



CIR. No. 38/CIR-NOT/GGDCK/2024,

Dated 22.08.2024

NOTICE

This is for information to all concerned that the following sub-committees of the Teachers' Council, Government General Degree College, Keshiary have been constituted for the Academic Session 2024-25 at the T.C meeting held on 22/8/2024.

Sl. No.	SUB COMMITTEE	CONVENER/ JT. CONVENERS & MEMBERS
1.	ADMISSION	Dr. Aritra Samajdar, Sri Ashok Das, Sk Md Ismail Al Amin, Dr. Manidip Shasmal (Joint Conveners), <i>Ad Hoc</i> Core committee member: Alauddin Seikh, Dr. Md Ataur Rahman, Dr. Debarshi Mondal, Hillol Khatua
		Members: All HODs.
2.	ROUTINE	Dr. Monua Panja, Dr. Sutapa Ray (Joint Conveners)
		Members: Dr. Susanta Kumar Maity, Dr. Md Ataur Rahaman
3.	EXTERNAL EXAMINATION	Dr. Hillol Khatua, Dr. Shila Baske (Joint Conveners)
		Members: Dr. Monua Panja, Sri Kaushik Das
4.	INTERNAL EXAMINATION	Dr. Hillol Khatua (Convener), Sri Kaushik Das
		Members: Alauddin Seikh, Dr. Manidip Shasmal
5.	COLLEGE ELECTION	Dr. Manidip Shasmal, Dr. Hillol Khatua (Joint Conveners)
		Members: All teaching faculty and Jayanta Shaw (Office staff)
6.	I.Q.A.C.	Dr. Sutapa Ray, Dr. Soumya Sundar Mati (Joint Coordinator)
		Members: Dr. Aritra Samajdar, Dr. Monua Panja
7.	NAAC	Dr. Soumya Sundar Mati (Coordinator)
		Member: Dr. Monua Panja, Dr. Hillol Khatua, Sri Kaushik Das, Dr. Aritra Samajdar, Sk Md Ismail Al Amin, Dr. Debarshi Mondal, Dr. Manidip Shasmal, Dr. Shila Baske
8.	UGC	Dr. Sutapa Ray (Convener)
		Members: All HODs
9.	FINANCIAL ADVISARY	Dr. Susanta Kumar Maity, Dr. Nilay Kumar Maitra (Joint Conveners)
		Members: All HODs.
10.	PURCHASE	Dr. Susanta Kumar Maity (Convener)
		Members: All HODs and H.C./Accountant of the Office of the Principal
11.	SERVICE BOOK	Sri Kaushik Das, Dr. Aritra Samajdar (Joint Conveners)
		Member: Dr. Monua Panja, Dr. Debarshi Mondal, Dr. Nilay Kumar Maitra
12.	INCOME TAX	Dr. Soumya Sundar Mati (Convener)
		Members: Dr. Debarshi Mondal, Dr. Manidip Shasmal
13.	IT & NETWORK	Dr. Soumya Sundar Mati, Sk Md Ismail Al Amin (Jt. Conveners)
		Members: : Dr. Hillol Khatua
14.	WOMEN CELL	Smt. Papiya Roy, Smt Shyamali Majhi (Joint Conveners)
		Members: Dr. Shila Baske, Smt. Jayita Roy Tapadar, Nibedita Pati Parichha (DEO)
15.	VISAKHA	Dr. Shila Baske, Smt. Jayita Roy Tapadar (Joint Conveners)
		Members: Dr. Monua Panja, Smt. Shyamali Majhi
16.	CULTURAL & STUDENTS' MAGAZINE	Dr. Monua Panja, Alauddin Seikh (Joint Conveners)
		Members: Sri Sushovan Kar, Smt. Jayita Roy Tapadar, Sri Ashok Das

Continued to page 2

Sl.	SUB COMMITTEE	CONVENER/ JT. CONVENER& MEMBERS
17.	SPORTS	Sri Sayantan Das, Sri Debarshi Mondal (Joint Conveners)
		Members: Dr. Shila Baske , Dr. Md Ataur Rahaman, Ranjan Ghosh (DEO)
18.	CAREER COUNSELLING , PLACEMENT & PROFESSIONAL TRAINING CELL	Dr. Manidip Shasmal, Dr. Md Ataur Rahaman (Joint Conveners)
		Members: Sri Kaushik Das , Smt. Jayita Roy Tapadar, Sri Ashok Das
19.	STUDENTS' WELFARE & SCHOLARSHIP	Sk Md Ismail Al Amin (Convener)
		Members: Alauddin Seikh, Smt Shyamali Majhi, Khursida Khatun (DEO)
20.	SEMINAR & SYMPOSIUM	Dr. Debarshi Mondal, Dr. Md Ataur Rahman (Joint Conveners)
		Member: Alauddin Seikh
21.	LIBRARY	Sri Sushovan Kar (Convener),
		Member: All HoDs and Sudipta Dey (Office staff)
22.	YOUTH PARLIAMENT AND ELECTORAL LITERACY	Sri Kaushik Das (Convener)
		Members: Sri Ashok Das, Sri. Sayantan Das (Members)
23.	GRIEVANCE REDRESSAL	Dr. Shila Baske, Sri Ashok Das (Joint Conveners)
		Member: Jayita Roy Tapadar, Dr. Monua Panja
24.	ANTI-RAGGING	Smt. Dr. Susanta Kumar Maity (Convener)
		Members: All HODs
25.	ANTI-RAGGING SQUAD	Sri Sayantan Das , Smt. Jayita Roy Tapadar
26.	SC/ST COMPLAINTS & EQUITY CELL	Dr. Shila Baske, Smt. Syamali Majhi (Joint Conveners)
		Members: Smt. Papiya Ray, Sri. Ashok Das
27.	OBC COMPLAINTS	Sk Md Ismail Al Amin and Dr. Md Ataur Rahman (Joint Convener)
		Dr. Soumya Sundar Mati, Alauddin Seikh
28.	INFRASTRUCTURE REVIEW AND DEVELOPMENT	Dr. Nilay Kumar Maitra (Convener)
		Dr. Debarshi Mondal , Sk Md Ismail Al Amin (Members)
29.	NSS UNIT	Dr. Susanta Kumar Maity (Programme Officer) ,
		Members: Sri. Ashok Das, Sri Sk Md Ismail Al Amin , Dr. Md Ataur Rahman, Sri Sushovan Kar
30.	ACADEMIC AUDIT AND REVIEW	Dr. Manidip Shasmal, Alauddin Seikh (Jt Convener)
		Members - All HOD and Sri Sushovan Kar (Librarian)
31.	RESEARCH/ PROJECT	Dr. Manidip Shasmal, Dr. Aritra Samajdar
		Members: Dr. Soumya Sundar Mati, Dr. Md Ataur Rahman
32.	RUSA	Dr. Nilay Kumar Maitra (Coordinator), Dr. Susanta Kumar Maity (Civil and Finance), Sri Sayantan Das (Academic), Sri Ashok Das (Procurement), Smt. Shyamali Majhi (Equity Assurance), Dr. Sutapa Roy (Research), Sk Md Ismail Al Amin (MIS)
33.	COVID & INFECTIOUS DISEASE CELL	Dr. Susanta Kumar Maity, Sri Sushovan Kar (Joint Coordinator)
		Members: Dr. Debarshi Mondal, Alauddin Seikh, Smt. Papiya Ray (Members)



Continued to page 3

Sl. No.	SUB COMMITTEE	CONVENER/ JT. CONVENER& MEMBERS
34.	LEAVE RECORDS AND WEST BENGAL HEALTH SCHEME	Dr. Soumya Sundar Mati and Dr. Manidip Shasmal Members: Dr. Monua Panja, Dr. Debarshi Mondal, Dr. Susanta Kumar Maity, Dr. Hillol Khatua, Sumit Mondal (office staff)
35.	COLLEGE INTERNAL COMMITTEE FOR THE STUDENTS WITH DISABILITIES AND ELDERLY PERSON	Sri Ashok Das (Convener) Members: Dr. Shila Baske, Smt Papiya Ray, Sri Sushovan Kar
36.	SWAP CELL	Dr. Susanta Kumar Maity (Greenery), Smt. Syamali Majhi (Sanitation and Hygiene) Dr. Debarshi Mondal (Energy Management) , Alauddin Seikh (Waste Management), Dr. Md. Aatur Rahaman (Water Management)
37.	ICC	Dr. Sutapa Ray (Convener) Members: Dr. Shila Baske, Dr. Monua Panja, Sri Sudipta Dey (Non Teaching Staff), Miss Tanima Pal (Student nominee), Subrata Chakraborty (External member from NGO)
38.	RTI	Dr. Sutapa Ray, [State Public Information Officer (u/s 5(2))] Dr. Nilay Kumar Maitra [State Assistant Public Information Officer (u/s 5(2))]
39.	INTERNAL AUDIT COMMITTEE	Dr. Susanta Kumar Maity (Convener) Members: All HoDs, Sumit Mondal (Cashier) and Sujay Nandi (Accountant, Office of the Principal)
40.	SOCIAL OUTREACH AND ACADEMIC EXCHANGE	Sk Md Ismail Al Amin, Dr. Debarshi Mondal Members: All HoDs, Jayanta Shaw (UDC, Office staff)

The Chairman and the Secretary, Teachers' Council are the Ex-Officio members of all sub-committee.

Sudipta Chakraborty 22/08/2024

(Dr. Sudipta Chakraborty)
Chairman, Teachers' Council.
Govt. Gen. Degree College, Keshiary

Officer-in-Charge
Government General
Degree College
Keshiary

Inder. Mukherjee
22.08.24

(Sri Inder Mukherjee)
Secretary, Teachers' Council
Govt. Gen. Degree College, Keshiary

Teachers' Council Secretary
Govt. General Degree
College, Keshiary

