

RESEARCH AND DEVELOPMENT CELL **(SARKAR TRUST CENTRE FOR RESEARCH AND FELLOWSHIP, STCRF)**

SL. NO.	NAME	DESIGNATION	POSITION
1	Dr Abhijeet Mazumdar	Professor, Member, GB	Chairman
2	Dr. Alok Kanti Deb	Professor, EE, IIT, KGP	Advisor
3	Dr. Samik Chakraborty	Professor, ECE	Convenor
4	Mr. Uttiya Sarkar	Assistant Professor (English), BSH	Jt. -Convenor
5	Mr. Amit Ghosh	Asst. Professor (ECE)	Member

The main objective of the Research and Development Cell is to encourage continuing education program (M.Phil., Ph.D., Post-Doc)

Mr. Amit Ghosh will convene the R&D sub committee

Mr. Uttiya Sarkar will convene the FSD sub Committee (STTP, FDP, Workshop, Symposium, Seminar, and Conference)

Both the Sub-Committees will consist of all members.

Broad functions:

- To frame an Institutional Policy for Research Projects, Publications, IPR extended up to Product Commercialization
- To keep track of Announcements of Project Proposals by various funding agencies (viz. AICTE, UGC, DST, DBT, CSIR etc.)
- The Committee will prepare the Action Budget Plan/ Implementation Plan of Innovation/ Incubation Centre
- The Committee will set up **Research Centre / Centre of Excellence**
- The Committee has to initiate Research Methodology Programme
- To archive all scheme documents (project proposals, accepted proposal, grant-in –aid, annual progress report, data audit, performance audit, statutory audit, utilization certificate, project completion report etc..).
- The Committee will set up an Expert Team to check the merit of a Proposal before Final submission to minimize Proposal Rejection under the Guidance of the Principal.
- To support the Principal Investigator/ Co-Principal Investigator/ Project Coordinator in successful accomplishment of a Project Proposal.
- The Committee will search for newer Ideas and keep a close tandem with the Syllabus Committee.
- The Committee will be instrumental in hosting any FSD / R&D event in the Institution
- To take full accountability and responsibility of Faculty and Staff Development (FSD).
- To prepare a Work-plan / Action Budget Plan for FSD STTP, FDP, Workshop, Conference, Symposium, Seminar, Conference)
- The committee will be accountable for Self-Growth and Team Growth.
- To circulate the Announcement and Receive Proposal from various Departments at times.
- To prepare an Annual Report on Progress in Research and Development of the Institution.
- To be accountable for Institutional Revenue Generated (IRG) through various Grants.
- To take all R&D related issues including the Proposals received from University and Regulatory Bodies
- To prepare all Proceedings/Legal including Intellectual Property (IP)