

# CHANDIDAS MAHAVIDYALAYA

**KHUTIPARA, NANOOR, BIRBHUM,**

**WEST BENGAL-731215**

**A GOVERNMENT AIDED DEGREE COLLEGE**

**AFFILIATED TO THE UNIVERSITY OF BURDWAN**

**NAAC ACCREDITED IN 2011 & 2016**



**STAFF COUNCIL MINUTES**

01.11.2021.

Meeting starts under the chairmanship of Dr. SK Akbar Rahman, on 1st November 2021, at Vivekananda Seminar hall from 12:00 pm with the presence of following members—

- |                                    |                                  |
|------------------------------------|----------------------------------|
| 1. Dr. Akbar Rahman                | 31. Samanesh Das                 |
| 2.                                 | 32. Uttam Mukherjee              |
| 3. Abhinanda Chakraborty 1/11/21.  | 33. Alina Bondhu Haldar 1.11.21- |
| 4. Parvatan Das                    | 34. Japas 18 Mondal              |
| 5. Md Alamgir Khan                 | 35. Aziz Hossain 1/11/21         |
| 6. Indrajit Mandal 1/11/2021       | 36. Anaware Murshid              |
| 7. Prabab Kumar, Prorick 1/11/2021 | 37. Pratima Saha 1.11.21         |
| 8. Snyati Rj 1/11/21               | 38. Nikhat Yasmin 01/11/21       |
| 9. Kironmoy Mandal 01-11-21        | 39. Rohini Chatterjee            |
| 10. Anup Kumar Rana 11/21          | 40. Samson Alhar 01/11/21        |
| 11. Suman Patra 01.11.2021         | 41. Tapati Maitra                |
| 12. Alabrata Nandi 01.11.21        | 42. Ranu Roy 01.11.21            |
| 13. Kafiullah 01.11.2021           | 43. Chanda Ghosh 01.11.21        |
| 14. SK Minhajuddin - 01.11.2021    | 44. Anurita Sen Das 01/11/21     |
| 15. Md. Hafizullah. 01.11.21       | 45. Mousumi Roy Choudhury.       |
| 16. Rataneswar Acharya 01.11.2021  | 46. Sutapa Pal 01.11.21          |
| 17. Nirajan Muzee 01/11/2021       | 47. Souvik Roy 01.11.21          |
| 18. Sanjit Ruidas 01/11/2021       | 48. Sabina Eymur 01.11.21        |
| 19. Anuj Bag 01/11/2021            | 49. Barun Bhatt 01/11/21.        |
| 20. Bharkan Ghosh 01/11/21         | 50. SK. Ghosh 1.11.2021          |
| 21. Subhajit Mondal 01.11.2021     |                                  |
| 22. Manabendra Roy 01.11.2021      |                                  |
| 23. Arijit Ghosh 01/11/2021        |                                  |
| 24. Arghya Ghosh 01.11.2021        |                                  |
| 25. Md. Sahidul Islam 01-11-2021   |                                  |
| 26. Bipattaran Raj 01/11/2021      |                                  |
| 27. Tapan Kumar Das 01/11/2021     |                                  |
| 28. Gh. Amir Amjad 01/11/21        |                                  |
| 29. Anup Nr. Maik. 1/11/21.        |                                  |
| 30. Sreyas Roy 01/11/2021          |                                  |



The meeting is chaired by the principal, Dr. Sh. Atanu Rakaman.

The welcome address is made by the TCS, Barna Ball, and Dr. Rakaman, during his address, shares some valuable experiences from the Covid period. A 1-minute condolence is observed for all who have lost their lives because of the pandemic.

An in-depth, thoughtful discussion is held regarding the re-opening of the college campus from 16.11.21. The practice of Covid-appropriate protocol is given much deliberation. Dr. Sudip Narayan Maitra suggested holding honours and general classes on 3 separate days for each group to avoid overcrowding. Prof. Susmita Sen (Das) proposed having separate days for each semester but with both honours and general classes on the same day. Dr. Subhas Singha Roy proposed the general classes with larger number of students be divided into two separate groups with simultaneous classes to avoid large gatherings. The said proposals are reserved for further deliberation and subsequent decision.

The attendance of both teaching and non-teaching staff in the campus from 01.11.21 to 16.11.21 is also discussed. It is concluded that the staff need to be present in the campus following the



University directive. If any staff shows any symptoms of sickness, they are naturally to be excepted.

A few covid-appropriate protocols are to be implemented with immediate effect —

- ① Masks are made compulsory. No entry into the campus without masks.
- ② Student proximity has to be reduced, esp. while conducting classes. No more than 2 students (preferably) in each bench.
- ③ In case of cough and fever, students must be discouraged from coming into the campus.

A committee is formed to determine the conducting of blended learning — Anup Kr. Rao (Chairperson), Subhas Singha Roy (IRAC coordinator), Sudip Narayan Maitra, Abhinanda Chakraborty, Surtapa Pal and Barun Ball.

A committee to maintain covid protocol in college is also formed. The members include —

Mangir Khan (Chairperson), Sayantan Banerjee, Tapas Kr. Mondal, Samresh Das, Asit Kumar Sathu, TCS and the G.S. of the college union as student representative.

With no other issue to discuss, the meeting ends with thanks to the Chair.



21.12.21

The meeting is held in the Vivekananda Seminar Hall from 2 p.m. onwards and is chaired by the Principal, Dr. Sk. Ataur Rahman, in the presence of the following members -

(\*) Principal — Sk. Ataur Rahman

1. Alabata Nandi, 21/12/21
2. Anware Murshid 21.12.21
3. Md. Hefjullah. 21.12.21
4. Asit Kumar Saha 21.12.21
5. Ratanwar Acharya 21.12.21
6. Sumita Sen Das 21.12.2021
7. Mousumi Raj Chowdhury 21.12.21
8. Samson Akbar 21.12.21
9. Nikhat Yasmin 21.12.21
10. Pashmi Chetm 21.12.21
11. Ranu Ray 21.12.21
12. Tapati Maitra 21.12.21
13. Sutapa Pal 21.12.21
14. Jagan K. Mandal 21/12/21
15. Md. Mamgir Khan 21/12/21
16. Sabina Bysmin 21/12/21
17. Pratimasha 21/12/21
18. Samaresh Das 21/12/21
19. Tapam Kumar Das 21/12/2021
20. Budi Kisten 21.12.21
21. Omprakash Das 21/12/21
22. Anabondhu Haldar 21/12/21
23. Md Eusuf 21/12/21
24. Md. Schidul Islam 21/12/21
25. Konchan Banerjee
26. Anuj Ray 21.12.21
27. Bipattaran Ray 21.12.21
28. Anirban Muzee 21.12.21
29. Bhuvan Ghosh 21/12/21
30. Arghya Ghosh 21.12.21
31. Arijit Ghosh 21/12/21
32. Manabendra Ray 21/12/21
33. Sk Minhajuddin 21.12.21
34. Kafiullah 21-12-2021
35. Aziz Hossain 21.12.21
36. Baikunthnath Pal 21.12.21
37. Anup K. Rana 21/12/21
38. Subhajit Mondal 21.12.21
39. Suman Palit 21.12.2021
40. Praab Kumar Pramanick
41. Souvik Roy 21.12.21.
42. Kironmoy Mandal 21-12-21
43. Subhas Singha Roy 21/12/21
44. Smayal Bha 21/12/21
45. Barun Paul 21/12/21,
46. Adhiana Chakraborty 21/12/21



The meeting began under the presidentship of the principal, Dr. Sh. Ataur Rahman.

It is proposed that a statue of Prof. Prafulla Roy Chowdhury be installed on the occasion of the inauguration of the college's new building. The matter is reserved for future deliberation.

It is also proposed that the Golden Jubilee of the college's foundation be observed on a specific date in January, 2022, although the exact date remains to be determined.

As regards the Internal Assessment for the current semester, the dates of the exam are as scheduled -

07. 01. 22 → Sem 5

11. 01. 22 → Sem 3

13. 01. 22 → Sem 1.

The pattern for the Internal exam is decided to be 2 questions of 5 marks each [  $5 \times 2 = 10$  ] out of a total of 4 questions.

The HODs of all departments are asked to prepare and mail the Internal exam question papers latest by Thursday, 23. 12. 21, to the examination committee.

The principal has also instructed the teaching faculty to be vigilant during the examination and also to be active in collecting the students' mail ids on



the days of the examination since it is essential to keep the record of the students' mail ids duly updated for purposes of NAAC.

It is also advised, in this regard, that the teachers share their academic materials via mail with the concerned students to help students remain more active in pursuing & checking their mail.

For a tentative picnic to be held on the occasion of the College's Foundation Day on 4<sup>th</sup> January, '22, a picnic-organizing committee has been formed which includes Tapas Kr. Mondal, Subhojit Mondal, Manjiv Khan, Indrajit Mondal and Sh. Brahm. They are given the charge of planning the whole event.

It is further requested that faculty members apply for leave beforehand while claiming their CL/EL and to keep their leave records updated. Wherever possible, online classes may be organized by the teacher on leave to minimize students' losses.

The dates on which college will remain closed during Dec-Jan are - 25/12/21, 26/12/21, 30/12/21, 31/12/21, 1/1/22 and 2/1/22.

Teachers are instructed to take at least one ICT class every week and also to use INFLIBNET since it is a valuable library resource. The NAAC documentation is to continue as before with diligence and preparedness.

The meeting ends with thanks to the chair.

30.04.22

A Staff Council meeting starts under the chairmanship of Sr. SK, Ataur Rahaman, principal of our College, from 2:15 pm onwards at Vivekananda seminar hall with the presence of following members —

1. Jomardan Das
2. Tapas Kumar Das
3. Cheetan Mishra
4. Anubondhu Haldar
5. Nabakumar Mishra
6. Simen Kumar Das
7. Pratima Saha
8. Budi Kisku 30.4.22
9. SK. Shrin
10. Subhajit Mondal. 30.04.22
11. Suman Palra
12. Rataneswari Acharya.
13. Manabendra Roy 30/4/22
14. Asit Kumar Sathur 30/4/22
15. Arghya Ghosh
16. Kironmoy Marmal 30/04/22
17. Bipattaran Raj 30/4/22
18. Md. Sahidul Islam 30/04/22
18. Melabrato Nandi 30/04/22
19. Md. Mangis Khan 30<sup>04</sup>/<sub>22</sub>
20. Anup Sr. Maik 30/4/22
21. Aziz Hasan 30.4.22
22. Pranab Kumar Pramanick 30/4/22
23. Sanku Nihar 30/4/22
24. Sutapa Pal 30/4/22
25. Tapasi Maitra 30.4.22
26. Anaware Murshid
27. Md. Hefjullah.
28. Sabina Eysamin 30/04/22
29. Subhas Singh Roy 30/4/2022
30. Barun Baly 30/4/22

SK. Ataur Rahaman



28.6.22

A Staff Council Meeting is held in the Virchananda Seminar Hall from 11:30 a.m. onwards and is chaired by the Principal, Dr. Sh. Anwar Rahman, in the presence of the following members :-

1. Principal -

- 2.
- 3.
4. Indrajit Mandal 28.6.22
5. ~~M~~ 28.6.22
6. ~~A~~
7. Subhans Singh Roy 28.6.2022
8. Md. Hamgir Khan 28/06/22
9. Anaware Murshid 28.06.22
10. Arghya Ghosh 28.06.22
11. Susmita Sen Das 28/06/22
12. Sutapa Pal 28.06.22
13. Anuj Bag 28.06.22
14. Sanjib Saha 28.06.2022.
15. Aziz-Hasan 28.06.22
16. Suman Patra 28.06.2022
17. Anup Kumar Rana 28.6.22
18. Supulán Banerjee 28.06.22
19. Kironmoy Mandal 28-06-22
20. Subhajit Mandal 28-06-2022
21. ~~V~~ 28/06/22.
22. Nimjen Muzes 28/6/22
23. Japer K. Mandal 28/6/22
24. Ratonevar Acharya
25. Mahabendra Roy
26. Asijit Ghosh
27. Bhaskar Ghosh.
28. Tapari Maitra
29. Ranu Roy 28.06.22
30. Nikhat Yasmin 28/06/22
31. Chanda Ghosh 28.06.22
32. Baikuntham Pal 28.06.22
33. Asit Kar. Saha 28/06/22
34. Md. Sahidul Islam 28-06-22
35. Sabina Eyzamin 28.06.22
36. Pima Das
37. ~~B~~ 28/6/22
38. Tomendram Das
39. Tapen Kumar Das
40. Budi Rizki
41. Sineha K. Banerjee
42. Naba Kumar Thakur
43. SK. Ghosh
44. Alim Mukherjee
45. Samarsh Das
46. Sumita Khatun
47. Ambr Anjad
48. Md Eusuf 28/06/22
49. ~~H~~ 28/6/22



The meeting started under the president-ship of the principal, Dr. Sh. Ataur Rahman.

Agenda 1 - The ATCS read out the resolutions of the last meeting and they were unanimously ratified by the members.

Agenda 2 - The tentative date for the college's Golden Jubilee celebration has been set for 19<sup>th</sup> July, 2022, although the date is subject to future modification as and when required.

The following members have been unanimously selected to form a special committee for organizing and planning the celebrations:-

Prof. Mousumi Roy Chowdhury, Dr. Anup Kr. Rano, Dr. Kaustav Mukherjee, Prof. Abhinanda Chakraborty, Prof. Nikhat Yasmin, Prof. Susmita Sen (Das), Prof. Barun Ball, Dr. Subhas Singha Roy, Prof. Tapasi Maitra, Dr. Sudip Narayan Maitra, Dr. Alamgir Khan, and Tanardhan Das.

The committee members have been asked to assume the responsibility for framing the program of the Golden Jubilee, including the cultural aspect; to make and design the invitation card to be sent out to all the invited guests and dignitaries; and to draw up a tentative



## list of guests.

Also, the committee is requested to oversee the inauguration of the new busts of poet Chandidas and Dinanath Das, the patron of the institution which is scheduled to be held soon (exact date to be decided).

Agenda 3 - The principal sought an update from every dept. regarding their current documentation status for NAAE. The 13-point list that had been sought earlier is yet to be submitted by certain departments and the principal requested them to make the due submission as early as possible both on the departmental and the individual level.

The HODs were also asked to formulate and submit their respective academic calendars by July '22 before the start of the new session.

Agenda 4 - The following advisory committees were formed in the presence of all the members with their due approval for the new session :-

- ① Academic Sub-Committee - Sutapa Pal, Abhinanda Chakraborty, Sudip Narayan Maitra, Kaustav Mukherjee, Subhas Singha Roy, Anup Kumar Rana, Baon Ball, Sabina Yeasmeri, Kiranmoy Mondal, Sayantan Banerjee,



Rima Das, Subhajit Mondal, Tapas Kr. Mondal, G.S., and Head Clerk and TCS.

- (2) Building Development — same as before.
- (3) NSS Advisory — same as before.
- (4) Magazine — Dr. Manjiv Khan added to the previous committee.
- (5) Purchase — Tapas Kr. Mondal added to previous committee.
- (6) Library — Prof. Mousumi Roy Chowdhury added in place of Suman Patra.
- (7) Cultural — Nikhat Yasmin and Anjita Ghosh added to last committee.
- (8) Canteen — Kironmoy Mondal, Abhinanda Chakraborty, Sayantan Banerjee, Anup Kr. Rano and Bhaskar Pal added.
- (9) NCC Advisory — Hebjullah, Barron Ball, Rima Das, Niranjan Mukherjee, Manabendra Roy and Budi Kishu. Prof. Nit Kumar Saha has been kept on in an advisory role.
- (10) Election — Sudip Narayan Maitra added.
- (11) Research — same as before. Dr. Rima Das and Dr. Sabina Yasmin added.
- (12) Sexual Harassment Redressal — Prof. Susmita Sen (Das) added.
- (13) Equal Opportunities Cell — same as before.
- (14) Grievance Redressal — same as before.
- (15) Infrastructure Management — same.
- (16) Student Feedback — Principal, IQAC Co-ordinator, G.B. members.
- (17) Admission — Dr. Sayantan Banerjee & Dr. Subhajit Mondal added.
- (18) Anti-ragging Cell — same as before.



- (19) RTI - same as before.
- (20) Career Counselling & Placement - Dr. Anup Kr. Rano (coordinator), Alangir Khan, Barun Ball, Sayantan Banerjee, Kaustav Mukherjee, Koushik Roy.
- (21) Code of Conduct - same as before.
- (22) Internal Audit - Tapas Kr. Mondal added.
- (23) IT Cell - same as before.
- (24) Add-on Courses - Abhinanda Chakraborty, Kironmoy Mondal, Kaustav Mukherjee, IBAC Coordinator, TCS and Sayantan Banerjee.

Agenda 5 - The newly selected members are as follows -

- (1) TCS - Dr. Kaustav Mukherjee
- (2) ATCS - Kironmoy Mondal.
- (3) GB Representatives - Barun Ball and Abhinanda Chakraborty.

Note : The TC fund will be generated by Kaustav (TCS) and Kironmoy (ATCS) from the next session.

With no other pending issue, the meeting ends with thanks to the chair.