



No.24082026-P2(Skill) Office order

Date:24.08.2026

Subject: Constitution of Committee for Skill Enhancement Courses (Reference: NEP 2020 Draft Syllabus, SEC 181 & SEC 282)

In pursuance of the academic requirements under NEP 2020 and with reference to the draft syllabus for Skill Enhancement Courses (SEC 181 and SEC 282), a committee is hereby constituted with immediate effect to plan, prepare, and evaluate the said courses.

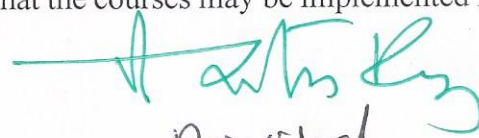
Committee Members

1. **Dr. Md Naim Hossain, Assistant Professor**, Department of ME – *Coordinator*
2. **Mr. Bhaskar Lodh**, Department of EE – *Member*
3. **Mr. Swarup Samanta**, Department of CSE – *Member*
4. **Mr. Rajesh Roy**, Department of ME – *Member*
5. **Mr. Jaydip Lahiri**, Department of ECE – *Member*
6. **Mr. Somenath Guha**, Department of Humanities – *Member*
7. **Ms. Debamita Saha**, Department of IT-Member

Responsibilities of the Committee

- **Preparation of SOP:** Develop the Standard Operating Procedure for the courses in alignment with NEP 2020 guidelines.
- **Evaluation Mechanism:** Frame the evaluation criteria and assessment methodology for effective monitoring of student performance.
- **Student Guidance:** Facilitate and guide students in registering for the courses, ensuring mandatory participation.

The committee is requested to submit its finalised SOP and evaluation framework to the undersigned within **7 days** of issuance of this order, so that the courses may be implemented in the upcoming semester without delay.


Principal

Copy to:

1. All heads/Section in-charge
2. All members
3. Office file