

TECHNO INTERNATIONAL BATANAGAR

Ref. No.: TIB/ADMIN/CIRCULAR/2023/1A

Date: 19TH August 2023

CIRCULAR

This is to inform all concerned that the **Academic Advisory Committee** has been reformed for smooth conduction of all Academic matters of the Institute, w.e.f. **19.08.2023**.

Chief Advisors:

Prof. (Dr.) Ratikanta Sahoo Director

Chairman:

Dr. Ashoke Kumar Naskar Principal-in-Charge

Co-Chairman:

Dr. Nirmalya Sankar Das 1ST Year Coordinator & HOD -BSH

Convener:

Dr. Debabrata Roy Senior Faculty Member of EE

Members:

Dr. Joyanta Maity	HOD & Assistant Professor - CE
Mr. Subhankar Guha	HOD & Assistant Professor - CSE
Mr. Kazi Sayeed Tanbir	HOD & Assistant Professor - ME
Ms. Salini Bose	HOD & Assistant Professor - ECE
Mr. Chandan Kumar Paria	Coordinator - DME
Mr. Dibyendu Panja	Coordinator - DCE
Mr. Debashis Ghosh	Librarian

I. **Purpose:** The purpose of the Academic Advisory Committee is to provide oversight of all matters relating to the Undergraduate and Diploma educational programs. Committee members shall seek the commitment of faculty and administrators in ensuring that academic priorities are unambiguously stated, appropriately funded, and consistent with the overall educational mission of the Institute.

II. **Authority and responsibilities:** The Committee's primary responsibilities are as follows:

- Monitor the academic and research programs for consistency with the Institute's mission and strategies and for match with the demographic trends in enrollments, and recommend how they can be modified and/or strengthened.
- Ensure that the academic budget reflects the Institute's priorities. To support this effort, the Budget and Finance Committee and the Academic Advisory Committee shall each appoint a member to serve as a liaison to the other committee;
- Monitor the Institute's assessment of the effectiveness of all of its academic programs, at both the departmental and program level, whether or not an external evaluation is required for professional accreditation purposes; and
- Conduct an annual self-evaluation of the performance of the Committee.

Necessary cooperation is solicited from all.


Prof. (Dr.) Ratikanta Sahoo
Director

Techno International Batanagar

Cc:

Vice Chairman-Trust; Principal-in-Charge; All HODs' and In-Charges; Finance Section; HR Section; Library; Exam Cell; Admission Cell; Training & Placement Cell; Store-in charge; Estate Supervisor; Committee Members.