

Date: 08/08/2023

Place: Principal's chamber.

Onda Thana Mahavidyalaya

A meeting of the college Governing Body was held on 08.08.2023 in the presence of the above-mentioned members to discuss the following agenda-

Agenda:

1. To read and confirm the minutes of the previous meeting.
2. To discuss and resolve the decisions made in the purchase committee
3. To confirm the fee structure for the coming session.
4. Promotion of Subrata Nandi, Biswendu Mondal, Dr. Nikhilesh Dhar and Dr. Sk. Jahir Abbas.
5. To discuss the upgradation of Arindam Ganguly from SACT-II to SACT-I
6. PF transfer of Abdul Momin Hoque and Dinesh Das..
7. To discuss the joining of Dr. Somenath Kar
8. NAAC related issues
9. Class and other academic matters.
10. To approve the Academic Council and all sub-committees.
11. To discuss leave and on-duty sanction-related matters.
12. To discuss the leave rules of security guards.
13. Promotion of Dr. Somenath Kar
14. To discuss the application of Dr. Sourav Kumar Nag
15. FIP of Arijit Ganguly
16. Incremental benefit of the Contractual Staff.
17. Miscellaneous.

The above-mentioned agenda has been discussed and the following resolutions have been made unanimously.

Resolutions:-

1. The minutes of the previous meeting are read and confirmed.
2. The Proposals of the Purchase Committee regarding the construction of the Playground, classroom building, renovation work, and the beautification of the college are discussed. It is resolved that any work exceeding one (1) lac must be done by e-tendering as per Govt. order.
3. The fee Structure for the coming academic session is read and resolved.

FEES STRUCTURE 2023-2024		MEJOR/MINO R GEO	MEJOR/MINO R GEO with PED	MEJOR/MINO R PED	ALL OTHER S
1	ACADEMIC FEES	2750	2750	2250	1260
2	ADMISSION FEES	50	50	50	50
3	COLLEGE EXAM FEES	60	60	60	60
4	COLLEGE PROG. FEES	40	40	40	40
5	COLLEGE SPORTS FEES	55	55	55	55
6	DEVELOPMENT FEES	1000	1000	1000	1000
7	ELECTRIC FEES	100	100	100	100
8	FORMS & CARDS	15	15	15	15
9	GENRATOR FEES	25	25	25	25
10	MEGAZINE FEES	20	20	20	20
11	LABORATORY FEES	240	240		
12	LIBRARY DEPRECIATION	40	40	40	40
13	LIBRARY FEES	100	100	100	100
14	MISC FUND	30	30	30	30
15	PED. PRACTICAL FEES		120	120	
16	POOR STUDENT FUND	10	10	10	10
17	SARASWATIPUJ A	70	70	70	70
18	SESSION FEES	50	50	50	50
19	STUDENT AID FUND	20	20	20	20
20	STUDENT COMMON ROOM FEES	10	10	10	10
21	STUDENT FWC FEES	100	100	100	100
22	STUDENT HEALTH HOME	10	10	10	10

2	STUDENT	200	200	200	200
3	SOCIAL FEES				
2	STUDENT	40	40	40	40
4	SPORTS FEES				
2	STUDENT	30	30	30	30
5	UNION FEES				
2	TEACHERS DAY	15	15	15	15
6					
2	TUITION FEES	450	450	450	450
7					
	TOTAL	5530	5650	4910	3800

4. Promotion of Dr. Subrata Nandi, Biswendu Mondal, Dr. Nikhilesh Dhar and Dr. Sk. Jahir Abbas-

A. The Governing Body in its meeting held on 08-08-2023 resolved that based on the recommendation made by the Selection Committee constituted to consider the matter of promotion under CAS, Biswendu Mondal of the Department of Sanskrit of this College be promoted to the post of Assistant Professor (Stage 2) in the scale of pay of 15600-39100/- with AGP of 7000 with effect from 01.08.2020.

It is also resolved that the post held by Biswendu Mondal be upgraded to the post of Assistant Professor (Stage 2) in the scale of pay of 15600-39100/- with AGP of `7000 and the same will be reverted to the post of Assistant Professor (Stage 1) as soon as it falls vacant.

Resolved further that the Principal / T.I.C/ Secretary would take up the matter with the DPI, West Bengal by providing the following in respect of the incumbent.

B. The Governing Body in its meeting held on 08-08-2023 resolved that based on the recommendation made by the Selection Committee constituted to consider the matter of promotion under CAS, Dr. Nikhilesh Dhar of the Department of Bengali of this College be promoted to the post of Assistant Professor (Stage 2) in the scale of pay of 15600-39100/- with AGP of 7000 with effect from 20.04.2021.

It is also resolved that the post held by Dr. Nikhilesh Dhar be upgraded to the post of Assistant Professor (Stage 2) in the scale of pay of 15600-39100/- with AGP of `7000 and the same will be reverted to the post of Assistant Professor (Stage 1) as soon as it falls vacant.

Resolved further that the Principal / T.I.C/ Secretary would take up the matter with the DPI, West Bengal by providing the following in respect of the incumbent.

C. The Governing Body in its meeting held on 08-08-2023 resolved that based on the recommendation made by the Selection Committee constituted to consider the matter of promotion under CAS, Dr. Sk Jahir Abbas of the Department of Bengali of this College be

promoted to the post of Assistant Professor (Stage 2) in the scale of pay of 15600-39100/- with AGP of 7000 with effect from 18.05.2021.

It is also resolved that the post held by Dr. Sk Jahir Abbas be upgraded to the post of Assistant Professor (Stage 2) in the scale of pay of 15600-39100/- with AGP of `7000 and the same will be reverted to the post of Assistant Professor (Stage 1) as soon as it falls vacant.

Resolved further that the Principal / T.I.C/ Secretary would take up the matter with the DPI, West Bengal by providing the following in respect of the incumbent:

D. The Governing Body in its meeting held on 08-08-2023 resolved that based on the recommendation made by the Selection Committee constituted to consider the matter of promotion under CAS, Dr. Subrata Nandi of the Department of History of this College be promoted to the post of Assistant Professor (Stage 3) in the scale of pay of 15600-39100/- with AGP of `8000 with effect from 05.04.2021.

It is also resolved that the post held by Dr. Subrata Nandi be upgraded to the post of Assistant Professor (Stage 3) in the scale of pay of 15600-39100/- with AGP of 8000 and the same will be reverted to the post of Assistant Professor (Stage 1) as soon as it falls vacant.

Resolved further that the Principal / T.I.C/ Secretary would take up the matter with the DPI, West Bengal by providing the following in respect of the incumbent.

5. The matter related to the upgradation/Promotion of Arindam Ganguly (SACT-II to SACT-I) is discussed. The home requested the Principal to get the necessary documents prepared for submission to the Higher Education Department.

6. It is resolved by the house that Abdul Momin Hoque, Assistant Professor in Geography transferred from this college Onda Thana Mahavidyalaya on and from 02.12.2022 to join the same post at Dhupguri Girls College, Jalpaiguri as per Govt Order 771-Edn(CS) dated 11.10.2022 along with His Service Book and other documents.

Dinesh Das, Assistant Professor in Political Science transferred from this college Onda Thana Mahavidyalaya on and from 26.02.2021 to join the same post at Assabbagar Madanmohan Tarkalankar College, Nadia as per Govt Order 211-Edn(CS) dated 05.02.2021 along with His Service Book and other documents.

It is also resolved that Principal is requested to send the final GPF payable to them to their college in the earliest.

7. The matter related to the joining of Dr. Somenath Kar as an assistant professor of Geography through a mutual transfer with Abdul Momin Haque is discussed. He joined on 03.12.2022. The Principal is requested to get the necessary documents prepared for his service benefit-

related things. The memo no of the order for mutual transfer is 771- Edn (CS)/4A-40/2022, dated 11/10/2022.

8. NAAC-related issues are discussed in full length-

i) The Academic Audit for the academic session (2018-2023) gets delayed because departments such as Physical Education and Bengali. Documents such as CO, PO, and Assignments from these departments are pending.

ii) The issue related to the formation of a NAAC core Committee is discussed. The names of the following members are recommended –

Dr. Bijay Kant Dubey, Dr. Sourav Kumar Nag, Biswendu Mondal, Amit Kumar Bandhu, Asim Kumar Betal.

The President requested the Principal to look after NAAC accreditation and act as NAAC coordinator. The principal accepted the President's request.

iii) The IQAC Co-ordinator reports to the house that the core committee is not yet formed officially and the NAAC Accreditation gets delayed due to gross indifference of the principal and some incumbents. The President requests the principal to look after the matter.

9. The matter related to the smooth running of classes is discussed. The arrival/departure time of all incumbents is referred to as per the necessities of the institution as well as their job criteria –

All full-time teachers will arrive at 11 am and spend five (5) hours.

All nonteaching staff will arrive at 10:30 a.m. and leave at five (5) p.m.

The Principal, to, keep track of the whole thing will arrive at 11 a.m. and leave at 5 p.m.

The SACT teacher will have to spend 3 hours at college on their respective working days. They will attend to their duties three days per week physically at the institution and continue classes virtually on the 4th day of the week. They must conduct at least 12 classes per week. They have to send a consolidated class report with screenshots of classes to the IQAC email every Sunday.

10. The newly formed Academic Council is approved. The members of the Council are –

1. Biswendu Mondal 2. Dr. Sourav Kumar Nag. 3. Rajibul Khan 4. Anujit Patra 5. Indra Narayan Ganguly.

The following works will be executed by the Council –

1. Smooth running of academic activities. 2. Preparation of Academic Calendar and Class routine. 3. Preservation of IA answers scripts. 4. Classes reports. 5. Reports of Teacher Parent meetings.

Some basic guidelines are prepared to ensure the best quality academic performance-

A. The IA will be conducted centrally. B. The Students have to secure at least 75% attendance to appear for the IA. C. The evaluated answer scripts of IA must be submitted to the Academic Council. D. Class reports must be submitted by the HODs to the IQAC Coordinator at the end of every month. E. Teacher-parent meetings must be conducted per semester.

11. The matter related to leave-taking of teaching faculty is discussed. It is informed that some faculty members took leave without informing the department head, IQAC coordinator, and TCS. As a result, academic affairs are interrupted. It is resolved by the house that leave-related matters must be intimated to the department head, IQAC coordinator, and the TCS before the sanctioning of leaves.

12. The matter related to the leave rule of security guards is discussed. It is resolved by the house that for the leave rules of guards, the Higher Education department should be requested. The matter is withheld for the next governing body meeting.

13. The 1st promotion of Dr. Somenath Kar assistant professor of Geography is due on 06/12/2021. Since he joined his post on 03/12/2021 on mutual transfer, the work related work for his promotions should be conducted by his former college.

14. The application of Dr. Sourav Kumar Nag for NOC from the concerned authorities is read. Dr. Sourav Kumar Nag joined the post of Assistant Professor on 24/02/2015. He has submitted a prayer for NOC to apply for the post of Assistant Professor to be banister by WBCSC (Adv. No.-1/2020). The house requested that a NOC be issued by the Principal to Dr. Sourav Kumar Nag on a post facto basis.

15. The members of Governing Body reported that Arijit Ganguly, Librarian of the college attended FIP from 14 Feb. 2023 to 14 March 2023 conducted by HRDC, Dr. Hari Singh Govt. University, Sagar, MP.

16. As per the G.B Meeting held on, the salary/ remuneration of all contractual of the college will get incremental benefits (10% increase every three years). It is resolved by the house that the previous resolution remains unchanged, subject to modification in the future.