



ASSAM
down town
UNIVERSITY

NAAC A+ Accredited & UGC 12(B) Status Holder

Assam down town University

Established Vide The Assam Act. No. VIII of 2010, Gazette No. LGL.9/2010/11

Promoted by: **Down town**
Charity Trust

Memo No: AdtU/R/2025-26/784

Date: 11-04-2026

CIRCULAR

Constitution of Research & Development (R&D) Cell under IIC

As directed by the Competent Authority, this is to notify all concerned that the **IIC Research & Development Cell (R&D Cell)** under the **Institution's Innovation Council (IIC)** of Assam down town University has been constituted with the following members.

| Sl. No. | Name | Designation | Designation in the Committee |
|---------|-----------------------------|--|--------------------------------|
| 1 | Mr. Devabrata Sarmah | Incubation Officer, DISA | Coordinator |
| 2 | Mr. Lakhya Jit Hazarika | CEO & Co-founder, Stemcorp Dynamics Technologies Pvt Ltd | Member, Startup Representative |
| 3 | Dr. Asim Dutta | Assistant Director, Directorate of Research | Member |
| 4 | Mr. Pranjal Kr. Sarmah | Associate Director (i/c)- Entrepreneurship and Incubation, DISA | Member |
| 5 | Mr. Sanjib Chamuah | Assistant Manager, DISA | Member |
| 6 | Dr. Pritam Bardhan | Assistant Professor, Faculty of Science | Member |
| 7 | Dr. Bhrigu Bhuyan | Assistant Professor, Faculty of Science | Member |
| 8 | Mr. Sanjeet Kumar Borah | Assistant Professor, Faculty of Agricultural Sciences & Technology | Member |
| 9 | Dr. Tasher Ali Sheikh | Assistant Professor, Faculty of Computer Technology | Member |
| 10 | Dr. Partha Pratim Dutta | Associate Professor, Faculty of Pharmaceutical Science | Member |
| 11 | Dr. Barenya Bikash Hazarika | Assistant Professor, Faculty of Computer Technology | Member |
| 12 | Dr. Swagata Devi | Assistant Professor, Faculty of Engineering | Member |

Terms of Reference:

1. The IIC R&D Cell shall initiate, coordinate and implement activities as per the guidelines and prescribed activities of MIC, AICTE and Institution's Innovation Council (IIC).



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2. The Coordinator of the IIC R&D Cell shall be responsible for planning, organizing, monitoring and reporting the activities of the Cell and for coordinating with all members and relevant stakeholders for effective implementation.
3. The IIC R&D Cell shall work towards promoting research, innovation, interdisciplinary collaboration, intellectual property generation, prototype development, publication support and industry-academia engagement within the University.
4. All members of the IIC R&D Cell are advised to familiarize themselves with the relevant guidelines, prescribed activities, and implementation framework issued by MIC/AICTE from time to time.
5. The coordinator may, with the approval of the Competent Authority, co-opt additional members, experts, or student representatives as and when required for effective functioning of the Cell.
6. In case of any change in membership due to administrative reasons, transfer, resignation, or any other exigency, the same shall be notified to all concerned through an official circular/notification issued by the competent office.

Issued with due approval of competent authority.

(Dr. Ashim Barman)

Registrar,

Assam down town University.

Copy for favour of their information to:

1. Executive Secretary to Chancellor, AdtU
2. Asst. Manager- Office of Vice Chancellor, AdtU
3. P.A. to Pro-Vice Chancellor, AdtU
4. P.S. to Dean of Studies, AdtU
5. P.A. to Managing Trustee, dtCT
6. P.A. to Resident Trustee, dtCT
7. **Chairperson/Dean/Director/Associate Dean/ HoD (For circulation)**
8. Office of the Controller of Examinations, AdtU
9. All Office (Admin/Academic/IT/Accounts/Admission/Marketing/Legal/
Placement/Library/CLPPD/IQAC)
10. HR Office
11. **Notice Boards/Message Desk (For display)**
12. Office file (for record)