

COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT

No. CEM/107/D/1125/Committee/ 01 / 2025

12th June, 2025

MEMO

Technical Activities Committee

To promote technical engagement and foster a culture of innovation on campus, a Technical Activities Committee has been constituted with the following members:

- **Prof. Soumitra De** – Convener
- **Prof. Shibaji Mondal** – Member
- **Prof. Deb Kumar Adak** – Member
- **Prof. Rinku Khatua** – Member
- **Dr. Indrajit Ghosh** – Member
- **Mr. Biswajit Majumder** – Member
- **Mr. Saradindu Chakraborty** – Member

Objective:

To foster innovation, technical creativity, and practical skills among students through hands-on activities and industry collaborations.

Core Activities:

- Organizing coding competitions, robotics workshops, and hackathons
- Hosting tech talks and seminars
- Collaborating with technical societies (e.g., IEEE, ISTE) and other institutions/industries

Guidelines:

- **Activity Calendar:** A detailed calendar of technical activities for the academic session 2025–26, along with the proposed budget, must be prepared annually by the committee and submitted to the Director's office for approval.
- **Activity Timing:** All events should occur within 9:00 AM to 5:00 PM on working days without hampering regular classes. Extensions require Director's approval.
- **Holiday Regulations:** Activities on non-working days or holidays need prior written consent from the Director.
- **External Participation:** Participation in or hosting of external technical events must be approved by the committee and authorized by the Director's office.

Eligibility Requirements for Volunteers and Student Members:

- Minimum 75% attendance
- Clearance of all college/hostel/mess dues
- No more than three active academic backlogs
- No prior disciplinary infractions
- Equitable participation from both hostellers and non-hostellers

Disciplinary Measures:

Any action that violates rules or negatively impacts the college's reputation or discipline will be considered a serious offence and subject to strict disciplinary measures.


Prof. Dr. Dilip Kumar Gayen
Director

Copy to:

1. All HoDs – Circulate among faculty and Staff members
2. DR (F & A)
3. TPO
4. Concerned Committee Members
5. All students/Notice Boards