sports will be conducted not before the end of January 2024.

The meeting ended with thanks to all members.

Convenor, Sports Committee

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: regkolkata@gmail.com, Website: www.rerf.in

Campus Address:
Bara Kanthalia, Barrackpore
P.O: Sewli Telinipara, P.S.: Mohanpur
Kolkata - 700 [2]
Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



## **Group of Institutions**

Ref No: RERFGI/SPORTS/2023-2024/10 Date: 17/01/2024

#### **NOTICE**

A meeting will be held on 18/01/2024 at 2:30 p.m. at Sports Room to discuss the following items. In this regard, all respected members of Sports committee are hereby requested to attend the meeting.

#### Agenda:

- 1. Planning for Annual Sports 2024
- 2. Miscellaneous

Convenor, Sports Committee

#### CC:

- 1. Principal
- 2. All Members
- 3. Notice Board
- 4. File

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

<u>Regd. Office Address:</u> 11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



Date: 18/01/2024

## MINUTES OF THE MEETING

A meeting of Sports committee is held on 18/01/2024 at 2:30 p.m. at Sports Room with presence of the

Sl. No.	Name	Designation	Signature
1.	Mr. Chiomay Majumder	Convenor	Caming Marila
2.	Mr. Arpan Mandal	Co-Convenor	A/1
3.	Ms. Ipsita Bose	Member	Asita Prose
4.	Mr. Subhadeep Mondal	Meinber	Suglascet Mindel
5.	Mrs. Paramita Sarkar	Member	A .
6.	Mr. Chintan Roy	Member	<b>A</b>
7.	Mr. Surya Mukherjee	Member	Cull
8.	Ms. Rajalakshmi Chandraseidar	Member	A
9.	Ms. Ishika Ghosh	Member	Ashika Ghosh
10.	Dr. Pabitra Maji	Member	Rabitra Masi
11.	Mr. Sunil Kumar Dey	Member .	A A
12.	Mr. Milan Mazumdar	Advisory Member	A
13.	Mr. Ashes Rukshit	External Member	olsher Painshit
14.	Mr. Raja Khara	External Member	Adver _
15.	Mr. Sayan Maji	External Member	Sayan Maji
16.	Mr. Rajarshi Banerjee	External Member	Penergice.
17.	Ms. Pallabi Bairagi	External Member	A
18,	Jyotishree Mondal	Student Member	Jyotistoree Mondal
19.	Arka Banik	Student Member	BA. Barin.
20.	Aniket Giri	Student Member	Ankel Gini
21.	Sejal Singh	Student Member	A
22	Sarthak Bhattachurya	Student Member	8_
23.	Rajdeep Dey	Student Member	IBey.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkatat@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O. Sewli Telinipara, P.S.: Mohanpal

Kolkata - 700 121 Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Güha Street 7th Floor, Kolkata - 700 017



At the outset, the Convenor welcomes all members present in the meeting and starts discussion on the following agendas:

Agenda 1: Planning for Annual Sports 2024

After a brief discussion, the committee unanimously decided that the Annual Sports 2024 may be conducted from 31<sup>st</sup> January to 02<sup>nd</sup> February 2024. The committee also suggests that in that event, RIST and SVIMS may also be included. Besides students, some games for faculty members will also be organized. Regarding all these, a budget is prepared. The following events may be conducted in the Annual Sports:

#### Boys' Sports:

- 1. Sack Race
- 2. Long Jump
- 3. High Jump
- 4. Shotput
- 5. Volleyball
- 6. Short hand Cricket

#### Girls' Sports:

- 1. Spoon Race
- 2. Long Jump
- 3. High Jump
- 4. Race (60 m)
- 5. Shotput
- 6. Kho Kho

#### Staffs' Sports

- 1. Hit the wicket (Male)
- 2. Musical Chair (Female)
- 3. Tug of War (Male and Female separate)
- 4. Brake the pot (All)

Campus: Regent Education & Research Foundation Group of Institutions
B-mail: rerfkolkata@gmail.com, Website: www.rerf in

Campus Address:

Bara Kantbalia, Barrackpore P O' Sewli Telinipara, P.S.: Mohar*pu*r

Kolkata - 700 121

Tel: 033-3008-5442/132/431, Tax: 033-3008-5442

Regd. Officy Address: 11/3, Biresh Onha Street 7h Floor, Kolkata - 700 017 Tel: 033-3221-3013



## **Group of Institutions**

Ref No: RERFGI/SPORTS/2023-2024/12 Date: 13/02/2024

#### **NOTICE**

A meeting will be held on 17/02/2024 at 2:30 p.m. at Sports Room to discuss the following items. In this regard, all respected members of Sports committee are hereby requested to attend the meeting.

#### Agenda:

- 1. Final expenditure after the event
- 2. Acceptance of the report
- 3. Any other

Convenor, Sports Committee

#### CC:

- 5. Principal
- 6. All Members
- 7. Notice Board
- 8. File

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

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



Date: 17/02/2024

#### MINUTES OF THE MEETING

A meeting of Sports committee is held on 17/02/2024 at 2:30 p.m. at Sports Room with presence of the

Sl. No.	Name	Designation	Signature
1.	Mr. Chinmay Majumder	Convenor	Chimay lan
2.	Mr. Arpan Mandal	Co-Convenor	drown Meno
3.	Ms. Ipsita Bose	Member	Asita Bose
4.	Mr. Subhadeep Mondal	Member	Such of sep Montal
5.	Mrs. Paramita Sarkar	Member .	Pragaganita Sankan.
6.	Mr. Chintan Roy	Member	<b>4</b>
7.	Mr. Surya Mukherjee	Member	Cull
8.	Ms. Rajalakshmi Chandrasekhar	Member	6. Parlabelini
9.	Ms. Ishika Ghosh	Member	Jenios Conoch
10.	Dr. Pabitra Maji	Member	Publita mazi
11.	Mr. Sunil Kumar Dey	Member	Swall for Day
12.	Mr. Milan Mazumdar	Advisory Member	Milan Marcumda
13.	Mr. Ashes Rakshit	External Member	elshes Raushit
14.	Mr. Raja Khara	External Member	Rehaves -
15.	Mr. Sayan Maji	External Member	Sayan Maii
16.	Mr. Rajarshi Banerjee	External Member	Bameries.
17.	Ms. Pallabi Bairagi	External Member	Pallebi Bainy
18.	Jyotishree Mondal	Student Member	A
19.	Arka Banik	Student Member	- A
20.	Aniket Giri	Student Member	Arikat Coin
21.	Sejal Singh	Student Member	Sejal Singh.
22.	Sarthak Bhattacharya	Student Member	A
23.	Rajdeep Dey	Student Member	TRA

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinip ara, P.S.: Mohanpur Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



At the outset, the Convenor welcomes all members present in the meeting and starts discussion on the following agendas:

Agenda 1: Final expenditure after the event

The final expenses are verified with the proposed budget. The final expenditure report is submitted to the administration.

Agenda 2: Acceptance of Report

The report of the event is prepared. It is verified by all members thoroughly. Thereafter it is forwarded to the principal for kind approval.

All members are requested to keep track on the inter-college events. As the semester is nearby. It is decided that the Annual Sports will be conducted not before the end of January 2024.

The meeting ended with thanks to all members.

Convenor, Sports Computitee

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rer(kolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street

7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



The members of Robotics Club of RERFGI are as follows:

St. No.	Name of Member	Department	Key role/position
-1	Ms. Suparna Panchanan	ECI:	President
2	Mr. Avik Ghosh Dastidar	BSH	Convenor
3	Ms. Debarati Ghosh	BSH	Member
4	Mr. Aninda Das	ME	Member
5	Ms. Frakshmi Nandi	EEP	Member
6	Mr. Krishna Kama Maity	MCA	Member
7	Mr. Abhishek Bagehi	EE	Member
8	Dr. Anindita Das	BSH	Member
9	Ms. Payel Ray	CSE	Member
10	Mr. Pabitra Kumur Mandal	CE	Member

aglastder

R

Property of the State of the St

Campus : Regant Education & Research Foundation Group of Institutions

5-mail : reeftoliate sumail.com, Website : www.reef.in

Compas Address Bara Kaethalia, Barrackpers P.O: Seeh Telinipara, P.S.: Mahaspur Kelkata - 700 121

Tel.: 853-3008-5442/432/431, Fax: 633-3068-5442

Berd Office Address; 11/3, Bleesh Guha Street 7° Floor, Kelhata - 700 017 Tel.: 633-3221-3013



## **Group Of Institutions**

Reference No: RERF/Roboclub/23-24/Nov/002

## **NOTICE**

Date: 02/08/2023

This is to inform all concerned faculty members of robotics club that a meeting has been scheduled to discuss the following agendas related to the Robotics Lab setup on 5<sup>th</sup> August, 2023:

- 1. Duties and Responsibilities of Members: Finalization of roles and responsibilities for faculty coordinators, technical staff, and student representatives involved in the Robotics Lab.
- 2. Discussion on Items Required for the Robotics Lab: Identification and prioritization of equipment, software, and infrastructure for the lab setup.

## **Meeting Details:**

• **Date:** 5<sup>th</sup> August, 2023

**Time:** 11:00am

Venue: Robotics lab, RERFGI

All concerned members are requested to attend the meeting punctually.

Mr. Avik Ghosh Dastidar Convener, Robotics Club

agdastidas

Robotics Club

#### Copy to:

Convener, Robotics Club

HOD, BSH

HOD, ME

HOD, ECE

HOD, EE

HOD, EEE

HOD, CSE

HOD, CE

HOD, MCA

HOD, MBA

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street

7<sup>th</sup> Floor, Kolkata - 700 017



**Group Of Institutions** 

## **Minutes of the Meeting**

Minutes of the meeting of Robotics Club held on 05<sup>th</sup> August, 2023.

#### **Present members:**

Sl. No.	Name of Member	Department	Key role/position
1	Ms. Suparna Panchanan	ECE	President
2	Mr. Avik Ghosh Dastidar	BSH	Convener
3	Ms. Debarati Ghosh	BSH	Member
4	Mr. Aninda Das	ME	Member
5	Ms. Enakshmi Nandi	EEE	Member
6	Mr. Krishna Kanta Maity	MCA	Member
7	Mr. Abhishek Bagchi	EE	Member
8	Dr. Anindita Das	BSH	Member
9	Ms. Payel Ray	CSE	Member
10	Mr. Pabitra Kumar Mandal	CE	Member

#### **Minutes:**

- 1. Roles and responsibilities were discussed and finalized for various members involved in the Robotics Lab.
  - **Faculty Coordinators:** Responsible for overseeing lab activities, guiding student projects, and ensuring the lab operates efficiently.
  - **Technical Staff:** In charge of maintaining lab equipment, setting up technical infrastructure, and troubleshooting issues.
- 2. The required equipment, software, and infrastructure for the Robotics Lab were identified. Key items discussed included:
  - **Hardware:** Microcontrollers, sensors, motors, and actuators.
  - **Software:** Robotics programming tools, simulation software, and licenses.
  - **Infrastructure:** Workstations, soldering kits, and storage solutions.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street

7<sup>th</sup> Floor, Kolkata - 700 017



## Attendees:

St. No.	Name of Member	Department	Signature
1	Ms. Sujurna Panchanan	ECE	5 Hachender -
2	Mr. Avik Ghesh Dastidar	HSH	agreet the same
3	Ms. Debarati Ghosh	HSH	In Glent
4	Mr. Aninda Das	ME	A-Dah
- 5	Ms. Enakshmi Nandi	ELF	Enough Harri
- 6	Mr. Krishna Kanta Many	MCA	v-relie
17	Mr. Abhishek Barchi	f.t	Our -
882	Dr. Amindita Das	BSH	VANA TEAM
9	Ms. Pavel Ray	155	Payal Fay
10	Mr. Dabites Viscour Missala	V.E	Revites temper March



ago enticher

Company 2 Regent Education & Research Foundation Group of Institutions F-mail: corthollorsol genellaton, Website: noor, tertin-

Carryon Latinas

Bura Kanthalia, Harrackport

P.O. Sewh Lidinipara, P.S.: Mohanpur

iostana - 100 sza

Tal.: 033-3408-5442-432-431, Enc. 051-1008-5142

Acad Albury to Fore 113, Bicech Catha Street 74 Floor, Kolkara - 700 047 Tel.: 033-3221-3013



## **Group Of Institutions**

Reference No: RERF/Roboclub/23-24/Nov/002

## **NOTICE**

Date: 30/11/2023

This is to inform all concerned faculty members of Robotics club that a meeting has been scheduled to discuss the following agendas:

- 1. Change of President and Inclusion of New Members: Discussion on the change of the current president and the inclusion of new members in the Robotics Club.
- 2. Planning a 2-Day Workshop: Planning for the upcoming 2-day workshop titled "Automation Xtreme: A New Way of Electronic World", including topics, speakers, and logistics.

## **Meeting Details:**

• Date: 6<sup>th</sup> December, 2023

• Time: 11:30am

• Venue: Robotics lab

All concerned members are requested to attend the meeting punctually. Your active participation is essential for the successful execution of the planned activities.

Mr. Avik Ghosh Dastica

agdastidas

Convener, Robotics Clu

#### Copy to:

Convener, Robotics Club

HOD, BSH

HOD, ME

HOD, ECE

HOD, EE

HOD, EEE

HOD, CSE

HOD, CE

HOD, MCA

HOD, MBA

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street
7th Floor, Kolkata - 700 017



**Group Of Institutions** 

#### **Minutes of the Meeting**

Minutes of the meeting of Robotics Club held on 06<sup>th</sup> December, 2023.

#### **Present members:**

Sl. No.	Name of Member	Department	Key role/position
1	Ms. Suparna Panchanan	ECE	President
2	Mr. Avik Ghosh Dastidar	BSH	Convener
3	Ms. Debarati Ghosh	BSH	Member
4	Mr. Aninda Das	ME	Member
5	Ms. Enakshmi Nandi	EEE	Member
6	Mr. Krishna Kanta Maity	MCA	Member
7	Mr. Abhishek Bagchi	EE	Member
8	Dr. Anindita Das	BSH	Member
9	Ms. Payel Ray	CSE	Member
10	Mr. Pabitra Kumar Mandal	CE	Member

#### **Minutes:**

- 1. Ms. Suparna Panchanan, the outgoing President, formally handed over her responsibilities to Dr. Arindita Saha, the incoming President. Dr. Saha shared her vision and future plans for the club, emphasizing the importance of innovation and active member participation in club activities.
- 2. The new members of the club were welcomed, and responsibilities were assigned based on their expertise and interests.
- 3. The club planned a 2-day workshop titled "Automation Xtreme: A New Way of Electronic World", which will focus on automation, robotics, and the future of electronics

With no other points raised to discuss, the Convener adjourned the meeting.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

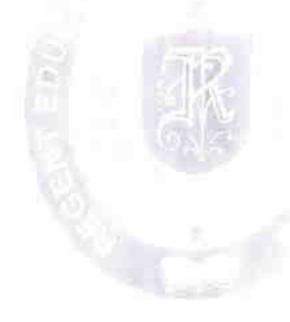
Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



## Attendees:

St. No.	Name of Member	Department	Signitury
-1	Ms. Suparna Parachanan	<b>灰(主</b>	5 PWS
2	Mr. Avile Ohesh Destidat	RSH	1 2 N 1 N 1 N 1 N 1 N 1 N 1 N 1 N 1 N 1
3	Ms. Debanni Ghash	BSH	THE STATE OF THE S
-4	Mr. Anirida Das	Mil	Ar Dux
- 4	Ms. Enakshimi Nandi	(11)	Environ Marin
- 6	Mr. Krishna Kanta Marti	54074	Kodad
- 7	Mr. Abhisheli Bagelii	FE	Man.
N.	Dr. Animilia Das	BSH	Jion:
31	Ms. Pavel Ray	CM	PANTAL TOTAL
10	Mr. Pahime Kyamer Mandal	()1	but be known thented



Carly Sign

Company Regent Education & Research Foundation Group of Instructions : Lemistration (Company Company Company

Complexidities.
Baro Kanthalia, Barrackpure
P.D. Sewii Belengura, P.S. Mahangsu

Kelloria - 709 L21 Tel: 303-3608-5945 432 433, Fax: 837-3086-7445 deal Otherstein # 11/3, Biresh Gobarstreet ## Hear, Kolkara - 700 at 5 165, 033-3221-3013



## **Group Of Institutions**

Reference No: RERF/Roboclub/23-24/Jan/003

## **NOTICE**

Date: 20/01/2024

This is to inform all concerned members that a meeting has been scheduled to finalize the details of the upcoming workshop "Automation Xtreme: A New Way of Electronic World." The following agendas will be discussed:

- 1. Outlining the Objectives and Goals: Finalizing the main objectives and goals of the workshop to ensure clear outcomes.
- 2. Event Format Discussion: Reviewing the event's structure, including lectures and hands-on experience to provide participants with practical exposure.
- 3. Logistics Finalization: Confirming the venue, date, and time for the workshop to ensure smooth execution.

#### **Meeting Details:**

• Date: 24<sup>th</sup> January, 2024

• Time: 11:30am

• Venue: Robotics Lab RERFGI

All concerned members are requested to attend the meeting promptly. Your active participation is crucial for the successful planning and execution of the workshop.

Mr. Avik Ghosh Dastida Convener, Robotics Cul

Copy to:

Convener, Robotics Club

HOD, BSH

HOD, ME

HOD, ECE

HOD, EE

HOD, EEE

HOD, CSE

HOD, CE

HOD, MCA

HOD, MBA

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



**Group Of Institutions** 

#### **Minutes of the Meeting**

Minutes of the meeting of Robotics Club held on 24th January, 2024.

#### **Present members:**

Sl. No.	Name of Member	Department	Key role/position
1	Dr. Arindita Saha	EE	President
2	Mr. Avik Ghosh Dastidar	BSH	Convener
3	Ms. Debarati Ghosh	BSH	Member
4	Ms. Debadrita Saha	CSE	Member
5	Mr. Bipul Dhali	CSE	Member
6	Mr. Aninda Das	ME	Member
7	Ms. Enakshmi Nandi	EEE	Member
8	Mr. Chiranjit Ghosh	EEE	Member
9	Mr. Pushpendu Mondal	CE	Member
10	Ms. Subarna Mondal	ECE	Member
11	Mr. Amit Ghosh	ECE	Member
12	Mr. Suryanka Saha	CE	Member

#### Minutes:

- 1) The committee President and convenor has nicely explained the main agenda and objectives of "Automation Xtreme: a new way of electronic world"
- 2) The workshop is designed to provide participants with a foundational understanding of Arduino microcontroller programming and basic electrics principles. On day 1, brief discussion about microcontroller, Arduino UNO board, its application and significance, programming with sketch, were done. On day 2, brief deliberation about Sensors, actuators and a hands-on project on automated weather station using DHT11, were executed in guidance of our experienced faculty.
- 3) The two days workshop is planned to organize during mid-May 2024.

With no other points raised to discuss, the Convener adjourned the meeting.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street

7th Floor, Kolkata - 700 017



## Attendees:

d.No.	Name of Member	Department	Signature
-17	Dr. Arindita Saha	FL	9 70 70
22	Mr. Avik Ghosh Dashdar.	BSH	1440
3.	Ms: Debarati Ghosh	BSH	- VICINET
4	Ms. Debadrita Saha	CSE	D. Sakon
5	Mr. Bipul Dhali	CSE	- 5
6	Mr. Aninchi Das	ME	Re Das
7	Ms. Emashmi Nordi	EEE	Enckappy Mond
8	Mr. Charange Ghush	FEF	12/402/
9	Mr. Pushpendo Mondal	t.T.	Resperde Londa
1.0	Ms. Suburna Mendal	ECE	Smondel
-11	Mr. Amir Ghesh	ECE	Ark och
12	Mr. Suryanka Saha.	CE	Sign antic in
		?	- aganli don

Campus: Regent Education & Research Coundation Group of Institutions.
Remail: resthalkation great com. Website 1 www.gerf.in

Cangus Jadzes Bara Kantlalia, Barrackpore

P.O. Sowli Tellnipora, P.S.: Mohampur

Golkata - 700 121

Tel: 033,3008-3442/432-431, Fax: 033-3008-5142

Empl 2000 Authorized 11/3, Biresh Guita Stress

2" Floor, Kulkara - Town (2" Tel.: 033-3221-3013



## **Group Of Institutions**

Reference No: RERF/Roboclub/23-24/Mar/004

## **NOTICE**

Date: 16/03/2024

This is to inform all concerned members that a meeting has been scheduled to finalize the details for the upcoming event. The following agendas will be discussed:

- 1. Outlining the List of Schools to Approach: Finalizing the list of schools to be contacted for participation.
- 2. Assignment of Responsibilities: Responsibilities will be assigned to committee members for tasks such as marketing, participant registration, reaching out to schools, and technical setup.
- 3. Budget Review: Reviewing the event's budget and confirming financial requirements.
- 4. Finalization of Event Dates: Confirming the dates for the event.

#### **Meeting Details:**

• Date: 20th March, 2024

• Time: 11:30am

• Venue: Robotics lab RERFGI

All concerned members are requested to attend the meeting promptly. Your participation is essential for the successful execution of the event.

Mr. Avik Ghosh Dasti

Convener, Robotics Club

#### Copy to:

Convener, Robotics Club

HOD, BSH

HOD, ME

HOD, ECE

HOD, EE

HOD, EEE

HOD, CSE

HOD, CE

HOD, MCA

HOD, MBA

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street

7<sup>th</sup> Floor, Kolkata - 700 017



**Group Of Institutions** 

## **Minutes of the Meeting**

Minutes of the meeting of Robotics Club held on 20th March, 2024

#### **Present members:**

Sl. No.	Name of Member	Department	Key role/position
1	Dr. Arindita Saha	EE	President
2	Mr. Avik Ghosh Dastidar	BSH	Convener
3	Ms. Debarati Ghosh	BSH	Member
4	Ms. Debadrita Saha	CSE	Member
5	Mr. Bipul Dhali	CSE	Member
6	Mr. Aninda Das	ME	Member
7	Ms. Enakshmi Nandi	EEE	Member
8	Mr. Chiranjit Ghosh	EEE	Member
9	Mr. Pushpendu Mondal	CE	Member
10	Ms. Subarna Mondal	ECE	Member

#### **Minutes:**

- 1) The committee members are advised to prepare a list of Schools to approach for the event "Automation Xtreme: a new way of electronic world"
- 2) Responsibilities are distributed amongst committee members regarding reaching out Schools and publicizing our event, encourage students' participation and preparing technical support.
- 3) The two days workshop budget is planned and analyzed.
- 4) The workshop date is finalized to be on 21st May 2024-22nd May 2024.

With no other points raised to discuss, the Convener adjourned the meeting.

 ${\it Campus:} \textbf{Regent Education \& Research Foundation Group of Institutions}$ 

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

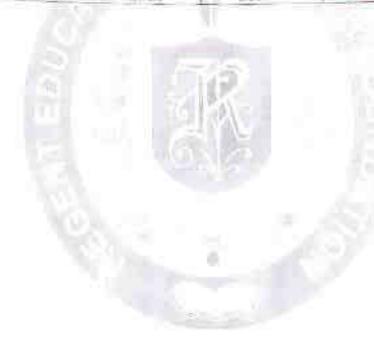
Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street
7th Floor, Kolkata - 700 017



#### Attendees:

LNo.	Name of Member	Department	Signature
1_	Dr. Arnofita Saba	EFF.	Ash as
2	Mr. Avik Ghosh Dastidar	BSH	affect to
3	Ms. Debarati Ghosh	BSH	(10 Celebrate
4	Ms. Debadrita Saha	CSE	Busaner
5	Mr. Bigul Dhali	USE	-252
6.	Mr. Aninda Das	ML	Ar pal
7.	Ms. Enakriumi Nandi	EEL	Englishme reads
8	Mr. Chimagai Ghosh	FEE	Zarl \
₩		LE	Washpoods Horital
100		ECE	Smondal
10	Mr. Pushpenna Mondal Ma. Subarna Mondal	10.112	Smondal Contail



Compact Regent Education & Resourch Foundation Group of Institutions E-mail a cortlarbation grant man, Website a www.rorf.in.

Compus Address: Bara Kunthalia, Burrackpory P.O. Sewii Telinipora, P.S.: Mahanpur Kolkata - 700 121 Tet: 033-3008-5442(432/431, 1 av. 033-3008-5442

East Egypt Euroux 11/3, Biresh Gubu Street 7" Floor, Kelketa - 200 017 Tel.: 033-5221-3013



## **Group Of Institutions**

Reference No: RERF/Roboclub/23-24/May/005

## **NOTICE**

Date: 07/05/2024

This is to inform all concerned members that a meeting has been scheduled to review and finalize the preparations for the upcoming event. The following agendas will be discussed:

- 1. Review of Event Schedule and Logistics: Finalizing the event schedule and ensuring that all logistics are in place for the smooth execution of the event.
- 2. Committee Member Status Updates: Each committee member will provide an update on their assigned responsibilities, including venue setup, technical equipment, marketing materials, participant registration, and guest arrangements.
- 3. Finalization of Volunteer Roles and Event Coordination: Volunteer roles and assignments for the event day will be finalized, and a briefing on the event flow and coordination will be provided.

## **Meeting Details:**

• Date: 10<sup>th</sup> May, 2024

• Time: 11:00am

• Venue: Robotics lab RERFGI

All concerned members are requested to attend the meeting promptly. Your participation is essential for the successful execution of the event.

Mr. Avik Ghosh Dastidar Convener, Robolics Chib

agdastidas

Copy to:

Convener, Robotics Club

HOD, BSH

HOD, ME

HOD, ECE

HOD, EE

HOD, EEE

HOD, CSE

HOD, CE

HOD, MCA

HOD, MBA

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



**Group Of Institutions** 

## **Minutes of the Meeting**

Minutes of the meeting of Robotics Club held on 10<sup>th</sup> May 2024.

#### **Present members:**

Sl. No.	Name of Member	Department	Key role/position
1	Dr. Arindita Saha	EE	President
2	Mr. Avik Ghosh Dastidar	BSH	Convener
3	Ms. Debarati Ghosh	BSH	Member
4	Ms. Debadrita Saha	CSE	Member
5	Mr. Bipul Dhali	CSE	Member
6	Mr. Aninda Das	ME	Member
7	Ms. Enakshmi Nandi	EEE	Member
8	Mr. Chiranjit Ghosh	EEE	Member
9	Mr. Pushpendu Mondal	CE	Member
10	Ms. Subarna Mondal	ECE	Member

#### **Minutes:**

- 1. The event schedule and logistics are reviewed to avoid last minute troubleshoot.
- 2. Each members updated status of their responsibilities are discussed.
- 3. Volunteer roles and their responsibilities on each day of the event are discussed and briefed the volunteers for easy coordination.

With no other points raised to discuss, the Convener adjourned the meeting.

 ${\it Campus:} \textbf{Regent Education \& Research Foundation Group of Institutions}$ 

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

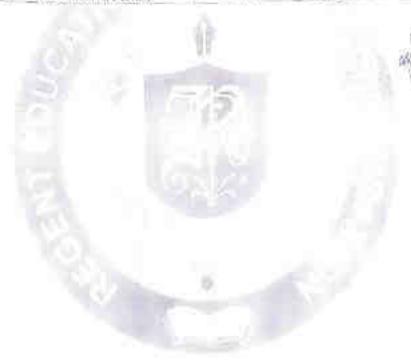
Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street
7th Floor, Kolkata - 700 017



## Attendees:

St. No.	Name of Member	Department	Signature
E	Dr. Arimbita Saha	LF	Dr. Live
20	Mr. Avik Ghosh Dashidar	BSR	HARLY STORY
3	Ms. Debarati Gliosli	BSH	The same
4	Ms. Defindrita Salia	USI	5 Cohin
5	Mr. Bigul Dhili	USE	-54
6:	Mr. Aninda Das	ME	h-Ban
1	Ms. Enakshini Nandi	E131	Engelingsteel
8	Mr. Chirarut Ghosh	EEE	100
9	Mr. Pushpenda Mondal	(E	Pathorph Honder
10	Ms. Subarna Mondal	LCE	mentel



Company: Regent Education & Research Foundation Group of Institutions F-mail : certholhata a paull.com, Webrite : www.cerf.lin

Compos Address

Bara Kanthalia, Harrackpore P.O. Sewil Telinipara, P.S.: Titagarh

Kollorra - 700 121

Tel.: 033-3008-5442(432-431, Pax; 033-3008-5442

Regs Office discount

11-2, Biresh Gulia Street 7" Plmer, Kolkata - 700 01"



## Photography Club of RERF 2023 - 2024

1	Dr. SAMIK CHAKRABORTY	Principal, RERF	Chairman
2	Mr. AMARTYA GHOSH,	Assistant Professor, CSE	Convener
3	Mr. AVIK GHOSH DASTIDAR,	Assistant Professor, BSH	Member
4	MR. GOPI BONDHU GANGULY,	Assistant Professor, MCA	Member
5	MR. ATANU KUMAR DAS,	Ansistant Professor, CSB	Member
6	MS. ANAMIKA BASU,	Ambitant Professor, BSH	Member
7	MS. SUPARNA PANCHANAN,	Assistant Professor, ECE	Member
8	MR. DEBTANU PATRA,	Assistant Professor, ME	Member
9	MR. ARKADEEP MONDAL,	Assistant Professor, CE	Member
10	MR. SHIRSENDU DUTTA,	Assistant Professor, MCA	Member
11	MS. UTSA SENGUPTA.	Assistant Professor, CE	Member
12	MR. RAJARSHI BANERJEE,	Assistant Professor, EEE	Member
13	Shibika Roy	Student, EEE	Member
14	Mandeep Saha	Student, CE	Member
15	Narayan Khanra	Student, CE	Member
16	Aman Jha	Student, MB	Member
17	Milion Mete	Student, ETE	Member
18	Puspendu Bera	Student, ME	Member
19	MOHINIMOHON DAS	Student, CE	Member
20	Rajdeep Dey	Student, CSE	Member
21	CHIRANJIT ROY	Student, CSE	Member
22	SNEHASISH SARKAR	Snident, CSE	Member
23	Dipanjan das	Student, CSE	Member
24	Gargi Shaw	Student, CSE	Member
25	Sohom Chatterjee	Student, CSE	Member
26	Netra Laha	Student, EE	Member
27	Sumit ojha	Student, EE	Member

Convener

Regert Education & Research Foundation Sara Kanthelle, P.O. Gevil Tellingsta Barractipore, Kalkara-705121

Campus : Regent Education & Research Foundation Group of Institutions E-mail : gerfholkutu@gmnil.cum, Webelte : www.rerf.in

Compus Address: Bara Kanthalia, Barruckpore P.O. Sewii Teliniparu, P.S.: Titagarh Kelkata - 700 121 1 - 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address. 11/3, Biresh Guha Street 7th Floor, Kelkata - 700 017 Tel.: 033-3221-3013



## NOTICE

NO: /CLUB/NOTICE/EXHIBITION/23-24/001

Date: 12/07/2023

## SUBJECT: Photography Exhibition and Workshop on August 19

This is to let you know that the Photography Club of RERF will host a Photography Exhibition and Workshop on August 19, 2023, to celebrate "World Photography Day". The Exhibition will begin at 2:30 PM at Seminar Hall. All the member of Photography Club of RERF are hereby informed that a meeting is scheduled on 17/07/2023 at 2:30 PM at Room no - 106.

## Agenda:

- To brief various activities carried out by Convener.
- Plan to Organize a Photo Exhibition.
- Responsibilities distribution issues.
- Estimated Budget issues
- Judges selection issues.

Convener Photography Club of RERF

Campus : Regent Education & Research Foundation Group of Institutions

E-mail : rerfkolksta@gmeil.com, Websits : www.rerfis

Compus Address.

Bara Kanthalia, Barrackpore
P.O: Sewil Telinipara, P.S.: Titagarh
Kolkata - 700 121
Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address; 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



Dated: 28-07-2023

## Minutes of the Meeting

Minutes of the Photography Club of RERF meeting with members held on 17-07-2023 at 2:30 p.m. at Room No. 106.

#### The following were present:

- > MR. GOPI BONDHU GANGULY (4)
- MR. ATANU KUMAR DAS 41
- MS. ANAMIKA BASU A
- MS. SUPARNA PANCHANAN S.P.
- MR. DEBTANU PATRA DR. JOS
- > MR. ARKADEEP MONDAL Amanda
- > MR. RAJARSHI BANERJEE L. Barwije

## Member (Student)

Name	Department	
Shibika Roy	EEE Shikika Koy	
Mandeep Saha	CE Mandap Sal	
Narayan Kharira	CE Ni Khamuran	
Aman Jha	ME A Jho.	
Millon Mete	EEE Mmale	
Puspendu Bera	ME P. Bero	
Dipanian das	CSE Dipoles	

Campus : Regent Education & Research Foundation Group of Institutions
E-mail : cerftolkata@gmail.com, Website : www.rerf.in

Campus Address:

Burn Kanthalis, Burrackpore P.O: Sewii Telinipara, P.S.: Titagarh Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Hegd Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



#### The following points were discussed and agreed upon:

- The meeting started with Convener describing the role of the meeting of Photo Exhibition. He updated the Photography club of RERF committee about the process of the whole Exhibition.
- It was decided that photo collection for Exhibition would open from 1<sup>st</sup> Aug. 2023. So the notice should be published immediately Mr Gopi Bondhu Ganguly will look into this matter.
- It was decided that how many photos would be selected for the Exhibition. According to the no
  of selected photos, budget will be estimated.
- It was discussed and Estimated Budget of the Exhibition. Mr Anurtya Ghosh will look into all budget related works.
- It was suggested that all the responsibilities related to the Exhibition was distributed to all club/committee members.
- Student volunteers from different departments were assigned miscellaneous task related to Exhibition.

7. It was decided that some more student volunteers are required for decoration of the exhibition.

Convener Photography Club of RERF

Campus : Regent Education & Research Foundation Group of Institutions
E-mail : rerfkotkatningmail.com, Websita : www.rerLin



## **Group of Institutions**

Date: 25/07/2023

## COMMITTEE MEMBERS OF NSS CELL Session 2023-24

ORGANIZING COMMITTEE				
Mr. Subhadeep Mondal	Program Officer	Assistant Professor, CE		
Mr. Sourav Pramanik	Co-convener	Assistant Professor, CE		
Mr. Chinmay Majumdar	Member	Senior Technical Assistant, CE		
Mr. Debtanu Patra	Member	Assistant Professor, ME		
Mr. Aninda Das	Member	Assistant Professor, ME		
Ms. Barnita Das	Member	Assistant Professor, CSE		
Ms. Sudeshna Dey	Member	Assistant Professor, CSE		
Mr. Puspendu Mondal	Member	Assistant Professor, CE		
Mr. Prodip Mozumdar	Member	Assistant Professor, EEE		
Dr. Suman Jana	Member	Assistant Professor, EE		
Mr. Jit Modak	Member	Technical Assistant, ECE		
Mr. Surya Mukherjee	Member	Assistant Professor, MBA		
Mr. Jaydeep Sarkar	Member	Technical Assistant, MCA		
Ms. Amrita Chakraborty	Member	Assistant Professor, BSH		
Mr. Prabal Kumar Basak	Member	Assistant Professor, EE		
Mr. Arpan Mondal	Member	Assistant Professor, ME		
Mr. Amit Ghosh	Member	Assistant Professor, ECE		
Mr. Surya Mukherjee	Member	Assistant Professor, MBA		

Subhassep Monsal

Mr. Subhadeep Mondal Program Officer NSS Cell RERF Principal
Principal
Regard Education & Research Foundation
Bate Kanthalia, F.O. Sauti Minipura
Barranipore, Kolkata-700121

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



**Group of Institutions** 

Ref: RERF/NSS/NOTICE/2023-24/18 Date: 07/05/2024

#### **NOTICE**

This is to notify that the meeting of NSS Cell, RERFGI, will be held on 10.05.2024 at 3:30 p.m at room no.012 at RERF campus. All NSS members must present at schedule date and time.

#### **AGENDA**

- Discussion on conducting an awareness program of "UNITED AGAINST TERROR, BUILDING A SECURE AND INCLUSIVE FUTURE".
- Miscellaneous.

Mr. Subhadeep Mondal Program Officer

NSS Cell RERF

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



Ref: RERF/NSS/NOTICE/2023-24/17

Date: 20/07/2023

## NOTICE

This is to notify that the meeting of NSS Cell, RERFGI, will be held on 22.07.2023 at 3:15 p.m at room no.012 at RERF campus. All NSS members must present at schedule date and time.

## AGENDA

- Discussion on conducting a program of "GRAM ANUKULAN"
- Miscellaneous.

Mr. Prabal Kumar Basak Program Officer NSS Cell RERF

> Comput :Regent Education & Research Foundation Group of Institutions E-mail::rerfkatkata://gmail.com, Website://www.rerf.ia

Compus Address: Bara Kanibalia, Barrackoure Regul Office Address: 11/3, Biresh Cuha Street



**Group of Institutions** 

Ref: RERF/NSS/NOTICE/2023-24/15 Date: 19/04/2024

### **NOTICE**

This is to notify that meeting of NSS Cell, RERFGI will be held on 23.04.2024 at 3:30 p.m at room no.012 at RERF campus. All NSS members must present at schedule date and time.

### **AGENDA**

- Discussion on conducting an awareness program of "Greener the earth, better the life".
- Miscellaneous.

Mr. Subhadeep Mondal Program Officer

Subhaseep Honsal

NSS Cell RERF

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



**Group of Institutions** 

Date: 28/03/2024

Ref: RERF/NSS/NOTICE/2023-24/13

### **NOTICE**

This is to notify that meeting of NSS Cell, RERFGI will be held on at room no.012 at RERF campus on 29.03.2024 at 3:30 p.m. All NSS members must present at schedule date and time.

### **AGENDA**

- Discussion on conducting an awareness program of "Good Health and Social Well being".
- Miscellaneous.

Subhaseep Howal

Program Officer NSS Cell RERF

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



**Group of Institutions** 

Ref: RERF/NSS/NOTICE/2023-24/17 Date: 30 /04/2024

### **NOTICE**

This is to notify that meeting of NSS Cell, RERFGI will be held on 02.05.2024 at 4:00 p.m at room no.012 at RERF campus. All NSS members must present at schedule date and time.

### **AGENDA**

- Discussion on conducting a Celebration program of "International Nurses Day".
- Miscellaneous.

Mr. Subhadeep Mondal Program Officer

NSS Cell RERF

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street

7<sup>th</sup> Floor, Kolkata - 700 017



### MINUTES OF THE MEETING SESSION 2023-2024

NSS committee meeting was successfully conducted on 10th May, 2024 in room no. 012

The proceedings of the meeting are as follows:

- Planning of the Awareness program of "UNITED AGAINST TERROR, BUILDING A SECURE AND INCLUSIVE FUTURE" on 21th May, 2024 has been decided.
- Preparation of budget for the event.
- Fiyer, Banner & Hand Posters should be prepared with in time.
- All the NSS student volunteers should be present on that day.

### Members Present:

Mr. Subhadeep Mondal, Program Officer Subhadeek Mendal

Mr. Souray Pramanik, Co-convener S. Prameerick

Mr. Chinmay Majumdar & refutag

Mr. Debranu Patra D. Patra

Mr. Aninda Das forum da Das

Ms. Barnita Das BP ---

Ms. Sudeshin Dey S. Dey

Mr. Paspendu Mandal P. Mandal

Mr. Prodip Mozumdar Pringerand

Mr. Jit Modak SAL MoSe

Mr. Surya Mukherjee
Mr. Jaydeep Sarkar

Joydeep

Ms. Ameria Chekraborty Amerika Chakroaborty

Compax : Regent Education & Research Foundation Group of Institutions

[Sample : revtkolkata@genzif.com, Website : www.reefin

Campus Askleres

Bara Kanthulia, Barrackpore

EO: Sewh Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 053-3008-\$442/432/431, Fux: 055-3008-\$442

Rend Office Address.

11/3, Hiresh Guha Street 7th Floor, Kofkara - 700 017



### MINUTES OF THE MEETING SESSION 2023-2024

NSS committee meeting was successfully conducted on 22<sup>rd</sup> July, 2023 in room no. 012

The proceedings of the meeting are as follows:

- Planning of the Awareness program of "GRAM ANUKULAN" on 28th July, 2023 has been decided.
- · Preparation of budget for the event.
- Flyer, Banner should be prepared with in time.
- All the NSS student volunteers should be present on that day

#### Members Present

Mr. Prabal Kumar Basak, Program Officer P. K. Boonsk

Ms. Barnita Das 3

Ms. Amnia Chakrabony Amerika

Mr. Chinmay Majumder C 109) o-Mr. Aman Mondal

Mr. Subhadeep Mondal

Mr. Amit Ghosh

Campus : Regent Education & Research Foundation Group of Institutions E-mail :rerfkalkatau gmail.com, Website : www.rerf.in

Compus Address Bara Kanthalia, Barracknore Repd. Office Address: 11/3, Biresh Guha Street



### MINUTES OF THE MEETING

### SESSION 2023-2024

NSS committee meeting was successfully conducted on 23rd April, 2024 in room no. 012

The proceedings of the meeting are as follows:

- The planning of the event as an awareness program of "GREENER THE EARTH, BETTER THE LIFE" on 30th April, 2024 has been decided.
- · Flyer, Banner & Hand Posters should be prepared with in time.
- · All the NSS student volunteers should be present on that day.

### Members Present:

Mr. Subhadeep Mondal, Program Officer Subha Sech Mondal
Mr. Souray Pramanik, Co-convener S. Thamparik
Mr. Chinnay Majumdar
Mr. Debtanu Patra D. Polina
Mr. Aninda Das Hounda Dog
Ms. Barnita Das BP~ -
Ms. Sudeshna Dey S. Deu
Mr. Puspenulu Mondal P. Rundal
Mr. Prodip Mazumdar Representative
Mr. Jit Modak Jel Modak
Mr. Surya Mukherjee
Mr. Jaydeep Sarkar Joydeap Soles
Ms. Amrita Chakraborty Amorita Chaknaborty

Campus : Regent Education & Research Foundation Group of Institutions

E-muil : perficultata agenuit com, Website : www.reef.in

Compus Address

Barn Knuthatia, Barrackjeire

P.O. Sewfi Telinipara, P.S.: Mobonpur

Kellata - 200 121

Tel: 033-3008-5442/452/431, Fas: 034-3008-5442

Road Office Address: 11/3, Biresh Guha Street 7" Floor, Kolkata - 700 017 Tel.: 033-3221-3013



### MINUTES OF THE MEETING

### SESSION 2023-2024

NSS committee meeting was successfully conducted on 29th March, 2024 in room no. 012

The proceedings of the meeting are as follows:

- · Reformation of the NSS cell has been done.
- New convener and co-convener have been appointed.
- Work load has been distributed to all committee members.
- A Google form has been shared to collect the data base of all newly formed committee members.
- The planning of the event as an awareness program on "Good Health and Social Well Being" on 10<sup>th</sup> April, 2024 has been decided.
- Flyer, Banner & Hand Posters should be prepared with in time.
- All the NSS student volunteers should be present on that day.

### Members Present:

Mr. Subhadeep Mondal, Program Officer Subtales Mondal Mr. Sourav Pramanik, Co-convener S. Promowik Mr. Chinmay Majumdar C. Mery Mr. Debianu Paira De Parra Mr. Aninda Dos \_Amenda bas Ms. Barnita Das \_\_\_\_\_\_ Ms. Sudeshna Dey S. Don Mr. Puspendu Mondal P. Mado The rocks Mr. Prodip Mozumdar Mr. Jit Modak dil Moder Mr. Surya Mukherjee Mr. Jaydeep Sarkar Chakmadom Ms. Amriia Chakraborty Arroputa Dr. Suman Jana

Compan : Regent Education & Research Foundation Group of Institutions .

E-mail : restlatkatastigmail.com, Website : pnn.restin

Campus Address

Bara Isanthalia, Barrackpace

P.O: Sewli Telinipara, P.S.: Mohanpur

Kulkata - 700 121

Tel.: 1123-3008-5442/432/431, Fax: 833-3008-5442

Regal Office Address:

11/3, Hiresh Guhu Street 7th Floor, Kolkatu - 700 017



### MINUTES OF THE MEETING SESSION 2023-2024

NSS committee meeting was successfully conducted on 2<sup>rd</sup> May, 2024 in room no. 012

The proceedings of the meeting are as follows:

- Planning of the Celebration program of "International Nurses Day" on 14th May, 2024 has been decided.
- Communicate to The Superintendent of B.N. Bose hospital to get permission for the event.
- · Preparation of budget for the event.
- Flyer, Banner & Hand Posters should be prepared with in time.
- All the NSS student volunteers should be present on that day.

#### Members Present:

Mr. Subhadeep Mondal, Program Officer Subhadeeb Kondal
Mr. Souray Pramanik, Co-convener, S. Pramerori K
Mr. Chinmay Majumdar Chapturabu
Mr. Debtanu Patra Delome Patra
Mr. Aninda Das A manda Das
The state of the s
Ms. Sudeshna Dey S. Dey Mr. Puspendu Mondal P Mandal
Mr. Puspendu Mondal P Mandal
Mr. Prodip Mozumdar Grogisman
Mr. Jii Modak 214 Marck
Mr. Surya Mukherjee
Mr. Jaydeep Sarkar Jaydeap Sarka
Ms. Amrita Chakraborty Amraita Chakraberty

Company: Regent Education & Research Foundation Group of Institutions
E-mail: regilation a guntil.com, Website: www.rest.in

Campus Address

Bara Kanthalia, Harrackpure

P.O: Sewh Telinipara, P.S.: Mohanpur

Kelkata - 700 121

Tel.: 033-3008-5442/452/431, Pas: 053-5008-5442

Regal Office Address: 11/3, Biresh Gulis Street 7th Floor, Kolkuta - 700 017



**Group of Institutions** 

### **National Innovation and Startup Policy Cell (NISP Cell)**

### **List of Members (2023-2024)**

Sl No.	Name	Position in NISP Cell
1	Dr. Samik Chakraborty	Chairman
2	Dr. Suman Jana	Convener
3	Dr. Rajdeep Chakravarty	Member
4	Mr, Avik Ghosh Dastidar	Member
5	Dr. Rahul Kanti Nath	Member
6	Dr. Pritish Banerjee	Member

Convener

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



**Group of Institutions** 

### **National Innovation and Startup Policy Cell (NISP Cell)**

### **Minutes of Meeting**

**Date:** 05.01.2024 **Time:** 3:00 PM **Venue:** Board Room

**Agenda:** Discussion on the Implementation strategy of the National Innovation and Startup Policy in our Institute (RERF).

#### **Attendees:**

- 1. Dr. Samik Chakraborty, Chairman
- 2. Dr. Suman Jana, Convener
- 3. Dr. Rajdeep Chakravarty, Member
- 4. Mr, Avik Ghosh Dastidar, Member
- 5. Dr. Rahul Kanti Nath, Member
- 6. Dr. Pritish Banerjee, Member

#### **Discussed Points:**

### 1. Overview of NISP:

- o Presented the goals and objectives of the National Innovation and Startup Policy (NISP).
- o Emphasized the role of the policy in fostering innovation and entrepreneurship among students and faculty.

### 2. Formation of Dedicated Committees:

- o Proposal to create dedicated sub-committees for policy implementation, monitoring, and evaluation.
- o Assigning roles for faculty coordinators and student representatives.

### 3. Awareness Programs:

- Plan for conducting workshops, webinars, and seminars to create awareness about NISP among students and staff.
- o Targeted sessions on innovation and startup funding opportunities.

### 4. Startup Ecosystem Development:

- o Strategies to establish a startup incubation center in the institution.
- o Collaboration with industry mentors, venture capitalists, and angel investors for guidance

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



## **Group of Institutions**

and funding.

### 5. Incorporation into Curriculum:

- o Proposal to integrate entrepreneurship and innovation-related modules into the existing curriculum.
- o Inclusion of hackathons, business idea competitions, and hands-on projects.

### 6. Policy Monitoring and Feedback Mechanism:

- o Set up a periodic review mechanism to monitor the progress of policy implementation.
- o Collection of feedback from students and faculty for continuous improvement.



Convener

Chairman

 ${\it Campus:} \textbf{Regent Education \& Research Foundation Group of Institutions}$ 

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



**Group of Institutions** 

### **National Innovation and Startup Policy Cell (NISP Cell)**

### Attendance

Sl No.	Name	Position in NISP Cell	Signature
1	Dr. Samik Chakraborty	Chairman	A Car
2	Dr. Suman Jana	Convener	Som
3	Dr. Rajdeep Chakravarty	Member	Rojeless.
4	Mr, Avik Ghosh Dastidar	Member	glalder
5	Dr. Rahul Kanti Nath	Member	Table Hands on the
6	Dr. Pritish Banerjee	Member	pretish Bannijee.

 ${\it Campus:} \textbf{Regent Education \& Research Foundation Group of Institutions}$ 

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street
7th Floor, Kolkata - 700 017
Tel.: 033-3221-3013



**Group of Institutions** 

### NDLI COMMITTEE MEMBER LIST FOR 2023-24 SESSION

1. Mr. Subhankar Ghosh	Patron
2. Mr. Bidyut Kumar Ghosh	President
3. Mr. Suprovat Basu	Secretary
4. Dr. Arindita Saha	Executive Member
5. Mr. Sabyasachi Mukherjee	Executive Member

Principal
Regent Education & Research Foundation
Bara Kanthalia, P.O.-Sewli Telinipara
Barrackpore, Kolkata-700121

Dr. Samik Chakraborty Principal, RERF

Mr. Bidyut Kumar Ghosh President NDLI Club, RERF

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



Ref. No. RERF/2023/NDLI/Aug/01

Date: 01/08/2023

### National Digital Library (NDLI) Club

### NOTICE

All members of the NDLI Club are hereby informed that a meeting has been scheduled on 9th August 2023 at 3:00 PM (Room No. 220B) to discuss and plan the following agends points:

- 1. Organizing more NDLI events.
- 2. Strategies to increase club membership through the NDLI Online Portal.
- Student registration...
- 4. Miscellaneous matters related to the club.

Your presence and active participation are crucial to the success of the club.

Mr. Bidyut Kumar Ghosh President

NDLI Club, RERF

Campus : Regent Education & Research Foundation Group of Institutions

E-mull : rerfkolkatum gmail.com, Website : www.cerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Tetinipara, P.S.: Mohanpur Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Begd, Office Address: 11/3, Biresh Guha Street 7th Floor, Keikata - 700 017 Tel.: 033-3221-3013



Date: 09/08/2023

### Minutes of the Meeting

### NDL1 Club Meeting

Date: 9th August 2023

Time: 3:00 PM

Venue: Room No. 220B

### Members Present:

I. Mr. Subhankar Ghosh, Patron	5. Chan
2. Mr. Bidyut Kumar Ghosh, President	School
3. Mr. Suprovat Basu, Secretary	Bush
4. Dr. Arindita Saha, Executive Member	Balva.
<ol><li>Mr. Sabyasachi Mukherjee, Executive Member</li></ol>	Same of the same o

### Members Absent: Nil

### Agenda Points Discussed:

- 1. Monthly Events:
  - It was decided to organize interactive events once a month to promote active engagement with NDLT resources.
  - Responsibilities were assigned to specific members for the events.
- 2. Membership Expansion:
  - A strategy was proposed to promote club registration through posters, orientation sessions, and digital campaigns using the NDLI Online Portal.
  - A target of 50 new members by the end of October was set.
- 3. Miscellaneous Matters:
  - Discussed the need for regular feedback on events.

The meeting concluded at 4:00 PM with a vote of thanks to the chair.

Mr. Bidyut Kumar Ghosh President

NDLI Club, RERF

Compus: Regent Education & Research Foundation Group of Institutions
E-mail: rerfkelkstanogmail.com. Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewii Telinipara, P.S.: Mohanpur

Kelkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Rend Office Address: 11/3, Biresh Gubu Street 7th Floor, Kolkata - 700 017 Tel.: 933-3221-3013



### Minutesofthemeeting-Scholarship Committee

Dateofthemeeting: 12/04/2023 Venue: Board Room, Regent Education and Research Foundation Time: 3.00 pm

### Agenda:

- Discuss and finalize the criteria for providing scholarships (financed by the institute) to different types
  of students.
- Development and execution of new strategies to provide financial support and guidance to students.
- 3. Miscellaneous.

### Invitees:

- 1) Dr. Shamik Chakraborry-Principal,RERFG1
- 2) Mr.SubhankarGhosh,Registrar
- 3) Mr. Pramod Kar-Chief AdministrativeOfficer
- 4) Mr.RajuKumarShaw,SeniorAdministrativeOfficer
- 5) Mr. Indrajit Dawn, Assistant Professor
- 6) Dr.NibeditaMukherjee,HOD,BSH
- 7) Mr.SouvikSarkar, HOD, CE
- 8) Mr.SanjibPalHOD,EE
- 9) Mr.SabyasachiMulcherjee,HOD,ME
- 10) Mr. SumanKumarDey-HOD, EEE
- 11) Mr.ArupMallick, HOD, MCA
- 12) Mr.SuprovatBasu,DeputyRegistrar

### Meeting Discussions

### 1. Commencement of Proceedings

The meeting was presided over by Principal Dr. Samik Chakraborty, who granted formal permission to proceed as per the outlined agenda.

### 2. Updates on Responsibilities

Each member provided a status update on their respective areas of responsibility. Pending tasks were identified and action plans were suggested for further progress.

### 3. Support for Students Facing Financial Barriers

A detailed discussion was held regarding the financial difficulties faced by students. Following the precedent set in previous years, the committee ununimously suggested continuing financial assistance for meritorious students in need, ensuring they can pursue their studies without interruption.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail:rerffeillettafegmail.com,Website:www.cerf.in

Compus tidrear, BaraKanthalia,Barrackoure Repl Office talence: 11/3.Biresh Gulus Street.



### 4. Parameters for Self-Financed Scholarships

The committee deliberated on four key criteria for eligibility under self-financed scholarships:

- Girl Chitd: Special emphasis on encouraging education for female students.
- Economically Weaker Section (EWS): Providing financial aid to students from low-income families.
- SC/ST/OBC Students: Promoting inclusion and access for socially draidvantaged groups.
- Students Who Have Lost a Parent/Guardian: Supporting students who have suffered the loss of a financial provider.
- Special Recommendations: Princity consideration for applicants with recommendations from credible authorities, such as government organizations (e.g., DTE, HED) or elected representatives (e.g., MPs, MLAs).

### 5 Addressing Challenges Faced by Minority Communities

The committee engaged in a meaningful discussion on the socio-economic hurdles faced by minority groups, including poverty and underrepresentation in decision-making.

- Strategies for Empowerment: Initiatives to promote economic sulf-sufficiency and entrepresentable umong minorities were explored.
- Planued Support Initiatives: Several actionable plans were outlined to foster growth and create opportunities for minority communities, with a focus on education, skill development, and financial support mechanisms.

After thorough deliberations, the committee finalized the criteria for scholarship eligibility under each category:

#### Girl Child:

- Female students from any community or economic background can apply.
- Applicants must be enrolled in B.Tech, MBA, or MCA courses.
- Priority will be given to students who had to discontinue their education after Class XII or undergraduate studies due to financial challenges.

#### Economically Weaker Section (EWS):

- Open to students from all communities and categories.
- Family income must not exceed lakh per annum, with mandatory submission of an income certificate issued by the appropriate authority (e.g., BDO, Municipal Executive Officer).

### Students Who Have Lost Their Guardian(s)/Parent(s)

- · Applicants must provide valid documentation, such as the death certificates of both legal guardians
- Financial need will be assessed to ensure scholarships benefit those most in need.

### SC/ST/OBC Students:

- Open to students from SC, ST, OBC-A (including minorities), and OBC-B categories.
- · Valid documentation is required for proof of eligibility.

### Special Reference from Appropriate Authorities:

- Recommendations must be accompanied by a formal letter detailing the applicant's qualifications or deserving factors (e.g., academic excellence or talent).
- Authorities such as DTE, HED, MPs, and MLAs can issue such recommendations.

Cumput: Regent Education & Research Foundation Group of Institutions

Langit certhodoxy from Website new cert in

Campus talouse BaraKanthalia Barrackoore Rept Office toleren; 11/2, Biresh Guba Street,



### 6. Financial Allocation

- The committee decided to allocate funds for each scholarship category, adhering to the Board of Governors' (BOG) guidelines.
- Scholarships will cover the duration of the students' entire course.

### 7-Application and Selection Process

- Application forms will be available online and offline.
- A selection panel will be established to evaluate applications based on the predefined criteria.
- Interviews may be conducted for shortlisted candidates to ensure transparency and fairness.

### 8. Timeline and Implementation

- A specific timeline for application submission, evaluation, and disbursal was established.
- The timeline will be communicated to relevant departments for effective implementation.

### 9.Budget Allocation

Budget allocations for the scholarship program were finalized and communicated to the accounts department for execution.

### 10.Other Discussions

- Additional points and suggestions from members were invited and discussed.
- The meeting concluded with the Principal expressing gratitude to all attendees for their active participation and valuable contributions.
- A vote of thanks was proposed, and the meeting was adjourned.

### Signature of the members:

1) Dr. Shamik Chakraborty -Principal,RERFGI

2) Mr.SubhankarGhosh, Registrar

Mr. Pramod Kar-Chief AdministrativeOfficer

Mr.RajuKumarShaw,SeniorAdministrativeOfficer

Mr. Indrajit Dawn, Assistant Professor

Dr.NibeditaMukherjee,HOD,BSH

7) Mr.SouvikSarkar, HOD, CE Mr.SanjibPalHOD,EE

9) Mr.SabyasachiMukherjee,HOD,ME

10) Mr. SumanKumarDey-HOD, EEE

11) Mr.ArupMailick, HOD, MCA 194

12) Mr. Suprovat Basu, Deputy Registrar

Compact Regent Education & Research Foundation Group of Institutions E-multiperfluitiate is great com, Website: www.rerf.in

Composiddess BaraKanthalia, Barrackoore Read Office taliform 11/3 Biresh Guba Street.



### Minutes of the Meeting (SC/ST Committee)

Date: 11/09/2023

Venue: Board Room, Regent Education and Research Foundation Group of Institutions (RERFGI)

Time: 5:00 PM

### Agenda:

Operational Status of SC/ST Committee, 2023

2. Discussion on Key Achievements and Challenges

3. Miscellaneous

#### Invitees:

- Dr. Shamik Chakraborry -Principal, RERFGI
- 2 Mr. SubhankarGhosh, Registrar
- 3 Mr. Pramod Kar- Chief AdministrativeOfficer
- 4. Mr.RajuKumarShaw, SeniorAdministrativeOfficer
- 5. Mr. Sk Humayun Kabir, TA,ECE
- 6. Mr. Ajitesh Ghosh, TA,EE
- 7. Ms. Labani Nandi, Assistant Professor
- 8. Mr. Bidyut Ghosh, Assistant Professor
- 9. Mr. Suprovat Basa, Deputy Registrar, RERFGI

### Meeting Proceedings:

- The meeting was chaired by Dr. Shamik Chakraborty, who welcomed the attendees and commenced the session by providing an overview of the SC/ST Committee's operational status and activities during the year 2023-24.
- The committee highlighted its efforts in organizing workshops and awareness campaigns addressing the specific challenges faced by SC/ST students.
- Members discussed successful initiatives such as scholarship dissemination and application
  assistance. It was noted that many students had received funding through OASIS and
  institutional scholarships due to the committee's proactive measures.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: everbookataningmail.com, Website: www.rert.in

Commis Address .

Barakanthalia, Barrackpore

P.O: Sewil Telinipara, P.S.: Mohampur,

Kotkata -700121

Tel. 833-3008-5442/432/431 Fax:033-3008-5442

Reel Office different 11/3, flivesh Guba Street, 7th Floor, Kolkata-700017 Tel: 033-3221-3013



- 4 The committee deliberated on persistent challenges, including raising awareness about available schemes, addressing instances of bias or discrimination, and improving resource utilization for the benefit of SC/ST students. Suggestions were made to enhance outreach programs and make grievance mechanisms more accessible and effective.
- Members proposed the introduction of additional workshops and technological tools to improve communication with SC/ST students.
- Budget allocation and financial planning for scholarships were reviewed and communicated to the Accounts Department for necessary action.
- The meeting concluded with a vote of thanks by the Chairperson, appreciating the collective efforts of all members in addressing the needs of SC/ST students.

### Signature of the Invitees:

1. Dr. Shamik Chakraborty -Principal,RERFGI

2. Mr. SubhankarGhosh, Registrar

3. Mr. Pramod Kar- Chief AdministrativeOfficer

Russias Was

4. Mr.RajuKumarShaw, Senior Administrative Officer

5. Mr. Sk Humayun Kabir, TA,ECE

Mr. Ajitesh Ghosh, TA,EE

7. Ms. Labani Nandi, Assistant Professor

8. Mr. Birlyut Ghosh, Assistant Professor

9. Mr. Suprovat Basu, Deputy Registrar, RERFGI

Airtesa churc

2.00

Comput: Regent Education & Research Foundation Group of Institutions

E-mail: cerffulkata@gmail.com, Website: www.rerlin

Comput Address:
BaruKanthaliu, Barrack-pure
P.O: SewitTelinipara, P.S.: Mohanpur,
Kufkata -700121
Tel:033-3008-5442-432/431,Fax:033-3008-5442

Repd. Office Authors; 11/3, Biresh Guha Street, 7th Floor, Kolkata-700017 Tel: 033-3221-3013



### Minutes of the Meeting (SC/ST Committee)

Date: 25/04/2024

Venue: Board Room, Regent Education and Research Foundation Group of Institutions (RERFGI)

Time: 3:30 PM

### Agenda:

1. Review of the Previous Meeting

Information Dissemination about Financial Schemes and Scholarships for SC/ST Students

Miscellaneous

### Invitees:

- 1. Dr. Shamik Chakraborty -Principal RERFGI
- Mr.SubhankarGbosh, Registrar
- 3. Sk Humayun Kabir, TA, ECE
- 4. Mr. Bidyut Ghouh, Assistant Professor-EE Dept.
- 5. Ms. Labani Nandi, Assistant Professor-CE Dept.
- 6. Mr. Ajitesh Ghosh, TA,EE
- Mr. Suprovat Basu, Deputy Registrar, RERFGI

### Meeting Discussions:

1. Welcome and Review of the Previous Meeting:

Dr. Shamik Chakraborty, Chairperson of the meeting, welcomed all attendees and provided an overview of the key discussions from the previous meeting. Members presented updates on their assigned responsibilities, and any pending tasks were identified for timely completion.

2. Financial Schemes and Scholarships:

The committee stressed the importance of disseminating detailed information about financial schemes and scholarships available for SC/ST students. To ensure inclusivity, plans to organize awareness campaigns and workshops were discussed, enabling eligible students to access and utilize these opportunities effectively.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfielksta@gmail.com, Website: www.rerf.in

Compus Address, BaraKunthalia, Barrackpuru P.O: SewilTelinipara, P.S.: Mohanpur, Kolkata -700121 Tel: 033-3008-5442/432/431,Fax:933-3008-5442

Repd Office Address: 11/3,Biresh Guha Street, 7th Floor, Kolkata-700017 Tel.:033-3221-3013



3. Awareness Programs and Comprehensive Support:

It was agreed to initiate workshops addressing issues faced by SC/ST students. These programs aim to provide comprehensive support, fostering an inclusive environment and addressing their academic and social challenges.

4. Open Forum for Suggestions:

Members were invited to voice any additional concerns or suggest improvements. This open discussion underscored the commitment of the committee to address the needs of SC/ST students.

5. Conclusion and vote of thanks:

With no further items on the agenda, the meeting concluded with a vote of thanks extended by the Chairperson to all members for their active participation.

### Signature of the members:

1. Dr. Shamik Chakraborty -Principal, RERFGI

2. Mr. SubhankarGhosh, Registrar

3. Sk Humayun Kabir, TA, ECE

4. Mr. Bidyut Ghosh, Assistant Professor-EE Dept.

5. Ms. Labani Nandi, Assistant Professor-CE Dept.

6. Mr. Astesh Ghosh, TA,EE

Mr. Suprovat Basu, Deputy Registrar, RERFGI

Brook

jites shore

Compute Regent Education & Research Foundation Group of Institutions

E-mult: rertkatkatmärgmail.com, Website: prov.cerf.in

Campus Address,

BaraKauthalia, Burrackpore P.O: ScottTelinipura, P.S.: Mohanpur,

Kulkata -700121

Tel:#33-3008-5442/432/431,Fax:933-3008-5442

Rend Office Address: 11/3,Biresh Guba Street, 7th Floor, Kolkata-700017 Tel:033-3221-3013



# Minutes of the Meeting, OBC Committee, RERFGI

Date:05/07/2023

Venue: Board Room, Regent Education and Research Foundation Group of Institutions (RERFGI)

Time: 3:00 PM

### Agenda:

Formation of OBC Committee for the Academic Year 2023-24

Miscellaneous

#### Invitoes:

- 1. Dr. Shamik Chakraborty, Principal RERFGI
- 2 Mr. Subhankar Ghosh Registrar
- 3. Dr. Rajdeep Chakraborty, Associate Professor
- 4. Mr. Ajitesh Ghosh TA
- 5. Sk Humayun Kabir, TA
- 6. Ms. Labani Nandi, Assistant Professor
- 7. Mr. Suprovat Basu, Deputy Registrar

### Meeting Discussions:

1. Welcome Address and Overview:

The meeting was initiated by Dr. Shamik Chakraborty, Principal and Chairperson, who welcomed all the attendees and outlined the objectives of forming the OBC Committee for 2023-24.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerflatiatalignual.com, Website: www.rerflat

Comput Address.
BaraKanthalia, Burrackpore
P.O. Sewli Telinipara, P.S.: Mohanpur,
Kolkata (70012)
Tel. 003-3008-5442/32/431, Fac. 033-3008-5442

Hent Office Address: 1173,Blresh Guha Street, 7th Floor, Kolkata-700017 Tel::833-3221-3013



### Importance of Establishing the OBC Committee;

The attendees engaged in a detailed discussion about the significance of having an OBC Committee. The primary focus was on addressing the challenges faced by students belonging to the OBC category, ensuring equitable access to resources, and providing adequate support for their academic and personal development.

# 3 Roles and Responsibilities of Committee Members:

The Chairperson elaborated on the responsibilities of the committee members, emphasizing the need for proactive involvement in addressing the needs of OBC students. The roles included identifying key areas of concern, conducting awareness programs, and ensuring the effective dissemination of information about financial aid and other support mechanisms.

### 4. Formation of the OBC Committee 2023-24:

Dr Chakraborty proposed the composition of the committee, and it was unanimously agreed upon. The finalized list of committee members is as follows:

SI. No.	Name	Position
1	Dr.Shamik Chakraborty	Chairman
2	Mr.SubhankarGhosh	Member
3	Mr. Suprovat Basu	Convener
4	Dr. Rajdeep Chakraborty	Member
5	Mr. Ajitesh Ghosh	Member
7	Sk Humayun Kabir	Member
8	Ms. Labani Nandi	Member

### 5. Committee Goals:

The newly formed OBC Committee will focus on the specific needs of OBC students providing

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfledbate/agmunit.com, Website: www.rerfin

Comput Address: BaraKanthalia, Barrackpore P.C: SewitTelinipara, P.S.: Mohanpur, Kolkata -700121 Tel: 833-3008-5442/431/431,Fax: 033-3008-5442 Final Cities Address: 11/3.Biresh Gaha Street, 7°Floor, Kolkata-700017 Tel: 033-3221-3013



resources, guidance, and assistance to enhance their academic performance and well-being.

It will also organize programs to create awareness of available financial support and other opportunities.

### 6 Vote of Thanks:

With no further items on the agenda, the meeting concluded with a vote of thanks extended by the Chairperson to all attendees for their active participation.

### Signatures of the Invitees:

1. Dr. Shamik Chakraborty, Principal, RERFGI

2. Mr.SubhankarGhosh, Registrar

3. Dr. Rajdeep Chakraborty, Associate Professor Regulps

4. Mr. Ajitesh Ghosh,TA

5. Sk Humayun Kabir,TA

6. Ms. Labani Nandi, Assistant Professor

7. Mr. Suprovat Basu, Deputy Registrar

(A) as

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerflotkata@gmail.com, Website: www.rerCin

Compus Address

BaraKanthalia, Barrackpore P.O: SewilTelinipara, P.S.: Mohanpur, Kolkata -700121

Tel.(833-3008-5442/432/431,Fax:833-3808-5442

Hegal Ciffice Address: 11/3,Birrah Guha Street, 7°Floor, Kolkata-700017 Tel:033-3221-3013



# OBC Committee Minutes of the Meeting

Date:21/01/2024

Venue: Board Room, Regent Education and Research Foundation Group of Institutions (RERFGI)

Time:2 PM

### Agenda:

- 1. Discussion on Recent Issues and Challenges Faced by OBC Community Members
- Information Dissemination about Financial Schemes and Scholarships Available for OBC Students.
- 3. Miscellaneous

### Invitees:

- Dr. Shamik Chakraborty, Principal, RERFGI
- Mr. Subhankar Ghosh, Registrar
- Dr. Rajdeep Chakraborty, Associate Professor
- Mr. Ajitesh Ghosh, TA
- Sk Humayun Kabir,TA
- Ms. Labani Nandi, Assistant Professor
- Mr. Suprovat Basu, Deputy Registrar

### Meeting Discussions:

1. The Chairperson, Dr. Shamik Chakraborty, welcomed all attendees and presented an overview of the agenda. The minutes of the previous meeting were reviewed and approved without any changes. Updates on responsibilities assigned in the previous meeting were provided, and pending tasks were reassigned for further action.

> Campus: Regent Education & Research Foundation Group of Institutions E-mail: reeffinikata/agunit.com. Welnite: gorn.corf.in

Comput Address BaraKanthniia, Harrackpore P.O: Sewl/Triinipara, P.S.: Mohanpur, Kolkata -700121 Tel. 033-3008-5442/432/431,Fax:033-3008-5442

Rept. Office Address: 11/J.Biresh Guha Street, 7"Floor, Kalkata-700017 Tel::033-3221-3013



- 2. Members discussed initiatives to improve the representation of OBC individuals in various sectors. Suggestions included implementing skill development programs, organizing job fairs, and conducting targeted recruitment drives to empower OBC students and community members.
- 3. The importance of conducting awareness campaigns to address biases and promote inclusivity was emphasized. Sensitization programs were proposed as a means to challenge and change existing prejudices within the institution and society.
- 4. Comprehensive information on financial schemes and scholarships available for OBC students was discussed. The committee decided to actively disseminate this information through workshops and informational sessions, highlighting opportunities from both governmental and non-governmental organizations.
- Committee members were encouraged to voice any additional concerns or suggestions related to improving the academic performance and well-being of OBC students.
- 6. With no further items on the agenda, the meeting concluded with a vote of thanks extended by the Chairperson.

### Signatures of the Invitees:

Dr. Shamik Chakraborty, Principal, RERFGI

Mr. Subbankar Ghosh, Registrar.

Dr. Rajdeep Chakraborty, Associate Professor

Mr. Alitesh Ghosh,TA

Sk Humayun Kabir, TA

Ms. Labani Nandi, Assistant Professor

Mr. Suprovat Basu, Deputy Registrar

Ajitera chosa

Compute Regent Education & Research Foundation Group of Institutions E-mail: rerffedkata a gmail.com, Website: powe.perf.in

Compus deldress: BaraKanthalia, Barrackpore P.O. Sewli Telinipara, P.S.: Mohanpur, Kolkata -700121 Tel:033-3008-5442:432/431,Fux-033-3008-5442 Want Office Address: 11/3/Blresh Guha Street. "Floor, Kolkata-700017 Tel.:033-3221-3013



### Minutes of the Meeting (Minority Committee)

Date: 05/07/2023

Venue: Board Room, Regent Education and Research Foundation Group of Institutions (RERFGI)

Time: 2 PM

### Agendar

Operational Status of Minority Committee, 2023.

2. Discussion on Key Achievements and Challenges

Miscellaneous

#### Invitees:

- Dr. Shamik Chakraborty, Principal, RERFGI
- Mr. Subhankar Ghosh, Registrar
- · Dr. Rajdeep Chakraborty, Associate Professor
- Ms. Labari Nandi, Assistant Professor.
- Mr. Ajitesh Ghosh, TA
- · Sk Humayun Kabir, TA
- Mr. Suprovat Basu, Deputy Registrar

#### Meeting Discussions:

- 1. The Chairperson, Dr. Shamik Chakraborty, Principal, RERFGI, welcomed all attendees and initiated the meeting with a review of the operational status of the Minority Committee for the year 2023-24. Members confirmed their active involvement and reported progress in their assigned responsibilities
- 2. The committee reviewed the awareness campaigns and workshops conducted to address issues faced by minority students. Discussions highlighted support programs designed to enhance the academic performance and overall well-being of minority students.

Compar. Regent Education & Research Foundation Group of Institutions E-mail: cerffolkata a graniteum, Walnite: www.rerf.in

Campus Address:

BaraKanthalia, Barrnekpore P.O: Sewh Lelinipara, P.S.: Makanpur, Kolicata -700125

Tel: 033-3008-5442/432/431, Ferci033-3004-5442

Read CENce didness. 11/3.Biresh Guha Street, "Thoor, Kolkata-70001" Tel.:033-3221-3013



- 3. The committee emphasized its efforts in offering tobust support to minority students, addressing their specific needs and challenges through various initiatives
- 4. Members acknowledged the committee's role in raising awareness about scholarships available to minority students. Assistance provided in the application process was noted as a significant achievement, with many students successfully receiving funds.
- Constructive discussions addressed several challenges, including:
  - Delays in data collection caused by external factors.
  - Developing sustainable strategies to address long-term challenges faced by minority students.
  - Enhancing outreach programs to raise awareness.
  - Addressing issues related to discrimination and bias.
  - Ensuring the effective utilization of available resources.
- 6. With no further items on the agenda, the meeting concluded with a vote of thanks by the Chairperson.

### Signatures of the Invitees:

Dr. Shamik Chakraborty, Principal, RERFG

Mr. Subhankar Ghosti, Registrar

Dr. Rajdeep Chakraborty, Associate Professor Golden
Ma. Labani Nandi, Assistant Professor
Mr. Ajitesh Ghosh, TA

Mr. Ajitesh Ghosh, TA

Sk Humayun Kabir, TA

Mr. Suprovat Bass, Deputy Registrar

Compact Regent Education & Research Foundation Group of Institutions E-mail: errfloffutationmail.com, Website: www.corflor

Congres Address:

Barakanthalia, Barrackpore P.O. Sewir Edinipara, P.S.: Malianpur, Kolkata -700121

Tel::033-3000-5442/432/431.Fux:033-3000-5142

Repl. Office hillsens. 11/3/Biresh Gulor Street. Phoor, Kolkata-700017 Tel.:033-3221-3013



# Minutes of the Meeting (Minority Committee)

Date: 08/02/2024

Venue: Board Room, Regent Education and Research Foundation Group of Institutions (RERFGI)

Time: 4:30 PM

### Agenda:

L. Review of the Previous Meeting

2. Discussion on Various Financial Schemes and Scholarships Available for Minority Students

3. Miscellaneous

#### Invitees:

- s. Dr. Shamik Chakraborty, Principal, RERFGI
- 2. Mr. Subhankar Ghosh, Registrar
- 3. Dr. Rajdeep Chakraborty, Associate Professor
- 4. Ms. Labani Nandi, Assistant Professor
- 5. Mr. Suprovat Basu, Deputy Registrar
- 6. Mr. Alitesh Ghosh TA
- 7. Sk Humayun Kabir, TA

#### Meeting Discussions:

- 1. Review of Previous Meeting:
  - The meeting commenced with Dr. Shamik Chakraborty, Principal, RERFGI, calling the session to order.
  - The minutes of the previous meeting were reviewed and approved without any amendments.

Computer Regent Education & Research Foundation Group of Institutions

E-mail: perfkolkatoringonal.com, Website: www.rerCon

Campus Address:

BaraKanthalia, Barrackpore P.O: ScieliTellajpara, P.S.: Mohanpur, Kolkata -700121

Tel.:033-3008-5442/432/431,Fax:033-3008-5442

Read Ciffice Address: 11/3, Biresh Goha Street, 7th Floor, Kolkato-700017 Tel: 033-3221-3013



### a. Updates:

- Members shared updates on their ongoing efforts.
- Key areas of focus included educational challenges, economic disparities, and health issues affecting minority communities.
- It was agreed that a more holistic understanding of these factors would bein address the needs of minority students effectively.

### 3. Financial Schemes and Scholarships:

- The committee discussed various scholarships available for minority students, specifically:
  - Post Matric Scholarship (via Ailcyashree Portal)
  - Merit Cum Means Scholarship (via Aikyashree Portal)
  - Swami Vivekananda Merit Cum Means Scholarship (via Aikyashree Portal)
- Updates revealed that a significant number of minority students from RERFGI had successfully applied for these scholarships, with many already receiving financial assistance.

### 4. Open Floor for Concerns and Suggestions:

Members were invited to share additional concerns and suggestions for improving the support framework for minority students.

Compar: Regent Education & Research Foundation Group of Institutions

E-mail: rerBolkstairgmall.com, Website: www.rerGin

Campus Address.

BurnKanthalia, Burruckpurr

P.O: SewilTelinipara, P.S.: Mohanpur,

Kolketa (70012)

Tell:033-3008-5442/432/431,Fux:033-3008-5442

Read Office sulvers 11/3,Biresh Guhu Street. 7"Floor, Kolkata-700017

Tel:033-3224-3013



### 5. Conclusion:

 With no further items for discussion, the meeting was adjourned following a vote of thanks by the Chairperson.

### Signatures of the Invitees:

- Dr. Shamik Chakraborty, Principal, RERFGI
  - Mr. Subhankar Ghosh, Registrar
  - J. Dr. Rajdeep Chakraborty, Associate Professor
  - 4. Ms. Labani Nandi, Assistant Professor 3
  - 5. Mr. Suprovat Basu, Deputy Registrar
  - 6. Sk Humayun Kabir, TA
  - Mr. Alitesh Ghosh, TA

iteer alust

Campus: Regent Education & Research Foundation Group of Institutions K-mail: perhalists a poul com, Website: www.cerf.in

Campus Address: BaraKanthalia, Barrackpore P.O: SewliTelinipara, P.S.: Mahanpur,

Kolkata -700121 Tel::033-3008-5442-432-431,Fav::033-3000-5443 Regd Office Address: 11/3, Hirrsh Guha Street. 7"Floor, Kelkitta-700017 Tvt.:033-3221-3013



# Minutes of the meeting: Anti-ragging Committee

Date of the meeting: 07/12/2023

Venue: Board Room, Regent Education and Research Foundation

Time: 3 pm

### Agenda:

Discussion over anti-ragging matters

Miscellaneous

#### Members Present:

Dr.Shamik Chakraborty	Principal, RERFG1
Subhankar Ghosh	Registrar
Dr Rajdeep Chakravarty	Associate Professor
Pramod Kar	Chief Admin Officer
Raju Kumar Shaw	Senior Administrative Officer
Indrajit Dawn	Assistant Professor
Bidyut Kumar Ghosh	Assistant Professor
Ashmita Guha Chowdhury	Assistant Professor
Sukdeb Saha	Assistant Professor
Suprovat Basu	Deputy Registrar

### Meeting Discussions:

### 1. Review of Previous Minutes

The minutes of the previous meeting were reviewed and confirmed without any amendments, reflecting consensus among the members.

#### 2. Planning for Squad members

The committee deliberated on strategies for selecting Anti-Ragging Squad members to ensure effective vigilance and a prompt response to any reported incidents.

Campus: Regent Education & Research Foundation Group of Institutions
E-mail:rerfksihata/agmail.com, Websiterwww.rerf.in

Compactidiers. BaraKanthalla.Harrackbore Read Office Shiftest: 11/3, Biresh Guha Street,



# 3. Collection of Auti-Ragging Affidavits

The importance of collectors attiducity from both students and guardians was underscored, reaffirming their commitment to upholding anti-ragging principles and regulations.

## 4 Enhancing Campus Vigilance

Detailed plans were outlined to holster campus security, including

- Deploying additional security personnel in sensitive areas.
- Introducing technological solutions such as CCTV surveillance and munituring to ensure the safety of students.

### 5. Grievance Redressal Mechanism

The committee reviewed and updated the grievance redressal mechanism, making it more accessible, user-friendly, and effective in addressing student concerns promptly.

### 6. Open Discussion

Members were encouraged to raise additional concerns or propose relevant topics for discussion, fostering a collaborative approach to addressing campus safety and student weifare.

 The Chairperson suggested concluding the meeting with a formal Vote of Thanks to acknowledge the contributions and active participation of all members.

### Signature of the Members:

Dr. Shamik Chakraborty	J. J.
Subhankar Ghosh	says
Dr Rajdeep Chakravarty	Rapus.
Pramod Kar	Russian With
Raju Kumar Shaw	RIKShaw
Indrajit Dawn	T 0
Bidyut Kumar Ghosh	Okroti
Ashmita Guha Chowdhury	10%
Sukdeb Saha	Conver
Suprovat Basu	(Maran

Campur Regent Education & Research Foundation Group of Institutions

E-muit rectalizate gonal com, Website news, rectain

Compus tabress, BaraKauthalia Barrackoore

Rend Office fabreur. 11/3.Bierah Guhn Street,



### Minutes of the meeting: Anti-ragging Committee

Date of the meeting: 18/04/2024

Venue: Board Room, Regent Education and Research Foundation

Time: 11.30 AM

### Agenda:

Discussion over anti-ragging matters

Miscellaneous

### Members Present:

Name of the Member	Position
Dr. Shamik Chakraborty	Principal, RERFGI
Mr. Subhankar Ghosh	Registrar
Mr. Pramod Kar	Chief Admin Officer
Mr. Raju Kumar Shaw	Senior Administrative Officer
Mr. Indrajit Dawn	Assistant Professor
Ms. Ashmita Guha Chowdhury	Assistant Professor
Mr. Sokdeb Saha	Assistant Professor
Mr. Suprovat Basu	Deputy Registrar
Mr. Bidyut Kumar Ghosh	Assistant Professor

### Anti-Ragging Committee Meeting Minutes

#### 1. Welcome Address

The Chairperson initiated the meeting by welcoming all attendees and provided a concise overview of the agenda, focusing on the redesign and strengthening of the Anti-Ragging Committee.

#### 2. Grievance Redressal Mechanism

The Committee revisited and updated the grievance redressal process, aiming to make it more accessible, user-friendly, and efficient in resolving issues.

Camput:Regent Education & Research Foundation Group of Institutions

E-mail:rerfhollata/comail.com,Website:www.rerf.iu

Camput Address
Barakanthalia.Barrackoore

Rupt.Officedaldress; 11/3,Biresh Guliu Street.



### 3. Affidavits from Students and Guardians

Emphasis was placed on the importance of collecting affidavits from students and guardians, affirming their commitment to abide by anti-ragging regulations and to maintain a safe campus environment.

### 4 Task Assignments and Implementation Timelines

Specific responsibilities were assigned to committee members, with clear timelines established for the implementation of proposed strategies to ensure accountability and progress tracking.

### 5. Enhanced Campus Security Measures

Comprehensive strategies were presented to enhance campus safety, including:

- Deployment of additional security personnel in key areas.
- Leveraging technology, such as surveillance systems, to monitor and safeguard students effectively.

### 6. Open Forum

Participants, were given the opportunity to raise additional concerns or suggest topics for further discussion, fostering an inclusive and collaborative approach.

The Chairperson proposed a Vote of Thanks to acknowledge the active participation and valuable contributions of all members, ensuring the successful conclusion of the meeting.

#### Signature:

Name of the Member	Signature
Dr. Shumik Chakraborty	St.
Subhankar Ghosh	5.642
Pramod Kar	Thomas Jary
Raju Kumur Show	Richard
Indrajit Dawn	1.0
Asinmita Guha Chowdhury	NOW.
Sukdeb Saha	QQ har
Bidyst Kunar Ghosh	Show
Suprovat Basu	Bha-

Compas/Regent Education & Research Foundation Group of Institutions

E-mail:certholkatas grant com, Website: nnn.cert.in

Campus Address. Bara Kanthalia Barrackwore Ergd.Office.Address: 11/3,Biresh Gults Street,



## Minutes of the meeting (Anti-ragging Committee)

Date of the meeting: 14/09/2023

Venue: Board Room, Regent Education and Research Foundation

Time: 3 pm

### Agenda:

Discussion over anti-ragging matters

Miscellaneous

### Member Present:

- 1) Dr. Shamik Chakraborty-Principal, RERFGI
- 2) Mr. Subhankar Ghosh-Registrar
- 3) Dr. Rajdeep Chakravarty-Associate Professor
- 4) Mr. Pramod Kar, Chief Administrative Officer
- 5) Mr. Suprovat Basu-Deputy Registrar
- 6) Mr. Suman Kumar Dey-HOD, EEE
- 7) Mr. Sukileb Saha-Assistant Professor, ECE
- 8) Mr. Arup Mallick-Assistant Professor, CSE
- 9) Mr. Bidyut Kumar Ghosh-Assistant Professor, EE

### Meeting Discussions:

1. Welcome Address by the Principal

The meeting commenced with a warm welcome by Dr. Chakraborty, Principal of RERFGL In his address, Dr. Chakraborty emphasized his commitment to upholding and continuing the initiatives and best practices established by his predecessors for the holistic development of the institution. He expressed sincere gratitude to all RERFGI members for their unwavering support and conveyed confidence in their continued cooperation to achieve institutional growth and excellence.

2. Discussion on Anti-Ragging Measures

A comprehensive discussion took place regarding the formation and responsibilities of RERFCI Anti-Ragging Squad members to safeguard the interests of newly admitted students. The squad members were tasked with ensuring a safe and supportive environment for the new students. Students facing any difficulties were encouraged to directly approach the squad members for assistance.

Campus:Regent Estaration &Research Foundation Group of Institutions

E-mast rectionists of great com, Website news rection

Computabless
DuraKontholia Burrackoore

Read Office saless: 11/3, Biresh Gaha Street,



Awareness Initiatives against Ragging
 The committee recommended arranging awareness materials, including posters and visual displays, to discourage and prevent any acts of ragging. These measures aim to foster a culture of respect and harmony among students.

4. Monitoring and Preventive Measures
The Convener urged the Anti-Ragging Committee and Squad members to maintain vigilant
surveillance over the newly admitted students. The members unanimously agreed that the institution
must be entirely free from any incidents of ragging. It was resolved that strict actions would be taken
against any irregularities or violations observed among the students to uphold discipline and ensure a
secure campus environment.

Submission of Anti-Ragging Affidavits
 It was decided that all newly admitted students would be required to submit duly completed Anti-Ragging Affidavits us part of the admission process. This would serve as a formal declaration of compliance with anti-ragging regulations.

 The meeting concluded with a formal Vote of Thanks delivered by the Chairman, expressing appreciation for the active participation and constructive contributions of all attendees.

## Signature of the Members present in the meeting:

1) Dr. Shamik Chakraborty-Principal, RERF
2) Mr. Subhankar Ghosh-Registrar
3) Dr. Rajdeep Chakravarty-Associate Professor
4) Mr. Pramod Kar, Chief Administrative Officer
5) Mr. Suprovat Busu-Deputy Registrar
6) Mr. Suman Kumar Dey-HOD, EEE Sociation Mr. Sukdeb Saha-Assistant Professor, ECE
8) Mr. Arup Mallick-Assistant Professor, CSE

9) Mr. Bidyut Kumar Ghosh-Assistant Professor, EE Campus Regent Education & Research Foundation Group of Institutions
E-mail:rerfkulkata@gmail.com,Website:www.rerf.in

Campus i*ckberr* HaroKanthalia.Harrackoure Regit Office taldress: 11/3, Biresh Guba Street,



**Group of Institutions** 

### **Library Committee Members**

### **Academic Session 23-24**

Sl. No.	Name	Designation	Department
1	Dr. Samik Chakraborty (Chairman)	Principal	ECE
2	Mr. Puspendu Chandra Chandra (Convener)	Assistant Professor	ME
3	Mr. Bivash Chandra Majumdar	Librarian	LIB
4	Ms. Paramita Sarkar	Assistant Professor	CSE
5	Ms. Payel Chakraborty	Technical Assistant	CE
6	Mr. Chinmay Majumdar	Technical Assistant	CE
7	Mr. Sayan Dey	Technical Assistant	MCA
8	Mr. Bidyut Kumar Ghosh	Assistant Professor	EE
9	Ms. Antara Bose	Assistant Professor	MBA
10	Mr. Avik Ghosh Dostidar	Assistant Professor	BSH
11	Dr. Rajdeep Chakraborty	Professor	BSH
12	Mr. Prodip Mozumdar	Assistant Professor	EEE
13	Mr. Jit Modak	Technical Assistant	ECE

-----

Puspendu Chandra Chandra Convenor

**Library Committee** 

Principal
Regert Education & Research Foundation
then Surdation FO. Such Telepana
thereologies, Milleda-700121

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



Group of Institutions

Ref: RERF/Library Committee/23-24/03

Date: 01/02/2024

### Library Committee

### NOTICE

This is to inform you all that a meeting of Library committee will be held on 07/02/2024 at 4:00 PM in the Central Library of RERF and you all requested to be present in the said meeting.

### Agenda:

- 1. Distribution of books through book bank scheme for existing students.
- 2. Review on book bank requisition and its present status.
- Miscellaneous.

### Copy to:

- 1. Principal RERF.
- 2. All concerned members

Puspanda efendra chembre

Convener, Library Committee

Camput : Regent Education & Research Foundation Group of Institutions

E-mail: reefkalkarase positioner, Website: www.reef.in

Campus deldress

Rara Kanthalia, Harruckpore P.O: Sewii Telinipara, P.S.: Mohanpor

Kolkuta - 700 121

Tel.: 883-5009-5442/452/451, Fax: 833-5009-5442

Hend Office Address 11/3, Biresh Guba Street 7th Floor, Kolkara - 700 817



Group of Institutions

Date: 07/02/2024

### Minutes of the Meeting

A meeting of the Library Committee was held on 07/02/2024 at 4:00 PM in the Central Library of RERF,

The books which will be distributed under book bank scheme are as per earlier distribution scheme.

As per requirement, quotation will be taken from book vesidors, then for proper documentation will be done by taking permission from higher matherity and send it to the purchase department.

All documentation is prepared according to the MAKAUT and NAAC guidelines.

#### Member Present:

- 1. Mr. Puspendu Chandra Chandra Chandra
- 2. Mr. Bivash Chandra Majumdar diction
- 3. Ms. Annira Bose Awlena Base.
- 4. Mr. Chinnuy Majumdar
- 5. Mr. Bidyut Kumar Ghosh Chipsely
- 6. Mr. Prodip Mommdar
  - 7. Dr. Raideep Chakmarary Weight
- H. Ms. Payel Chakrahanty P. chalousborty

### Member Absent:

- 1. Dr. Samik Chakraburty
- 2. Mr. Sayan Dev
- 3. Mr. Avik Ghosh Dustidiir
- 4. Ms. Paramita Sarkar
- 5. Mr. Jit Modak

Camput 2 Regent Education & Research Foundation Group of Institutions

F-mail: errikelkata a gmail.com, Website : www.rerfin

Compros Addresis:

Baru Kanthalia, Barruckpore P.O: Sewii Telinipura, P.S.: Mohunpur

Kolkuta - 780 121

Tel.: 833-3009-6442/432/451, Fax: 833-3008-5442

Nead, Office Address 11/3, Biresh Guha Street 7th Floor, Kalkata - 700 017 Tel.: 633-3221-3013



## **Group of Institutions**

### IQAC 2023-2024

1.	Dr. Samik Chakraborty	Principal, RERF	Chairman
2.	Dr. Nandan Gupta	Management Trustee, RERF	Member
3.	Mr. Subhankar Ghosh	Registrar, RERF	Member
4.	Dr. Rajdeep Chakravarty	Associate Professor, BSH	IQAC Coordinator
5.	Mr. Suprovat Basu	Deputy Registrar, RERF	Member
6.	Mr. Sabyasachi Mukherjee	HOD, ME	Member
7.	Mr. Avik Ghosh Dastidar	Assistant Professor, BSH	Member
8.	Mr. Subhadeep Mondal	Assistant Professor, CE	Member
9.	Ms. Anamika Basu	Assistant Professor, BSH	Member
10.	Ms. C. Rajalakshmi	Assistant Professor, EE	Member
11.	Dr. Pabitra Maji	Assistant Professor, ME	Member
12.	Dr. Soma Chakraborty	Assistant Professor, ECE	Member
13.	Mr. Mrinmoy Das	Assistant Professor, EE	Member
14.	Mr. Ritesh Agarwal	Owner &Director,Royal Balaji Engineering Pvt. Ltd.	Industry Expert
15.	Mr. Raju Kumar Shaw		Nominee, Local Society
16.	Mr. Jit Modak		Alumni
17.	Ms. Koheli Adhikary		Student
18.	Ms. Ashalata Ghosh		Principal Guardian cation & Research Foundation Inhalia, P.OSewii Telinipara

Convener

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

Barrackpore, Kolkata-700121

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



**Group of Institutions** 

Ref. No.: RERE IQAC Int. 24-23

Date: 19/07/2023

### NOTICE

All the IQAC members are hereby informed that a meeting of the IQAC Committee members is scheduled on 20th July 2023, at 3.00 p.m.

The Agenda of the Meeting is as follows:-

- 1. Approval of minutes of the previous meeting of IQAC held on 17/05/2023
- 2. Reformation of IQAC.
- 3. Preparation for SSR for upcoming NAAC visit.
- 4 Cocurricular activities.
- Implementation of Student Charter.
- 6. Waste management
- 7. General discussions.

Your presence is highly solicited.

Dr. Rajdeep Chakravarty Coordinator IQAC

Campus Address.
Bara Kanthalia, Harrackpote
P.O: Scoli Telinipura, P.S.: Titagarh
Kofkata - 700 121
Tel.: 033-1008-5442-432-431, Fax: 033-3008-5442

Regi. 1020 v. doleron. 14/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



Group of Institutions

### Minutes of Meeting

A meeting of the IQAC members was held on, 20th July 2023, at 3:00 p.m.Following IQAC members were present

	200			
5	Dr. Sarrak Chakraborry	Principal, RI RI	Chairman	Dine
	Ot, Narsdan Grapta	Management Trustee, RERF	Member	Nandar Gifta
E.	Mr. Subhankar Ghosh	Registrar, RERF	Member	Sh.W
Ŧì.	Dr. Raideep Chakravarty	Assuciate Professor, BSH	IQAC Coordinator	Royapt.
50	Mr. Suprovut Baso	Deputy Registrar, RERF	Member	(Brown
b.:	Mr. Sabyasachi Mickherjee	HOD, ME	Member	Smillery
	Mr. Avik Ghesh Dastidar	Assistant Profesior, BSH	Member	againtides-
8.	Mt. Subtackep Mondal	Assistant Professor, CE	Member	Sussible Market
ų.	Ms. Ammika Baso	Assistant Professor, BSH	Member	Vprawika Masn
117.	Ms. C. Rajalakshmi	Assistant Professor, ÉE	Member	2 Pajalakshini
16	Dr. Patritra Maji	Assistant Professor, ME	Member.	AR .
17:	Dr. Soma Chakraborty	Assistant Professor, ECE	Member	( Smalling room )
13.	Mr. Mriamoy Das	Assistant Professor, EE	Member	W
14	Mr. Rinsh Agarscul	Owner &Director Royal Halair Engineering Pst. Ltd.	fisherty Expert	Ritesh Agorhal Rusham
15	Mr. Raju Kumar Shuw		Nominee, Local Society	Rh Show

Company Regent Education & Research Foundation Group of Institutions

1 -mail : reefficibation amail.com. Website : nvm.cetl.to.

Calegran, Johnson

Bara Kanthalia, Barrackpore

P.O. Sewii Telinipara, P.S.: Titigarh

Kulkata - 700 121 Evil: 835-3608-5442-472-471, Fac: 633-5008-5442 Repl (Mire Address) 11/3, Street Galla Street 2" Floor, Kolkuta - 706 617

Tel: 033-1221-3013



ile:	Mr. Jet Modak	Ahmmi Ja
12	Ms. Kolieli Adlikari	Student Katala Addisony
18	Ms. Ashalata Obesh	Countin Ashalata Ochock

- 1. The minutes of the previous meeting of IQAC were confirmed.
- 2. IQAC was reformed.
- 3. Review of all academic activities of the previous session.
- 4. Necessary steps were taken for preparing SSR second cycle for upcoming NAAC visit.
- 5. Students were encouraged to participate in different cocurricular activities.
- 6. Discussions were made for the implementation of the student charter.
- 7. HOD (BSH) was informed to organize SIP for the newly admitted 1" year students.
- 8. Discussions were made for the improvement of the waste management system.

Meeting concluded with permission of the Chair.

Dr. Rajdeep Chakravarry Coordinator IQAC

Compact: Regent Education & Research Foundation Group of Institutions

E-mail : recfoolkatter gmoil.com. Website : www.rerl.in

Company Address.

Bara Kanthalia, Barrackpore P.G. Sewli Telinipara, P.S.: Titagurb

Kolkata - 700 121

Tel.: 033-3008-5442-432/431, Fax: 033-3008-5442

Rend Office Address, 11/A, Birech Culta Street 7th Floor, Kulkatz - 700 017 Tel.: 033-3221-3013



**Group of Institutions** 

Date: 30/08/2023

Action Taken on points discussed in the meeting held on, 20th July 2023.

St. No.	Points Discussed	Action Taken	
31	Review of academic activities	All academic activities were conducted successfully.	
2	Reformation of IQAC	New members were included in the new session.	
3	Seminars/ Webinars/ FDP/ Workshops	A total number of 18 events were organized in the previous session.	
4	Preparation for SSR	SSR second cycle has been submitted.	
5	Student Chapter	A new committee was formed to motival students to take part in different academ activities. Students got membership from IEL	
6	Student Charter	It is implemented and students are becoming aware of their responsibilities towards the institute.	
6	SIP	The SIP for 1st year students was proposed to be scheduled on and from 12:09:2023	
7	Cocurricular activities	Different cultural programs/ indoor games competitions/ Seminars were organized as a part of co- and extracurricular activities.	
	Waste management	Like in previous years necessary steps were taken for the disposal of waste products including E-waste, from the institute and special care was taken to improve the process.	

Dr. Rajdeep Chakravarty Coordinator IQAC

Complex: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkatairgmail.com, Website: www.rerf.in

Compus Address:

Bara Kauthalia, Barrackpore

P.O. Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fav: 033-3008-5442

Read, Office Address:

11/3, Biresh Guha Street 7th Floor, Kulkata - 700 017



Ref. No. 10 Rt 10 At Nov. 25 31

Date 15/11/2021

### NOTICE

All the IQAC members are hereby informed that a meeting of the IQAC Committee members is scheduled on 48th November 2023, at 3.00 p.m.

The Agenda of the Meeting is as follows:-

- Approval of minutes of the previous meeting of IQAC held on 20/07/2023.
- 2. Formation of AQAR subcommittees.
- 3. Academic issues.
- 4. Cocurricular activities.
- 5. General discussions.

Your presence is highly solicited.

Dr. Rajdeep Chakravarty Coordinator IQAC

Compact Regent Education & Research Foundation Group of Institutions

E-mail: certholiates/groupleon, Website - www.cert.in

Frank Office Jointal) 11(3, Bleech Gatta Street 2\* Floor, Kolksta - 700 017 Tet.: 033-3221-3013



### Minutes of Meeting

A meeting of the IQAC members was held on, 18th November 2023, at 3:00 p.m.Following IQAC members were present.

A.	Dr. Samik Chakrabovy	Principal, RERE	Chairperson	Dr.
2,	Dr. Nandan Guptn	Management Trintee, RERF	Member	Nardan Gfta
1.	Mr. Subhunkar Ghosh	Registrar, RUR	Member	51.1.
4.	Dr. Rigdeep Chakravarty	1000;080	IQAC Coordinator	Stople pl
50	Mr. Suprovat Basic	Deputy Registrar, RERF	Member	BAR
ń.	Mr. Sabyusachi Mukherjee	HOD, ME	Member	Remiddle
1.	Mr. Avik Ghodi. Dastidar	Assistant Professor, IISH	Member	Salla East Monday
ñ.	Mr. Subhadeep Mondal	Amistant Professor. CI	Mamber	Subbactup Marsh
8	Ms. Ansmika Basu	Assistant Professor, BSH	Monther	Annualka stran
10	Ms. C. Rajalakshmi	Assistant Professor,	Member	C. Lejalebohari
).1.	Dr. Pabitra Maji	Assistant Professor, MI	Member	AN .
12.	Dr. Some Chakraborty	Assistant Professor, ECF	Member	Coma thatesting
13.	Mr. Mrinney Dat	Assistant Professor.	Member	4
14.	Mr. Ritesh Agarwal	Owner & Director, Reyal HalajiErgineering Pvt. 1.id.	Industry Expert	Riter Agorhal Rischau
15.	Mr. Raju Komur Shaw		Nominee, Local Society	R. re Chew

Campus : Regent Education & Research Foundation Group of Institutions

E-mall : reefkolkatore gmail.com, Website : www.reef.in

| 1000/00 | Mdr. | 1000/00 | Marrackpure | 1100 | M

Regd. Office Address: 11/3, Biresh Guba Street 7th Floor, Kolkata - 700 017 Tel: 033-3221-3013



1.h	Mr. 2rt Modisk	Alumni
17.	Ms. Koheli Adhikary	Sindon Kohale Adla Koon
15	Ms. Ashulata Ghesh	Gundien Achalaka Chath

- 1. The minutes of the previous meeting of IQAC were confirmed.
- Subcommittees were formed for the smooth running of activities.
- 3. HoDs were informed to check the laboratory equipment for the upcoming semester examination.
- 4. Cultural programs, sports, workshops and seminars were organized and proposals were invited in this regard.
- 5. Participation in Smart India Hackathon (SIH), 2K23.

Meeting concluded with permission of the Chair.

Dr. Rajdeep Chakravarty Coordinator IQAC

Campus: Regent Education & Research Foundation Group of Institutions E-mail: reefkolkatawgmail.com, Website: new.cocf.in

Campus Address.

Bara Kanthalin, flurrackpore P.O. Sewli Telinipara, P.S.: Thagarh

Kolkata - 700 121

Tel.: 033-3008-5442-432/431, Fac: 933-3008-5442

Rigid Office Address:

11/3, Birmh Guha Street 7" Floor, Knikata - 700 017

Tei:: 033-3221-3013



Group of Institutions

### RERF-IQAC AQAR SUBCOMMITTEE COMPOSITION

51	Subcommittee	Monterr	Distroction
(		Ser Talkhadogi Montal (Texnil)	Account Profession 1.8
	Comoder Aspects	All: delanting Atombal	Assessment Professor R.F.
		All: Aryon Abrodul	According Portains 400
		Mr. Americka Darm (Hereile	Assume Perform 15:11
ž	Teaching, Learning and	Mr. Iprote Bose	Assurant Profesion, 1859
4	Depleating	Dr. Robbid Komit Nigoti	Assumer Professor, Mr.
		24 Pales Marando	Actions Professor 47.1
		Mr. Hamilakahmi Chambrasekhar (Himil)	Assistant Professor, I.E.
1	Responds, Empoyet-one and Extension	The Summer James	Almewor Professor, S.E.
,		Adv. Dichaume Paters	Assume Professor ME
		Adv. Neutromila Nethan Ense	Assistant Professor, U.E.
ī	Infrastructure and Learning Resources	Mr Saltyanachi Makherjov (Heml)	Accumum Professor, ME
•		Afr. Chimbion Res.	Accusage Professor \$1.1.
	Contract to the Contract of th	De Publica Majs (Head)	Assistant Professor, ME.
5	Student Support and Progression	Mr. Deharati Citarih	Account Professor, BSH
		66: Sulphopler Son	Assume Frederice, ESH
		Dr. Soma Chakrahorty (Head)	Australia Friday F.E.E.
	Gevernance, Leadership	Mr. Eriah)hii Nimali	Attitution Performe, E.L.E.
6	and Management	Mr. Sungth Pal.	HOD, EX.
	1 Sweet Conn Pt 2111	Mr. Armdom Box	Australia Professor, C.L.
	444	Me, Mesenney Line (Hour)	Assistant Professor, Ed.
T/	Instrumental Values and Thest Practices	Dr. Samue Kamur Day	HOD KEE
	RESI PRETIONS	Dr. Pestish Batterjoe	Associate Professor, ME.

Dr. Riptleep Chakravirty
Coordinator IQAC

Conyour : Regust Education & Research Foundation Group of Institutions

I-mail | turfheiketsyrgmail.com, Website : www.rarf.jn

Congress diddress

Hara Kanthalia, flarrackpory

P.O. Sewli Telinipara, P.S.: Disgarh.

Kolkata - 200 121

Tel. 0.13-3008-5442-432-431, Par. 013-3008-5442

Brack Stiffer Seiter:

11/2, Biresh Guha Street 7º Floor, Kolkuta - 700 017

Feb.: 833-3221-3013



Date 3012/2023

Action Taken on points discussed in the meeting held on, 18th November 2023.

SI.	Points Discussed	Action Taken	
T.	Review of academic activities	All academic activities were conducted successfully.	
2	Reformation of IQAC	Subcommittees were formed for each QII for smooth documentation of activities.	
-3	Academic issues	All instruments of different laboratorie were thoroughly checked for upcoming semester examinations.	
4	Cocurricular activities	Cultural programs, indoor games competitions were arranged as per schedule	
5	SIH, 2023	Students have participated in SIH, 2023 in Guwahati in December, 2023.	

Dr. Rajdeep Chakravarty Coordinator IQAC

Compact Regent Education & Research Foundation Group of Institutions E-mail | rerfkolkataicgmail.com, Website | www.rerf.in

Compay Address

Bara Kanthalis, Barrackpore P.O. Sewii Telinipura, P.S.: Titagurh Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fux: 033-3008-5442

Right Office libbrains 11/3, Biresh Guha Street 7th Floor, Kulkata - 700 017



Group of Institutions

Rel No. RERE ROAC Jan 26-24

Date: 10:01:2024

### NOTICE

All the IQAC members are hereby informed that a meeting is scheduled on 7th February 2024, at 3.00 p.m.

The Agenda of the Meeting is as follows:-

- Approval of minutes of the previous meeting of IQAC held on 18/11/2023.
- 2. Discussion on NAAC visit.
- 3. Developmental activities.
- 4. Academic issues.
- 5. General discussions.

Your presence is highly solicited.

Dr. Rajdeep Chakravarty Coordinator, IQAC

Company: Regent Education & Research Foundation Group of Institutions

L-mail: earthathataticgmail.com. Website www.cerf.in

Campus Address

Bara Kanthalia, Barrackpure P.O: Sewli Telinipara, P.S.: Titagark

Kelkata - 700 121

Tel.: 833-3008-5442/432/431, Fax: 833-3008-5442

Wegst Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



Group of Institutions

### Minutes of Meeting

A meeting of the IQAC members was held on, 7th February 2024, at 3:00 p.m. Following IQAC members were present.

O.	Dr. Samik ChakraSorty	Principal, El RE	Chairperson	Drie
2/:	Dr. Nandan Gupta	Charmen, RERF Trust	Member	Nordan Efte
3	Mt Subbankse Choch	Registrar. RERE	Member	5.43/2
4	Dr. Rasdeep Chakrasurty	Associate Professor, BSH	IQAC Coordinator	Roseyl.
31	Mr. Suprovat Basia	Deputy Registrar, RERE	Member	Base
<u>6</u>	Mr. Puspendu Chardra Chindra	HOD, ME	Member	Palade
7	Mr. Avik Ubosh Dustidar	Assistant Professor; BSH	Member	agdestidas
.K.	Mt. Subhadeep Mondal	Assistant Professor, CE	Member	Sullabert Months
9.	Ma. C. Rajalakshmi	Assistant Professor, EE	Member	1 Rajalakohmi
10	Dr. Soma Chakraborry	Assistant Professor, FCE	Member	85.
I.I.	Mt. Mriomay Dus	Assistant Professor, ET	Member	130
12	Dr. Pabura Maji	Assistant Professor, ME	Member	Apr .
15	Ms. Anamika Basu	Assistant Professor, BSH	Member	Juanika Base
14.	Mr. Ruesh Agarwal	Owner & Director, Royal Balan Engineering Pvi. Lut	Industry Expert	Whomika Mass Kitesh Ajernel. RKShano
15.	Mr. Raju Komar Shaw	11/2/2014	Nominee, Local Society	RKShano

Compace: Regent Education & Research Foundation Group of Institutions

E-mail - certification gualificam, Walesto - way certin

Campus Aidress

Bara Kanthalia, Harrackpore

P.O: Sewli Telinipara, P.S.; Titagarh

Kolkutu - 700 121

Tel.: 033-3008-5442/432/431, Fuy: 033-3006-5442

Royal, Office Addresses

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



To:	Ms. Kobeli Adhikary	Student	Koheli Ad	hikamy
17	Ms: Ashalata Ghesh	Guardian	Ashalata	Gharh

- 1. The minutes of the previous meeting of IQAC were confirmed.
- 2. Subcommittees were formed for the smooth running of activities.
- 3. Interactive workshops, competitions were proposed for the students.
- 4. Proposals were invited for seminars, awareness programs.
- 5. Details of SIP for newly admitted students was discussed.
- 6. Discussion was made for special initiatives for girl students, female staffs.
- 7. Different surveys were proposed about the working environment

Meeting concluded with permission of the Chair.

Dr. Rajdeep Chakravarty Coordinator IQAC

Company Regent Education & Research Foundation Group of Institutions

E-mail | reeffolkataingmail.com, Website | www.reef.in

Compan Address

Bara Kanthalia, Barrackpore P.O: Sculi Telinipara, P.S.: Titagaru

Kolkuta - 700 121

Tel.: 933-3008-5442/432/431, Fux: 033-3008-5442

fraul Other tinteres.

11/A, Biresh Guha Street 72 Floor, Kulkata - 709 017



# Group of Institutions

Date: 02/04/2024

Action Taken on points discussed in the meeting held on, 7th February 2024.

St No.	Points Discussed	Action Tuken
20	Resien of neadenic activities Developmental policy for students	All academic activities were conducted successfully All departments will arrange value added courses as per departmental academic calendar.
		HSH department has already completed a course on "Learn Spanish Language" from 12-23 March, 2024. Course on "Introduction to AL-ML" from CSF, department will be 18-27 April, 2024.
E.	3-10h	BC has organized a FDP on "Dream weaving" from 06/02-10/02
-345		Workshop on Self Defense Program was organized for Nilganj Sikshayatan (H.S. Co-ed School) on 14 03 2024 as a part of community outreach program.
	Community Development Program	Self-defense program is scheduled for girl students throughout the semester.
4.		"Impactor" Air interachool indoor games competition was organized as a part of community development program from 20-21 March, 2024
6	Student Training	Industrial training program (site visit) for CE students is arranged by the department on 9, 10 and 12 April, 2024.
7.7	Co and Extra-Curricular Activities	Different cultural programs/ seminars/ technical film shows/ awareness programs etc. have been organized as per schedule. Annual sports were organized 31/01-02/02/2024

Dr. Rajdeep Chakravarty Coordinator IQAC

Cantras : Regent Education & Research Foundation Group of Institutions

F. mail : rerfield, state good com. Website : new critis

Camera Address

Bara Kunthalia, Barrackpore P.O. Sewli Telinipara, P.S.: Titagach

Katkata - 200 121

Tel.: 033-1008-5442-432-431, 4up: 033-3008-5442

Rest Offer Addison

11/A, Biresh Guha Street 2th Ploor, Kulkata - 700 017

Tel.: 033-1224-1013



Group of Institutions

Ref. No.: RERE IQAC May 27-24

Date: 02/05/2024

## NOTICE

All the IQAC members are hereby informed that a meeting is scheduled on 9th May, 2024 at 3.00 p.m.

The Agenda of the Meeting is as follows:-

- 1. Approval of minutes of the previous meeting of IQAC held on 07/02/2024.
- Academic activities.
- 3. Co-Curricular and Extra-Curricular activities.
- 4. End semester examination.
- AQAR (23-24) preparation.
- Community outreach program.
- General discussions.

Your presence is highly solicited.

Dr. Rajdeep Chakravarty Coordinator IQAC

Campier : Regent Education & Research Foundation Group of Institutions.

U-mail: rerfleithatus guest com, Website - week curf.in

Cartagues Adulticos.

Bara Kanthalia, Barrackpure

P.O. Sewii Telinipara, P.S. Titagach

Kolkata - 700 121

Tal.: 013-3008-5442-432-431, Fax: 033-3008-5442

Regal Office Address:

110, Biresh Guha Street 7º Floor, Kolkata - 200 017

Tet: 833-3224-3813



Group of Institutions

### Minutes of Meeting

A meeting of the IQAC members was held on 9th May, 2024, at 3:00 p.m. Following IQAC members were present.

	1505207			
1	Dr. Nordan Cropta	Chammin, RERE Trust	Member	Narda- life
-	Mr. Subhanior Obody	Kegouran, RPRF	Member	sub
	Dr. Raydeep Chakravurty	tion, astr	1QAC Coordinator	Soplost.
ŧ	Mr. Soprovat Hase	Depusy Registrar, RERI	Member	Men
	Mr. Paspenda Chandra . Chandra	JIOD, ME	Member	Polarie
	Mr. Avrk Cibosh Dastidar	Assistant Professor, 85H	Member	aglasti Dar
	Mr. Subhadenp Mundat	Assistant Prolineur, CE	Member	Super Sug Hand
	Ms. C. Rajalakshim	Assistant Professor, E.F.	Member	1 - Rijale bohme
	Dr. Pabura Maji	Assistant Professor, ME	Member	Copy
DE.	Dr. Suma Chakrahorty	Assistant Professor, ECF	Member	Styl.
i,	Mr. Mrinney Das	Assistant Professor, File	Member	14-
3	Mr. Riimh Agarwal	Owner & Director, Royal Balaji Engineering Pvs. Ltd.	Industry Expert	Ritor Hacks
ž:	Mr. Raja Kumur Shaw		Nominoe, Local Society	Ritem Azera
4	Mr. Jet Mesdak		Alumni	on wearing
5.	Ms. Koheli Adlukury		Student	Koheli Adhikary

Compact: Regent Education & Research Foundation Group of Institutions

Louist : everkolketere gonali com, Webrite ! nien certita

Campus Address.

Bara Kanthalia, Barrackpere P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3000-5442/432/431, Fax: 033-3000-5442

Right (1996); (ddrywe)

11/3, Biresh Guha Straut 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



Group of Institutions

Ms: Arbiditis Ghoth:

Ashalata School

Member Absent

- 1 Dr. Samik Chakraborty
- 2 Ms. Anantika Baso
- The minutes of the previous meeting of IQAC were confirmed.
- Reviewed all academic activities of the previous session.
- HODs were asked about the syllabus completion status.
- 4 Reports of different cocurricular and extra curricular activities were checked.
- 5. Community outreach program was planned.
- Detailed discussion were made about the workplace environment.
- 7. Discussions were made for preparation of AQAR (2023-2024).

Meeting concluded with permission of the Chair.

Dr. Rajdeep Chakravarty Coordinator IOAC

Rodust.

Company Regent Education & Research Foundation Group of Institutions Count : egificilistes granthoun. Website : www.rerf.in

Campus Address:

Bara Kauthalia, Barrackport P.O. Scoti Telinipara, P.S.: Diaguett

Kolkuta - 700 121

Tel: 033-3008-5442-432-431, Fat: 033-3008-5442

Report Efficient Sold Presett

1113, Biresh Guha Street 7th Flour, Kuthata -700 017



Group of Institutions

Date: 28/06/2024

### Action Taken on points discussed in the meeting held on 9th May, 2024.

SL No.	Points Discussed	Action Taken
1)	Review of academic activities	All academic activities in the previous session were conducted successfully. CIEs were taken as per- institutional policy.
2	Syllabus completion status	Syllabuses were completed successfully prior to the end semester examinations. Remedial classes were taken for slow learners.
3.	Seminars/ Webinars/FDPs	All departments have organized seminars/webinars as per their schedule.  HC-RERF has organized workshops/webinars/expert talk etc. for the academic development. A FDP, "Dream Weaving II", was organized from 21-25 May, 2024.
43	Community Outreach Program	"AUTOMATIONXTREME" - A workshop organized by the Robotics Club for school students, 21-22 May, 2024.
50	Preparation for AQAR	Necessary steps have been taken.
60	Survey about Institution	Different surveys were conducted by the Internal Committee of RERF regarding workplace environment.
7.	Cocurricular activities	Different cultural programs were organized as a part of co- and extracurricular activities for students

Dr. Rajdeep Chakravarty Coordinator IQAC

Campus 2 Regent Education & Research Foundation Group of Institutions

E-mail : perfectional angulation, Website : news.ref.in

Campier Material

Bara Kunthalia, Barrackport P.O. Sewli Telinipara, P.S.: Titagarb

Kulkuta - 700 121

Fel: 933-3000-5442-432-431, Fax: 033-3000-5442

Board Office Address.

11/3, Biresh Guha Street 7th Floor, Kulkatu - 700 017



### **Group of Institutions**

Ref No: RERF/IC/2023-2024/02 Date: 04/07/2023

The Government of India through the National Policy for empowerment of Women has mandated programmes to eradicate gender discrimination and violence against women in public as well as private arena and as a follow up of the same all institutions are to establish Internal Committee. The RERF Group of institutions has also set up a committee, previously named as Women's cell and now, called the Internal Committee (IC) to take up issues related to gender discrimination and violence against women in general and student, teaching and non-teaching female individuals in particular related to our Group of institutions.

### **Internal Committee**

**Session: 2023-24** 

Sl. No.	Name	Designation	Department
1	Dr. Nibedita Mukherjea	Chairperson	BSH (RERFGI)
2	Ms. Labani Nandi	Convenor	CE (RERFGI)
3	Ms. Suvra Sarkar	External Expert	CST(RIST)
4	Ms. Ishika Ghosh	Member	CE (RERFGI)
5	Ms. Payel Chakraborty	Member	CE (RERFGI)
6	Ms. Shreyashi Sengupta	Member	EEE (RERFGI)
7	Ms. Pragati Ghosh	Member	CSE (RERFGI)
8	Ms. Rajalakshmi Chandrasekhar	Member	EE (RERFGI)
9	Ms. Antara Bose	Member	MBA (RERFGI)
10	Ms. Subarna Mondal	Member	ECE (RERFGI)
11	Mr. Aninda Das	Member	ME (RERFGI)
12	Mr. Raju Kumar Shaw	Non Teaching Member	ADMIN
13	Ms. Trina Bhattacharya	Non Teaching Member	ADMIN
14	Ms. Jinia Basak (UR)	Student Member	ECE(RERFGI)
15	Mr. Mrinmoy Roy (SC)	Student Member	MBA(RERFGI)
16	Ms. Soma Bhattacarya (UR)	Student Member	CE(RERFGI)
17	Ms. Gargi Shaw (UR)	Student Member	CSE(RERFGI)



Convener, Internal Committee

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



**Group of Institutions** 

### **NOTICE**

Ref: RERF/IC/2023-2024/01 Date: 01/07/2023

A meeting will be held on 04/07/2023 at 3:30 p.m. in the Board Room to discuss the following items. In this regard, all respected HODs, Registrar, Administrative Officers and Deans are hereby requested to attend the meeting.

#### Agenda:

- 1. Reformation of Internal Committee
- 2. Selection of Committee Members
- 3. Any other

Labani Nand

Labani Nandi Signature of Convener

Dr. Nibedita Mukherjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



### MINUTES OF THE MEETING

A meeting is held on 04/07/2023 at 3:30 p.m. in the Board Room with presence of the following members

SL No.	Same	Designation	Signature
1	Dr. Nibedita Mukherjea	Chairperson & HOD, BSH	Nikedila Milkhuyen
*	Mrs. Labani Nandi	Convener	- 72 3
3	M) Subbankar Ghosh	Registror	5.hyla.
4	Mr. Samib Pal	HOD, EL	sin the
5	Mr. Suman Kumar Dey	HOD, EEE	dest
6.	Mr. Shouvik Sarkar	HOD, CE	Sille
2.	Mr. Amariya Gliosh	HOD, CSE	A.Y.
K	Mr. Sukdeh Saha	HOD, ECE	agli
9	Mr. Sahyasachi Mükherjee	HOD, MI	Tust
10.	Mr. Arup Mallick	HOD, MCA	Mars.
11	Mr. Suprovat Hasti	HOD, MBA	Brown
12	Mr. Pramod Kar	Chief Administrative Officer	47
13	Mr. Raju Kumar Shaw	Semor Administrative Officer	K & Shaw
14.	Mr. Indrajit Dawn	Administrative Officer	TO

At the outset, the Principal welcomes all members present in the meeting and starts discussion on the following agendas:

Agenda 1: Reformation of Internal Committee

The previous Internal committee is dissolved and proposal for new Internal committee is asked.

Agenda 2: Selection of Committee Members

It is decided unanimously that one faculty members form each department and a few student members will be chosen for the committee. Moreover, the Internal committee understands that, a few external members will be helpful for smooth conduction of the several events. The detailed committee is provided to the convenier for further proceedings. The newly formed committee is also provided here:

Compact: Regent Education & Research Foundation Group of Institutions
F-mail: perfeathable grand.com, Website: www.reelin

Campini, fallinisis

Bara Kanthalia, Barrackpure P.O. Sewii Telinipara, P.S.: Mohanpur

holksta - 700 121

Tel : 033-5008-5442/452/481, Pay 033-3008-5442

Real sittur different. 11/3, Biresh Guhn Street 7º Floor, Kolkata - 700 017 Tel: 033-3221-3013



I. No.	Name	Designation
1	Dr. Nibedita Mulcherjea	Chairperson
2	Ms. Labimi Nandi	Convener
30	Ms. Suvra Sarkar	External Expert
4.	Ms. Jshika Ghosh	Member
5	Ms. Payet Chakraborty	Member
(6)	Ms. Shreymhi Sengapta	Member
70	Ms. Progati Gbosh	Member
8.	Ms. Rajalakubmi Chandrosckhar	Menther
9	Ms. Antara Hose	Member
10	Ms. Subarna Mondal	Member
11	Mr. Aninda Das	Member
12	Mr. Rajn Kumar Shaw	Non Tenching Member
13.	Ms. Trima Bhaitacharya	Non Teaching Member
14.	Ms. Sinia Basah (UR)	Student Member
15	Mr. Mrinmey Roy (SC)	Student Member
16.	Ms. Somi filiatucarya (UR)	Student Member
17.	Ms: Gargi Shuw (UR)	Student Member

The meeting ended with thinks to all members.

Convener, Internal Committee

Campus: Regent Education & Research Fundation Group of Institutions: E-mail: regulation gmail.com, Waladie answerel.in

Campus, Africas. Bara Kamballa, Barrackpury PAE: Seedi Talimpara, P.S.: Mohanpur Kellada - 700-121 Tat.: 073-3008-8422-481, Pas.: 038-3008-8442 Ecgel (Micc. Addison) 11/3, Biresh Guha Street 79 Floor, Kolkata - 700 017 16L: 033-8221-3013



**Group of Institutions** 

### **NOTICE**

Ref: RERF/IC/2023-2024/02 Date: 04/07/2023

It is to inform all the members of Internal Committee that a meeting will be held on 05.07.24 at 01:00pm at room no. 312 for the academic session of 2023-2024 with the agenda regarding committee formation.

All the members are requested to attend the meeting positively.

### **Agenda of Meeting:**

1. Committee formation

Labani Nandi Signature of Convener

Dr. Nibedita Mukherjea Signature of Chairperson

 ${\it Campus:} \ \textbf{Regent Education \& Research Foundation Group of Institutions}$ 

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



#### MINUTES OF MEETING

Minutes of the Internal Committee Meeting held on 05.07.2023 at 1pm at Room No. 312.

The meeting was held on 05.07.2023 at 1pm at Room No. 312 and the proceedings of the meeting are as follows:

### Proceedings:

- 1. The committee has been formed with some old and some new members.
- 2. Member list details is given below:

Sl. No.	Name 31	Designation in committee
81	Dr. Nibedita Mukherjea	Chairperson
2	Ms. Labani Nandi	Convenor
3	Ms. Suvra Sarkar	External Expert
4	Ms. Abila Ohisti	Member
5	Ms. Payel Chakraborty	Member
6	Ms. Shreyashi Sengupta	Member
The state of	Ms. Prageti Ghoth	Member
8	Ms. Rajalakshmi Chandrasekhar	Member
9	Ms. Antara Bose	Member
10	Mr. Sobarni Munda)	Member
- 11	Mr. Aninda Dias	Member
12	Mr. Raju Kumar Shaw	Non Teaching Member
13	Ms. Trina Bhattacharya	Non Teaching Member
14	Ms. Jinia Basak (UR)	Student Member
15	Ms. Mrinmoy Roy (SC)	Student Member
16	Ms. Soma Bhattacarya (UR)	Student Member
17	Ms. Gargi Shaw (UR)	Student Member

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rer[kolkata@gmail.com, Website: www.rerf.in]

Campus Address:

Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



No. of Concession,	ACCULATION A	CHELLMAN	
Monu	Steen.	Present:	

SL.NO.	NAME OF THE MEMBER	DEPARTMENT	SIGNATURE
1:	Dr. Nibedita Mukherjes	Charperson	Nibedula Holcheyes
2	Ms. Labani Nandi	Convenor	Salari Standi
3	Ms. Suvre Sacker	External Expert	4
-	Ms. Ishika Ghosh	Member	Payel Chalmali
1	Ms. Payel Chekrahotty	- Member	Payel Chalmol
	Ms. Shrryashi Songripto	Member	A
7	Ms Progett Ghosh	Member	Progate about
38	Ms. Rajatokahani Chandrasakhar	Member	Leplakshow
9:	Mx. Antum Done	Member	A. Bose
10	Ms. Subama Mondal	Member	Sm-
11.	Mr. Admids Des	Member	Aranda Dah
12	Mr. Raju Kumar Shaw	Non Texching Member	Rushan
13	Ms Trine Bhattacharya	Non Teaching Member	Timo Bhattachanifa
14:	Ma. Jinge Basak (UR)	Student Member	A
15	Ms. Mranmoy Roy (SC)	Shident Member	A
16	Ma Soma Bhattanaya (UR)	Student Member	SA.
17	Ms. Gargi Shaw (CIO	Student Member	Gishano

The meeting was ended with vote of thanks.

: Stall

Labani Nandi

Signature of Convener

Nobella Makrejea

Dr. Nibedita Mukherjea Signature of Chairperson

Campur : Regent Education & Research Foundation Group of Institutions

E-maft i reefkulkatieftigmalf.com. Webelte : www.trrf.ln

Corpus Adires.

Dara Kaothella, Haccachpere

P.O: Sewil Tellupara, P.S. Mohanpur

Kolkuro - 700 121 Tet.: 827-1008-5442/4320074, Pag:: 812.3018-5447

Read Office Address.

11/3, Biresh Guha Street 7" Floor, Kolkata - 760 017



**Group of Institutions** 

### **NOTICE**

Ref. RERF/IC/2023-2024/04

Date: 14/09/2023

This is to inform all the members of the Internal Committee that a meeting will be held on 21/09/2023 at 02:00pm at room no. 312 for the academic session of 2023-2024 with the following agenda.

All the members are requested to attend the meeting positively.

### **Agenda of Meeting:**

- 1. Upcoming Seminar
- 2. Preparation of program schedule.

Labani Nandi Signature of Convener Dr. Nibedita Mukherjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3. Biresh Guha S

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



#### MINUTES OF MEETING

Minutes of the Internal Committee Meeting held on 21.09.2023 at 2pm at Room No. 312.

The meeting was held on 21.09.2023 at 1pm at Room No. 312 and the proceedings of the meeting are as follows:

Proceedings:

- It has been decided that there will be one day seminar on "Controlling the grazy mind" on 27th September, 2023.
- 2. Venue of the program: Seminar hall of RERF building.

3. The program schedule has been fixed.

4. The inauguration program will be started with the lighting of the lump.

5. Sri Radhapada Dasa will be the special guest of the event.

6. Along this three additional guests will attend the event.

#### Members Present:

SL.NO.	NAME OF THE MEMBER	DEPARTMENT	SIGNATURE
k.	Dr. Nibedita Makherjea	Chairpasson	Nobedile Hutcheyer
3	Mr. Lubani Nisadi	Cenvinor	Dani Windle
3	Mi, Savra Sarkar	External Expert	55
4	Ms. Ishika Ghosh	Mombor	Istika broch
51	Mr. Payel Chikraborty	Mamhee	Payel Chalonal
61	Ms. Shregaria Sengopta	Membee	-X. Tengupta
7	Ma. Pragati Obush	Member	Project charl,
8	Ma. Rajalakshmi Chandrasektina	Manther	L. Rejolekshow
9	Ms. Antura Boss	Member	A
10	Ms. Subarna Mondal	Member	Sm
2112	Mc Aninda Das	Member	A
12	Mr. Paju Kumur Shaw	Non Teaching Member	RK Chan

Campus : Negent Education & Research Foundation Group of Institutions
E-mail : certholkata@gmail.com, Wobsite: www.carf.in

Carque Addens: Bara Kanthalia, Barrackpore P.O. Sewii Zelisapara, P.S. Mehanpur

Kolkary - 770 121 Tel - 075-7008-5422/432/431, Fat: 433-3408-5442 Rept Office Authors

1173, Breth Guhn Street

70 Floor, Kelkara - 700 0)7

Tel. 033-2221-3013



13	Ms. Trins Bhottacharya	Non Teaching Member	Tring Stattacharte
14	Ma. Jinia Hosak (UR)	Student Member	Jinia Basak
15	Ms. Minmoy Roy (SC)	Student Member	Mrinmay Roy
16	Ms. Soma Bhuttacarya (UII)	Student Member	A 0 0
17	Ms. Gargi Shaw (UR)	Student Member	A

The meeting was ended with vote of thinks.

Dani Stanti

Labani Nandi Signature of Convence Dr. Nibedita Mukhorjen Signature of Charperson

Company Regent Education & Reserved Foundation Group of Institutions

Corpus Address
Barra Kastitudin, Barrackspore
P.20. Scott Tolompers, F.20. Methodopers
(MARLAGE 720 (3)
Tolomber 200 (3)

Sept. Office Address. 1373, Direct Gates Street 70 Files, Moltana - 700 017 Tel.: 001-5221-3013



**Group of Institutions** 

### **NOTICE**

Ref: RERF/IC/2023-2024/06 Date: 17/01/2024

It is to inform all the members of Internal Committee that a meeting will be held on 18/01/2024 at 04:00pm at room no. 315 for the academic session of 2023-2024 with the following agenda.

All members are requested to attend the meeting positively.

#### **Agenda of Meeting:**

- 1. Preparation of upcoming NAAC file for betterment.
- 2. Upcoming Women's Day Celebration.
- 3. Planning for program for the whole year- Exhibition, Self defense program etc.

4. Miscellaneous.

Labani Nandi

Signature of Convener

Dr. Nibedita Mukherjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



### MINUTES OF MEETING Minutes of the Internal Committee Meeting held on 18.01.2024 at 04:00pm at Room No. 315.

The meeting was held on 18:01:2024 at 04:00pm at Room No. 315 and the proceedings of the meeting are as follows:

Proceedings:

1. It has been decided that all the committee members will have to prepare the whole NAAC file related documents. The work to be done has been distributed among all the members.

 It has been decided that IC will organize different program like exhibition, self defence program, yoga class. The program schedule will be discussed later.

Women's day will be celebrated and the program scheduled will be fixed.

SL.NO.	NAME OF THE MEMBER	DEPARTMENT	SIGNATURE
1	Dr. Nibedita Mukherjea	Chairperson	Nobella Makkeyee
20	Ms. Lahani Nandi	Convener	Raberi Stand-
3	Ms. Suvru Sarkar	External Expert	3
4	Ms. Ishika Ghosh	Member	Schika Grosh
5	Ms: Payel Chakraberty	Member	Payel Chalcoales
6	Ms. Shreyashi Sengupta	Member	A
7	Ma. Pragati Ghash	Member	Projett doch.
8	Ms. Rajalakshmi Chandrasekhar	Member.	L-Rajalakshmi
9	Ms. Antara Bose	Member	A A
10	Ms. Subarna Mondal	Member	Sm-
211	Mr. Aninda Das	Member	Amin da Das
12	Mr. Raju Kumur Shaw	Non Teaching Member	R.K.Show
13	Ms. Tring Bhattacharya	Non Teaching Member	Tiena Bhortlachany
14	Ms. Jinin Busak (UR)	Student Member	A
13	Ms. Mrinmoy Roy (SC)	Student Member	Mrinmay Roy

Cumpus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkulkatuleymail.com, Website: www.rert.in

Compus Address:

Bara Kanthalia, figrruckpure

P.O. Senti Telinipura, P.S.: Mahanpur

Kollegta - 700 121

Tel.: 033-3009-5442/432/431, Fan: 933-3008-5442

Regul, Office Address. 11/3, Biresh Guha Street

7" Floor, Kelkata - 769 017 Tel.; 033-3211-3013



16:	Ms. Somu Bhattscorya (UR)	Student Momber	ad B
17	Ms. Girgi Shaw (UR)	Student Member	Dyshaue

The meeting was ended with vote of thanks.

Labani Nandi

Signature of Convener

Spani Nout

Nibulia Mukherjea Dr. Nibedita Mukherjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions
E-mail: rechalksta@gmail.com, Website: www.rertiu

Congra Address.

flora Kanthalia, flarrachpore P.O: Scyli Telinipura, P.S.: Mohaugur Kuliusta - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd, Office Address: 11/3, Birvsh Gaha Street 7th Floor, Kulkata - 790 017



**Group of Institutions** 

#### **NOTICE**

Ref: RERF/IC/2023-2024/07 Date: 27/02/2024

It is to inform all the members of Internal Committee that a meeting will be held on 29/02/2024 at 02:30pm at room no. 315 for the academic session of 2023-2024 with the following agenda.

#### **Agenda of Meeting:**

- 1. Planning for collaboration with NSS.
- 2. Discussion on Logo and Flyer design.
- 3. Planning for schedule of the program regarding Women's Day Celebration.
- 4. The budget of the program will also be discussed.
- 5. Planning for Student Counseling Program of female students
- 6. Miscellaneous.

Your presence is highly solicited.

Labani Nandi

Signature of Convener

Dr. Nibedita Mukherjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



#### MILUTES OF MEETI G

Minutes of the Internal Committee Meeting held on 29.02.2024 at 02:30 pm at Room No. 315.

The meeting was held on 29.02.2024 at 02:30 pm at Room No. 315 and the proceedings of the meeting are as follows:

#### Proceedings:

- 1. It has been planned that the Internal Committee and National Service Scheme coordinate a 5days self-defense training program for the students of the neighboring schools.
- 2. It has been decided that a new Logo of IC is applicable from the upcoming program.
- 3. Venue of the program: yoga room of REEF building.
- 4. A counseling program for the female students will organized by the Internal

#### Committee Members Present:

Committee Mic	embers Present		
SL.NO.	NAME OF THE MEMBER	DEPARTMENT	SIGNATURE
1	Dr. Nibedita Mukherjea	Chairperson	Nibedla Mukheyle
2	Ms. Labani Nandi	Convenor	Labani Stands_
3	Ms. Suvra Sarkar	External Expert	44
4	Ms. Ishika Ghosh	Member	Ishika Grosh
5	Ms. Payel Chakraborty	Member	Ishika Grosh Payel Chalsrabors
6	Ms. Shreyashi Sengupta	Member	I. de proto.
7	Ms. Pragati Ghosh	Member	A
8	Ms. Rajalakshmi Chandrasekhar	Member	L-Rajalekohmi
9	Ms. Antara Bose	Member	A. Bose
10	Ms. Subarna Mondal	Member	A
11	Mr. Aninda Das	Member	Aninda Das
12	Mr. Raju Kumar Shaw	Non Teaching Member	A
13	Ms. Trina Bhattacharya	Non Teaching Member	Triena Rt. Hachanya
14	Ms. Jinia Basak (UR)	Student Member	Triena Rhottachanya Jinia Bask Urinmoy Roy
15	Ms. Mrinmoy Roy (SC)	Student Member	Mrinnoy Roy

Campus: Regent Education & Research Foundation Group of Institutions
E-mail: rer[kolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Let.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



JW.	Ms. Some Bhanmarya (UII)	Student Member	dis.
17.	Ma. Gurgi Shiw (LER)	Stoden Member	Green-

The meeting ended with a very of thinks.

Libori Nandi

Signature of Convener

Noted to Hadalayer

Dr. Nibedita Muldierjea Signature of Chairperson

Company Regent Education & Research Foundation Group of Institutions

Longity parkallologymat.com, Website Communication

Compact Address:
Born Konthalle, Barrosskpara
F.O: Social Tellulpura, F.S.: Militaryon
Ediluna - 200 111
Feb. 408, 1088, 5441-432, 431, Fox (103) 3088 5442

from Come deficient. 11/3, Birvale Coho Servet 2" Floor, Kodhata - 700 011 Tel: 033-3121-3013



**Group of Institutions** 

#### **NOTICE**

Ref. RERF/IC/2023-2024/09 Date: 06/03/2024

It is to inform all the members of Internal Committee that a meeting will be held on 07/03/2024 at 11:00am at room no. 318B for the academic session of 2023-2024 with the following agenda.

All the members are requested to attend the meeting positively.

#### **Agenda of Meeting:**

- 1. Venue of Women's Day Celebration Program.
- 2. Flex design.
- 3. Requisition details.
- 4. Schedule of the program.

Labani Nandi Signature of Convener Dr. Nibedita Mukherjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



#### MINUTES OF MEETING

Minutes of the Internal Committee Meeting held on 07.03.2024 at 11:00am at Room No. 318B.

The meeting was held on 07.03.2024 at 11.00mm at Room No. 318B and the proceedings of the meeting are as follows:

Proceedings:

- 1. The time schedule and venue of the program regarding Women's Day Celebration has been finalised.
- 2. At first there will be a welcome speech during 11 am to 11:10 am.
- 3. After that the exhibition will start, it will continue till 2 pm.
- 1. The guest speaker of the program will be felicitated.
- 5. She will give speech upto 02:20pm.
- After that there will be self-defense training till 03:20pm.
- 7. The program will be ended by certificate distribution.
- 8. There is a discussion on requisition details for the above program.
- 9. The flex design of the program has been revised.

Members Present

SL NO.	NAME OF THE MEMBER	DEPARTMENT	SIGNATURE
1	Dr. Nibedita Mukherjea	Chairperson	Niberlita Hukhang Ca
2	Ms. Labani Nundi	Convenor	Sabari North
3	Ms. Suvra Sarkar	External Expert	A
4	Ms. Ishika Ghosh	Member	Ishira Grown
5	Ms. Payel Chakraborty	Member	Payel Chalocolor
6	Ms. Shreyashi Sengapta	Member	L. Gergypta.
72	Ms. Pragati Ghosh	Member	Pragate about
88	Ms. Rajalakshmi Chandrasekhar	Member	Z. Pajalakshini
92	Ms. Antara Boss	Member	<sup>0</sup> A
10	Ms. Sobama Mondal	Member	In-
11	Mr. Anisida Das	Member	Anim da Das
12	Mr. Raju Kumar Shaw	Non Teaching Member	R.K.Shano
13	Ms. Trina Bhanacharya	Non Teaching Member	Ting Blattacharye

Campus : Regent Education & Research Fundation Group of Institutions
E-mail : certholistantegenal.com, Website : www.cerf.in

Compus Address:

Bora Kuethaliu, Barrackpore

P.O. Sewli Telinipara, P.S.: Malianpar

Kelhatu - 700 121

Tv1.: 033-3008-5442/432/431, Fix:: 033-3008-5442

Rept. Office Address: 11/3, Biresh Guku Street 2th Fluor, Kolkata - 700 017 Tel.: 033-3221-3013



14	Ms. Jura Basak (UR)	Student Member	Jimia Basak
15	Ms. Minimay Roy (SC)	Student Member	A
le	Ms. Soma Bhattacarya (UR)	Student Member	A
III.	Ms. Gargi Shaw (UR)	Student Member	Spicere

The meeting was ended with vote of thanks.

Lahani Nandi

Signature of Convener

Miledia Makherjea Dr. Nibedita Makherjea Signature of Chairperson

Compair : Regent Education & Research Foundation Group of Institutions

5-mail : retfielkstationsmil.com, Website : www.rerf.in

Compas Address.

Born Kenthalia, Barrackpere

P.O. Scyli Telinipura, P.S.: Mohanpur

Kellonia - 700 121

Tel.: 033-3608-5442:432/431, Fax: 033-3018-5442

Read, Office Address:

11/3, Biresh Guhn Street

7" Floor, Kolkata - 700 017



## **Group of Institutions**

#### **NOTICE**

Ref: RERF/IC/2023-2024/11 Date: 09/03/2024

It is to inform all the members of Internal Committee that a meeting will be held on 14.03.24 at 04:00pm at room no. 312 for the academic session of 2023-2024 with the following agenda.

All the members are requested to attend the meeting positively.

#### **Agenda of Meeting:**

- I. To decide the next program plan that should be organized by the IC cell of RERF.
- II. Distribution of the roles and responsibilities among the cell members regarding the upcoming events.
- III. Review of all the activities and events which has been done by the committee.
- IV. Miscellaneous.

Labani Nandi

Signature of Convener

Dr. Nibedita Mukherjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3. Biresh Guha S

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



#### MINUTES OF MEETING

#### Minutes of the Internal Committee Meeting held on 14/03/2024 at 04:00pm at Room No. 312.

The proceedings of the meeting are as follows:

- After a lengthy discussion, the committee opted to coordinate a 5days self-defense training program
  for the students of the neighboring schools.
- The various tasks for coordinating the Self-Defense Program have been assigned to the members of the cell.
- The duty of contacting and choosing a nearby school for student training has been assigned to Labani Nandi and Payel Chakraborty.
- It has been decided that skilled martial artists and instructors Mr. Uday Sikdar and Ms. Sungita Saha will supervise the training.
- 5 Ms. Labani Nandi has been entrusted with the responsibility of coordinating with the trainers and finalizing the timings of the training with the school.
- Ms. Pragati Ghosh and Rajalakshmi Chandrashekhar have been assigned the responsibility of hosting the program.
- Ms. Subarna Ghosh will gather and organize the participant details and maintain the attendance sheet throughout the program.
- It has been determined that the program will take place in our Yoga Room on a particular day of the week.

#### Members Present:

SL.NO.	NAME OF THE MEMBER	DEPARTMENT	SIGNATURE
1	Dr. Nihedita Mukherjea	Chairperson	Mibadila Mukheyen
2	Ms. Labani Nandi	Convenor	Rabani Standi
3	Ms. Suvra Sarkar	External Expert	35
4	Ms. Ishika Ghosh	Member	Ashika Unosh
5	Ms. Payel Chakraborty	Member	Payel Chakratest
6	Ms. Shreyashi Sengupta	Member	L. Sergupta.
7	Ms. Pragati Ghosh	Member	A
8	Ms. Rajalakshmi Chandrasekhar	Member	1. Lejalekshoni
9	Ms. Antera Bose	Member	A. Bose
10	Ms. Subarna Mondal	Member	A
11	Mr. Aninda Das	Member	Anunda pal

Compar : Regent Education & Research Foundation Group of Institutions

E-mail : ccr@nikstmiczonali.com, Website : www.rerf.in

Compas Address: Hara Kanthalia, Barrachporu PA); Sewii Telinipara, P.S.; Mohanpur Kolkata - 700 121 Tel: 033-3008-5412/432/431, Pas: 033-3008-5442 Bryd. Office Address: 11/3, Bleech Unio Street 7th Floor, Kulinta - 700 017 Tel.: 033-3221-3013



12	Mr. Raju Kumor Shaw	Non Teaching Member	A
13	Ms. Trins Bhattacharya	Non Teaching Member	Tina Bhatlachange
14	Mr. Jinin Bassk (UR)	Student Member	Jinia Busak
15	Ms. Mrinmoy Roy (SC)	Student Member	Mrinney Roy
16	Ms. Soma Bhanacarya (UR)	Student Member	A
17	Ms. Gargi Shaw (UR)	Student Member	28hour

The meeting was ended with vote of thanks.

Labani Nandi

Signature of Convener

N. badda Halcheyld Dr. Nibedita Mukherjea Signature of Chairperson

Compas : Regent Education & Revearch Foundation Group of Institutions

6-mail : revisalkatalegoralizam, Website : revearchin

Compan Address:

Bara Kanthulia, Barruckpere

P.O: Scali Telinipara, P.S.: Mohampur

Kelkata - 700 121

Tel.: 833-3088-5442/432/431, Fax: 833-3088-5442

Regt Office Address: 11/3, Ricush Guhn Street 7th Floor, Kelkuta - 700 017



**Group of Institutions** 

#### **NOTICE**

Ref: RERF/IC/2023-2024/13 Date: 20/03/2024

It is to inform all the members of Internal Committee that a meeting will be held on 22/03/2024 at 02:00pm at room no. 312 for the academic session of 2023-2024 with the following agenda.

All the members are requested to attend the meeting positively.

#### **Agenda of Meeting:**

- I. Women Cell will organize Self-defense program for the students of RERFGI.
- II. Distribution of the roles and responsibilities among the cell members regarding the program.

Labani Nandi Signature of Convener Dr. Nibedita Mukherjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



#### MINUTES OF MEETING

Minutes of the Internal Committee Meeting held on 22/03/2024 at 02:00pm at Room No. 312.

The meeting was held on 22/03/2024 at 02:00pm at Room No. 312 and the proceedings of the meeting are as follows:

#### Proceedings:

- The responsibilities regarding organizing the Self Defense Program have been distributed among the members.
- 2 The responsibility of hosting the program has been given to Ms. Payel Chakraborty and Ishika Ghosh.
- It has been decided that the training will be given by Mr. Uday Sikdar and Ms. Sangita Saha, highly accomplished Martial Artist and Instructor.
- 4. The name of participants will be collected and enlisted by Ms. Subarna Ghosh.
- 5. It has been decided that the program will be held at our Yoga Room.
- The sessions will be held on every Thursday at 01:50pm 03:30pm.

#### Members Present:

SL.NO.	NAME OF THE MEMBER	DEPARTMENT	SIGNATURE
ii.	Dr. Nibedita Mukherjea	Chairperson	Nitedta Makhejeg
2	Ms. Labant Nandi	Convenor	Labari Nendi-
3	Ms. Suvra Sarkar	External Expert	88
8	Ms. Jahika Ghosti	Member	Jshika Canosh
5	Ms. Payel Chakraborty	Member	Payel Chaknaba X. Senfupto.
6	Ma. Shreyashi Sengupta	Member	A. Sengupta.
3	Ms. Prayeti Ghosts	Member	Eggate alash
8	Ms. Rajalakshmi Chandrasekhar	Member	2 - Rejalakstini
9	Ms. Antara Bose	Member	A Box
10	Ms. Subarm Mondal	Member	A
11	Mr. Aninda Das	Member	Amin da Das
12	Mr. Raju Kumar Shaw	Non Teaching Member	A
13	Ms. Trina Bhattacharya	Non Teaching Member	A

Comput : Regent Education & Research Foundation Group of Institutions

E-mail rectkolkatatagemat.com, Website roow, rert in

Campus Address

Barn Kunthalia, Barrackpore P.O: Sewil Telinipura, P.S.: Mahanpur Kollata - 700 121

Tel.: 031-3008-5442:432/431, Fax: 033-3008-5442

Rout Office Address

11/3, Biresh Guha Street 7th Floor, Kolkuta - 700 017



Mr. Inta Bank (UK)		A
Min Minumey Res (SE)	Station Meeting.	Mrinnoy Pou
Mic Serva Disense and AUDI	Sinded Member	& B
Mic Garge Store (USO)	Student Monton	Garante

The meeting was eroled with your of thanks.

Labora Stanili

Samuel Converse

Wided to Making and Dr. Nabanta Making and Samular of Champers

Company Regent Education & Hornarch Laundation Group of Institutions

Louis millioning margin Website Co. ext. reit in

Continue Address

Horn Manchalla, Harrischpreis

PAT Senill Tellinguru, P.A., Malbanpur

Mathada - Tell 111

FEL STATION CONTINUE CONT. Nas., Nas., NS. 5008 CONT.

Fig. 1 015-3221-1019



**Group of Institutions** 

#### **NOTICE**

Ref. RERF/IC/2023-2024/14 Date: 20/03/2024

It is to inform all the members of Internal Committee that a meeting will be held on 22/03/2024 at 04:00pm at room no. 312 for the academic session of 2023-2024 with the following agenda.

All members are requested to attend the meeting positively.

#### **Agenda of Meeting:**

- I. Women Cell will organize Self-defense program for the students of RERFGI.
- II. Distribution of the roles and responsibilities among the cell members regarding the program.

Labani Nandi

Signature of Convener

Dr. Nibedita Mukherjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



### MINUTES OF MEETING

Minutes of the Internal Committee Meeting held on 22/03/2024 at 04:00 pm at Room No. 312.

The proceedings of the meeting are as follows:

- 1. The committee opted to coordinate a self-defense program for all students of RERFGL
- The various tasks for coordinating the Self-Defense Program have been assigned to the members of the committee.
- If his been decided that skilled martial artists and instructors Mr. Uday Soldar and Ms. Sangita Saha will supervise the training.
- 4. Ms. Labani Namfi has been entrusted with the responsibility of coordinating with the frame's
- 5. It has been determined that the program will take place in the Yoga Room at RERF.

#### Members Present

SL.NO.	NAME OF THE MEMBER	DEPARTMENT	SIGNATURE
t	Dr. Niberfata Muldierjen	Champenion	Nibedita Muchajan
2	Ms. Labara Naradi	Constant	Restoris Stands-
£	Ms-Suvra-Sinkar	Enterval Expert	648
4	Ms. Ishika Cibosh	Member	Shika Gnoch
5	Ms: Payet Chalimbony	Member	Payel Chalmabo
6	Ma. Shingyashi Sengupta	Member	L. Sengupta.
1	Ms. Pragati Gliosh	Member	fragate alosh.
8	Ms. Rajalakshmi Chamleoszschar	Member	L' Prialekolini
9	Ms. Anthra Buss	Member	A Bose
10	Ms. Sohama Mondai	Member	A
33	Mr. Aminda Das	Member	Aminda Dus
12	Mr. Raju Kumar Shaw	Non-Teaching Member	A
13	Ms. Trina Bhattacharya	Non Teaching Member	A
14	Ms. Jinia Basak (UR)	Student Member	A
15	Ms. Mrinmoy Roy (SC)	Student Member	Mrinmay Roy

Compus r Regent Education & Research Foundation Group of Institutions

Esmail : rectionismus grant com. Website : www.cert.in

Comme thirese

Bara Kanikalia, Barrackpore P.O: Sewil Telimpora, P.S.: Mohanpur Kolkata - 700 (21)

Tel: 833-3008-4442-432-431, Fax: 0.13-3008-5442

Head Office different 11/3, Birem Guha Street 7º Floor, Kutkara - 700 017 Tel.: 053-3221-1013



16.	Nis. Soma Bilattacarya (UR)	Student Member	, SB	
17	Ms. Gargi Shaw (UR)	Stadem Member	G&baine_	

The meeting ended with a vone of thanks

Labam Nandi

Signature of Convener

Nibedita Makkejia Dr Nibedita Mukherjea Signature of Chairperson

Company Regent Education & Research Foundation Group of Institutions Lonal cortainas rounitains, Website : nwo certain

Company Address

Bara Kaumana, Barrackpore P.O. Sewii Telinipara, P.S.: Mohampur ICellcata - 790 121

Tel., 493-3006-5442/492/491, Pux: 093-3008-5442

Stoppt Office datasynch

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



## **Group of Institutions**

#### **NOTICE**

Ref. RERF/IC/2023-2024/16 Date: 02/05/2024

This is to inform all the members of Internal Committee that a meeting will be held on 4<sup>th</sup> May, 2024 at 02:00pm at room no. 312 for the academic session of 2023-2024 with the following agenda.

All the members are requested to attend the meeting positively.

#### **Agenda of Meeting:**

- 1. Announcement of Logo Competition.
- 2. Topic selection for the competition.
- 3. Preparation of program schedule.
- 4. Decision for declaration of result.

Labani Nandi Signature of Convener

Dr. Nibedita Mukherjea Signature of Chairperson

 ${\it Campus:} \textbf{Regent Education \& Research Foundation Group of Institutions}$ 

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



#### MUNUTES OF SHEETING

Minutes of the Internal Committee Meeting held on 04.05.2024 at 2pm at Room No. 312.

The meeting was held on 04.05.2024 at 2pm at Room No. 312 and the proceedings of the meeting are us follows:

Proceedings:

- 1. It has been decided that Internal Committee will organize Logo Competition on the topic "Gender Figures".
- 2. It will be held on 18th May, 2024 in offline mode.
- 3. The result will be declared on 25th May, 2024:

Members Present:

SLNO.	NAME OF THE MEMBER	DEPARTMENT	SIGNATURE
1	Dr. Nibedita Mukhrejen	Chairperson	Misedita Mukhayee
2	Mr. Labani Nandi	Convenor	Dabani Stali-
3	Ms. Suvra Sarkar	External Expert	55-
4	Ms. Ishika Ghosh	Member	deline whosh
3	Ms. Payel Chakraborty	Momber	Payel Chalmuts A. Lengypt. Bragati abosh
.6	Ms. Shreyaahi Sengapta	Member	A. Sergyt.
Œ.	Ms. Pmgsti Ghoth	Member	Pragate about
#	Ms. Rajulakshmi Chandrasekhar	Menhir	L. lajalelshone
9	Ms. Antara Bose	Menber	A d
10	Ms. Subarna Mondal	Member	Son_
11	Mr. Aninda Das	Member	A
12	Mr. Raju Kumar Shaw	Non Teaching Member	A
13	Ms. Trins Bhattacharya	Non Tenching Member	Time Bhatacharye
34	Ms. Jinia Basak (UR)	Student Member	Jinia Basak
15	Ms. Mrinmoy Roy (SC)	Student Member	A

Compan : Regent Education & Research Foundation Group of Institutions
E-mail : rerfkalkstus@gmail.com, Website : www.rerf.in

Cangus Address

Hara Kauthalia, Barrackpura

P.O: Soull Telinipara, P.S.; Molangur

Kolkata +700 121

Tel.: 053-3008-5442/432/434, Part 833-3008-5442

Reed, Office Address.

11/3, Bleech Guha Street 7th Floor, Kolkata - 700 017



			. 0
\$n	Ms. Soma Bhattacarya (UR)	Student Member	NB
11	Ms. Gorgi Shaw (UR)	Student Member	A

The meeting was ended with vote of thanks.

Labani Nandi

Signature of Convener

Niberlita Mutcheger

Dr. Nibodita Mukherjea Signature of Chairperson

Compas: Regent Education & Research Foundation Group of Institutions
fi-mail: perfeatherablemsil.com. Website : www.rerf.in

Compac Adares; Bara Kanthatia, Barruckguru P.O: Sewli Telinipara, P.S.: Mahangur Kalkata - 700 121 Tel.: 933-3006-5442/432/437, Fax: 935-3009-5442 Bend. Office Address: 1113, Birvah Guha Street 7th Floor, Kolkutu - 700 017 Tel.: 033-3221-3013



**Group of Institutions** 

#### **NOTICE**

Ref. RERF/IC/2023-2024/18

Date:10/06/2024

This is to inform all the members of Internal Committee that a meeting will be held on 17<sup>th</sup> June, 2024 at 03:00pm at room no. 312for the academic session of 2023-2024 with the following agenda.

All the members are requested to attend the meeting positively.

#### **Agenda of Meeting:**

- 1. Women Cell will organize gender audit programs.
- 2. There will be a google form which will be filled up by the students.
- 3. There will be a survey on 24th June, 2024 to 30th June, 2024 regarding this matter.

Labani Nandi Signature of Convener Dr. Nibedita Mukherjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



#### MINUTES OF MEETING

Minutes of the Internal Committee Meeting held on 17.06.2924 at 3pm at Room No. 312.
The meeting was held on 17.06.2024 at 3pm at Room No. 312 and the proceedings of the meeting are at follows:

Proceedings:

- It has been decided that Internal Committee will conduct a survey to evaluate the current state of gender equality, assess awareness and effectiveness of gender sensitization program.
- 2. Survey will start from 24.05.24 and continue till 30.06.24.

3. A Google form link will be created for the survey.

4. The methodology of gender audit report has been decided which will involve a systematic process such as- i) Preparation & Planning, ii) Data analysis, iii) Data collection, iv) Data analysis, v) Reporting, w) Action planning and vii) Follow up & Monitoring.

Members Present

SL.NO.	NAME OF THE MEMBER	DEPARTMENT	SIGNATURE
10	Dr. Nibedita Mukherjea	Chairperson	Nibella Mukayer
2	Ma. Labani Nandi	Convener	Sabani Stantin
3	Ms. Sieven Sarkar	External Expert	3
4	Ms. Ishika Ghosh	Member	Solika Ghash
5	Ms. Payel Chakraberty	Member	Payel Chalcoales
6	Ma. Shreyathi Sengupta	Mersitier	L. Sergopto.
27	Ms. Pragati Ghosti	Member	A
8	Ms. Rajalakstoni Chandrasekhar	Member	D- Pajalelestin
9.	Ms. Antum Bose	Member	A Boye
10	Ms. Suharna Mondal	Member	Α
41	Mr. Aninda Das	Member	Aminde Del
12	Mr. Raja Kumur Shaw	Non Teaching Member	RIKSLAND

Company Regent Education & Research Foundation Group of Institutions
6-mail: rectinitions/regenticam, Website: www.rectin

Compan Address:

Bara Kanthalia, Barrackpore

P.th Sewli Telinipara, P.S.: Mohaupur

Kellung-700 121

Teta 033-3008-5442/032431, Fast 033-3008-5442

Read, Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkatz - 700 017



13	Ms. Trina Bhattacharya	Non Teaching Member	Trina Blattachary
14	Ms. Jimu Basak (UR)	Student Member	A
15:	Ms. Mrinnoy Roy (SC)	Student Member	
16	Ms. Sorna Bhattacarya (UR)	Student Meraber	ds B
170	Ms: Gaegi Shaw (UR)	Student Member	Α

The meeting was ended with vote of thanks.

Labani Nandi

Signature of Convener

Nibedia Mukberjea Dr. Nibedita Mukberjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions
E-mail: partholhatmic gonali.com, Website: www.partin

Communications

Bara Kanthalia, Barrackpere P.O: Scotli Telinipara, P.S.: Molampur

Kollista - 700.121

Tel.: 933-3008-5442/432/434, Par: 933-3008-5442

<u>&ml. Office databases</u> 11/3, Birosh Guha Street 7th Floor, Kulkata - 700 017 Tel.: 033-3221-3013



**Group of Institutions** 

Date: 11/06/2024

#### **NOTICE**

Ref. RERF/IC/2023-2024/20

This is to inform all the members of Internal Committee that a meeting will be held on 20<sup>th</sup> June, 2024 at 03:00pm at room no. 312 for the academic session of 2023-2024 with the following agenda.

All the members are requested to attend the meeting positively.

#### **Agenda of Meeting:**

- 1. Women Cell will organize a survey on safety at workplace.
- 2. There will be a Google form which will be filled up by the students.
- 3. There will be a survey on 25<sup>th</sup> June, 2024 to 30<sup>th</sup> June, 2024 regarding this matter.

Labani Nandi

Signature of Convener

Dr. Nibedita Mukherjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



### MINUTES OF MEETING Minutes of the Internal Committee Meeting held on 20.96,2924 at 03:00pm at Room No. 312.

The meeting was held on 20.06-2024 at 03-00pm at Room No. 312 and the proceedings of the meeting are an follows:

Proceedings

Internal Committee will organize a survey on safety at workplace.

The survey will be conducted online, it will include a series of questions.

A Google form will be created to be filled up by the students.
 The survey will be held on 25th June, 2024 to 30th June, 2024.

SL NO	NAME OF THE MEMBER	DEPARTMENT	SIGNATURE
4	Dr. Niberlitz Mukberjea	Chairperson	Nibedila Hukheryza
2	Ms. Labani Nandi	Convenue	Sabani Nanti.
3	Ms. Suvra Sarkar	External Expert	3
4	Ms. Ishika Ghosh	Member	Ishika Grush
5	Ms. Payel Chakraborty	Member	Buyel Chalorator
6	Ms. Shreyashi Sengupia	Member	I tengapet.
Ż.	Ms. Praguti Ghosh	Member	Ą
8	Ms. Rajalakshmi Chandraseldhar	Member	1- Pajaleloshiris
9	Ms. Antura Bore	Member	OA.
10	Ms. Suburna Mondal	Member	A
11	Mr. Aninda Duc	Member	Aminda pus
12	Mr. Raju Kumar Shaw	Non Teaching Member	A
13:	Ms. Tring Bhattacharya	Non Teaching Member	Trina Bhattachanya
14	Ms. Jinia Basak (UR)	Student Member	Jinia Bhatlachanya Jinia Basale.

Campus: Regent Education & Research Foundation Group of Institutions E-mail : rerfholkstoicemail.com, Website : www.rerf.in

Compact Address:

Bara Kanthalia, Barrockpore P.O; Seeli Telinipara, P.S.: Mohanpur

Kollesta - 700 121

Tet.: 833-3808-8442/832/431, Fax: 973-7008-5442

Bred Office Ablects

11/3, Birech Guha Street 7th Floor, Kulkata - 700 017 Tel.: 033-3221-3013



15%	Ms. Mrimmoy Roy (SC)	Stadent Member	A
160	Ms. Soma Bhattacarya (UR)	Student Member	as n
17	Ms. Gargi Shaw (UR)	Student Member	ashare

The meeting was ended with vote of thanks.

Wanter

Labani Nandi

Samature of Convener

Nibelia Multheyes

Dr. Nibedita Mukherjen Signature of Chairperson

Campus : Regent Education & Research Foundation Group of Institutions

E-mail: restitutions/guait.com, Webelis: www.rest.in

Commer Address; Bara Kanthalia, Barrackpure

P.O: Sculi Telinipera, P.S.: Mehanpur

Kolkata - 208 121

Tel. (0)3-3008-5442-032/431, Fust 0)3-3008-5442

Aced Office Affects: 11/3, Biresh Gaba Street 7º Fluor, Kulkata - 700 017 Tel.: 033-3221-3013

1



**Group of Institutions** 

#### **NOTICE**

Ref: RERF/IC/2023-2024/22 Date: 15/06/2024

It is to inform all the members of Internal Committee that a meeting will be held on 27/06/2024 at 03:00pm at room no. 312 for the academic session of 2023-2024 with the following agenda.

All the members are requested to attend the meeting positively.

#### **Agenda of Meeting:**

- I. Women Cell will organize gender sensitization programs.
- II. There will be a google form which will be filled up by the students.
- III. There will be a survey on 28th June, 2024 to 30th June, 2024 regarding this matter.

Labani Nandi Signature of Convener

Dr. Nibedita Mukherjea Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



#### MINUTES OF MEETING

Minutes of the Internal Committee Meeting held on 27.06,2024 at 03:00 pm at Room No. 312.

The meeting was held on 27.06.2024 at 03:00 pm at Room No. 312 and the proceedings of the meeting are as follows:

#### **Proceedings:**

- 1. The Internal Committee will organize a survey on gender sensitization.
- 2. The survey will be conducted online, it will include a series of questions.
- 3. A Google form will be created to be filled up by the students.
- 4. The survey will be held on 25th June, 2024 to 30th June, 2024.
- 5. There is a general discussion with students to aware them about personal, health and respiratory hygiene.

SL.NO.	NAME OF THE MEMBER	DEPARTMENT	SIGNATURE
1			
1	Dr. Nibedita Mukherjea	Chairperson	Nibedila Mukhejle
2	Ms. Labani Nandi	Convenor	Labani Nondi
3	Ms. Suvra Sarkar	External Expert	
4	Ms. Ishika Ghosh	Member	Spika brosh
5	Ms. Payel Chakraborty	Member	Payel Cheloral S. Sevg 12
6	Ms. Shreyashi Sengupta	Member	L. Serg 4 to
7	Ms: Pragati Ghosh	Member	Pragate Chosh.
8	Ms. Rajalakshmi // Chandrasekhar	Member	A. Rainla berhoni
9	Ms. Antara Bose	Member	A
10	Ms. Subarna Mondal	Member	Sn
11	Mr. Aninda Das	Member	Animale pul
12	Mr. Raju Kumar Shaw	Non Teaching Member	R.K. Shaw
13	Ms. Trina Bhattacharya	Non Teaching Member	Trina Bhattarhouse
14	Ms. Jinia Basak (UR)	Student Member	A
15	Ms. Mrinmoy Roy (SC)	Student Member	Mrinney Roy

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Scwli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Fel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



Ms. Soma Bhattacurya (UR)	Student Member	A
Ms. Gargi Shaw (UR)	Student Member	Relium

The meeting was ended with vote of thanks.

Laburi Nandi

Signature of Convener

Rapani Stanfin

Nibelita Moterny Dr. Nibedita Mukherjea

Signature of Chairperson

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rertholkatawgmull.com, Website ( www.reef.in

Estatus, Iddison. Haro Kantholio, Borrockpore P.O. Sewli Telinipara, P.S.: Molanopur Kalkata - 700 123 \$41,1855-3008-5442/452/431, Fax: 0.53-3008-5442 Regd. Office dildress; 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 #17 Tel.: 033-3211-3013



## **Group Of Institutions**

The members of IIC cell of RERFGI are as follows:

Sl. No.	Member Name	Position in IIC Cell	Responsibility
1	Dr. Suparna Panchanan	President	President
2	Dr. Suman Jana	Convener	Convener, ARIIA Coordinator
3	Mrs. Anamika Basu	Member	NIRF Coordinator
4	Mr. Subhadeep Mondal	Member	Social Media Coordinator
5	Mrs. Debarati Ghosh	Member	Innovation Activity Coordinator
6	Mr. Sabyasachi Mukherjee	Member	Member
7	Mr. Sreedip Ghosh	Member	Member
8	Mr. Bipul Dhali	Member	Member
9	Mr. Arindam Bhadury	Member	Startup Activity Coordinator
10	Mr. Krishna Kanta Maity	Member	Member
11	Mr. Suprovat Basu	Member	IPR Activity Coordinator

Sta

Regent Education & Record Telimpara
Bara Kannaana, & O. 121
Bara Kannaana, & O. 121

 ${\it Campus:} \ \textbf{Regent Education \& Research Foundation Group of Institutions}$ 

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



**Group of Institutions** 

#### **NOTICE**

#### 1st Council Meeting of the IIC Cell, RERF, 2023-2024 (IIC6.0)

All members of the Institution's Innovation Council (IIC Cell) are hereby informed that the 1st Council Meeting of IIC6.0 will be held as per the following details:

Date: 5th October 2023

Time: 11:00 AM

Venue: Digital Conference Room 228

Agenda for the Meeting:

- 1. Reformation of the council
- 2. Activity Redistribution
- 3. Celebration Days Organization
- 4. IIC Cell Activity Selection

All members are requested to be present promptly at the stipulated time. Your cooperation and active participation are essential for the progressive outcomes of the meeting.

Regards,

Dr. Suman Jana Convener, IIC Cell

NISP Coordinator, ARIIA Coordinator Assistant Professor, EEE Department

Regent Education and Research Foundation

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



### **Group of Institutions**

#### **Institution's Innovation Council (IIC Cell)**

#### Minutes of 1st Council Meeting (MoM) 2023-2024

**Date of Meeting:** 5th October 2023 **Venue:** Digital Conference Room 228

#### **Attendees:**

- Dr. Suparna Panchanan, President, IIC Cell
- Dr. Suman Jana, Convener IIC Cell, NISP Coordinator, ARIIA Coordinator
- Mrs. Anamika Basu, Member, NIRF Coordinator, IIC Cell
- Mr. Subhadeep Mondal, Member, Social Media, IIC Cell
- Mrs. Debarati Ghosh, Member, Innovation Activity Coordinator, IIC Cell
- Mr. Sabyasachi Mukherjee, Member, IIC Cell
- Mr. Sreedip Ghosh, Member, IIC Cell
- Mr. Bipul Dhali, Member, IIC Cell
- Mr. Arindam Bhadury

#### **Agenda for the Meeting:**

- 1. Reformation of the council
- 2. Activity Redistribution
- 3. Celebration Days Organization
- 4. IIC Cell Activity Selection

#### **Proceedings:**

- **1. Opening:** The meeting was chaired by Dr. Suparna Panchanan. Dr. Suman Jana welcomed all the members and introduced the agenda.
- **2. Reformation of the Council:** Dr. Suman Jana proposed the reformation of the council to include new members and redistribute responsibilities. The council agreed to the proposal.
- **3. Inclusion of New Members:** Mr. Arindam Bhadury was introduced as a new member and assigned the role of Startup Activity Coordinator.
- **4. Activity Redistribution:** The council discussed the redistribution of activities among the members. Each member was assigned specific roles and responsibilities in line with the IIC objectives.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



GIOGO OI HIBUUGUOIN	Group	of	Instit	utions
---------------------	-------	----	--------	--------

Sl. No.	Member Name	Position in IIC Cell	Responsibility
1	Dr. Suparna Panchanan	President	President
2	Dr. Suman Jana	Convener	Convener, ARIIA Coordinator
3	Mrs. Anamika Basu	Member	NIRF Coordinator
4	Mr. Subhadeep Mondal	Member	Social Media Coordinator
5	Mrs. Debarati Ghosh	Member	Innovation Activity Coordinator
6	Mr. Sabyasachi Mukherjee	Member	Member
7	Mr. Sreedip Ghosh	Member	Member
8	Mr. Bipul Dhali	Member	Member
9	Mr. Arindam Bhadury	Member	Startup Activity Coordinator
10	Mr. Krishna Kanta Maity	Member	Member
11	Mr. Suprovat Basu	Member	IPR Activity Coordinator

- **5.** Celebration Days Organization: The council planned the organization of upcoming celebration days, including the National Innovation Day, National Entrepreneurship Day, and National Education Day.
- **6. IIC Cell Activity Selection:** The members deliberated on the selection of activities for the IIC Cell for the quarter 1. Various innovative and engaging activities were proposed and discussed according to IIC Activities and MIC Driven Activities at IIC Portal.
- **7. Conclusion:** Dr. Suparna Panchanan concluded the meeting by thanking the members for their active participation and valuable inputs. The council agreed to meet again to finalize the proposed activities and plans.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



#### Attendees:

il. No.	Member Name	Position in HC Cell	Signature
ť	Ms. Suparna Panchunan	President	Spanchene
2	Mr. Avik Ghosh Dastidar	Convener	S. Pamelieme agdastidis Dyheeh Armida Das
3	Ms. Debunti Ghosh	Member	Dehoch
4	Mr. Aninda Das	Member	Armida Das
5	M= Enakshmi Nandi	Member	Errandi
6	Mr. Krishna Kanta Maity	Member	Knowe
7	Mr. Abhithek Bagchi	Member	Abagelil.
8	Or, Aniodita Das	Member	TON.
9	Ms, Payer Ray	Member	Day.
10	Mr. Pabitra Kumar Mandal	Member	Fletter Human has
11	Ms. Supurna Panchanan	Member	

agderlider

Campus : Regent Education & Research Foundation Group of Institutions
E-mail : restallate appearations, Website : www.ceclin

Campus Address

Bara Kanthaliu, flarrackpore P.O: Sewli Teliniparu, P.S.: Titagarh

Kolkata - 700 121

Tel.: 633-3008-5442/432/431, Fax: 633-3008-5442

Regd. Office Address:

11/3, Biresh Guba Street 7º Floor, Kolkata - 700 017



**Group of Institutions** 

Date: 1st December, 2023

#### **NOTICE**

2nd Council Meeting of the IIC Cell, RERF, 2023-2024 (IIC6.0)

Date: 1st December, 2023

Time: 4:00 PM

Venue: Multimedia Classroom 228

To All Members of the IIC Cell, R&D and IPR Cell, Cultural Committee, and Co-Curricular Committee,

You are hereby cordially invited to attend the second Council Meeting of the IIC 6.0 in Regent Education and Research Foundation Group of Institutions, scheduled to be held on 1st December, 2023 at 4:00 PM in Multimedia Classroom 228. This meeting is of great importance and the presence of each member is crucial.

#### Agenda:

#### 1. Introduction to New IIC Cell President:

- Welcoming and introducing the new president of the IIC Cell.
- Brief discussion on the vision and direction under the new leadership.

#### 2. 30 Weeks Grand Hackathon Competition:

- Detailed discussion on the upcoming 30-week-long Grand Hackathon competition.
- Brainstorming and planning session for the event.

#### 3. Faculty Development Program (FDP) in Institution:

- Planning and outlining the structure of the FDP program.
- Determination of topics, speakers, and scheduling.

#### 4. Online and Offline Workshops:

- Discussion on the themes and logistics for both online and offline workshops.
- Assigning roles for organizing and executing these workshops.

#### 5. Virtual Expert Sessions/Celebration Activities:

- Finalizing topics and experts for upcoming virtual sessions.
- Arranging logistics and technical support for these sessions.

#### 6. Roles and Responsibility Distribution for These Events:

- Distribution and assignment of roles and responsibilities to members for the successful conduct of all planned events.
  - Discussing and delegating tasks to ensure effective collaboration among committees.

Your insights and contributions are invaluable to the success of these initiatives. We look forward to your active participation and creative input in this meeting. Please make it a priority to attend this meeting as we aim to collectively shape a vibrant and enriching academic environment in our institution.

Thank you. Regards,

Dr. Suman Jana Convener, IIC Cell

NISP Convener & Coordinator, ARIIA Coordinator

Regent Education and Research Foundation Group of Institutions

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



### **Group of Institutions**

#### **Institution's Innovation Council (IIC Cell)**

#### Minutes of 2<sup>nd</sup> Council Meeting (MoM) 2023-2024

Date: 1st December, 2023

**Time:** 4:00 PM

Venue: Multimedia Classroom 228

#### **Attendees:**

- Dr. Arindita Saha, President, IIC Cell

- Dr. Suman Jana, Convener IIC Cell, NISP Coordinator, ARIIA Coordinator
- Mrs. Anamika Basu, Member, NIRF Coordinator, IIC Cell
- Mr. Subhadeep Mondal, Member, Social Media, IIC Cell
- Mrs. Debarati Ghosh, Member, Innovation Activity Coordinator, IIC Cell
- Mr. Sabyasachi Mukherjee, Member, IIC Cell
- Mr. Sreedip Ghosh, Member, IIC Cell
- Mr. Bipul Dhali, Member, IIC Cell
- Mr. Arindam Bhadury, Member, IIC Cell
- Representatives from R&D and IPR Cell, and Co-Curricular Committee

#### Agenda for the Meeting:

- 1. Introduction to New IIC Cell President:
  - Welcoming and introducing the new president of the IIC Cell.
  - Brief discussion on the vision and direction under the new leadership.
- 2. 30 Weeks Grand Hackathon Competition:
  - Detailed discussion on the upcoming 30-week-long Grand Hackathon competition.
  - Brainstorming and planning session for the event.
- 3. Faculty Development Program (FDP) in Institution:
  - Planning and outlining the structure of the FDP program.
  - Determination of topics, speakers, and scheduling.
- 4. Online and Offline Workshops:
  - Discussion on the themes and logistics for both online and offline workshops.
  - Assigning roles for organizing and executing these workshops.
- 5. Virtual Expert Sessions/Celebration Activities:
  - Finalizing topics and experts for upcoming virtual sessions.
  - Arranging logistics and technical support for these sessions.
- 6. Roles and Responsibility Distribution:
- Distribution and assignment of roles and responsibilities to members for the successful conduct of all planned events.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



### **Group of Institutions**

- Discussing and delegating tasks to ensure effective collaboration among committees.

#### **Proceedings:**

#### 1. Welcoming the New President:

The meeting commenced with Dr. Suman Jana extending a warm welcome to Dr. Arindita Saha as the new President of the IIC Cell. Dr. Jana highlighted the significance of leadership change and expressed optimism for innovative directions under Dr. Saha's guidance.

#### 2. RERF Technovation - 30 Weeks Grand Hackathon:

Dr. Jana introduced the ambitious plan for a 30-week-long Grand Hackathon competition titled "RERF Technovation." The discussion revolved around the objectives, framework, and execution strategy of the hackathon, aiming to engage students and faculty in a comprehensive innovation challenge.

#### 3. Faculty Development Program (FDP):

The council deliberated on organizing a Faculty Development Program to enhance the pedagogical and research skills of the faculty members. Topics, potential speakers, and the program schedule were discussed, with an emphasis on addressing current trends and challenges in academia.

#### 4. Online and Offline Workshops:

Plans for conducting both online and offline workshops were outlined, focusing on themes relevant to innovation, research, and skill enhancement. The division of responsibilities for organizing these workshops was discussed to ensure smooth execution.

#### 5. Virtual Expert Sessions and Celebration Activities:

The meeting addressed the scheduling of virtual expert sessions and celebration activities to foster a culture of learning and engagement within the institution. Topics and experts for these sessions were finalized, along with arrangements for logistical and technical support.

#### 6. Roles and Responsibility Distribution:

A significant part of the meeting was dedicated to distributing roles and responsibilities among the members for the successful conduct of the outlined events. This included detailed task assignments to ensure collaborative efforts in achieving the goals set by the IIC Cell.

Sl. No.	Member Name	Position in IIC Cell	Responsibility
1	Dr. Arindita Saha	President	President
2	Dr. Suman Jana	Convener	Convener, NISP Convener, ARIIA Coordinator

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



### **Group of Institutions**

3	Mrs. Anamika Basu	Member	NIRF Coordinator
4	Mr. Subhadeep Mondal	Member	Social Media Coordinator
5	Mrs. Debarati Ghosh	Member	Innovation Activity Coordinator
6	Mr. Sabyasachi Mukherjee	Member	Member
7	Mr. Sreedip Ghosh	Member	Member
8	Mr. Bipul Dhali	Member	Member
9	Mr. Arindam Bhadury	Member	Startup Activity Coordinator
10	Mr. Krishna Kanta Maity	Member	Member
11	Mr. Suprovat Basu	Member	IPR Activity Coordinator

#### **Conclusion:**

The meeting concluded with Dr. Arindita Saha expressing gratitude to all attendees for their contributions and active participation. The council members reaffirmed their commitment to executing the planned initiatives, aiming to enrich the academic and innovation ecosystem at RERFGI.

#### **Vote of Thanks:**

Dr. Arindita Saha delivered the vote of thanks, appreciating the enthusiasm and collaborative spirit of the council members. He emphasized the importance of the discussed initiatives in fostering an environment of creativity, innovation, and learning.

The 2nd Council Meeting of the IIC Cell was adjourned with a consensus on moving forward with the planned activities, marking a significant step towards achieving the goals of the IIC Cell for the academic year 2023-2024.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Titagarh

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



## Attendees:

SI, No.	Member Name	Position in HC Cell	Signature
31	De, Arindita Saha	President	Anhar
3	Dr. Soman Jana	Convener	Str
3	Mrs. Annuika-Basa	Member	Masan.
9	Mr. Subbadeep Mondal	Member	Sullisten House
3	Mrs: Debarati Ghosh	Monther	Defresh
6	Mr. Subyusachi Mukherjee	Member	South
9	Mr. Sreedip Ghosh	Member	Sylve Black
8	Mr. Bipul Dhali	Member	Bipul Dal
9	Mr. Arindam Bladary	Member	- Challery
10	Mr. Krishna Kanta Maity	Momber	Kidwe
m.	Mr. Suprovat Basu	Member	(BODE

Sta

Compute: Regent Education & Research Foundation Group of Institutions
E-mail: : rerEstkate a granificant. Website: : www.rerEin

Compan Address

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Titagach

KnBats - 700 121

Tel.: 033-3608-5442/432/431. Fax: 033-3008-5442

Soud Office Address.

11D, Biresh Guha Street 7th Floor, Kolkata - 790 017

Tek: 633-3221-5013



**Group of Institutions** 

#### **NOTICE**

### 3rd Council Meeting of the IIC Cell, RERF, 2023-2024 (IIC6.0)

All members of the Institution's Innovation Council (IIC Cell) are hereby informed that the 1st Council Meeting of IIC6.0 will be held as per the following details:

Date: 1<sup>st</sup> March, 2024 Time: 12:10 PM

Venue: Multimedia Classroom 228

#### Agenda for the Meeting:

- 1. Introduction to New IIC Cell members:
- 2. Faculty Development Program (FDP) in Institution:
- 3. Online and Offline Workshops:
- 4. Virtual Expert Sessions/Celebration Activities:
- 5. Roles and Responsibility Distribution for These Events:

All members are requested to be present promptly at the stipulated time. Your cooperation and active participation are essential for the progressive outcomes of the meeting.

Regards,

Dr. Suman Jana

Convener, IIC Cell

NISP Coordinator, ARIIA Coordinator Assistant Professor, EEE Department

Regent Education and Research Foundation

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street
7th Floor, Kolkata - 700 017



**Group of Institutions** 

## **Institution's Innovation Council (IIC Cell) Minutes of 3<sup>rd</sup> Council Meeting (MoM) 2023-2024**

**Date:** 1st March, 2024 **Time:** 12:10 PM

Venue: Multimedia Classroom 228

#### **Attendees:**

- Dr. Samik Chakraborty, Principal, RERFGI
- Dr. Arindita Saha, President, IIC Cell
- Dr. Suman Jana, Convener IIC Cell, NISP Coordinator, ARIIA Coordinator
- Mr. Bipul Dhali, Member, IPR Activity Coordinator IIC Cell
- Ms. Anamika Basu, Member, NIRF Coordinator IIC Cell
- Mr. Sabyasachi Mukherjee, Member, Startup Activity Coordinator IIC Cell
- Ms. Shrabasti Roy, Member, Innovation Activity Coordinator IIC Cell
- Ms. Madhabi Ghosh, Member, Social Media Coordinator IIC Cell
- Mr. Sreedip Ghosh, Member, Internship Activity Coordinator IIC Cell
- Mr. Subhadeep Mondal, Member, IIC Cell
- Ms. Debarati Ghosh, Member, IIC Cell
- Mr. Sourav Pramanik, Member, IIC Cell
- Mr. Supravat Basu, Member
- Mr. Krishna Kanta Maity, Member

#### **Agenda for the Meeting:**

- 1. Introduction to New IIC Cell members:
  - Welcoming and introducing the new members of the IIC Cell.
  - Brief discussion on the vision and direction with the new members.
- 2. Faculty Development Program (FDP) in Institution:
  - Planning and outlining the structure of the FDP program.
  - Determination of topics, speakers, and scheduling.
- 3. Online and Offline Workshops:
  - Discussion on the themes and logistics for both online and offline workshops.
  - Assigning roles for organizing and executing these workshops.
- 4. Virtual Expert Sessions/Celebration Activities:
  - Finalizing topics and experts for upcoming virtual sessions.
  - Arranging logistics and technical support for these sessions.
- 5. Roles and Responsibility Distribution for These Events:
- Distribution and assignment of roles and responsibilities to members for the successful conduct of all planned events.
  - Discussing and delegating tasks to ensure effective collaboration among committees.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



**Group of Institutions** 

### **Proceedings:**

#### 1. Introduction to New IIC Cell Members:

- Dr. Suman Jana opened the meeting by welcoming the new members to the IIC Cell, emphasizing the importance of their roles in the council's activities.
- Dr. Arindita Saha introduced each new member individually, detailing their professional backgrounds and the skills they bring to the IIC Cell. She discussed the council's vision and the direction expected with the infusion of new talent, encouraging an open dialogue about future initiatives and strategic goals.

### 2. Planning Faculty Development Programs (FDPs):

- Discussion: The council discussed the structure and content of the upcoming FDP titled "DreamWeaving II: The Art of Entrepreneurial Success". Members proposed various topics, such as intellectual property rights, startup planning, and prototype development, emphasizing the need for a comprehensive curriculum that addresses both theoretical and practical aspects of entrepreneurship.
- Action Items: Members agreed to draft a detailed program schedule, including potential speakers and their availability. Dr. Suman Jana took responsibility for finalizing the schedule and confirming speaker engagements.

### 3. Organizing Online and Offline Workshops:

- Themes and Logistics: A robust discussion on the themes for upcoming workshops highlighted the need to cater to diverse interests and learning modalities. Themes such as IP Essentials and The Art of Prototyping were prioritized.
- Roles Assignment: Ms. Anamika Basu and Mr. Sreedip Ghosh were tasked with organizing logistics for both online and offline formats, ensuring that technical and physical resources were adequately prepared.

#### 4. Arranging Virtual Expert Sessions and Celebration Activities:

- Finalization of Topics and Experts: The council decided on specific topics for virtual sessions scheduled around significant days like World Intellectual Property Day and National Technology Day, aligning them with relevant themes.
- Logistical Support: Ms. Madhabi Ghosh was assigned to coordinate with the technical team to ensure smooth execution of the virtual sessions, addressing potential technical hurdles in advance.

#### 5. Distribution of Roles and Responsibilities for Upcoming Events:

- Detailed Task Assignments: Each member was assigned specific responsibilities for the upcoming events. This included everything from session coordination to guest management and follow-up.
- Collaboration and Support: Dr. Arindita Saha emphasized the importance of collaboration between committees to ensure the success of the events. She encouraged members to support one another and communicate regularly about their progress.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street

7<sup>th</sup> Floor, Kolkata - 700 017 Tel.: 033-3221-3013



**Group of Institutions** 

Sl. No.	Member Name	Position in IIC Cell	Responsibility
1	Dr. Arindita Saha	President	President
2	Dr. Suman Jana	Convener	Convener, NISP Convener, ARIIA Coordinator
3	Mr. Bipul Dhali	Member	IPR Activity Coordinator
4	Ms. Anamika Basu	Member	NIRF Coordinator
5	Mr. Sabyasachi Mukherjee	Member	Startup Activity Coordinator
6	Ms. Shrabasti Roy	Member	Innovation Activity Coordinator
7	Ms. Madhabi Ghosh	Member	Social Media Coordinator
8	Mr. Sreedip Ghosh	Member	Internship Activity Coordinator
9	Mr. Subhadeep Mondal	Member	Member
10	Ms. Debarati Ghosh	Member	Member
11	Mr. Sourav Pramanik	Member	Member
12	Mr. Suprovat Basu	Member	Member
13	Mr. Krishna Kanta Maity	Member	Member

#### **Conclusion:**

- The meeting concluded with a recap of all decisions and action items. Dr. Saha expressed her appreciation for everyone's contributions and encouraged proactive engagement in the assigned tasks.
- A follow-up meeting was scheduled to review progress and adjust plans as necessary, ensuring alignment with the IIC Cell's objectives.

#### **Vote of Thanks:**

Dr. Arindita Saha delivered the vote of thanks, appreciating the enthusiasm and collaborative spirit of the council members. He emphasized the importance of the discussed initiatives in fostering an environment of creativity, innovation, and learning. The 3rd Council Meeting of the IIC Cell was adjourned with a consensus on moving forward with the planned activities, marking a significant step towards achieving the goals of the IIC Cell for the academic year 2023-2024.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



#### Attendees:

St. No.	Member Name	Position in HC Cell	Signature
1	Or: Arindita Saha	President	Jula .
22	Dr. Suman Jana	Convener	89m
23	Mr. Bipul Dhali	Member	Begul Hali
84	Ms. Anamika Basa	Member	Begul Dali
:5	Mr. Sabyanachi Mukherjee	Member	Six
:6	Ma. Shrabasti Roy	Member	Sharobasti Find
17	Ms. Madhabi Ghesh	Member	glob
8	Mr. Sreedip Ghosh	Member	5.ghrs
9	Mr. Subhadeep Mondal	Member	Little House
103	Ms. Debarati Ghosh	Meruber	Deghosh Preamanil
1.1	Mr. Souray Pramanik	Member	Daramani 1

Campus : Regent Education & Research Foundation Group of Institutions E-mail : rerfteilkein ogmallenge, Welnite : won.rerf.in

C*ampus Jaldress* Bara Kanthalia, Barrackpore P.O: Sewli Teliniparu, P.S.: Mohanpur

Kolkata 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regal Office Address

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



**Group of Institutions** 

Date: 1st June, 2024

#### **NOTICE**

4th Council Meeting of the IIC Cell, RERF, 2023-2024 (IIC6.0)

Date: 4th June, 2024 Time: 2:00 PM

Venue: Multimedia Classroom 228

To All Members of the IIC Cell,

You are hereby cordially invited to attend the 4th Council Meeting of the IIC 6.0 in Regent Education and Research Foundation Group of Institutions, scheduled to be held on 4<sup>th</sup> June, 2024 at 2:00 PM in Multimedia Classroom 228. This meeting is of great importance and the presence of each member is crucial.

#### Agenda:

#### 1. Introduction to New IIC Cell members:

- Welcoming and introducing the new members of the IIC Cell.
- Brief discussion on the vision and direction with the new members.

#### 3. Faculty Development Program (FDP) in Institution:

- Planning and outlining the structure of the FDP program.
- Determination of topics, speakers, and scheduling.

#### 4. Online and Offline Workshops:

- Discussion on the themes and logistics for both online and offline workshops.
- Assigning roles for organizing and executing these workshops.

#### 5. Virtual Expert Sessions/Celebration Activities:

- Finalizing topics and experts for upcoming virtual sessions.
- Arranging logistics and technical support for these sessions.

#### 6. Roles and Responsibility Distribution for These Events:

- Distribution and assignment of roles and responsibilities to members for the successful conduct of all planned events.
  - Discussing and delegating tasks to ensure effective collaboration among committees.

Your insights and contributions are invaluable to the success of these initiatives. We look forward to your active participation and creative input in this meeting. Please make it a priority to attend this meeting as we aim to collectively shape a vibrant and enriching academic environment in our institution.

Thank you. Regards,

Dr. Suman Jana Convener, IIC Cell

NISP Convener & Coordinator, ARIIA Coordinator

Regent Education and Research Foundation Group of Institutions

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



**Group of Institutions** 

## **Institution's Innovation Council (IIC Cell) Minutes of 4th Council Meeting (MoM) 2023-2024**

**Date:** 4<sup>th</sup> June, 2024 **Time:** 2:00 PM

Venue: Multimedia Classroom 228

#### **Attendees:**

- Dr. Sudip Basack, Principal, RERFGI
- Dr. Arindita Saha, President, IIC Cell
- Dr. Suman Jana, Convener IIC Cell, NISP Coordinator, ARIIA Coordinator
- Mr. Bipul Dhali, Member, IPR Activity Coordinator IIC Cell
- Ms. Anamika Basu, Member, NIRF Coordinator IIC Cell
- Mr. Sabyasachi Mukherjee, Member, Startup Activity Coordinator IIC Cell
- Ms. Shrabasti Roy, Member, Innovation Activity Coordinator IIC Cell
- Ms. Madhabi Ghosh, Member, Social Media Coordinator IIC Cell
- Mr. Sreedip Ghosh, Member, Internship Activity Coordinator IIC Cell
- Mr. Subhadeep Mondal, Member, IIC Cell
- Ms. Debarati Ghosh, Member, IIC Cell
- Mr. Sourav Pramanik, Member, IIC Cell
- Mr. Supravat Basu, Member
- Mr. Krishna Kanta Maity, Member

#### **Agenda for the Meeting:**

- 1. Introduction to New IIC Cell members:
  - Welcoming and introducing the new members of the IIC Cell.
  - Brief discussion on the vision and direction with the new members.
- 2. Online and Offline Workshops:
  - Discussion on the themes and logistics for both online and offline workshops.
  - Assigning roles for organizing and executing these workshops.
- 3. Virtual Expert Sessions/Celebration Activities:
  - Finalizing topics and experts for upcoming virtual sessions.
  - Arranging logistics and technical support for these sessions.
- 4. Roles and Responsibility Distribution for These Events:
- Distribution and assignment of roles and responsibilities to members for the successful conduct of all planned events.
  - Discussing and delegating tasks to ensure effective collaboration among committees.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



**Group of Institutions** 

### **Proceedings:**

#### 1. Introduction to New IIC Cell Members:

- Dr. Suman Jana opened the meeting by welcoming the new members to the IIC Cell, emphasizing the importance of their roles in the council's activities.
- Dr. Arindita Saha introduced each new member individually, detailing their professional backgrounds and the skills they bring to the IIC Cell. She discussed the council's vision and the direction expected with the infusion of new talent, encouraging an open dialogue about future initiatives and strategic goals.

#### 2. Organizing Online and Offline Workshops:

- Themes and Logistics: A robust discussion on the themes for upcoming workshops highlighted the need to cater to diverse interests and learning modalities. Themes such as IP Essentials and The Art of Prototyping were prioritized.
- Roles Assignment: Ms. Anamika Basu and Mr. Sreedip Ghosh were tasked with organizing logistics for both online and offline formats, ensuring that technical and physical resources were adequately prepared.

#### 3. Arranging Virtual Expert Sessions and Celebration Activities:

- Finalization of Topics and Experts: The council decided on specific topics for virtual sessions scheduled around significant days like Independence Day and other celebrations aligning them with relevant themes.
- Logistical Support: Ms. Madhabi Ghosh was assigned to coordinate with the technical team to ensure smooth execution of the virtual sessions, addressing potential technical hurdles in advance.

#### 4. Distribution of Roles and Responsibilities for Upcoming Events:

- Detailed Task Assignments: Each member was assigned specific responsibilities for the upcoming events. This included everything from session coordination to guest management and follow-up.
- Collaboration and Support: Dr. Arindita Saha emphasized the importance of collaboration between committees to ensure the success of the events. She encouraged members to support one another and communicate regularly about their progress.

Sl. No.	Member Name	Position in IIC Cell	Responsibility
1	Dr. Arindita Saha	President	President
2	Dr. Suman Jana	Convener	Convener, NISP Convener, ARIIA Coordinator
3	Mr. Bipul Dhali	Member	IPR Activity Coordinator

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



## **Group of Institutions**

4	Ms. Anamika Basu	Member	NIRF Coordinator
5	Mr. Sabyasachi Mukherjee	Member	Startup Activity Coordinator
6	Ms. Shrabasti Roy	Member	Innovation Activity Coordinator
7	Ms. Madhabi Ghosh	Member	Social Media Coordinator
8	Mr. Sreedip Ghosh	Member	Internship Activity Coordinator
9	Mr. Subhadeep Mondal	Member	Member
10	Ms. Debarati Ghosh	Member	Member
11	Mr. Sourav Pramanik	Member	Member
12	Mr. Suprovat Basu	Member	Member
13	Mr. Krishna Kanta Maity	Member	Member

#### **Conclusion:**

- The meeting concluded with a recap of all decisions and action items. Dr. Saha expressed her appreciation for everyone's contributions and encouraged proactive engagement in the assigned tasks.
- A follow-up meeting was scheduled to review progress and adjust plans as necessary, ensuring alignment with the IIC Cell's objectives.

#### **Vote of Thanks:**

Dr. Arindita Saha delivered the vote of thanks, appreciating the enthusiasm and collaborative spirit of the council members. He emphasized the importance of the discussed initiatives in fostering an environment of creativity, innovation, and learning. The 4th Council Meeting of the IIC Cell was adjourned with a consensus on moving forward with the planned activities, marking a significant step towards achieving the goals of the IIC Cell for the academic year 2023-2024.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



### Attendees:

SE No.	Member Name	Position in HC Cell	Signature
12.	Dr. Arindita Saha	President	Aple.
2	Dr. Suman Juna	Convener	Str
3.	Mr. Bipul Dhali	Member	april Mali
142	Ms. Anamika Basu	Member	Again.
5	Mr. Sahyasachi Mukherjee	Member	South
6	Ms. Shrahasti Roy	Member	Sharabasti Rot
72	My. Madhabi Ghesh	Member	Aleks -
8	Mr. Sreedig Ghosh	Member	Sight
<b>(5</b> :	Mr. Subhadeep Mondal	Member	Sull Sup Hoss
10	Ms. Debarati Ghoult	Member	Dyhosh
m	Mr. Sourav Pramunik	Member	Secamani

Ste

Compar : Regent Education & Research Foundation Group of Institutions

Levall : recthologogogoalteam, Website : now.rection

Campus Address.

Bara Kunthalia, Barrackpore P.O; Sewii Telinipara, P.S.: Mohampur

Kolkata - 700 121

Tel:: 033-3008-5442/432/431, Fix: 033-3008-5442

Heyd Office Address.

11/3, Biresh Gahu Street 7th Floor, Kelkata - 700 017



Ref: RERF/GRC/23-24/001

Date: 07.07.2023

## Grievance Redressal Cell (GRC)

### Notice

This is to notify that the meeting of GRC Cell, RERFGI, will be held on 12.07.2023 at 11.30 a.m. in conference room. All members are cordially invited in this meeting.

## Agenda:

- 1. To take cognizance of the grievances received from students.
- 2. To discuss and evaluate the nature of the grievances.
- 3. To discuss and approve the methods of redressal and appropriate action to be taken.
- 4. Any other item with the permission of convener/chair person.

Trina Bhottacharya

Convener

Ms. Trina Bhattacharya

Campus :Regent Education & Research Foundation Group of Institutions
E-mail :rerffoils staffmatt.com, Website : www.rerf.in

Compus Address:

Bara Kanthalia, Barruckpure P.O: Sewli Telinipara, P.S.: Mohanpur

Kelkata - 700 121

Tel.: 933-3008-5442/432/431, Fax: 933-3008-5442

Regit Office Address; 11/3, Dicesh Guba Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



## MINUTES OF MEETING

GRC Cell meeting was successfully conducted under the guidance of our convener and chairperson on 12.07.2023 at 11.30 a.m.in conference room.

## Proceedings of the meeting are as follows:

- 1. Canteen food related grievance was submitted to the grievance cell.
- 2. The mechanism of grievance redressal by the college grievance redresal cell was communicated to all the learners through:
  - Issuance of notice to learners.
  - Comprehensive information link made available on the college website.
  - Feedback link also made available.

### Members Present:

		March Line - 1 To A. E.	a to the second
Sl. No.	Members	Designation	Signature
Į.	Dr. Samik Chakraborty	Chairperson	Ai Ai
2	Ms. Trina Bhattacharya	Convener	Towns Bhattachary
3	Mr. Subhankar Ghosh	Member	S. Grot Bhattachary
4	Mr. Suprovat Basu	Member	But Sun
5	Mr. Krishna Kanta Maity	Member	Villan
6	Mr. Sukdeb Saha	Member	Q.Ju-
7	Mr. Raju Kumar Shaw	Member	Richard
8	Mr. Indrajit Dawn	Member	10,
9	Mr. Rajdeep Dey	Member	Po Dey

Campus : Regent Education & Research Foundation Group of Institutions

[compus : Regent Education & Research Foundation Group of Institutions

[compus : Regent Education & Research Foundation Group of Institutions

Campies Address

Baru Kanthalia, Burruckpore

P.O. Sewli Tellalpara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 933-3008-5442/432/431, Fant 033-3008-5442

Regd Office Address:

11/3, Illresh Guha Street 7th Flaur, Kolkata - 700 017



Date: 06.10.2023

## Action Taken Report

1. Various food items are kept in the conteen to improve the quality of the conteen.

 Feedback mechanisms are imposed in canteen as well as institutional issues. QR code and/or links are sheared in canteen and institutional website to give feedbacks on different parameters.



Convener S Ms. Trina Bhattacharya

Campus : Regent Education & Research Foundation Group of Institutions

E-mail : rerfhalksta @gmail.com. Website : www.rerfain

Commus Address Baru Kanthalia, Barrackpore P.O: Sewil Telinipura, P.S.: Mohanpur Kolkata - 700 121 Teli: 033-3008-5442/432/431, Fax: 033-3008-5442 Reed Office Address; 11/3, Biresh Guha Street 7th Floor, Kolkuta - 700 017 Tel.: 033-3221-3013



Ref. RERF/GRC/23-24/002

Date: 17.11.2023

## Grievance Redressal Cell (CGRC)

### Notice

This is to notify that the meeting of GRC Cell, RERFGI, will be held on 22.11.2023 at 12.30 p.m. in conference room. All members are cordially invited in this meeting.

### Agenda:

- 1. To take month basis confession of the grievances received from students.
- 2. To discuss and evaluate the nature of the grievances according the rule once again.
- 3. To maintain a details report file according to date.
- 4. Miscellaneous.

Toing Blotterlange

Convener

Ms. Trina Bhattacharya

Camput : Regent Education & Research Foundation Group of institutions

E-mail reeffeolkuta@gntuil.com, Webrite : www.rerf.in

Comput Address;

Baru Kanthalia, Harrackpore P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Flour, Kolkatu - 700 017 Tel.: 033-3221-3013



## MINUTES OF MEETING

GRC Cell meeting was successfully conducted under the guidance of our convener and chairperson on 22.11.2023 at 12.30 p.m. in-conference room.

### Proceedings of the meeting are as follows:

- 1. Sports accessories related grievance was submitted to the grievance cell.
- The mechanism of grievance redressal by the college grievance redresal cell was communicated to all the learners through:
  - Issuance of notice to learners.
  - Comprehensive information link made available on the college website.
  - Feedback link also made available.
- 3. How to maintain and furnished a detailed report was discussed as well as previous process was modified.

### Members Present:

Sl. No.	Members	Designation	Signature
i	Dr. Samik Chakraborty	Chairperson	AL 13
2	Ms. Trina Bhattacharya	Convener	Tring Blother Louise
3	Mr. Subhankur Ghosh	Member	Tring Blothoclosy
4	Mr. Suprovat Basu	Member @	(B) au
5	Mr. Krishna Kanta Maity	Member	Virbra.
6	Mr. Sukdeb Saha	Member	alle
7	Mr. Raju Kumar Shaw	Member	Rule
8	Mr. Indragit Dawn	Member	±@>
9	Mr. Rajdeep Dey	Member	PDeu

Campus : Regent Education & Research Foundation Group of Institutions

E-mail::gcrfholkutanegmoil.com. Website:: www.cerl.in

Camput Address:

Born Kanthalia, Barrackpure

P.O. Sewii Telinipara, P.S.: Mohanpur

Kelicata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd Cifice Address; 11/3, Biresh Guha Street 7" Floor, Kelkata - 700 017 Tel.: 033-3221-3013



Date: 16.01.2024

## **Action Taken Report**

 Sports related items like two cricket balls with two badminton rackets and new chess board were implemented. All new sports related accessories were kept in the spots room.

 As per previous discussion and action related feedback mechanisms were up to date maintained and governed by the admin authority.



Biena Rhoffockanyla Convener Ms Trina Bhattacharya

Compus : Regent Education & Research Foundation Group of Institutions
E-mail treefholkato@gmail.com, Website : www.cerf.in

Campus Address

Bara Kanthalia, Harrockpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kulkata - 700 r21

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



Ref. RERF/GRC/23-24/003

Date: 02.04.2024

## Grievance Redressal Cell (GRC)

### Notice

This is to notify that the meeting of GRG Cell, RERFGI, will be held on 06.04.2024 at 03.30 a.m. in conference room. All members are cordially invited in this meeting.

### Agenda:

- 1. Music instruments
- 2. Health and hygiene
- 3. Miscellaneous

Tulina Plattaclary

Convener

Ms. Trina Bhattacharya

Compus Regent Education & Research Foundation Group of Institutions

E-mail :recliations@gmail.com, Website : www.reckin

Compus Address:

Bara Kanthalia, Barrackpore

P.O. Sessii Tellmipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Reyd Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkum - 700 017



## MINUTES OF MEETING

GRC Cell meeting was successfully conducted under the guidance of our convener and chairperson on 06.04.2024 at 03.30 a.m. in conference room.

Proceedings of the meeting are as follows:

- 1. Music instrumented related grievance was submitted to the grievance cell.
- 2. Health and hygiene related grievance was submitted to the grievance cell.

## Members Present:

St. No.	Members	Designation	Signature
t,	Dr. Samik Chakraborty	Chairperson	AL VEN
2	Ms. Trina Bhattacharya	Convener	Tring Brotlackarya
3	Mr. Subhankur Ghosh	Member	Briena Bhatlachanya
4	Mr. Suprovat Basu	Member	Basy -
5	Mr. Krishna Kanta Maity	Member	Video Video
6	Mr. Sukdeb Saha	Member	QB, he
7	Mr. Raju Kumar Shaw	Member 6	R. K. Chail
S	Mr. Indrajit Dawn	Member	10-5
9	Mr. Rajdeep Dey	Member	Pag

Campus : Regent Education & Research Foundation Group of Institutions
E-mail :rer[kulkatu@getail.com, Website : www.rerf.in

Campus Address: Bara Kanthalia, Barrackpure P.O: Sewli Telinipara, P.S.: Muhanpur Kulkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Nega Office Address; 11/3, Biresh Guha Street 7" Fluor, Kolkuta - 700 017 Tel.: 033-3221-3013



Date: 12.06.2024

## Action Taken Report

More musical instruments have been implemented like harmonium and tanpura.

 Health and hygiene related grievance like proper cleaning of toilet and latrine have been maintained regularly as well as toilet soap were supplied regularly.



Convener
Ms. Tring Bhattacharya

Campus : Regent Education & Research Foundation Group of Institutions
E-mail : rerflollate@gondl.com, Website : www.rerf.in

Commis Address

Bara Kanthalia, Barrackpore P.O: Sculi Telinipara, P.S.: Mohanpur Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Rogd Office delicests 11/3, Bireth Guha Street 7th Fleor, Kolkuta - 700 617 Tel.: 933-3221-3013



Ref. No.: RERF/DC/Nov/01-23

DATE: 10/11/2023

## NOTICE

All department heads are informed that the Disciplinary Committee will convene in the Board Room of RERFGI on November 18, 2023, at 3:00 p.m.

## Agenda of the Meeting is as follows:

- The minutes of the previous meeting of the committee were approved.
- Teaching faculty and staff members' adherence to the Code of Conduct.
- 3. Talk about potential improvements to the same
- Examining complaints (if any).
- Conversations in general.

Please confirm that you are present. Anticipating a response from you

> Dr. Rajorshi Bandyopadhyay Convener

8100/11/01

Disciplinary Committee

Campus : Regent Education & Research Foundation Group of Institutions

E-mail : rerfkolksta@gmail.com, Website : www.rerf.in

Campus Address: Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Mohanpur Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fox: 033-3008-5442

Regd Office Adderst: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



## Minutes of Meeting

Members of the Disciplinary Committee met at the RERFGI Board Room on November 18, 2023, at 3 p.m.

SI, No.	Name	Designation	Signature
l.	Dr. Rajorshi Bandyopadhyay	Convener	-August ,
2.	Mr. Subhankar Ghosh	Registrar	5.642
3.	Dr. Nibedita Mukherjea	HOD, BSH	1817 -
4.	Mr. Sukdeb Sahn	HOD, ECE	Selve
5.	Mr. Sabyasachi Mukherjee	HOD, ME	Somethis
6.	Mr. Shouvik Sarker	HOD, CE	Ship
7.	Mr. Subhankar Ghosh	HOD, CSE	S.W.S
S.	Mr, Sanjib Pal	HOD, EE	Som Pal
9.	Mr. Suman Kumar Dey	HOD, EEE	dey
10.	Mr. Krishna Kanti Maiti	HOD, MCA	Krigher-
11,	Mr. Suprovat Basu	HOD, MBA	Quan

Minutes of meeting

- The minutes from the last committee meeting were verified. The IC cell successfully celebrated International Women's Day on March 8, 2022, in accordance with the prior meeting.
- Department heads explained the different steps they took to ensure the institution operated well while adhering to the Administration's previously stated Code of Conduct.
- 3. The coordinator will coordinate the IC cell's celebration of Women's Day next year.

4. With the Convener's consent, the meeting came to an end.

Campus: Regent Education & Research Foundation Group of Institutions
E-mail: errffalhata@genail.com, Wobeite: www.rorf.in

Campus Achless: Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S.: Mohanpur Kolkata - 700 121

Lel.: 035-3008-5442/432/431, Fax: 035-3008-5442

Regal, Office Jabbertt, 11/3, Biresh Guha Street 7th Floor, Kolkata - 788 B17 Tel.: 033-3221-3013



Sl. No.	Name	Designation
I.	Dr. Rajorshi Bandyopadhyay	Convener
2,	Mr. Subhankar Ghosh	Registrar
3.	Dr. Nibedita Mukherjea	HOD, BSH
4.	Mr. Sukdeb Saha	HOD, ECE
5.	Mr. Sabyasachi Mukherjee	HOD, ME
6.	Mr. Shouvik Sarkar	HOD, CE
7.	Mr. Subhankar Ghosh	HOD, CSE
8.	Mr. Sanjib Pal	HOD, EE
9.	Mr. Suman Kumar Dey	HOD, EEE
10.	Mr. Krishna Kami Maiti	HOD, MCA
11.	Mr. Suprovat Basu	HOD, MBA

The meeting ended with thanks to all members:

Convener, Disciplinary Committee

Campus : Regent Education & Research Foundation Group of Institutions

E-mail : recfielkata@gmail.com, Website : www.ccrf.ia

<u>Campus Address:</u> Bara Kanthalia, Barruckpore P.O: Sewli Telinipara, P.S.: Mohanpur

Keikata - 700 121 Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442 Rend Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



Ref. No.: RERF/DC/April/02-24

Date: 06/04/2024

## NOTICE

We would like to notify all members of the Disciplinary Committee that a meeting will be place in the Board Room of RERFGI on April 12, 2024, at 4:00 p.m.

Agenda of the Meeting is as follows:

- 1. Acceptance of the prior meeting's minutes
- In general conversations.

Please confirm that you are present.

I'm eager to hear your thoughts.

Dr. Rajorshi Bandyopadhyay Convener Disciplinary Committee

Campus : Regent Education & Research Foundation Group of Institutions E-mail : reefkolkuta@gmail.com, Website : www.rerf.in

Campus Address:

Barn Kanthalia, Barrackpore

P.O. Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tet.: 033-3008-5442/432/431, Fax: 033-3008-5442

Reed. Office Address: 11/3, Biresh Guha Street 7th Floor, Kelkata - 700 017



## Minutes of Meeting

The Disciplinary Committee members met in the Board Room at RERFGI on April 12, 2024, at 4:00 p.m. After Disciplinary member

L No.	Name	Designation	Signature
Ĺ	Dr. Rajorshi Bandyopadhyay	Convener	Bourge !
2.	Mr. Subhankar Ghosh	Registrar, HOD of C.S.E	5.hv 5
3.	Dr. Nibedita Mukherjea	HOD, BSH	18121 -
4.	Mr. Sukdeb Saha	HOD, ECE	Solve
5.	Mr. Puspendu Chandra Chandra	HOD, ME	Polando
6.	Mr. Shouvik Sarkar	HOD, CE	9900
7.	Mr. Sanjib Pnl	HOD, EE	Sigh Pal
8.	Mr. Suman Kumar Dey	HOD, EEE	dey.
9.	Mr. Krishna Kanti Maiti	HOD, MCA	K. Jane
10.	Mr. Suprovat Basu	HOD, MBA	Coper

## Minutes of meeting

- 1. The minutes from the last Disciplinary meeting were verified
- The new staff and teaching code of conduct has been successfully put into effect.
- The meeting ended with the Convener's approval.

Campus: Regent Education & Research Foundation Group of Institutions E-mail : reefholkets@gmail.com, Website : www.reef.in

Compact Address:

Bara Kanthalia, Darrackpore

P.O: Sewii Telinipara, P.S.: Mohanpur

Kolkuta - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Bred Office Address; 11/3, Biresh Goha Street 7" Floor, Kolkata - 700 017 Tel : 033-3221-3013



Sl. No.	Name	Designation
1	Dr. Rajorshi Bandyopadhyay	Convener
2	Mr. Subhankar Ghosh	Registrar
2.	Dr. Nibedita Mukherjea	HOD, BSH
3.	Mr. Sukdeb Saha	HOD, ECE
4.		HOD, ME
5.	Mr. Puspendu Chandra Chandra	HOD, CE
6.	Mr. Shouvik Sarkar	HOD, CSE
7.	Mr. Subhankar Ghosh	HOD, EE
8.	Mr. Sanjib Pal	HOD, EEE
9.	Mr. Suman Kumar Dey	HOD, MCA
10.	Mr. Krishna Kanti Maiti	HOD, MBA
11.	Mr. Suprovat Basu	HODI WAS

The meeting ended with thanks to all members.

Convener, Disciplinary Committee

Campus : Regent Education & Research Foundation Group of Institutions

E-mail : rerfkolkata@gmnil.com, Website : www.rerf.in

Compus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kelkata - 700 121 Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Reed Office Address: 11/3, Biresh Guha Street 7" Floor, Kelkata - 700 017 Tel.: 033-3221-3013



## CO-CURRICULAR COMMITTEE

### (ACADEMIC SESSION 2023-24)

Below given is the list of faculty and student members of the co-curricular committee for the academic ression of 2023-2024.

Sl. No.	Name of the Faculty	Department	Key Role/ Position
	Ms. Debarati Chosh	BSH	Convener
2	Ms. Rajatakshmi Chandrasekhar	EE	Co-Convener
3	Ms. Enakshmi Nandi	A EEE	Member
4	Ms. Poulmi Banerjee	ECE .	Member
5	Mr. Debtana Patra	ME	Member
6	Ms. Pragati Ghosh	CSE	Member
7	Ms. Atasi Mitra	CE	Member
8	Mr. Surya Mukherjee	MBA	Member
9	Ms. Amara Ghosh	MCA	Member
1.0	Sarthuk Bhattacharya	Ath yr. EEE	Student Member
11	Biswayit Sarkar	4 <sup>th</sup> yr. EE	Student Member
12	Narayan Khanra	3" yr, CE	Student Member
13	Ankita Karmakar	4Wyr, ECE	Student Member
14	Manshi Sharma	2nd yr, MBA	Student Member
15	Stieliasis Sarkat	2*d yr, CSE	Student Member
16	Rogankar Paul	3" yr, ME	Student Member
17	Sangita Nandi	2nd yr, MCA	Student Member

Ms. Debarati Ghosh

Convenor, Co-Curricular Committee,

REREGI

C-Rajalakohmi

Ms. Rajalaicchmi Chandrasekhar Co-Convenor, Co-Curricular Committee. RERFOL

Regent Education & Research Foundation Bara Korrratty 2 A Street Telipipara

Camput; Regent Education & Research Foundation Group of Institutions E-mail: gerfladicateirgmall.com, Walsing t www.rerf.in

Comput Address:

Bors Kanthalia, Harrackpore

P.O: Sewii Telinipura, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Hiresh Guba Street 7" Floor, Kolkata - 700 017



Ref: RERF/CC/23-24/July/01

Date: 20/07/2023

## NOTICE

## Reformation of the Cultural Committee

This is to inform all existing members of the Cultural Committee and the respected HOD's of all discipline, that a meeting has been scheduled to discuss and finalize the reformation of the committee. Your presence and input are crucial to ensure the committee's continued success and effective functioning.

#### Details of the Meeting:

Date: 20/07/2023 Time: 02:00 pm

Venue; Registrar's Room

### Agenda of the meeting:

- · Review of the committee's current structure and performance
- · Reformation of committee
- · Defining the toles and responsibilities of the members.
- · Planning for upcoming cultural activities.
- Open discussion and suggestions from members.

All current members are requested to astend the meeting without fail. For any queries, please contact the undersigned.

Ms. Payel Chakraborty Convener

Cultural Committee, RERFGI

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: eerfkalhatumgmall.com, Website: www.corf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kelkata - 700 121

Tet.: 633-3008-5442/432/431, Fax: 633-3008-5442

Regd Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



## MINUTES OF THE MEETING

The minutes of the Cultural Committee Meeting held on 20/07/23 at 02:00 pm in Registrar's Room and its present in and its proceedings are given below:

Proceedings:

- The Convener of the cultural committee welcomed all the existing members and the HOD of all discipline and outlined the purpose of the meeting.
- A brief review of the committee's past achievements and challenges was presented.
- 3. Existing members shared feedback on existing roles and responsibilities.
- 4. Reformation of Roles: New roles were proposed and unanimously agreed upon.
  - Ms. Debarati Ghosh was appointed as the new Convener of the Committee.
  - Ms. Rajalakshini Chandrasekhar was designated as Co-Convener of the Committee.
- 5. Other members were included in the committee with consent from the respective HOD's of the departments
- 6. The existing convener handed over the files containing the Notice, Reports and Pics and list of events organized in the academic session of 2023-2024.
- 7. The members were welcomed by all and encouraged to excel in their duty.
- 8. The cultural committee has been henceforth renamed as Co-Curricular committee
- 9. The new committee was instructed to conduct a meeting with its new members and prepare a list of events for the academic session 2023-2024.

The meeting concluded with a vote of thanks by the Convener. All members were thanked for their active participation and valuable contributions.

The following members were present in the meeting:

SL No.	Name	Designation	Signature ()
1	Mr. Subhankar Ghosh	Registrar	0 - 5.66
2	Ms. Payel Chakraborty	Cultural Committee, Convener	1
3	Ms. Debarati Ghosh	HOD (BSH)	D-Orhoch
4	Mr. Sukhdeb Saha	HOD (ECE)	5820
5	Mr. Sabyasachi Mukherjee	HOD (ME)	Sandary
6	Mr. Saniib Pal	HOD (EE)	Surges Part
7	Mr. Suman Kumar Dey	HOD (EEE)	Aers-
8	Mr. Krishna Kunta Maiti	HOD (MCA)	wither

Compus : Regent Education & Research Foundation Group of Institutions

Komail v rerthelltata organoil com, Website v www.ruef.in

Campus Address

Barn Kanthalia, Barrackpure

P.O: Sewli Telinipara, P.S.: Mohampur.

Kolkata - 700 121

1 ct. 033-5008-5442/452/431, Fax: 033-3008-5442

Regal Office Address:

11/3, Biresh Guba Street

7th Floor, Kolkata - 700 017



9	Mr. Saprovat Basu	HOD (MBA)	( Day
10.	Mr. Shouvik Sarkar	HOD (CE)	Chila 7
11	Ms. Rajalakstyni Chandrusekhar	Cultural Committee, Member	1. Lyalak Shini
12	Ms. Enakshmi Nandi	Cultural Committee, Member	Enorohmi Mand
13	Ms. Poulmi Banerjee	Cultural Committee, Member	Buje
14	Ms. Ishika Ghosh	Cultural Committee. Member	
15	Mr. Amartya Gheah	Cultural Committee; Member	Khosh:
16-	Mr. Aninda Das	Cultural Committee: Member	Aminda Des
17	Ms. Paramita Dutta	Cultural Committee, Member	Paramite Dutta

Ms. Payel Chakraborty Convener Cultural Committee, RERFGI

Camput : Regent Education & Research Foundation Group of Institutions E-mail : errBullinine gmail.com. Website : www.rerf.in

Compas Eddessy:

Dara Kanthulia, Barrackport

P.O: Sewli Telinipara, P.S.: Mahanpur

Kollenta - 700 121

Tel: 033-3008-5442/432/431, Fax: 033-3008-5442

Heind Office Address:

11/3, Biresh Guba Street 7th Floor, Kolkata - 700 017



Ref: RERF/CCC/23-24/Aug/01

Date: 03/08/2023

## NOTICE

All members of the Co-Curricular and Cultural Committee are hereby requested to attend a meeting to discuss and plan the upcoming Independence Day Celebration. Your participation is essential to ensure the success of this event.

Details of the Meeting:

Date: 05/08/2023 Time: 12:00 pm Venue: Physics Lab

#### Agenda of the meeting:

- 1. Discussion on theme and schedule of events
- 2. Allocation of responsibilities,
- Listing the requirements for decoration.
- 4. Preparing the budget.
- Any other relevant matters.

We look forward to your valuable inputs and active involvement in making this celebration memorable.

Ms. Debarati Ghosh Convener

Co-Curricular Committee, RERFGI

Z - Raja lakohmi Ms. Rajalakshmi Chandrasekhar

Ms. Kajalakshmi Chandrasekhar Co-Convener

Co-Curricular Committee, RERFOI

Campus : Regent Education & Research Foundation Group of Institutions
E-mail : gerffolkaturegmail.com. Website : geographia

Canywi Additivss.

Hera Kanthalia, Harrackpove

P.O: Sewfi Telinipara, P.S.: Molompur.

Kidkata - 700 121

Tel.: 053-3008-5442(432/431, Fax: 053-3008-5442

Rept. Office Althors.

11/3, Hiresh Guha Street 7th Floor, Kulkata - 700 017

Tel.: 033-3221-3013:



### MINUTES OF THE MEETING

The minutes of the Co-Curricular Committee Meeting held on 05/08/23 at 12:00 pm in Physics Lab and its proceedings are given below;

#### Proceedings:

- The committee decided the theme of the program for the 77<sup>th</sup> Independence Day celebration
- The events venue, timing and other requirement like sound system, decoration item etc. were listed.
- Budget was finalized:
- Different team consisting of faculty and student member were formed and assigned different task for smooth conduction of the program.
- Team were formed for program co-ordination, decoration of the venue, invitation of guest, capturing pictures and video of the event etc.
- It was decided to share a Google Form for registration of students in the cultural program and
  it was included in the Notice shared with the students.
- Refreshments for the attendees was to be coordinated by Debtanu Patra and Surya Mukherjee.
- The seminar room was assigned for rehearsals by the students.
  - Members were reminded to ensure strict adherence to the budget allocated for the event.
- The program co-ordination committee was asked to follow up on assigned responsibilities and report progress in the next meeting scheduled for 10.08.24.

The following members were present in the meeting:

SL No.	Name	Designation	Signature
ţ	Ms. Debarati Ghosh	Convener	D- Ghosh
2	Ms. Rajalakshmi Chandrasekhar	Co-Convener	
3	Ms. Enakshmi Nandi	Member	Enakohou Nandi
4	Ms. Poulmi Banerjee	Member	Onto
5	Mr. Debtanu Patra	Mainher	D. Potha
6:	Ms. Praguti Gliosh	Member	Pragate Glosh

Compas : Regent Education & Research Foundation Group of Institutions

E-mail : errflodkationgmail.com. Website : www.rerf.in

Compus Ashiress:

Hara Kauthulia, Barrackpore

P.O. Sewü Telinipuru, P.S.: Mahampor

Kelliata - 700 121

Tel: 033-3008-5442/432/431, Fax: 033-3008-5442

Repf. Office Address; 11/3, Biresh Guha Street 2th Floor, Kolkata - 200 017



7	Ms. Arasi Mitra	Member	Afgsi Mitma
8	Mr. Surya Mukherjee	Member	China
9	Ms. Antara Ghosh	Member	A. Gilosh.

The meeting concluded with a vote of thanks by the Conveners. All members were thanked for their active participation and valuable contributions.

Ms. Debaruti Ghush Convener Co-Curricular Committee, RERFGI

Ms. Rajalakshmi Chandrasekhar Co-Convener Co-Curricular Committee, RERFGI

Campus : Regent Education & Research Foundation Group of Institutions E-mail : gerflighainingmail.com, Wefrite : maw.perf.in

Campus Address:

Bara Kanthalia, Barraciepore P.O. Sewli Telinipara, P.S.: Mohanpur

Kathata - 700 121

Tel.: 033-3008-5442/432/431, Fau: 033-3008-5442

Regal Office Address:

11/3, Biresh Guha Street 7th Floor, Kelkatz - 200 017



Ref: RERF/CCC/23-24/July/03

Date: 22/07/2023

## NOTICE

This is to inform all members of the Co-Curricular Committee that a meeting that a meeting has been scheduled as follows:

Date: 25/07/2023 Time: 12:00 pm Venue: Physics Lab

#### Agenda of the meeting:

- Preparation of list of cultural events for the academic session 2023-2024.
- Discussion of the general plan of action for apcoming cultural events.
- Allocation of responsibilities.
- Open discussion and suggestions from members

All members are requested to attend the meeting punctually and come prepared with suggestions and ideas. Your active participation is essential for the success of the committee.

Convener Co-Curricular Committee, RERFGI

Ms. Debarati Ghosh

Ms. Rajalakshmi Chandrasekhar. Co-Convener

Co-Curricular Committee, RERFGI

Campus : Regent Education & Research Foundation Group of Institutions

E-moil : reefkolkatarigmail.com, Website : www.reef.in

Comput Address

Bars Kanthalis, Barrackpore

P.O. Sewli Telinipara, P.S.: Mohanpur

Kalkata - 700 121

Fri: 033-3008-5442/437/431, Fax: 033-3008-5441

flegal. Office Address: 11/3, Biresh Guha Street 7" Floor, Kolkata - 700 017



### MINUTES OF THE MEETING

The minutes of the Co-Curricular Committee Meeting held on 25/07/23 at 12:00 pm in Physics Lab and its proceedings are given below:

#### Proceedings:

- 1. The meeting began with the conveners who shared their vision for the committee.
- A list of events was prepared for the neudemic session 2023-2024 as the same was to be shared with the higher management.
- The committee discussed the framework for upcoming events, including tentative dates and formats.
- 4. Tasks were assigned as follows:
  - Poulmi Banerjee, Pragati Ghosh: Notice, MOM and Report preparation.
  - · Debarti Chosh & Rajalakshmi Chandrsokhari Budget and financial planning
  - Aninda Das, Surya Mukherjee, Antara (Thosh: Program Co-ordination.
  - · Enakahmi Nandi, Chinmoy Majumder: Coordination with performers/speakers.
- 5. A suggestion was made to include an online registration platform for participants.

The following members were present in the meeting:

SL No.	Name	Designation	Signature
1	Ms. Debarati Ghosh	Convener	D. Grhosh
2	Ms. Rajalakshmi Chandrasekhar	Co-Convener	1. Paralokalin
3	Ms. Enakshmi Nandi	Member	Enakshmi Nard
4	Ms. Poulmi Banerjee	Member	arja
5	Mr. Debtanu Patra	Member	Debtane Patha
6	Ms. Pragati Ghosh	Member	Postati Glost.
7	Ms. Atasi Mitra	Member	cetari Mitroa

Company Regent Education & Research Foundation Group of Institutions

L-mail : rerfkelhatuwgmail.enm, Webrite : new rerf.in

Campus, takhress:

Barn Kanthalia, Barrackpore

P.O: Sewfi Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/031, Fax: 033-3008-5442

Kend Office Address:

11/3, Biresh Guha Street 7th Floor, Kofkata - 700 017



			- A.HIII
8	Mr. Surya Mukherjee	Member	Chum
q	Ms. Annara Ghosh	Member	A ahri.

The meeting concluded with a vote of thanks by the Conveners. All members were thanked for their active participation and valuable contributions.

Ms. Debarati Ghosh Convener Co-Curricular Committee, RERFGI

Ms. Rajalakshmi Chandrasekhar Co-Convener Co-Curricular Committee, RERFGI

Campus : Regent Education & Research Foundation Group of Institutions

E-mail : reefficiliation gmnit.com, Website : nww.reef.in

Compan Address:

Hara Kanthalia, Barrackpore

P.O. Sewh Telinipara, P.S.: Mohanpur

Kelkara - 700 121 Fel: 933-3008-5442/432/431, Fex: 933-3008-5442

Regd, Office Address:

11/3, Biresh Guha Street 7th Floor, Kalkata - 700 017



**Group Of Institutions** 

# Member list of Career Development Cell (AY-2023-2024)

The members of Career Development Cell for the academic year 2023-2024 are as follows:

Sl No.	Name	Department	Key Role/ Position
1	Dr. Arindita Saha	EE	President
2	Mr. Bidyut Kumar Ghosh	EE	Convenor
3	Mr. Arpan Mandal	ME	Member
4	Ms. Nabanita Basu	CE	Member



Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7<sup>th</sup> Floor, Kolkata - 700 017



Ref. RERFGI 2024 CDC: km 001

## NOTICE

Date: 17.01.2024

This is to inform all faculty members and students that a Career Development Cell (CDC) is being formed at the Regent Education and Research Foundation Group of Institutions (RERFGI) to enhance career guidance, skill development, and placement opportunities for students across all disciplines.

#### Details of the Meeting

- Date: 20th January 2024
- Time: 11:00 AM
- Venue: Bourd Room, REREGI
- Agenda:
  - 1. Overview of the CDC's objectives and goals.
  - Selection and finalization of CDC members.
  - 3. Discussion on roles and responsibilities of members.
  - 4. Planning initial activities to be conducted within two months regarding preparation of civil service examinations.

The Registrar and department Heads are requested to attend the meeting without fail. Your valuable inputs and participation will be crucial for the successful establishment of the CDC

> Dr. Samik Chakraborty Principal, REREGI

Copy to:

Registrar, RERFGI

HOD, BSH

HOD, ME

HOD, ECE

HOD, EE

HOD, EEE

HOD, CSE

HOD, CE

HOD, MCA

HOD, MBA

Campus: Regent Education & Research Foundation Group of Institutions E-mail : rerfkelkeinfogmail.com, Website : www.rerf.in

Campus Address: Baro Kanthalia, Barrackpore P.O: Sewil Tellolpara, P.S.: Mohanpur Celluta - 700 121

el: 033.3008-5442/432/431, Fax: 033-3008-5442

Regal, Office Address: 11/3, Biresh Guha Street 7" Floor, Kelkata - 700 017



#### Minutes of the meeting

Minutes of the meeting of Career Development Cell held on 20th January, 2024.

#### Minutes:

- 1 The Principal provided a detailed overview of the Career Development Ceil's (CDC) purpose, emphasizing its role in guiding students toward their career goals, with a special focus on preparing for competitive exams like the Civil Services.
- 2. The following members were finalized:
  - 1. Dr. Arındita Saha (EE) (President)
  - 2 Mr. Bidyut Kumar Ghosh (EE) (Convener)
  - 3. Mr. Arpan Mandal (ME) (Member)
  - 4. Ms. Nabanita Basu (CE) (Member)
- Suggestions for activities focused on Civil Service Examination preparation were discussed and need to be conducted within two months.

With no other points raised to discuss, the Principal adjourned the meeting.

#### Attendees:

Si No.	Name	Position	Signature
- 1	Dr. Samik Chakmborty	Principal, RERFGI	- 10th
2	Mr. Subhankar Ghosh	Registrar, RERFGI	5. Blech
3	Mr. Sanjib Pal	HOD, FE	Saylo Pal
4	Dr. Suman Kr. Dey	HOD, PEE	Suman
5	Mr. Pushpendu Chandra Chandra	HOD, ME	Polandra
6	Dr. Nivedita Mukherjea	HOD, BSH	Notichitza Mulhores
7	Mr. Sukdev Saha	HOD, ECE	ashed
8	Mr. Krishna Kanti Maity	CHOD, MCA	Kelm.
9	Mr. Suprovat Basu	HOD, MBA	Chan
10	Mr. Souvik Sarkar	HOD/CE	9/1
11	Dr. Arindita Saha	President, CDC	Mary.
12	Mr. Bidyut Kumar Ghosh	Convener, CDC	gener
13	Mr. Arpan Mandal	Member, CDC	A. Mandal
14	Ms. Nabanita Basu	Member, CDC	Marsh

Georgh

Comput : Regent Education & Research Foundation Group of Institutions
E-mail : rerfunikate@gmail.com, Website : gww.rerf.in

Compus Address.

Bara Kanthalia, Barrackpore P.O: Scwli Telinipura, P.S.; Mohanpur Kolkata - 700 121

Tel., 633-3008-5442:432:431, Fax: 033-3008-5442

Repd Office Address: 1173, Biresh Guha Street 7th Floor, Kulkata - 200 017 Tel: 013-3221-3013



**Group of Institutions** 

# Research and Development & Intellectual Property Rights Cell (R&D and IPR Cell)

**List of Members (2023-2024)** 

Sl No.	Name	Position
1	Dr. Samik Chakraborty	Chairman
2	Dr. Suman Jana	Convener
3	Dr. Pritish Banerjee	Member
4	Mr. Sanjib Pal	Member
5	Ms. Rajalakshmi Chandrasekhar	Member
6	Mr. Arindam Bhaduri	Member
7	Ms. Barnita Das	Member

Convener

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street
7th Floor, Kolkata - 700 017
Tel.: 033-3221-3013



**Group of Institutions** 

#### **R&D** and **IPR** Cell

#### **Minutes of Meeting**

Date: 05.01.2024 Time: 12:30 PM Venue: Board Room

**Agenda:** Formulating Strategies to Enhance Research and Development activities in the Institution

#### **Discussed Points:**

#### • Current Status of R&D Activities:

- Reviewed the ongoing research projects and their impact.
- Discussed challenges, including funding, infrastructure, and collaboration opportunities.

#### • Focus Areas for R&D:

- Identified priority areas for research, aligning with societal needs and emerging technologies.
- Proposed interdisciplinary projects involving different departments.

#### • Industry-Academia Collaboration:

- Emphasized partnerships with industries for sponsored projects and consultancy.
- Suggested organizing R&D conclaves and inviting industry experts for collaboration.

#### • Funding Opportunities:

- Discussed avenues for external funding from government bodies (DST, DBT, AICTE, etc.) and private organizations.
- Proposed training sessions on drafting competitive research proposals.

#### • Infrastructure and Facilities:

 ${\it Campus:} \ \textbf{Regent Education \& Research Foundation Group of Institutions}$ 

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

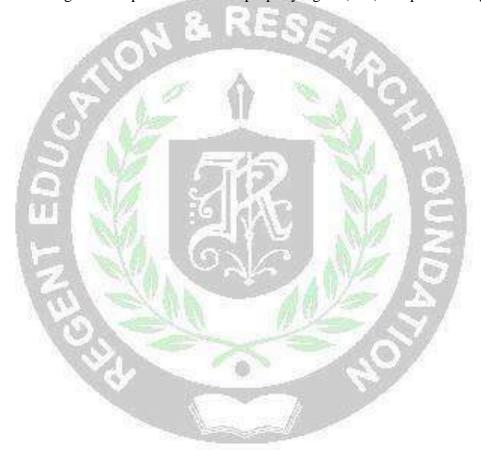
Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address: 11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



## **Group of Institutions**

- Identified the need for advanced equipment and dedicated research labs.
- Suggested creating a centralized research facility for all departments.
- Incentives for Research:
  - Proposed incentives for faculty and students publishing papers in reputed journals.
  - Recommended rewards for patents, innovations, and project completions.
- Capacity Building:
  - Plan for faculty and student training programs on advanced research methodologies.
  - Introducing workshops on intellectual property rights (IPR) and patent filing.



Convener

Chairman

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street
7th Floor, Kolkata - 700 017



**Group of Institutions** 

#### **R&D** and IPR Cell

#### **Attendance**

Sl No.	Name	Position in Cell	Signature
1	Dr. Samik Chakraborty	Chairman	XOX XOX
2	Dr. Suman Jana	Convener	J.J.
3	Dr. Pritish Banerjee	Member	prietish Banvijee.
4	Mr. Sanjib Pal	Member	Sowjob Pal
5	Ms. Rajalakshmi Chandrasekhar	Member	C-Rajalakohmi
6	Mr. Arindam Bhaduri	Member	Arindom Bhaduri
7	Ms. Barnita Das	Member	BA~

 ${\it Campus:} \ \textbf{Regent Education \& Research Foundation Group of Institutions}$ 

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:
11/3, Biresh Guha Street
7th Floor, Kolkata - 700 017
Tel.: 033-3221-3013



Ref No: RERFGI/ EC/ 2023-24/ ODD/ 001

Date: 07.07.2023

#### NOTICE

The following comrattee has been formed to enhance the overall educational experience and ensure that students possess additional skills and knowledge relevant to their chosen field of study. The Examination Committee has always been an asset of the Institution. With supreme degree of fidelity and adherence, the Committee has taken care of the efficient conduct of all the Internal and External Examinations of the College, as per the rorms of the Maulana Abul Kalam Azad University of Technology.

## COMMITTEE FORMATION: Session: 2023-2024 Odd Semester

	2000 (1000) TOOLS		
SI No.	Name	Designation	Department
SI NO.	Subhankar Ghosh	OFFICER-IN-CHARGE	CSE
2	Sandeep Chakraborty	SUPERVISOR	EE
3	Anamika Basu	MEMBER	BSH
4	Arup Ghosh	MEMBER	ME
	Ajitesh Ghosh	MEMBER	EEE
5	Sukdeb Saha	MEMBER	ECE
7	Debarati Ghosh	MEMBER	BSH
/	Piyali Sinha	MEMBER	BSH
8	KartikJoyaddar	MEMBER	CE
9	Ishika Ghosh	MEMBER	CE
10	Ashmita Guha Chowdhury	MEMBER	EEE

RE. R. F. G. 1.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/43 , Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



Ref No: RERFGI/EC/ 2023-24/EVEN/ 004

Date: 01.03.2024

#### NOTICE

The following committee has been formed to enhance the overall educational experience and ensure that students possess additional skills and knowledge relevant to their chosen field of study. The Examination Committee has always been an asset of the Institution. With supreme degree of fidelity and adherence, the Committee has taken care of the efficient conduct of all the Internal and External Examinations of the College, as per the rerms of the Maulana Abul Kalam Azad University of Technology.

 Member Inc usion:-It is hereby notified that Mrs Antara Bose has joined as a new member from MBA Department instead of Mrs Anamika Basu & Ms. Paramita Dutta from BSH in place of Mrs. Debarati Ghosh.

## COMMITTEE FORMATION:

Session: 2023-2024

		8 F 10 10 10 10 10 10 10 10 10 10 10 10 10	
CLNo	Name	Designation	Department
SI No.	Subhankar Ghosh	OFFICER-IN-CHARGE	CSE
2	Sandeep Chakraborty	SUPERVISOR	EE
3	Ashmita Guha Chowdhury	MEMBER	EEE
4	Antara Bose	MEMBER	MBA
5	Arup Ghosh	MEMBER	ME
6	Ajitesh Ghosh	MEMBER	EEE
7	Sukdeb Saha	MEMBER	ECE
8	Paramita Dutta	MEMBER	BSH
	Piyali Sinha	MEMBER	BSH
9	KartikJoyaddar	MEMBER	CE
10	Ishika Ghosh	MEMBER	CE
11	ISHARA CHOSE	- AND 1	

RE. R. F. G. I. (263)

Caminus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrack pore

P.O: Sewli Telinipara, P.S : Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd Office Address;

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



Ref No: REFI GI/ EC/ 2023-24/ ODD/ 002

Dates: 04 /07/2023

#### NOTICE

This is informing to you that central exam cell will arrange a meeting on .06.07.2023 at 3:00 PM with the following Agenda at Examination Cell. All the members are requested to attend the same.

#### Agenda:

- 1. Acadenic calendar 2023-24
- 2. Students Enrollment process ODD SEMESTER
- 3. Continuous Assessment for Theory & Practical ODD SEMESTER
- 4. Teacher Tagging Process.

5. Others niscellaneous

Best Regards

Regent Education and Research Foundation Group of Institutions

C.C

1. Registrar

2. All HODs

3. Notice Board

Camput: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpe re P.O: Sewli Telinipara, P.S. Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



Ref No: RERFGI/ EE/ 2023-24/ ODD/ 003

Dates: 07/07/2023

#### MINUTES OF MEETING

A meeting was held on 36/07/2023 at 3.00 p.m. at Examination Cell with all Exam Cell committee members. Following points were discussed:

#### Agenda:

- 1. Academic calendar 2023-24
- 2. Students Enrollment process Odd semester
- 3. Continuous Assessment for Theory & Practical -Odd semester
- 4. Teach: Tagging Process.
- 5. Others niscellaneous

#### Members Present:

			10000 ARRESTS. / )
Sl. No.	Name	Designation	Signature
1	Subhankar Ghosh	OFFICER-IN-CHARGE	Short.
2	Sandeep Chakraborty	SUPERVISOR	amy
3	Ashmita Guha Chowdhury	MEMBER	ASC
4	Anamika Basu	MEMBER	Aparities Brown
5	Arup Ghosh	MEMBER	A. Glaste
6	Ajitesh Ghosh	MEMBER	Ajdes alus
7	Sukdeb Saha	MEMBER	Shehe
8	Debarati Ghosh	MEMBER	Ellah .
9	Piyali Sinha	MEMBER	Denha.
10	Kartik Joyaddar	MEMBER	Karuh Joshdo
11	Ishika Ghosh	MEMBER	Short.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail : rerfkolkata@gmail.com, Website : www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore

P.O: Sewli Telinipara, P.S. Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/4.1, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



#### Proceedings:

- All the members are informed that the student enrollment process will be completed within the 29.07.23(except 1st year).
- Nembers of each stream are requested to track and convey the updated news and related documents to your students and collect data on it.
- All subject teachers of each steam are advised to communicate with the student via Google classroom or online platform for the submission of Continuous assessment and practical examination which will going on and make them understand the procedure
- Subject tagging with teachers for all courses are also to be completed simultaneously within thi month.
- Continuous Assessment for Theory (CA) & Practical (PCA) for all the programs for the 3<sup>rd</sup>,5<sup>th</sup> and 713 Semester 2021-22 would be collected through the examination portal as per following

Continuous Assessment (८५)	Tenure of marks submission
CAL	11.08.23-14.08.23
C4 2 and PCA I	11.09.23-14.09.23
C43	09.10.23-13.10.23
CA 4 and PCAII	06.11.23-10.11,23

The meeting came to an end with the conclusion that joint effort, mutual understanding and co-operation of everyone is very important for the proper nourishment.

Meeting was ended with vote of thanks.

Cangus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrack) re

P.O: Sewli Telinipara, P.S.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



Ref No: RERFGI/EC 2023-24/EVEN/ 005

Date: 27 /02/2024

#### NOTICE

This is informing to you that Central Exam cell will arrange a meeting on .01.03.24 at 3:00 PM with the following Agenda at Examination Cell.

## Agenda:

- 1. Academic calendar 2023-24
- 2. Students Enrollment process EVEN SEMESTER
- 3. Continuous Assessment for Theory & Practical EVEN SEMESTER
- 4. Teache Tagging Process.

5. Others niscellaneous

Best Regards

Regent Education and Research Foundation Group of Institutions

C.C

1. Registrar

2. All HODs

3. Notice Board

Campa:: Regent Education & Research Foundation Group of Institutions

E-mail : rerfkolkata@gmail.com, Website : www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpere P.O: Sewli Telinipara, P.S. Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/431 Fax: 033-3008-5442

Regd. Office Address;

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017 Tel.: 033-3221-3013



Ref No: RERFGI/EC/ 2023-24/EVEN/ 006

Date: 02/03/2024

#### MINUTES OF MEETING

A meeting was held on 31/03/2024 at 3.00 p.m. with all Examination cell committee members at Examination Cell.

Following points were discussed:

#### Agenda:

- 1. Acade r ic calendar 2023-24
- 2. Students Enrollment process EVEN SEMESTER
- 3. Continuous Assessment for Theory & Practical EVEN SEMESTER
- 4. Teacher Tagging Process.
- 5. Others miscellaneous

#### Members Preunt:-

SI. No.	Name	Designation	Signature
1	Subhankar Ghosh	OFFICER-IN- CHARGE	5,6
2	Sandeep Chakraborty	SUPERVISOR	phy
3	Asmita Guha Chowdhury	MEMBER	ASC.
4	Antara Basu	MEMBER	_A13_
5	Arup Ghosh	MEMBER	A. Grass
6	Ajitesh Ghosh	MEMBER	fites ( alw
7	Sukdeb Saha	MEMBER	Shohe
8	Paramita Dutta	MEMBER	Quello
9	Piyali Sinha	MEMBER	Dentra.
10	KartikJoyaddar	MEMBER	KARTK THATON
11	Ishika Ghosh	MEMBER	Stock.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail : rerfkolkata@gmail.com, Website : www.rerf.in

Campus Address:

Bara Kanthalia, Barrack ) re

P.O: Sewli Telinipara, P.3.: Mohanpur

Kolkata - 700 121

Tel.: 033-3008-5442/432/4.1) , Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017



#### Proceedings:

· All the members are informed that the student enrollment process will be completed within the 05.03.24(except 1st year).

. Nembers of each stream are requested to track and convey the updated news and related

documents to your students and collect data on it.

· Al subject teachers of each steam are advised to communicate with the student via Google classroom or online platform for the submission of Continuous assessment and practical examination which will going on and make them understand the procedure

Subject tagging with teachers for all courses are also to be completed simultaneously within

 The capturing of records of continuous assessment 1 would be skipped for 2<sup>ND</sup>, 4TH semester stu lents and all other continuous assessments would be held as per the procedure published ear ier by MAKAUT.

 C) itinuous Assessment for Theory (CA) & Practical (PCA) for all the programs for the 2<sup>ND</sup> ,4<sup>th</sup> a 1 1 6th Semester 2023-24 would be collected through the examination portal as per following 

( ontinuous Assessment (CA)	Duration of marks submission Dates
CA 2 and PCA I	01.03.24-20.3.2024
CA 3	01.04.24-04.04.24
CA 4 and PCAII	01.05.24-04.05.24

The meeting came to an end with the conclusion that joint effort, mutual understanding and co-operation of everyone is very important for the proper nourishment.

Meeting was ended with vote of thanks.

Campus: Regent Education & Research Foundation Group of Institutions

E-mail: rerfkolkata@gmail.com, Website: www.rerf.in

Campus Address:

Bara Kanthalia, Barrackpore P.O: Sewli Telinipara, P.S. Mohanpur Kolkata - 700 121

Tel.: 033-3008-5442/432/4: 1, Fax: 033-3008-5442

Regd. Office Address:

11/3, Biresh Guha Street 7th Floor, Kolkata - 700 017