

Meeting held on	Resolutions of the meeting
26-08-2022	<ol style="list-style-type: none"> <li>1. The committee discussed that initiative will be taken to promote the research ambience through organizing the information (links, updates and website details) of project submission, fund application. It would be helpful for the faculties to pursue research.</li> <li>2. All committee members were appealed by the conveners to inform their academic communities about the College Journals (Sayam, Sabita etc.) and invite manuscripts.</li> <li>3. Better visibility of research activities performed by the faculty members is the need of the hour. Profile creation in professional communities such as Google Scholar, Academia.edu, Researchgate, LinkedIn etc. was encouraged for showcasing the achievements and productivity before the global platform.</li> <li>4. The committee resolves that it will place a proposal to the college authority to apply to the University of Calcutta for the affiliation of the upcoming college Research Centre after its successful establishment.</li> <li>5. An Interdisciplinary National Conference / Seminar in near-future will be planned to attract the pan India attention to the college. The science and humanities section will join hands to organize this programme successfully. The theme and title of the National Conference/Seminar along with the budget, logistics etc. will be discussed in a future meeting after getting necessary approval from the college authority.</li> <li>6. The authority has pleased to announce that the proposals for Research Seed Grant will be invited from internal faculty members for starting/doing research.</li> <li>7. A project review and monitoring committee will be formed for the smooth functioning of the Seed Grant programme.</li> <li>8. Resolved that time frame for updating of the “Asutoshian” link on the website will be Six months.</li> </ol>
29-08-2022	<ol style="list-style-type: none"> <li>1. The committee has decided to collect and document the link details of the upcoming calls for project proposal from various funding agencies both science and arts disciplines.</li> <li>2. The committee circulated the Call for Abstract proforma of DSTB, WB in occasion of 30th West Bengal State Science &amp; Technology Congress 22-23.</li> <li>3. All faculty members will be requested to take initiatives to call their peer to submit manuscripts for 1<sup>st</sup> issue of Science Journal – SAYAM.</li> <li>4. A draft proposal for the Two-day Interdisciplinary National Conference / Seminar to be organized by Asutosh College in 2023 is being prepared.</li> </ol>
07-09-2022	<ol style="list-style-type: none"> <li>1. The research committee is preparing a draft proforma of Seed Grant Proposal to promote intramural research by the internal faculty members for further discussion and implementation.</li> <li>2. A journal officiating team has been formed to take care of review processes and necessary editorial formalities for publication of SAYAM–Science Journal.</li> <li>3. A work flow of manuscript handling procedure/Publication Road Map has been prepared.</li> <li>4. A Concrete research policy has been drafted, revised and is submitted to the college authority for approval.</li> </ol>
12-09-2022	<ol style="list-style-type: none"> <li>1. The college has decided to purchase Plagiarism X and Grammarly software for proof- and plagiarism checking of the manuscripts received for publication in the science journal.</li> <li>2. Few venues and the funding agencies have been shortlisted by the committee. The list will be submitted to the college authority for approval.</li> </ol>

<p><b>21-09-2022</b></p>	<ol style="list-style-type: none"> <li>1. The research committee have decided to start the procedure of applying for the ISSN no. from the 1<sup>st</sup> issue of SAYAM – Science Journal.</li> <li>2. A team of two members will take the initiative.</li> <li>3. Proposals on conducting a State level Workshop on Research Methodologies (for 7 days) and Paper &amp; Project Writing (1 day) with budget of expenses is to be prepared.</li> <li>4. The upcoming Book on broad topics of Virus and effects have received chapters from the in-house faculty members and primary plagiarism and grammatical checking have been performed by the editorial team.</li> <li>5. After a rigorous review process, the manuscripts of book chapters have been submitted to the press for final formatting.</li> </ol>
<p><b>13-12-2022</b></p>	<ol style="list-style-type: none"> <li>1. The committee will propose to the college authority to contact a printing house for final type-setting and journal layout for the first issue of SAYAM – Science Journal.</li> <li>2. A draft Paper Acceptance Letter / In Press Certificate has been prepared for administrative approval.</li> <li>3. A draft list of upcoming call for project proposal from various funding agencies, conferences and workshops both science and arts Disciplines were prepared.</li> <li>4. The upcoming Book titled ‘Climate change and its different perspectives’ have received the chapters from the in-house faculty members and primary plagiarism and grammatical checking have been performed by the editorial team.</li> <li>5. The manuscripts of book chapters have been submitted to the press for final formatting after completion of the review process.</li> <li>6. Review process of chapters for the book ‘War and modern civilization’ has been completed and is ready to be submitted to the press for final formatting and publication.</li> </ol>