



No. RMS/336/20

Date: 2nd May, 2020

NOTICE

The Director, IEST, Shibpur has desired to hold online meetings with all academic units of the Institute separately in the presence of all their faculty members along with all Deans, Associate Dean (Academic), Registrar, Deputy Registrar (Academic), Assistant Registrar (Academic) to discuss on the academic matters in the present pandemic scenario of COVID-19 as per the following schedule.

First Half (11.30 am – 1.00 pm)		Second Half (3.30 pm -5.30 pm)	
Date	Department Name	Department Name	
(04/05/2020)	Architecture, Town & Regional Planning	Aerospace Engg. & Applied Mechanics	
(05/05/2020)	Metallurgy & Materials Engg.	Civil Engg.	
(06/05/2020)	Mining Engg.	Mechanical Engg.	
(07/05/2020)	Information Technology	Electrical Engg.	
(08/05/2020)	Computer Science & Technology	Electronics & Telecommunications	
(09/05/2020)	Humanities & Social Sciences	Physics	
(11/05/2020)	Earth Science	Chemistry	
(12/05/2020)	Center of Healthcare Science & Technology	Mathematics	
(13/05/2020)	School of Community Science & Technology	Center of Excellence for Green Energy & Sensor Systems	
(14/05/2020)	School of VLSI Technology	School of Mechatronics & Robotics	
(15/05/2020)	School of Management Sciences		

Dr. Indrajit Banerjee, Associate professor, IT Dept. and/or Ms. Sarbani Barari, Technical Assistant, Registrar Section will send email to all about the procedure to attend the online meeting.

All are requested to kindly attend the online meeting according to the schedule.

Sd/-
(Biman Bandyopadhyay)
Registrar

Copy forwarded for information and necessary action to:-

1. PS to the Director
2. All Deans
3. All Heads of the academic units mentioned in the schedule - with the request to inform their faculty members to attend the meeting as per the schedule date and time. They are also requested to forward the procedure to attend the meeting that will be sent by Dr. Indrajit Banerjee and/or Ms. Sarbani Barari.
4. Associate Dean (Academic)
5. All faculty members of the Institute -through their concerned Heads of the academic unit
6. Deputy Registrar (Academic)
7. Dr. Indrajit Banerjee, Associate Professor, IT Department
8. Assistant Registrar (Academic)
9. Institute Website

(Biman Bandyopadhyay)
Registrar