

MINUTES OF THE INSTITUTE DEVELOPMENT COMMITTEE MEETING

DATE: 25th October 2024

VENUE: Conference Hall, Assam Engineering Institute, Guwahati-3.

An Institute Development Committee meeting was held on 25th October 2024 at 2:00 p.m. under the chairmanship of Dr. Hitesh Tahbildar, Principal, Assam Engineering Institute, Guwahati with a view to discuss about various issues related to academics as per the agenda stated below.

Agenda of the meeting:

1. Discussions regarding expense during NBA Visit.

The members of the Committee present at the meeting:

1. Dr Hitesh Tahbildar, Principal, AEI
2. Dr. Mitali Chakravorty, HOD i/c Electrical Engineering
3. Dr. Parbin Ahmed, Prof i/c Mathematics department.
4. Mrs. Plabita Borbora, HOD . CSE department
5. Mrs. Bijuli Goswami, HOD Mechanical Engineering Departt.
6. Mr. Jitumoni Deka, Lecturer(SG), Mechanical Engineering Deptt.
7. Dr. Tapan Kachari, Prof. i/c Physics Deptt.
8. Mr. Ganesh Kalita, Workshop Supdt.
9. Mr. Dhiman Seal, Librarian, AEI.
10. Ms. Suman Chauhan, Junior Assistant

After detailed discussions on the agenda, following resolutions were taken in the meeting:

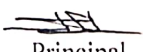
1. The members of the IDC and the Principal examined the bills related to NBA visit for both pre-visit and post-visit and approved the amount as shown below:

• IRG Account:	Rs.419020
• Lab Development Account:	Rs. 570784
• General Account:	Rs. 97152
• Hostel Establishment:	Rs.208557

Overall expense- Rs. 1295513

2. The Principal AEI stated that since a huge amount of money was spent from Laboratory Development fund & IRG, therefore the principal requested the HOD's are requested to take initiatives for revenue generation.


Member Secretary
Institute Development Committee
Assam Engineering Institute, Guwahati


Principal
Assam Engineering Institute,
Guwahati

Memo no. AEI/IDC/2024/

Copy to:

date:

- i) The Director of Technical Education, Assam for kind information.
- ii) All members of Institute Development Committee, AEI
- iii) The Cashier, Assam Engineering Institute.
- iv) The Accounts Section, Assam Engineering Institute.



Dr Hitesh Tahbaldar
Principal



Dr. Mitali Chakravorty,
Member Secretary



Mr. Jitumoni Deka
Member



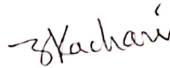
Mrs. Bijuli Goswami
Member



Dr Parbin Ahmed
Member



Mrs. Plabita Borbora
Member.



Dr Tapan Kachari,
Member



Mr. Ganesh Kalita
Member



Mr. Diman Seal
Member



Ms. Suman Chauhan
Junior Assistant