



# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga :: Hooghly :: West Bengal :: Pin. 712401

Phone : 03212 - 255104

Estd. : 1971

Ref. No.....


Date.....

## CRITERIA 6

### 6.2.1: Additional Documents

1. Appointment Policy document
2. Code of Conduct



  
14.08.2024  
Principal  
Rabindra Mahavidyalaya  
Champadanga, Hooghly

# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estd. - 1971



NAAC (Cycle-2) Accredited B++ Institution

Ref. No. RM/G.B/Meet/191119

Date 28/11/19

## Meeting Notice

The Sixth(6<sup>th</sup>) meeting (2019) of the Governing Body of Rabindra Mahavidyalaya will be held on 23.11.2019 at 12-30 PM in the Chamber of the Principal of the College to transact the following items of business. Members are requested to attend the meeting.

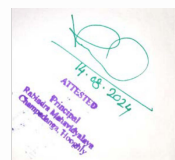
### Items:-

1. Confirmation of the proceedings of the last meeting of the Governing Body dated 24.09.2019.
2. Deliberation on points arising out of the confirmed minutes and actions taken.
3. Nabin Baran
4. Appointment of Sudha Anjela Dhan in the post of Assistant Professor in Zoology.
5. Appointment of Amita Mandi in the post of Assistant Professor in Sanskrit.
6. Letter of DPI pertaining to Sri Tilok Kumar Dey, former Guest Lecturer of Sanskrit.
7. Formation of Selection Committee for Appointment to the Post of Cashier.
8. M.Phil/PhD increment of Teachers.
9. Resignation of Sri Kasinath Nandi, GAPTT, Sanskrit
10. Leave applications
11. AOB with permission of the Chair.

(Dr. Prasanta Bhattacharyya)  
Principal & Secretary

Principal & Secretary  
Rabindra Mahavidyalaya  
Champadanga, Hooghly (W.B)

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for the relevant events as decided in the meeting and if the students do not agree to the above conditions as laid down by the Governing Body in its meeting, then the funds should be refunded to the students or should be adjusted with their fees during the filling up of the University Examination forms.

**Item-4: Appointment of Sudha Anjela Dhan in the post of Assistant Professor in Zoology.**

The Principal informed the House that the West Bengal College Service Commission(WBCSC) had sent a recommendation letter vide reference no. 1350/CSC/BU/(HGL.)-11/17, dated 22/10/2019 received on 07/11/2019 along with the bio-data of the recommended candidate named Sudha Anjela Dhan, D/o-Cyril Lucas Dhan, Keota Ghoshpara South, P.O.-Sahaganj, Dist-Hooghly, Pin Code-712104 for appointing her as Assistant Professor in the Department of Zoology in our College. The members unanimously decided to consider the recommendation and asked the Principal to take necessary and prompt steps regarding her appointment in the said post.

**Item-5: Appointment of Amita Mandi in the post of Assistant Professor in Sanskrit.**

The Principal informed the House that the West Bengal College Service Commission(WBCSC) has sent a recommendation letter vide reference no. 1436/CSC/BU/(HGL.)-11/17, dated 06/11/2019 received on 11/11/2019 along with the bio-data of the recommended candidate named Amita Mandi, D/o-Surya Chandra Mandi, Village-Gamarboni, P.O.-Satmouli, P.S.-Taldangra, Dist-Bankura, Pin-Code-722149 for appointing her as Assistant Professor in the Department of Sanskrit in our College. The members unanimously decided to consider the recommendation and asked the Principal to take necessary and prompt steps regarding her appointment in the said post.


**Item-6: Letter of DPI pertaining to Sri Tilok Kumar Dey, former Guest Lecturer of Sanskrit.**


The Principal OF THE College placed the letter of the DPI, Memo No.-1190/PTT/2019/1179/PTT & CWTT/2019 dated 31/10/2019 relating to the query about action taken pertaining to Sri Tilok Kumar Dey, former Guest Lecturer of Sanskrit of this College as per submission of the names of GAPTTs and GLs vide G.O. Nos. 1368-Edn(CS)/10M 83/2019 dated 03/09/2019 and ED-907/2019 dated 16/09/2019. It was reported by the Principal, on the basis of all relevant documents pertaining to the appointment and service of Sri Tilok Kumar Dey that he was not serving this College as Guest Lecturer after 30/01/2017 and therefore his service period would in no way fall within the time span as required by the concerned G.Os.

After thorough study, the members unanimously decided issue of re-appointment of Sri Tilok Kumar Dey would in no way be tenable and his candidature stood liable to be cancelled since his continuity in the College did not fulfil the stipulated norms in the G.Os. The members also asked the Principal to inform the office of the DPI accordingly and forward a copy to the incumbent.

**Item-7: Formation of Selection Committee for Appointment to the Post of Cashier.**

As per G.O. Nos. 940-Edn(CS) dated 25.08.2017 and 170Edn(CS) dated 15.02.2018, the Principal of the College stated the necessity for forming a Selection Committee for

  
Principal & Secretary  
Rabindra Mahavidyalaya  
Champadanga, Hooghly(W.B)

  
President (acting)  
Rabindra Mahavidyalaya  
Champadanga, Hooghly(W.B)





# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estd. - 1971

NAAC (Cycle-2) Accredited B<sup>++</sup> Institution



Ref. No. RM/APPT/Sons/194/19

Date. 23-11-2019

To  
Amita Mandi,  
Vill-Gamarboni,  
Post - Satmouli,  
P.S. - Taldangra,  
Dist. - Bankura,  
Pin Code - 722149,  
West Bengal

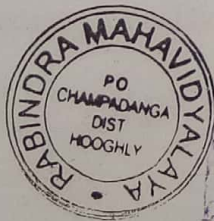
Sub: Letter of appointment in the post of Assistant Professor in Sanskrit.

Madam,

According to the direction of the Governing Body of this College and on the recommendation of the West Bengal College Service Commission, I do hereby appoint you as an **Assistant Professor in Sanskrit** in our College **Rabindra Mahavidyalaya** on a monthly pay of Rs. **21,600** in the Pay-scale of Rs.15,600-39,100 with Academic Grade Pay of Rs. 6000. You will be entitled to the allowances/benefits presently and as admissible from time to time from the date on which you join your service on substantive basis.

You will remain on probation for a period of one year with effect from the date of your joining. Regarding probation, confirmation and other conditions of service, you will be guided by the West Bengal College Teacher (Security of Service) Rules, 1977 read with The West Bengal Universities and Colleges (Administration and Regulation) Act, 2017 and Statutes/Regulations/Rules/Ordinance, etc. of the **University of Burdwan**.

This letter of appointment will be treated as cancelled if you fail to join the post by **10<sup>th</sup> day of December, 2019**.



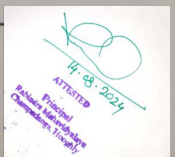
*Handwritten signature*  
12/12/19  
Lecturer-in-Charge  
Sabrakone Govt. P.T.T.I  
P.O.-Sabrakone, Dist-Bankura

Sincerely Yours,

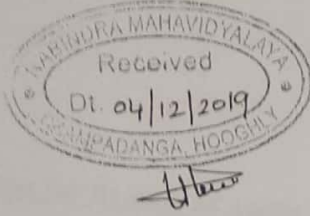
*Handwritten signature*  
Principal & Secretary

Principal & Secretary  
Rabindra Mahavidyalaya  
Champadanga, Hooghly (W.B.)

Copy forwarded to the **Secretary, West Bengal College Service Commission, Purta Bhavan (3<sup>rd</sup> Floor), DF Block, Sector-1, Salt Lake, Kolkata- 700091** for information with reference to this letter No. **1436-CSC/BU/(HGL)-11/17, dated 06/11/2019**







To  
The Principal,  
Rabindra Mahavidyalaya,  
Champadanga, Hooghly.

allowed to join  
at 10:30 Am (F/M)  
on 04.12.2019

Encb-13

04/12/2019  
Principal & Secretary  
Rabindra Mahavidyalaya  
Champadanga, Hooghly (W.B.)

Sub: Letter of Joining

Dear Sir,

I have the pleasure to inform you that in reference to your appointment letter (Ref. No.-RM/Appt/Sans/194/19, dated-23/11/2019) received by me on 02/12/2019, I like to join my service as Assistant Professor in Sanskrit in your college today, i.e., on 04<sup>th</sup> December 2019 forenoon.

Thanking you,

Yours faithfully,

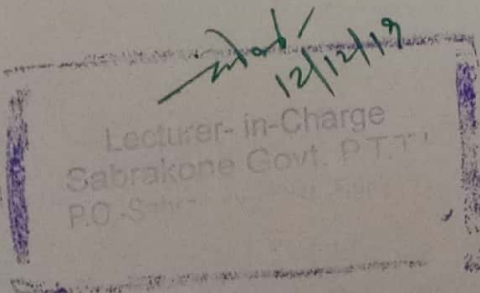
Amita Mandi

(Amita Mandi)

Date: 04.12.19

Champadanga, Hooghly

Attested



Encl-14  
(11A)

# Ann Seventh (7th) Meeting (2019) of the Governing Body of Rabindra Mahavidyalaya



Date : 17.12.2019

Time : 12:30 PM

Venue : The Chamber of  
the Principal

## Members

1. SRI RACHPAL SINGH
2. DR. PRASANTA BHATTACHARYA
3. PROF. SUJIT KUMAR ROY
4. PROF. JISHU SIL
5. PROF. SATYAJIT BISWAS
6. DR. TAPAN KUMAR GHOSH
7. PROF. SANCHAITA GHOSH
8. DR. KRISHNA KUMAR MONDAL
9. PROF. HARPADA DHARA
10. DR. SOMNATH DAS
11. SRI GOBINDA CHANDRA MONDAL

  
17/12/19  
  
17.12.19

  
17.12.19

Tapan K. Ghosh 17.12.19

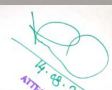
Sanchaita Ghosh 17.12.19

Krishna K. Mondal 17/12/2019.

Harepada Dhar 17/12/19

Somnath Das. 17/12/19

GoBINDA CH. MONDAL 17.12.19

  
14.12.2019  
ATTACHED  
Principal  
Rabindra Mahavidyalaya



Seventh(7<sup>th</sup>) meeting(2019) of the Governing Body of Rabindra Mahavidyalaya held on 17.11.2019  
12.30 PM in the Chamber of the Principal of the College.

**Members present:-**

1. Dr. Prasanta Bhattacharyya, Principal & Secretary
2. Dr. Sujit Kumar Roy, Nominee of West Bengal State Council of Higher Education
3. Prof. Satyajit Biswas, Government Nominee
4. Dr Tapan Kumar Ghosh, University Nominee
5. Prof. Sanchaita Ghosh, University Nominee
6. Dr. Krishna Kumar Mondal, Teachers' Representative
7. Prof. Haripada Dhara, Teachers' Representative
8. Dr. Somnath Das, Teachers' Representative
9. Sri Gobinda Ch Mondal, Non-Teaching Staff Representative

Prof. Sujit Kumar Roy, Hon'ble Nominee of the West Bengal State Council of Higher Education presided over the meeting.

**Item-1: Confirmation of the proceedings of the last meeting of the Governing Body dated 23.11.2019**

The proceedings of the last meeting held on 23.11.2019 were read out and confirmed.

**Item-2: Deliberation on points arising out of the confirmed minutes and actions taken.**

The Principal informed the House about the action taken in respect of the decision taken in the last meeting and since none of the members present asked for any change or modification of the proceedings of the last meeting, no deliberation was needed on points arising out of the confirmed minutes.

**Item-3: Land properties of the College lying outside the campus**

The Principal of the College placed before the members of the Governing Body all the relevant papers and documents relating to the lands and properties belonging to the College which lie outside the main campus and placed the present report about the mutation procedure in respect of the following properties:

Total area of Land in possession of the College = 42 bighas.

Total area of the College campus = 25 bighas.

Total area of the Land (outside main campus):-

In Colony => Land area = 10.5 bighas;

Moirapukur => Land area = 4 bighas; Pond = 1.5 bighas &

Jagannathpur => Land area = 85 satak.

The mutation procedure for the land and properties completed = 26 bighas and for the balance the due procedures are under process

To inform the members, the Principal stated the names and the amount due from the present cultivators which include:

14.08.2024  
ATTENDED  
Principal  
Rabindra Mahavidyalaya  
Chamber of the Principal

**Item-9: Appointment of Dr Safiul Alam Mollick in the post of Assistant Professor in Ph**

The Principal informed the House that the West Bengal College Service Commission(WBCSC) had sent a recommendation letter vide reference 1548/CSC/BU/(HGL.)-11/17, dated 04/12/2019 received on 07/12/2019 along with the data of the recommended candidate named Safiul Alam Mollick, S/o-Abul Kalam M Vill – Badulia, P.O.-Sagrai, Dist-East Burdwan, Pin Code-713424 for appointing Assistant Professor in the Department of Physics in our College. The members unanimously decided to consider the recommendation and asked the Principal to take necessary prompt steps regarding his appointment in the said post.

**Item-10: Joining of Sudha Anjela Dhan in the post of Assistant Professor in Zoology.**

On the basis of the recommendation of the West Bengal College Service Commission vide Memo 1350/CSC/BU/(HGL.)-11/17, dated 22/10/2019 and pursuant to the resolution of the Governing Body dated 23/11/2019 Sudha Anjela Dhan, D/o-Cyril Lucas Dhan, Keota Ghat South, P.O.-Sahaganj, Dist-Hooghly, Pin Code-712104 joined this college on 25/11/2019 as Assistant Professor in Zoology against vacancy No.-24(RP) vide college appointment No.-RM/Appt/Zoo/192/19, dated 23/11/2019.

The Governing Body accepted the joining of Sudha Anjela Dhan. The Principal was requested to do the needful regarding her fixation of pay etc.

**Item-11: Joining of Amita Mandi in the post of Assistant Professor in Sanskrit.**

On the basis of the recommendation of the West Bengal College Service Commission Memo 1436/CSC/BU/(HGL.)-11/17, dated 06/11/2019 and pursuant to the resolution of the Governing Body dated Amita Mandi, D/o-Surya Chandra Mandi, Village-Gamarboni, Satmouli, P.S.-Taldangra, Dist-Bankura, Pin-Code-722149 joined this college on 04/12/2019 as Assistant Professor in Sanskrit against vacancy No.-43(RP) vide college appointment letter RM/Appt/Sans/194/19, dated 23/11/2019.

The Governing Body accepted the joining of Amita Mandi. The Principal was requested to do the needful regarding her fixation of pay etc.

**Item-12: Leave applications**

No application for leave had been submitted for sanction so far and the members asked the Principal to go to the following agenda.

**Table Item**

**Item (TA-1): No Objection Certificate regarding transfer of Teachers**

The Principal raised the issue of transfer of teachers and the issuing of 'No Objection Certificate'. In response the members of the Governing Body pondered over the matter and decided in favour of sanctioning the same to any teaching staff asking for transfer.

14-12-2019  
 ATTENDED  
 Principal  
 Governing Body  
 Committee Room



transfer in the light of the recent transfer of Prof. Sreyasi Bandyopadhyay, Assistant Professor in Commerce and some other teachers already obtaining the NoC for such transfer.

#### Item (TA-2): Inter-College Cultural Competition

The Principal informed the House about the success of the Cultural Competition organized by the Cultural Sub-Committee of the College and how it led to two students obtaining the prize in Science Congress 2019 organized by the University of Burdwan. The members appreciated the performance of the students and further asked the Principal to organize an Inter-College Cultural Competition as a still bigger event for honing up the co-curricular skills of students hailing from other neighbouring institutions as well. The expenditure in this regard might be adjusted from the Cultural and Festival Fund of the College.

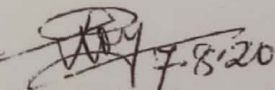
#### Item (TA-3): The College Magazine

The Principal reported that the College Magazine 'Charaibeti' had not been published for the last couple of years and that the Publication Sub-Committee was sounded out in earnest for quick publication of the said magazine. The members took note of it and asked the Principal to proceed in this regard.


The Teachers' Journal 'Pathikrit' had not been seeing the light of the day for the past several years and to this report of the Principal, the members suggested publication of a new book with ISBN index as an alternative that the Publication Sub-Committee and the concerned body of Teachers could think as an option.

Having nothing more to discuss the meeting ended with vote of thanks to the Chair.

*Principal & Secretary*  
**Rabindra Mahavidyalaya**  
Champadanga - Hooghly

  
(Dr. Sujit Kumar Roy)  
President

*President*  
**Rabindra Mahavidyalaya**  
Champadanga, Hooghly (W.B.)

  
14-08-2020  
Principal  
Rabindra Mahavidyalaya  
Champadanga, Hooghly



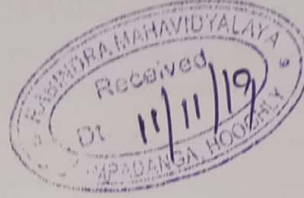
# THE WEST BENGAL COLLEGE SERVICE COMMISSION

PURTA BHAVAN (3<sup>RD</sup> FLOOR), DF BLOCK, SECTOR – I, SALT LAKE, KOLKATA – 700 091  
PHONE: Secretary – 033-2334-6675, Controller of Examinations-033-2337-4401  
Office - 033- 2337-2920

Ref. No. **1436** - CSC / BU / (HGL.) -- 11 / 17

Date: **06/11/19**

✓ To  
The Principal/ Teacher- in-charge/ Administrator  
Rabindra Mahavidyalaya  
P.O. Champadanga, Hooghly, West Bengal  
712401



Subject: Recommendation for the Post of Assistant Professor

Subject
Sanskrit

UR	SC	ST	OBC-A	OBC-B	PWD
		✓			

Dear Sir/Madam,

I am directed to communicate that the commission in its meeting dated 19/10/2019 has recommended **AMITA MANDI** (Registration No. **10009345**) son/ daughter of **SURYA CHANDRA MANDI** duly empanelled against Advertisement No. 1/2018 in terms of section 7 of The West Bengal College Service Commission Act, 2012 for appointment to the substantive post of **Assistant Professor in your college against the Vacancy with R. P. No. 43**. The basic eligibility details of the recommended candidate is enclosed herewith. You are requested to appoint the said candidate to the said post in your college within a period of one month from the date of receipt of the letter.

The appointment will be guided in accordance with the College Teacher (Security of Service) Rules, 1977, read with The West Bengal Universities and Colleges (Administration and Regulation) Act, 2017.

The copies of the appointment letter and the joining report of the candidate may please be forwarded to the Commission within one month for information and record.

Yours faithfully

Seen  
15/11/19

*N. Haldar*

Secretary/Controller of Examinations  
Controller of Examinations  
The West Bengal College Service Commission

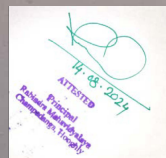
N.B. All original documents in support of eligibility of the candidate may please be verified & checked at the time of giving appointment.

No. - CSC / BU / (HGL.) -- 11 / 17

Date:

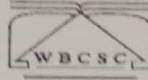
Copy forwarded to:

1. AMITA MANDI  
VILL-GAMARBONI, PO-SATMOULI, PS-TALDANGRA, DIST-BANKURA  
GAMARBONI WEST BENGAL 722149
2. The Director of Public Instruction, Education Directorate, Higher Education Department, Government of West Bengal, Bikash Bhavan, Salt Lake, Kolkata – 700 091 for information and necessary action.



Secretary/Controller of Examinations





## THE WEST BENGAL COLLEGE SERVICE COMMISSION

PURTA BHAVAN (3<sup>RD</sup> FLOOR), DF BLOCK, SECTOR – I, SALT LAKE, KOLKATA – 700 091

RELEVANT INFORMATION OF THE RECOMMENDED CANDIDATE (Advt. No. 1/2018)

1. NAME OF THE CANDIDATE	AMITA MANDI				
2. FATHER'S NAME	SURYA CHANDRA MANDI				
3. POSTAL ADDRESS	VILL-GAMARBONI, PO-SATMOULI, PS-TALDANGRA, DIST-BANKURA GAMARBONI WEST BENGAL 722149				
4. RESIDENTIAL ADDRESS	VILL-GAMARBONI, PO-SATMOULI, PS-TALDANGRA, DIST-BANKURA GAMARBONI WEST BENGAL 722149				
5. CONTACT NOS.	9836566807				
E. Mail	MANDI.AMITA@GMAIL.COM				
6. CASTE/CATEGORY					
UR	SC	ST	OBC-A	OBC-B	PWD
		✓			
7. DATE OF BIRTH					
17/01/1989					
8. MASTER'S DEGREE DETAILS					
Subject		% of Marks obtained		University /Institute	
SANSKRIT		65.5		BURDWAN	
9. NET / SET					
Yes	✓	No			
Qualifying year		2016			
10. Ph.D.					
Yes	No	✓	M.Phil.	Yes	No
					✓
11. EXPERIENCE( IN YEARS)					
FTT	GOVT. APPROVED PTT	GOVT. APPROVED CWTT	OTHERS		
12. In - service Teacher's Details					
DATE OF JOINING	SERVICE PERIOD	COLLEGE / INSTITUTION			

*N. Halder*  
Secretary/Controller of Examinations  
Controller of Examinations  
The West Bengal College Service Commission

14-03-2024  
ATTESTED  
Principal  
Examination  
Controller, Hooghly

# RABINDRA MAHAVIDYALAYA



Affiliated to the University of Burdwan  
Champadanga, Hooghly, West Bengal, Pin.- 712401  
Estd. - 1971



NAAC (Cycle-2) Accredited B<sup>++</sup> Institution

Ref. No. RM/178/22

Date. 02-12-2022

From:

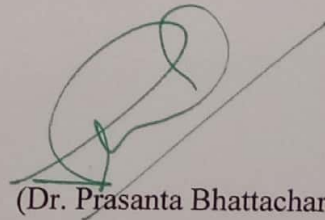
Dr. Prasanta Bhattacharyya,  
Principal & Secretary,  
Rabindra Mahavidyalaya,  
Champadanga, Hooghly

To

Prof. Amita Mandi  
Asst. Professor of Sanskrit  
Rabindra Mahavidyalaya,  
Champadanga, Hooghly (West Bengal).

I am happy to inform you that your service in this college as Assistant Professor of Sanskrit is confirmed with effect from 04/12/2019 (forenoon) by the Governing Body in its meeting held on 14/03/2022, Monday.

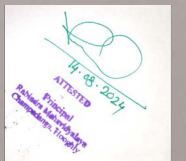
Yours Sincerely,



(Dr. Prasanta Bhattacharyya)

Principal & Secretary  
**Principal & Secretary**  
Rabindra Mahavidyalaya  
Champadanga • Hooghly

Received  
Amita Mandi  
02.12.2022





# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan  
Champadanga, Hooghly, West Bengal, Pin.- 712401  
Estd. - 1971



NAAC (Cycle-2) Accredited B++ Institution

Ref. No. RM/GB/Meet/365/20

Date. 31/07/2020

## Meeting Notice

The First(1<sup>st</sup>) meeting (2020) of the Governing Body of Rabindra Mahavidyalaya will be held on 07.08.2020 at 11-00 AM in the Chamber of the Principal of the College to transact the following items of business. Members are requested to attend the meeting.

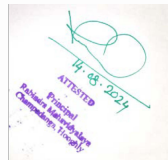
### Items:-

1. Confirmation of the proceedings of the last meeting of the Governing Body dated 17.12.2019.
2. Deliberation on points arising out of the confirmed minutes and action taken.
3. Pay revision of full-time Teachers, GLI, Librarians and Non-Teaching staff as per ROPA Rule 2019
4. Payment to NTS(Casual) and Canteen Staff in the wake of Covid-19
5. Extension of Lien in case of Dr. Subrata Roy, Asst. Prof. in Commerce
6. Appointment of Debasmita Sardar as Assistant Prof. in Chemistry as per recommendation of WBCSC vide letter No.1960-CSC/BU/(HGL)-11/17, dated 03/07/2020
7. Vacancy occurring due to transfer of Prof. Sreyasi Bandyopadhyay, Assistant Prof. in Commerce
8. Transfer orders vide i) G.O. No. 103-Edn(CS)/4A-81/2019, dated 28.01.2020 of Dr. Somnath Das, Assistant Professor in Commerce and ii) G.O. No. 111-Edn(CS)/4A-81/2019, dated 28.01.2020 of Dr. Subrata Roy, Assistant Professor in Commerce
9. Approval of joining of Dr. Arpan De in the post of Assistant Professor in Physics.
10. Approval of joining of Dr Safiul Alam Mollick in the post of Assistant Professor in Physics
11. Formation of Selection Committee for appointment of Non-Teaching Staff
12. Modification of Sub-committees and formation of Cells
13. 20 years continuous service benefit of Sri Uttam Kumar Ghorui, Clerk and Ram Chandra Manna, Skilled Laboratory Worker in Physics
14. 10 years continuous service benefit of Sri Binay Kumar Sadhukhan, Accountant
15. CAS Screening due in case of Dr. Somnath Das, Assistant Prof. in Commerce(Stage-II to III), Dr. Rabiul Alam, Assistant Prof. in Chemistry(Stage-I to II), Dr. Pirupada Malik, Assistant Prof. in Bengali (Stage-III to Associate Professor), Dr. Atanu Das (Stage-III to Associate Professor) and Dr. Krishna Kumar Mondal, Assistant Prof. in Mathematics (Stage-III to Associate Professor)
16. Letter of IC, The University of Burdwan pertaining to Purnima Manna former Guest Lecturer of Sanskrit
17. Leave applications
18. AOB with permission of the Chair.

(Dr. Prasanta Bhattacharyya)  
Principal & Secretary

**Principal & Secretary**  
Rabindra Mahavidyalaya  
Champadanga • Hooghly

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# THE WEST BENGAL COLLEGE SERVICE COMMISSION

PURTA BHAVAN (3<sup>RD</sup> FLOOR), DF BLOCK, SECTOR – I, SALT LAKE, KOLKATA – 700 091  
PHONE: Secretary – 033-2334-6675, Controller of Examinations-033-2337-4401  
Office - 033- 2337-2920

Ref. No. - 1960 - CSC / BU / (HGL.) -- 11 / 17

Date: 03/2/2020

To  
The Principal/ Teacher- in-charge/ Administrator  
**Rabindra Mahavidyalaya**  
P.O. Champadanga, Hooghly, West Bengal  
712401

Subject: Recommendation for the Post of Assistant Professor

Subject
Chemistry

UR	SC	ST	OBC-A	OBC-B	PWD
	✓				

Dear Sir/Madam,

I am directed to communicate that the commission in its meeting dated 14/03/2020 has recommended **DEBASMITA SARDAR** (Registration No. **10029954**) ~~son~~ daughter of **RAMCHANDRA SARDAR** duly empanelled against Advertisement No. 1/2018 in terms of section 7 of The West Bengal College Service Commission Act, 2012 for appointment to the substantive post of **Assistant Professor in your college against the Vacancy with R. P. No. 51**. The basic eligibility details of the recommended candidate is enclosed herewith. You are requested to appoint the said candidate to the said post in your college within a period of one month from the date of receipt of the letter.

The appointment will be guided in accordance with the College Teacher (Security of Service) Rules, 1977, read with The West Bengal Universities and Colleges (Administration and Regulation) Act, 2017.

The copies of the appointment letter and the joining report of the candidate may please be forwarded to the Commission within one month for information and record.

Yours faithfully

*[Signature]*

Secretary/Controller of Examinations

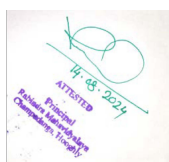
N.B. All original documents in support of eligibility of the candidate may please be verified & checked at the time of giving appointment.

No. 1960/1(2) - CSC / BU / (HGL.) -- 11 / 17

Date: 03/7/2020

Copy forwarded to:

- ✓ 1. DEBASMITA SARDAR  
VILL-MADHYA JHOREHAT, C. C. PAUL ROAD, P.O.-JHOREHAT, P.S.-SANKRAIL  
HOWRAH WEST BENGAL 711302
2. The Director of Public Instruction, Education Directorate, Higher Education Department, Government of West Bengal,  
Bikash Bhavan, Salt Lake, Kolkata – 700 091 for information and necessary action.



*[Signature]*  
Secretary/Controller of Examinations  
Controller of Examinations  
The West Bengal College Service Commission



# RABINDRA MAHAVIDYALAYA



Affiliated to the University of Burdwan  
CHAMPADANGA, HOOGHLY, WEST BENGAL, PIN.- 712401  
Estd.- 1971



NAAC (Cycle-2) Accredited B++ Institution

Ref. No. Rm / APH / CHEM / 367 / 20

Date 07.08.2020

To  
Debasmita Sardar  
Vill. - Madhya Jhorehat  
C.C.Paul Road  
P.O. - Jhorehat  
P.S. - Sankrail  
Dist.-Howrah  
Pin Code -711302  
West Bengal.

Sub: Letter of appointment to the post of Assistant Professor in Chemistry.

Sir/Madam,

According to the direction of the Governing Body of this College and on the recommendation of the West Bengal College Service Commission, I do hereby appoint you as an **Assistant Professor in Chemistry** in our College **Rabindra Mahavidyalaya** on a monthly pay starting at Academic Level 10 with rationalized entry pay of Rs. 57700/-. You will be entitled to the allowances/benefits presently and as admissible from time to time from the date on which you join your service on substantive basis.

You will remain on probation for a period of one year with effect from the date of your joining. Regarding probation, confirmation and other conditions of service, you will be guided by the West Bengal College Teacher (Security of Service) Rules, 1977 read with The West Bengal Universities and Colleges (Administration and Regulation) Act, 2017 and Statutes/Regulations/Rules/Ordinance, etc. of the **University of Burdwan**.

This letter of appointment will be treated as cancelled if you fail to join the post by **07<sup>th</sup> day of September, 2020**.



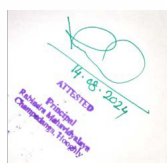
Sincerely Yours,

(Dr. Prasanta Bhattacharyya)

**Principal & Secretary**

**Rabindra Mahavidyalaya**

Copy forwarded to the Secretary, West Bengal College Service Commission, Purta Bhavan (3<sup>rd</sup> Floor), DF Block, Sector-1, Salt Lake, Kolkata- 700091 for information with reference to this letter No. **1960-CSC/BU/(HGL)-11/17, dated 03/07/2020**



To  
The Principal,  
Rabindra Mahavidyalaya,  
P.O-Champadanga, Hooghly  
West Bengal-712401



Dated: 07.08.2020

Subject: Joining Report

Respected Sir,

In response to your appointment letter vide memo no (RM/APP/CH/367/20) dated 7.8.20 in connection with the recommendation letter of West Bengal College Service Commission vide memo no. 1960-CSC/BU/(HGL)-11/17 dated 03.07.2020 for the post of Assistant Professor in the Department of Chemistry of Rabindra Mahavidyalaya, I would like to inform you that I am joining in your college today 07<sup>th</sup> August, 2020 (forenoon) as an Assistant Professor in chemistry and I will fulfill my duties sincerely, honestly and to the best of my abilities.

I thank you once again for providing me the opportunity to serve the college.

So I therefore request you to kindly accept my joining report.

Yours Sincerely,

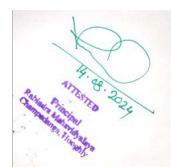
*Debasmita Sardar*

Dr. Debasmita Sardar

C/O-Ramchandra Sardar

Vill-Madhya Jhorehat, P.O-Jhorehat,  
West Bengal-711302

allowed to  
join on 07/08/2020  
at 11:30 AM (F/W)  
*[Signature]*  
07/08/2020  
Principal & Secretary  
Rabindra Mahavidyalaya  
Champadanga • Hooghly





# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estd. - 1971

NAAC (Cycle-2) Accredited B<sup>++</sup> Institution



Ref. No. RM/173/22

Date 02-12-2022

To

Dr. Debasmita Sardar

Asst. Professor of Chemistry

Rabindra Mahavidyalaya,

Champadanga, Hooghly (West Bengal).

**Sub: Confirmation of Service**

Dear Prof. Sardar

I am happy to inform you that your service in this college as Assistant Professor of Chemistry is confirmed with effect from 07/08/2020 (forenoon) by the Governing Body in its meeting held on 14/03/2022, Monday.

Yours Sincerely,

(Dr. Prasanta Bhattacharyya)  
Principal & Secretary

*Principal & Secretary*  
**Rabindra Mahavidyalaya**  
Champadanga, Hooghly (W.B)



3.	Prof. Susmita Sengupta	Asst.Prof of Geography	24.02.2020-07.03.2020	15
4.	Dr. Baisakhi Saha	Asst.Prof of Zoology	10.02.2020-03.03.2020	22
5.	Dr. Shelly Sinha	Asst.Prof of Botany	17.02.2020-02.03.2020	15
6.	Dr. Pronobi Porel	Librarian	20.02.2020-05.03.2020	15
7.	Dr. Pampa Mukherjee	Asst.Prof of Bengali	06.02.2020-24.02.2020	15

Considering adequate ground for availing such leave, all the members present approved of it and asked the Principal to grant the said leave in favour of the incumbents who had applied for it.

### Table Agenda

#### Item No.(TA-1): Approval of joining of Dr. Debasmita Sardar at 2 p.m.


On the basis of the recommendation of the West Bengal College Service Commission (WBCSC) vide Memo No vide reference no 1960-CSC/BU/(HGL) – 11/17, dated 03.07.2020 received on 10.07.2020 and pursuant to the resolution of the Governing Body dated 07.08.2020. Dr. Debasmita Sardar, joined this College on 07.08.2020 at 11.30 a.m. as Assistant Professor of Chemistry against the vacancy with R.P.no.51 vide College appointment letter No.RM/Apptt./CHEM/367/20, dated 07.08.2020. The Governing Body accepted the joining of Dr. Debasmita Sardar thus at 2 p.m. and the Principal was requested to do the needful regarding her fixation of pay, etc.


#### Item No. (TA-2): Letter of Dr. Jayanta Mukhopadhyay, Retd. Associate Professor of Physics

On the basis of the application made by Dr. Jayanta Mukhopadhyay, Retd. Associate Professor of Physics, the Principal informed the house that his date of PhD being 25.11.2011, he prayed for incremental benefit due to the award of Doctoral degree within his service period and at a time when he was designated as Associate Professor in Physics. The House took note of that and asked the Principal to arrange his relevant papers and send it to the Office of the DPI, the Department of Higher Education, Govt. of West Bengal for appropriate revision of his pension and claim of arrears admissible in his case. It was also noted that Dr. Mukhopadhyay retired on 31.08.2016.

#### Item No.(TA-3): College campus cleaning through 100 days work project

The Principal informed the House that the MREGA hundred days job conducted by the local Champadanga Gram Panchayet had been availed of by making an application to the Pradhan of the said Panchayet. The work of cleaning the campus, especially in the context of the pandemic as no upkeep could be arranged due to lockdown since the last week of March 2020, was in progress and more such work for the sake of the Institution would be carried out in days to come and that had been assured of by the Officials of the Panchayet.

  
Principal & Secretary  
Rabindra Mahavidyalaya  
Champadanga • Hooghly

  
President  
Rabindra Mahavidyalaya  
Champadanga, Hooghly (W.B)

  
14.08.2020  
Principal  
Rabindra Mahavidyalaya  
Champadanga, Hooghly



# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estd. - 1971



NAAC (Cycle-2) Accredited B<sup>++</sup> Institution

Ref. No. RM/GB/Meet/213(A)/19


Date. 09.12.2019

## Meeting Notice

The Seventh(7<sup>th</sup>) meeting (2019) of the Governing Body of Rabindra Mahavidyalaya will be held on 17.12.2019 at 12-30 PM in the Chamber of the Principal of the College to transact the following items of business. Members are requested to attend the meeting.

### Items:-

1. Confirmation of the proceedings of the last meeting of the Governing Body dated 24.11.2019.
2. Deliberation on points arising out of the confirmed minutes and actions taken.
3. Land properties of the College lying outside the campus
4. College Social and Annual Sports
5. Appointment of Bursar
6. Computerisation of the Office
7. Revamping the IQAC
8. Appointment of Dr. Arpan De in the post of Assistant Professor in Physics.
9. Appointment of Dr Safiul Alam Mollick in the post of Assistant Professor in Physics
10. Joining of Sudha Anjela Dhan in the post of Assistant Professor in Zoology.
11. Joining of Amita Mandi in the post of Assistant Professor in Sanskrit.
12. Leave applications
13. AOB with permission of the Chair.

  
(Dr. Prasanta Bhattacharyya)  
Principal & Secretary  
**Principal & Secretary**  
Rabindra Mahavidyalaya  
Champadanga • Hooghly

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14.12.2019  
Principal  
Rabindra Mahavidyalaya  
Champadanga, Hooghly





# THE WEST BENGAL COLLEGE SERVICE COMMISSION

PURTA BHAVAN (3<sup>RD</sup> FLOOR), DF BLOCK, SECTOR – I, SALT LAKE, KOLKATA – 700 091  
PHONE: Secretary – 033-2334-6675, Controller of Examinations-033-2337-4401  
Office - 033- 2337-2920

Ref. No. - 1547 - CSC / BU / (HGL.) -- 11 / 17

Date: 04/12/19

To  
The Principal/ Teacher- in-charge/ Administrator  
Rabindra Mahavidyalaya  
P.O. Champadanga, Hooghly, West Bengal  
712401

Subject: Recommendation for the Post of Assistant Professor

Subject
Physics

UR	SC	ST	OBC-A	OBC-B	PWD
✓					

Dear Sir/Madam,

I am directed to communicate that the commission in its meeting dated 16-11-2019 has recommended **ARPAN DE** (Registration No. **10021182**) son/ ~~daughter~~ of **ALOKE KUMAR DE** duly empanelled against Advertisement No. 1/2018 in terms of section 7 of The West Bengal College Service Commission Act, 2012 for appointment to the substantive post of **Assistant Professor in your college against the Vacancy with R. P. No. 53**. The basic eligibility details of the recommended candidate is enclosed herewith. You are requested to appoint the said candidate to the said post in your college within a period of one month from the date of receipt of the letter.

The appointment will be guided in accordance with the College Teacher (Security of Service) Rules, 1977, read with The West Bengal Universities and Colleges (Administration and Regulation) Act, 2017.

The copies of the appointment letter and the joining report of the candidate may please be forwarded to the Commission within one month for information and record.

Yours faithfully

*[Signature]*

Secretary/Controller of Examinations

N.B. All original documents in support of eligibility of the candidate may please be verified & checked at the time of giving appointment.

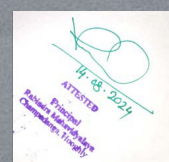
No. 1547 / 1(2) - CSC / BU / (HGL.) -- 11 / 17

Date: 04/12/19

Copy forwarded to:

1. ARPAN DE  
C/O: ALOKE KUMAR DE,  
VILL.+P.O.: RAJBALHAT,  
DIST.: HOOGHLY,  
WEST BENGAL,  
PIN: 712408  
RAJBALHAT WEST BENGAL 712408

2. The Director of Public Instruction, Education Directorate, Higher Education Department, Government of West Bengal, Bikash Bhavan, Salt Lake, Kolkata – 700 091 for information and necessary action.



*[Signature]*

Controller of Examinations  
The West Bengal College Service Commission



# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estd. - 1971

NAAC (Cycle-2) Accredited B<sup>++</sup> Institution



Ref. No. RM/APPT/Phy/219/19

Date. 17.12.2019.

To  
Arpan De,  
Vill. & P.O.- Rajbalhat,  
Dist.-Hooghly,  
Pin Code -712408,  
West Bengal

Sub: Letter of appointment to the post of Assistant Professor in Physics.

Sir/Madam,

According to the direction of the Governing Body of this College and on the recommendation of the West Bengal College Service Commission, I do hereby appoint you as an **Assistant Professor in Physics** in our College **Rabindra Mahavidyalaya** on a monthly pay of Rs. **21,600** in the Pay-scale of Rs.15,600-39,100 with Academic Grade Pay of Rs. 6000. You will be entitled to the allowances/benefits presently and as admissible from time to time from the date on which you join your service on substantive basis.

You will remain on probation for a period of one year with effect from the date of your joining. Regarding probation, confirmation and other conditions of service, you will be guided by the West Bengal College Teacher (Security of Service) Rules, 1977 read with The West Bengal Universities and Colleges (Administration and Regulation) Act, 2017 and Statutes/Regulations/Rules/Ordinance, etc. of the **University of Burdwan**.

This letter of appointment will be treated as cancelled if you fail to join the post by **06<sup>th</sup> day of January, 2020**.

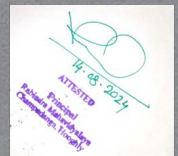


Sincerely Yours,

(Dr. Prasanta Bhattacharyya)

**Principal & Secretary**  
Rabindra Mahavidyalaya  
Champadanga - Hooghly

Copy forwarded to the **Secretary, West Bengal College Service Commission, Purta Bhavan (3<sup>rd</sup> Floor), DF Block, Sector-1, Salt Lake, Kolkata- 700091** for information with reference to this letter No. **1547-CSC/BU/(HGL)-11/17, dated 04/12/2019**





To

The Principal,

Rabindra Mahavidyalaya,

Champadanga, Hooghly.

Sub: Letter of Joining

Dear Sir,

I have the pleasure to inform you that in reference to your appointment letter (Ref. No.-RM/Appt/Phy/219/19, dated 17/12/2019) received by me on 17/12/2019, I like to join my service as Assistant Professor in Physics in your college today, i.e., on 20<sup>th</sup> December, 2019 forenoon.

Thanking you,

Yours faithfully,

Arpan De

(Arpan De)

Date: 20/12/2019

Champadanga, Hooghly

allowed to  
join on 20/12/2019  
at 10:30 AM (F/N)  
Principal  
Rabindra Mahavidyalaya  
Champadanga - Hooghly

4.8.2024  
Principal  
Rabindra Mahavidyalaya  
Champadanga - Hooghly



# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estd. - 1971

NAAC (Cycle-2) Accredited B<sup>++</sup> Institution



Ref. No. RM/176/22

Date 02-12-2022

To

Dr. Arpan De

Asst. Professor of Physics

Rabindra Mahavidyalaya,

Champadanga, Hooghly (West Bengal).

**Sub: Confirmation of Service**

Dear Prof. De

I am happy to inform you that your service in this college as Assistant Professor of Physics is confirmed with effect from 20/12/2019 (forenoon) by the Governing Body in its meeting held on 14/03/2022, Monday.

Yours Sincerely,

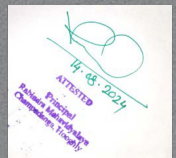
(Dr. Prasanta Bhattacharyya)

Principal & Secretary

Principal & Secretary

**Rabindra Mahavidyalaya**

Champadanga, Hooghly (W.B)







# THE WEST BENGAL COLLEGE SERVICE COMMISSION

PURTA BHAVAN (3<sup>RD</sup> FLOOR), DF BLOCK, SECTOR - I, SALT LAKE, KOLKATA - 700 091  
PHONE: Secretary - 033-2334-6675, Controller of Examinations-033-2337-4401  
Office - 033- 2337-2920

Ref. No. - 1548 - CSC / BU / (HGL.) -- 11 / 17

Date: 04/12/19

To  
The Principal/ Teacher-in-charge/ Administrator  
Rabindra Mahavidyalaya  
P.O. Champadanga, Hooghly, West Bengal  
712401

Subject: Recommendation for the Post of Assistant Professor

Subject
Physics

UR	SC	ST	OBC-A	OBC-B	PWD
			✓		

Dear Sir/Madam,

I am directed to communicate that the commission in its meeting dated 16-11-2019 has recommended **SAFIUL ALAM MOLLICK** (Registration No. **10004627**) son/ daughter of **ABUL KALAM MOLLICK** duly empanelled against Advertisement No. 1/2018 in terms of section 7 of The West Bengal College Service Commission Act, 2012 for appointment to the substantive post of **Assistant Professor in your college against the Vacancy with R. P. No. 52**. The basic eligibility details of the recommended candidate is enclosed herewith. You are requested to appoint the said candidate to the said post in your college within a period of one month from the date of receipt of the letter.

The appointment will be guided in accordance with the College Teacher (Security of Service) Rules, 1977, read with The West Bengal Universities and Colleges (Administration and Regulation) Act, 2017.

The copies of the appointment letter and the joining report of the candidate may please be forwarded to the Commission within one month for information and record.

Yours faithfully

sd/-

Secretary/Controller of Examinations

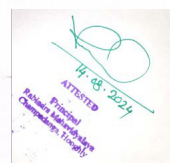
N.B. All original documents in support of eligibility of the candidate may please be verified & checked at the time of giving appointment.

No. 1548/1(2) - CSC / BU / (HGL.) -- 11 / 17

Date: 04/12/19

Copy forwarded to:

1. SAFIUL ALAM MOLLICK  
VILL - BADULIA, P.O. - SAGRAI, DIST.- EAST BURDWAN  
BADULIA WEST BENGAL 713424
2. The Director of Public Instruction, Education Directorate, Higher Education Department, Government of West Bengal, Bikash Bhavan, Salt Lake, Kolkata - 700 091 for information and necessary action.



Secretary/Controller of Examinations  
Controller of Examinations  
The West Bengal College Service Commission



# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estd. - 1971

NAAC (Cycle-2) Accredited B<sup>++</sup> Institution



Ref. No. RM/APPL/Phy/220/19

Date. 17-12-2019.

To  
Safiul Alam Mollick,  
Vill-Badulia,  
Post -Sagrai,  
Dist.- East Burdwan,  
Pin Code 713424,  
West Bengal

Sub: Letter of appointment to the post of Assistant Professor in Physics.

Sir/Madam,

According to the direction of the Governing Body of this College and on the recommendation of the West Bengal College Service Commission, I do hereby appoint you as an **Assistant Professor in Physics** in our College **Rabindra Mahavidyalaya** on a monthly pay of Rs. **21,600** in the Pay-scale of Rs.15,600-39,100 with Academic Grade Pay of Rs. 6000. You will be entitled to the allowances/benefits presently and as admissible from time to time from the date on which you join your service on substantive basis.

You will remain on probation for a period of one year with effect from the date of your joining. Regarding probation, confirmation and other conditions of service, you will be guided by the West Bengal College Teacher (Security of Service) Rules, 1977 read with The West Bengal Universities and Colleges (Administration and Regulation) Act, 2017 and Statutes/Regulations/Rules/Ordinance, etc. of the **University of Burdwan**.

This letter of appointment will be treated as cancelled if you fail to join the post by **06<sup>th</sup> day of January, 2020.**

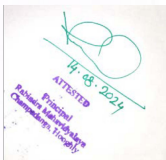


Sincerely Yours,

(Dr. Prasanta Bhattacharyya)

Principal & Secretary  
Rabindra Mahavidyalaya  
Champadanga, Hooghly

Copy forwarded to the Secretary, West Bengal College Service Commission, Purta Bhavan (3<sup>rd</sup> Floor), DF Block, Sector-1, Salt Lake, Kolkata- 700091 for information with reference to this letter No. **1548-CSC/BU/(HGL)-11/17, dated 04/12/2019**



To

The Principal,

Rabindra Mahavidyalaya,

Champadanga, Hooghly.

Sub: Letter of Joining

Dear Sir,

I have the pleasure to inform you that in reference to your appointment letter (Ref. No.-RM/Appt/Phy/220/19, dated 17/12/2019) received by me on 17/12/2019, I like to join my service as Assistant Professor in Physics in your college today, i.e., on 18<sup>th</sup> December, 2019 forenoon.

Thanking you,

Yours faithfully,

Safiul Alam Mollick  
(Safiul Alam Mollick)

Date: 18/12/2019

Champadanga, Hooghly

allowed to  
join on 18/12/2019  
at 10:30 AM (F/N)  
Principal  
Rabindra Mahavidyalaya  
Champadanga - Hooghly

4-8-2024  
ATTACHED  
Principal  
Rabindra Mahavidyalaya  
Champadanga - Hooghly



# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estd. - 1971

NAAC (Cycle-2) Accredited B<sup>++</sup> Institution



Ref. No. RM/174/22

Date. 02-12-2022

To

Dr. Safiul Alam Mollick

Asst. Professor of Physics

Rabindra Mahavidyalaya,

Champadanga, Hooghly (West Bengal).

## Sub: Confirmation of Service

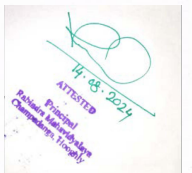
Dear Prof. Mollick

I am happy to inform you that your service in this college as Assistant Professor of Physics is confirmed with effect from 18/12/2019 (forenoon) by the Governing Body in its meeting held on 14/03/2022, Monday.

Yours Sincerely,

(Dr. Prasanta Bhattacharyya)  
Principal & Secretary

*Principal & Secretary*  
**Rabindra Mahavidyalaya**  
Champadanga, Hooghly (W.B.)





# THE WEST BENGAL COLLEGE SERVICE COMMISSION

6, Bhawani Dutta Lane, (4th Floor) Kolkata - 700 073  
(Near Presidency College, Kolkata) Ph. No. : 2241 2920

No. 275 / CSC/BU / Apptt 10

From : The Secretary,  
The West Bengal College Service Commission

Dated 12-03-10 2010

To : The Principal / Teacher-in-Charge,  
Saldiha College,  
Bankura.

PIN \_\_\_\_\_ Ph. No. \_\_\_\_\_

Subject : Recommendation for the post of Lecturer in Political Science  
Your Requisition No. \_\_\_\_\_

Sir / Madam,

after counselling session

UR SC ST OBC PH VH

I am directed to communicate that the commission in its meeting dtd. 12-03-10 has recommended Sri/Smt/Dr Krishna Kali Shankar Shaw son/daughter of Sri/Smt.

Sove Nath Shaw

03/04/09 duly empanelled (date of interview) against advertisement number 03/08 in terms of Section

7(1) of the West Bengal College Service Commission Act, 1978 for appointment to the substantive post of Lecturer in Political Science of your college against the vacancy

no. 33 (RP) reserved for UR|SC|ST|OBC|PH|VH vice Sri/Smt/Dr.

Sri N. C. Karmakar Retd. retired/resigned/dismissed/demised on

01.10.07 or New Post vide G. O. No. \_\_\_\_\_ dt. \_\_\_\_\_

A Xerox copy of the Bio-data submitted by the concerned recommended candidate is enclosed.

You are requested to appoint the said candidate to the said post of Lecturer of your college in accordance with the college Teachers (Security of Service) Rules, 1977 within a period of one month from the date of receipt of this letter. Copies of the appointment letter and joining report of the candidate may please be forwarded to the Commission for information and record.

Yours faithfully,

N.B. : All original documents may please be verified at the time of giving appointment

UR = Un Reserved

Secretary

No 275 / CSC/BU /1(2)/Apptt/010

dt. 12-03-10

Copy forwarded for information to :

1) Sri/Smt/Dr Krishna Kali Shankar Shaw

Borehat Kalitola, Golpukur Lane,

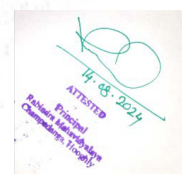
S.M. Sarani, P.O. Nutanganj, Dist : Burdwan

Pin : 713102

Contact No. \_\_\_\_\_

His/her willingness to join the said post should be submitted to the commission within 15 (Fifteen) days from the date of receipt of this letter.

- 2) The Director of Public Instruction and Ex-Officio Secretary, Higher Education Department, Govt. of West Bengal for favour of information.



Secretary 12/3/10





# SALDIHA COLLEGE

[ B+Accredited by NAAC ]

P.O. SALDIHA • DIST. BANKURA • PIN-722173

Phone : (03242) 262224

Fax : 913242-262224 • E-mail : princsidc@yahoo.com

Ref. No. .... SC/Apptt/10/717

Date..... 01.04.2010

To  
Shri Krishna Kali Shankar Shaw,  
S/O- Sove Nath Shaw,  
Borehat Kalitala, Golpukur Lane,  
S.M. Sarani, P.O.- Nutanganj,  
Dist. - Burdwan, Pin-713102.

Sir,

I am directed by the Governing Body to say that on the recommendation of the West Bengal College Service Commission vide letter No. 275/CSC/BU/Apptt/10 dt. 12.03.2010, you are appointed as a Lecturer in Political Science in the Saldiha College, Saldiha, Bankura on a pay of Rs. 8,000/- in the scale of pay of Rs.8, 000 -275- 13,500/- and subsequently you will get the salary as per ROPA-06 as and when available. You will be entitled to the allowance/benefits as admissible from time to time, with effect from the date on which you join the post on substantive basis.

You will remain on probation for a period of one year with effect from the date on which you join the post. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal College teachers (Security of Service) Act 1975 and the rules made there under in Ordinance etc. of the University of Burdwan.

This letter of appointment will be treated as cancelled if you fail to join the post by 30.04.2010.

Yours faithfully,

*[Signature]* 1/4/10

Principal/Secretary,  
Saldiha College



No. SC/Apptt/10/717(1) dt. 01.04.2010

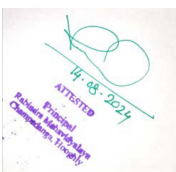
Copy forwarded to:-

The Secretary,  
West Bengal College Service Commission, West Bengal,  
6, Bhawani Dutta Lane, Kolkata-700 073 with reference to this letter  
No. 275/CSC/BU/Apptt/10 dt. 12.03.2010

Principal/Secretary,  
SALDIHA COLLEGE  
P.O.-Saldiha, Dist.-Bankura

*[Signature]*  
Principal/Secretary,  
Saldiha College

Principal/Secretary,  
SALDIHA COLLEGE  
P.O.-Saldiha, Dist.-Bankura



To  
The Principal/Secretary,  
Saldiha College,  
P.O.Saldiha,  
Dist.Bankura.

Date : 03.4.2010

Sub : Joining Report.

Sir,

With reference to your letter No.SC/Apptt/10/717  
dt.01.4.2010, I am joining my duties for the post of  
Lecturer in Political Science from the forenoon on 03.4.2010.

This is for your kind information and you are  
requested to do the needful.

Thanking you,

Yours faithfully,

*Krishna Kali Shankar Shaw*

(KRISHNA KALI SHANKAR SHAW)



Accepted

2/4/10

Principal / Secretary  
Saldiha College  
P.O.-Saldiha, Dist.-Bankura

14.08.2024  
ATTENDED  
Principal  
Saldiha College  
Dist. Bankura





# SALDIHA COLLEGE

[ B<sup>+</sup> Accredited by NAAC ]

P.O. SALDIHA • DIST. BANKURA • PIN-722173

Phone : (03242) 262224

Fax : 913242-262224 " E-mail : princsidc@yahoo.com

Ref. No.....

Date.....

## Extract of the G. B. resolution dt. 05/09/2011

Sri Nakul Chandra Mahato, WBCS (executive), Deputy Magistrate & D.C., Khatra is on the chair

(i-ii)

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(iii)

1) The matter relating to the confirmation of service of Sri Krishna Kali Shankar Shaw, Assistant Professor in Pol. Science after his completion of one year service is raised. Resolved that the service of Sri Krishna Kali Shankar Shaw in the post of Assistant Professor in Pol. Science be confirmed with effect from his date of joining (03.04.2010).

(v)-(ix)

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With a vote of thanks to chairs the meeting ended.

Sd/- Dr. T. K. Haldar  
Principal/ Secretary,  
G.B., Saldiha College

Sd/- N.C. Mahato  
(Dy. Magistrate & D.C.)  
Vice-President,  
G.B., Saldiha College

**ATTESTED**  
*[Signature]*  
Principal  
Saldiha College

*[Signature]*  
14.08.2024  
Principal  
Saldiha College

**Government of West Bengal**  
**Department of Higher Education**  
**College Sponsored Branch**  
**Bikash Bhavan, Salt Lake, Kolkata-700091**

No. 338-Edn(CS)/4A-15/2020

Dated, Kolkata the 5<sup>th</sup> March. 2020

**NOTIFICATION**

The services of *the following Associate / Assistant Professor*, now serving in the college mentioned in column 2 below, is hereby transferred in the same capacity, on his / her own seeking, and placed at the college mentioned in column 3, in terms of Rule 5(6) of the West Bengal Colleges (Transfer of Employees) Rules, 2017, read with Section 18 of the West Bengal Universities and Colleges (Administration and Regulation) Act, 2017;

Name & Designation	Name and address of the college presently serving in	Name and address of the college transferred to
<i>Krisna Kali Shankar Shaw</i> , Assistant Professor in Political Science	<i>Saldiha College</i> , Dist. – Bankura.	<i>Rabindra Mahavidyalaya</i> , Dist. – Hooghly.

The Principal / Vice-Principal / Teacher-in-Charge, as the case may be, of the college as mentioned in column 3 shall issue a formal appointment letter to the transferee immediately. The resolution of the Governing Body in this regard is dispensed with. A report confirming joining of the transferee in the said college shall be sent to the Director of Public Instruction, West Bengal.

The employee so transferred shall not be required to undergo any probation and his / her services under the previous employer shall be counted on his / her transferred posts for all purpose.

The college authority as mentioned in column 2 shall issue a release order in favour of the transferee forthwith and transfer all service particulars such as Service Book, Leave Statement etc. including the balance accumulated in the Provident Fund and other financial dues, if any, to the college as mentioned in column 3 as early as possible. The resolution of the Governing Body in this regard is dispensed with.

Leave with pay for a maximum period of 5 (five) days excluding holidays, if any, shall be granted by the college authority as mentioned in column 3. Such leave shall not be debited from any other leave account for which the employee concerned is eligible.

No travelling allowance or cost of transportation will be paid to *the transferee*, since the transfer has been made on his / her own seeking.

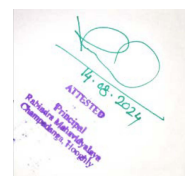
This transfer order precludes *the transferee*, from availing the benefit of Mutual transfer. The employee concerned is requested to join in his / her new place of posting within 60 days from the date of issue of this order.

Maintenance of Register of Appointment (RoA) shall be dealt in the light of this Department's G.O. No. 795-Edn (CS) dated 07.05.2019.

This is issued with the approval of competent authority.

All concerned are being informed.

Sd/-  
Joint Secretary







# SALDIHA COLLEGE

[ B+Re-Accredited by NAAC ]

P.O. SALDIHA • DIST. BANKURA • PIN-722173

Phone : (03242) 262224 • Fax : 913242-262224

Website : www.saldihacollege.com

E-mail : saldihacollege@yahoo.com / saldihacollege@gmail.com

Ref. No. SC/MISC/20/104

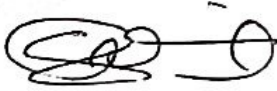
Date. 23.12.2020

## Release Order

In compliance with the Government Order vide Memo No. 338-Edn(CS)/4A-15/2020 dated- 05.03.2020, Sri Krisna Kali Shankar Shaw, Assistant Professor in Political science, Saldiha College, Saldiha, Bankura is hereby released on 23.12.2020 afternoon in order to enable him to join his new assignment.

Dated: 23.12.2020  
Saldiha



  
Principal.  
Saldiha College,  
Saldiha,  
Bankura  
Principal  
Saldiha College  
Saldiha, Bankura

Memo No. SC/MISC/20/104


Date: 23.12.2020

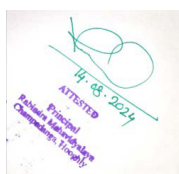
Copy forwarded to-

- 1) The Director of Public Instruction, West Bengal,
- 2) The Secretary, College Service Commission, Purta Bhavan, DF Block, 3<sup>rd</sup> Floor, Sector-1, Salt Lake, Kolkata- 91,
- ✓ 3) Sri Krisna Kali Shankar Shaw, Assistant Professor in Political science, Saldiha College, Saldiha, Bankura,
- 4) Office File.

Dated: 23.12.2020  
Saldiha



  
Principal.  
Saldiha College,  
Saldiha,  
Bankura  
Principal  
Saldiha College  
Saldiha, Bankura



# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estab. - 1971

NAAC (Cycle-2) Accredited B<sup>+</sup> Institution



Ref No. SM/APPET/Pol/403/20

Date 15-12-2020

From: Principal

To  
Prof. Krishna Kali Shankar Shaw  
Kajirhat, Goda Battala.  
P.O. - Lakurdi  
Dist.-Burdwan (East)  
Pin Code -713102  
West Bengal

**Sub: Letter of appointment.**

Sir,

I am to inform you that on recommendation of the Department of Higher Education, Govt. of West Bengal vide memo no. - 338-Edn(CS)/4A-15/2020 dated 05/03/2020, you are appointed Assistant Professor of Political Science at Rabindra Mahavidyalaya, Champadanga, Hooghly, Pin- 712401 in the same capacity as you are now and on the same pay & allowances drawn by you in your present College (Saldaha College, Bankura). You will be entitled to get the allowances/ benefits as admissible from time to time.

Regarding promotion, confirmation and other conditions of service, you will be guided by the West Bengal College Teachers (Security of Service) Act, 1977 and the rules made thereunder in addition to the Government Orders and Rules and Statutes/Regulations /Ordinances etc. of the University of Burdwan.

This letter of appointment will be treated as cancelled if you fail to join within 31.01.2021.

Thanking You,

Yours sincerely,

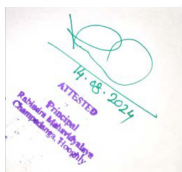
(Dr. Prasanta Bhattacharyya)

Principal

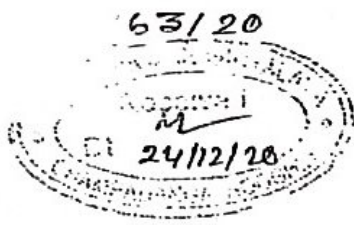
Rabindra Mahavidyalaya  
Champadanga-Hooghly

Copy forwarded to:

1. The Director of Public Instruction, Dept. of Higher Education, Govt. of West Bengal.
2. The Secretary, The West Bengal College Service Commission, Purta Bhavan, DF Block, 3<sup>rd</sup> floor, Sector-1, Salt Lake, Kolkata- 700091 for information with reference to the letter no. 338-Edn(CS)/4A-15/2020, dated 05/03/2020.







To  
The Principal  
RabindraMahavidyalaya  
Champadanga, Hooghly  
West Bengal

Sub : Joining report for the post of Assistant Professor in Political Science in  
RabindraMahavidyalaya.

Respected sir,

With reference to the letter no 338-Edn(CS)/4A-15/2020 dated 05/03/2020 of the department of higher education, government of West Bengal, recommending me for appointment to the substantive post of Assistant Professor in Political Science in RabindraMahavidyalaya and your letter RM/Apptt./pol/403/20 dated 15/12/2020 appointing me as an assistant professor in political science in your college, I beg to inform you that I would like to join your college today, i.e., 24/12/2020 (forenoon).

I shall be highly obliged if you kindly allow me to join the post with immediate effect.

Thanking you

Yours sincerely

*Krishna Kali Shankar Shaw*

**Krishna Kali Shankar Shaw**

Assistant Professor in Political Science

Dated : 24/12/2020

*Seen*  
*[Signature]*  
24/12/20





# THE WEST BENGAL COLLEGE SERVICE COMMISSION

PURTA BHAVAN (3<sup>RD</sup> FLOOR), DF BLOCK, SECTOR - I, SALT LAKE, KOLKATA - 700 091  
PHONE: Secretary - 033-2334-6675, Controller of Examinations-033-2337-4401  
Office - 033- 2337-2920

Ref. No. -

59 / CSC / BU / (HGL) - 11 / 17

Date: 03/7/19

To  
The Principal/ Teacher- In-charge/ Administrator  
Rabindra Mahavidyalaya

P.O. Champadanga  
Hooghly. W.B. 712401

Subject: Recommendation for the Post of Assistant Professor

Subject
Statistics

UR	SC	ST	OBC-A	OBC-B	PWD
✓					

Dear Sir/Madam,

I am directed to communicate that the commission in its meeting dated 11/06/2019 has recommended **SADANANDA NAYAK** (Registration No. 10030257) son/ daughter of **PHANI BHUSAN NAYAK** duly empanelled against Advertisement No. 1/2018 in terms of section 7 of The West Bengal College Service Commission Act, 2012 for appointment to the substantive post of **Assistant Professor in your college against the Vacancy with R. P. No. 55**. The basic eligibility details of the recommended candidate is enclosed herewith. You are requested to appoint the said candidate to the said post in your college within a period of one month from the date of receipt of the letter.

The appointment will be guided in accordance with the College Teacher (Security of Service) Rules, 1977, read with The West Bengal Universities and Colleges (Administration and Regulation) Act, 2017.

The copies of the appointment letter and the joining report of the candidate may please be forwarded to the Commission within one month for information and record.

Yours faithfully

sd/-

Secretary/Controller of Examinations

N.B. All original documents in support of eligibility of the candidate may please be verified & checked at the time of giving appointment.

No.

59/1(2) / CSC / BU / (HGL) - 11 / 17

Date: 03/7/19

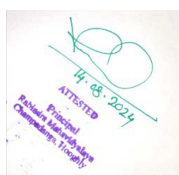
Copy forwarded to:

1. SADANANDA NAYAK  
SADANANDA NAYAK, VILL - PABRA, P.O. - PABRA, DIST. - BANKURA, PIN - 722143  
PABRA WEST BENGAL 722143

2. The Director of Public Instruction, Education Directorate, Higher Education Department, Government of West Bengal, Bikash Bhavan, Salt Lake, Kolkata - 700 091 for information and necessary action.

Secretary/Controller of Examinations

Dr. Nikhil Chandra Halder  
Controller of Examinations  
The West Bengal College Service Commission





# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estd. - 1971

NAAC (Cycle-2) Accredited B++ Institution



Ref. No. *RM/APPtc./133/19*

Date *27/07/2019*

To  
Sadananda Nayak,  
Vill- Pabra,  
P.O.- Pabra,  
Dist. - Bankura,  
PIN- 722143,  
West Bengal

Sub: **Letter of appointment in the post of Assistant Professor in Statistics.**


Sir,

According to the direction of the Governing Body of this college and on the recommendation of the West Bengal College Service Commission I do hereby appoint you as an **Assistant Professor in Statistics** in our college **Rabindra Mahavidyalaya** on a monthly pay of Rs. **21,600** in the Pay-scale of Rs.15,600-39,100 with Academic Grade Pay of Rs. 6000. You will be entitled to the allowances/benefits presently and as admissible from time to time from the date on which you join your service on substantive basis.

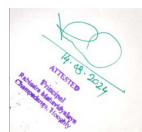
You will remain on probation for a period of one year with effect from the date of your joining. Regarding probation, confirmation and other conditions of service you will be guided by the West Bengal College Teachers' (Security of Service) Act, 1975 and the rules made there under in addition to the Government Orders and Rules and Statues/Regulations/Rules/Ordinance, etc. of the **University of Burdwan**.

This letter of appointment will be treated as cancelled if you fail to join the post by **14<sup>th</sup> day of August, 2019**.

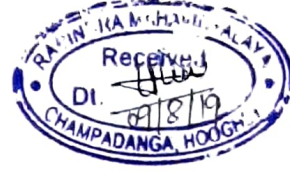
Sincerely Yours,

  
Principal & Secretary  
**Principal & Secretary**  
**Rabindra Mahavidyalaya**  
**Champadanga - Hooghly**

Copy forwarded to the Secretary, West Bengal College Service Commission, Purta Bhavan, DF Block, 3<sup>rd</sup> Floor, Sector-1, Salt Lake, Kolkata- 700091 for information with reference to this letter No. **59/CSC/BU/(HGL)-11/17, dated 03/07/2019**



R.No - 78/19



To

The Principal & Secretary

Rabindra Mahavidyalaya

Champadanga, Hooghly,

W.B., Pin - 712401

**Sub: Joining Letter as an Assistant Professor in Statistics.**

Respected Sir,

In response to your appointment letter vide memo no.

Rm /Apptt/133/19 dated 27/07/2019 and the recommendation vide memo no. 59/CSC/BU/(HGL)-11/17 dated 03/07/2019 of the West Bengal College Service Commission, I am pleased to inform you that I join in your college Rabindra Mahavidyalaya today forenoon as an Assistant Professor in Statistics.

Under the above circumstances, I fervently pray that I may kindly be permitted to join the said post with effect from this day forenoon and obliged.

Thanking you

yours faithfully,

Dated: 09.08.2019

*Sadananda Nayak*  
Sadananda Nayak

Place: Champadanga, Hooghly

*Allowed to join  
on 09/08/2019 at  
10:35 AM.*

*[Signature]*  
09/08/19  
Principal  
Rabindra Mahavidyalaya  
Champadanga - Hooghly





# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estd. - 1971

NAAC (Cycle-2) Accredited B<sup>++</sup> Institution



Ref. No. RM/175/22

Date. 02-12-2022

To  
Dr. Sadananda Chatterjee  
Asst. Professor of Statistics  
Rabindra Mahavidyalaya,  
Champadanga, Hooghly (West Bengal)

## Sub: Confirmation of Service

Dear Prof. Chatterjee

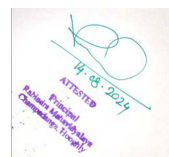
I am happy to inform you that your service in this college as Assistant Professor of Statistics is confirmed with effect from 09/08/2019 (F/N) by the Governing Body in its meeting held on 14/03/2022, Monday.

Yours Sincerely

(Dr. Prasanta Bhattacharyya)

Principal & Secretary  
*Principal & Secretary*

**Rabindra Mahavidyalaya**  
Champadanga, Hooghly (W.B.)



# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estd. - 1971

NAAC (Cycle-2) Accredited B++ Institution



Ref. No. RM/GB/129/19/A

Date. 18/07/2019

## Meeting Notice

An urgent meeting(3<sup>rd</sup>) of the Governing Body of Rabindra Mahavidyalaya will be held on 25/07/2019 at 9-00 AM in the Board Room of the college to transact the following item. Members are requested to attend the meeting.

### Item:-

1. Appointment of Sri Sadananda Nayak in the post of Assistant Professor in Statistics

(Dr. Prasanta Bhattacharyya)

Principal & Secretary

*Principal & Secretary*

Rabindra Mahavidyalaya

Champadanga, Hooghly(W.B)





Proceedings of the 3<sup>rd</sup> meeting of the Governing Body of Rabindra Mahavidyalaya held on 25/07/2019 at 9 am in the Board Room.

**Members present:-**


1. Sri Rachpal Singh, President
2. Dr. Prasanta Bhattacharyya, Principal & Secretary
3. Dr. Sujit Kumar Roy, Nominee of West Bengal State Council of Higher Education
4. Prof. Jishu Sil, Government Nominee
5. Prof. Satyajit Biswas, Government Nominee
6. Dr Tapan Kumar Ghosh, University Nominee
7. Prof. Sanchayita Ghosh, University Nominee
8. Dr. Krishnakumar Mondal, Teachers' Representative
9. Prof. Haripada Dhara, Teachers' Representative
10. Dr. Somnath Das, Teachers' Representative
11. Sri Gobinda Ch Mondal, Non-Teaching Staff Representative


Rachpal Singh, Hon'ble President of the Governing Body presided over the meeting.

**Item - 1: Appointment of Sri Sadananda Nayak in the post of Assistant Professor in Statistics**

The Principal informed the House that West Bengal College Service Commission(WBCSC) had sent a recommendation letter vide reference no. 59/CSC/BU/(HGL)-11/17, dated-03/07/2019 received on 15/07/2019 along with the bio-data of the recommended candidate named Sri Sadananda Nayak, S/o-Phani Bhusan Nayak, Vill-Pabra, P.O.-Pabra, Dist-Bankura, Pin-722143 for appointing him as Assistant Professor in the Department of Statistics at our college. The members unanimously decided to consider the recommendation and asked the Principal to take necessary and prompt steps regarding his appointment in the said post.

Having nothing more to discuss the meeting ended with vote of thanks to the Chair.

  
Principal & Secretary  
Rabindra Mahavidyalaya  
Champadanga, Hooghly(W.B)

  
10-8-19  
Rachpal Singh  
President  
Rabindra Mahavidyalaya  
Champadanga, Hooghly(W.B)

  
14-08-2019  
Principal  
Rabindra Mahavidyalaya  
Champadanga, Hooghly

# RABINDRA MAHAVIDYALAYA

Affiliated to the University of Burdwan

Champadanga, Hooghly, West Bengal, Pin.- 712401

Estd. - 1971

NAAC (Cycle-2) Accredited B++ Institution



Ref. No. RM/G.B./Meet/141/19

Date. 03/08/19

## Meeting Notice

The Fourth(4<sup>th</sup>) meeting (2019) of the Governing Body of Rabindra Mahavidyalaya will be held on 10.08.2019 at 12-00 noon in the Chamber of the Principal of the College to transact the following items of business. Members are requested to attend the meeting.

### Items:-

1. Confirmation of the proceedings of the last two meetings of the Governing Body dated 29.06.2019 and 25.07.2019.
2. Deliberation on points arising out of the confirmed minutes and actions taken.
3. Proposal for State Government grant for construction/repair of building and development grant for purchase of furniture, laboratory equipment, computer and peripherals.
4. Re-fixation of pay of Dr. Prasanta Bhattacharyya, Principal after pay protection as per vide G.O. No. 1181-Edn(CS)/5P-139/2018, dated-31.07.2019
5. Approval of additional charge of Head Clerk to Sri Binay Kumar Sadhukhan, Accountant.
6. Filling in of the vacant post of Cashier
7. Leave applications.
8. Joining of Dr Sadananda Nayak to the post of Asst. Prof. in Statistics
9. Principal's report.
10. AOB with permission of the Chair.

(Dr. Prasanta Bhattacharyya)  
Principal & Secretary

**Principal & Secretary**  
Rabindra Mahavidyalaya  
Champadanga • Hooghly

Binay//D:\college\GB\Notice\Notice-10.08.2019.doc



Phone : (03212) 255104 / E-mail : [principal@rabindramahavidyalaya.org](mailto:principal@rabindramahavidyalaya.org) || Website : [www.rabindramahavidyalaya.org](http://www.rabindramahavidyalaya.org)



**Item-8 :- Joining of Dr. Sadananda Nayak to the post of Asst. Prof. in Statistics.**

On the basis of the recommendation of the West Bengal College Service Commission Vide Memo No. 59/CSC/BU/(HGL)-11/17 dated 03/07/19 and pursuant to the resolution of the Governing Body dated 25/07/2019 Dr. Sadananda Nayak, S/O Phani Bhusan Nayak of Vill- Pabra, P.O.-Pabra, Dist- Bankura, PIN- 722143, West Bengal joined this college on 09/08/2019 (F/N) as an Assistant Professor in Statistics against vacancy R.P.No. 55 Vide College Appointment Letter No. RM/Apptt/133/19 dated 27/07/2019.

The Governing Body accepted the joining of Sadananda Nayak and the Principal was requested to do the needful regarding his fixation of pay and other related service facilities.

**Item -9:- Principal's Report.**

The Principal once again reiterated the stand of the Governing Body regarding unlawful entry of the outsiders. The members vouched for it and asked the Principal to maintain strict vigil at the entry points including the main entrance and thereby keep overall peace and harmony in the College premises. The visitors would be asked to put in their personal details in the Visitor's Book before entering the College.

A group of students belonging to TMCP students' organisation submitted a charter of demands and pledges which the Principal read out for all to hear. The members asked the Principal to do whatever would be needful in this regard.

**Table - Items**

**Item (TA-1): Reduction in number of Current Bank Accounts of the College**


Regarding financial matters of the college, Prof. Sujit Kumar Roy, President of this meeting, pointed out that the four current bank accounts of our College may be converted to one such account because some of them had been lying inoperative and moreover, the College had been losing out on the interest that would have been accruing had they been operated as savings accounts. He suggested that two out of such four accounts which are lying dormant at UBI, Chandannagore branch, A/C No.14411 and PNB, Chandannagore branch, A/C No.CD - 641 might be closed down while keeping alive the other two current accounts for the appropriate monetary transactions of the College. The said proposal was duly accepted by the members and hence resolved.

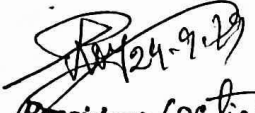
**Item (TA-2): Application of Dr. Rabiul Alam, Assistant Professor in Chemistry for CAS benefit (Stage-I to Stage-II)**

As the Principal placed the application of Dr. Rabiul Alam pertaining to his CAS benefit, the members suggested that a separate agendum for this would be needed for a formal approval in this regard. They asked the Principal to place the item in any such next meeting under an exclusive agendum for the applicant to get the approval.

Having nothing more to discuss the meeting ended with vote of thanks to the Chair.

President

  
Principal & Secretary  
Rabindra Mahavidyalaya  
Champadanga, Hooghly (W.B.)

  
President (acting)  
Rabindra Mahavidyalaya  
Champadanga, Hooghly (W.B.)

  
14.08.2024  
Principal  
Rabindra Mahavidyalaya  
Champadanga, Hooghly



# Code of Conducts for Students, Teachers, Governing Body and Non-Teaching Staff

## CODE OF CONDUCT STUDENTS

- Wearing of identity card is mandatory within the college campus.
- Student should attend classes regularly and on time.
- Student should participate actively in different outreach programmes organized by the N.S.S and N.C.C in extracurricular activities and in sports.
- Use of internet, computers, laptops, and tablets by the students within the college campus, should be strictly restricted to academic purpose only.
- Smoking and drinking is strictly prohibited within the college campus.
- Student should strive hard to maintain and improve the cleanliness of the college campus.
- Any damage caused to college property will be considered as punishable offence.
- 80% of the current value is to be recovered by the college library in case of any loss or damage of any book issued to a student by the college library.
- Presence of every student is mandatory in the induction meeting chaired by the principal or convened by the Department on commencement of an academic session.
- Regular attendance in the class is compulsory as irregularity interferes with the studies and the continuity of the disciplined life of a student. Except under special circumstances, nobody is allowed to appear in the examination without requisite attendance in the classroom.
- Any student, not conforming to the norms of the college and the hostel, is liable to disciplinary measures ranging from fines to expulsion.
- As a matter of principle, private tuition is discouraged by the authority of this institution. The immoderate dependence on private tutors not only affects the individual study of the student, but seriously erodes his/her confidence in himself.

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- Students with chronic communicable diseases/ illness must report the same before admission to the college

## CODE OF CONDUCT TEACHERS

### Discipline and Conduct:-

1. Subject to the provisions of the West Bengal College Teachers (Security of Service) Act, 1975 the teachers of a college (including the Principal), for reasons stated in paragraph (2) below and in the manner prescribed, shall be subject to the following disciplinary measures and actions as mentioned in paragraph (3) to be imposed by the Governing Body of the College.
2. West Bengal Universities and Colleges (Administration & Regulation) Act, 2017 (<https://wbhed.gov.in/readwrite/uploads/wbuniversitiesadministrationandregulationact2017.pdf>)
3. Reasons for the Disciplinary measures:-
  - i. Neglect of duty;
  - ii. Want of due diligence in the performance of duties;
  - iii. Dereliction of duty connected with work related to the University examinations;
  - iv. Engaging in any unauthorized work, gainful or otherwise;
  - v. Violation of orders regarding attendance and discipline ;
  - vi. Misappropriation and deflection of college fund;
  - vii. Insubordination or disregard or violation of the written orders of the superior authority;
  - viii. Bring or attempt to bring any political or other outside influence to bear upon any superior authority to further her/his interests in respect of matters pertaining to her/his service in the college;
  - ix. Failure to adhere to published rules/regulations;
  - x. Commission of any offence involving moral turpitude;
  - xi. Damage or misuse of college property or data; software licensing and other similar violation;
  - xii. Falsification of attendance, employment application, and/or other records/documents;
  - xiii. Unauthorized / unverified comment in the public domain (world wide web, electronic and print media) that will cause false alarm, disrepute, inaccurate representation in the public mind about the college;
  - xiv. Conviction by a criminal court;
  - xv. Talking of illegal gratification;
  - xvi. Tempering with official records;
  - xvii. Unauthorized absence;
  - xviii. Being in the college premises intoxicated state and or in possession and / or in use of illegal drugs or controlled substances;
  - xix. Being the college premises with possessions or use of weapons;
  - xx. Bigamy;
  - xxi. Engaging in sexual harassment of colleagues and students;

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xxii. Declining of assignments related to invigilation/paper setting/script evaluation of University Examination without any reason; or delay in submission of assignments paper setting/script evaluation of University Examination without any reason.

3. The University may direct the, Governing Body to initiate disciplinary proceedings against a teacher or the principal/ Teacher-in-Charge if the University, on approval from executive Council, decides on evidence that the concerned person is guilty dereliction of duty connected with any work related to University Examination and /or all other matters of affiliation.

4. **Disciplinary Measures:-**

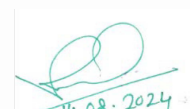
- a. Censure, to be recorded in her/his Service Book for future reference
- b. Recovery of pay, of the whole or part of any pensionary loss caused to the college by negligence or breach of any lawful order of the Governing Body or otherwise;
- c. Withholding of increments or withholding of career advancement or both;
- d. Suspension;
- e. Compulsory retirement;
- f. Removal from service which shall not be disqualification for future employment as a teacher.

5. No order imposing any of the aforesaid measures shall be issued without informing the teacher concerned of the charges against him and giving him an opportunity of being heard and except after an enquiry held as per the principles of natural justice and in a manner prescribed by the Governing Body of the College.

6. An Order of the Governing Body of the college imposing any of the penalties mentioned above shall be communicated to the teacher concerned and shall be reported to the concerned University.

7. A teacher, against whom an order imposing any of the penalties mentioned above has been passed, may prefer an appeal with in thirty days from the date of receipt of such order to the Governing Body for penalties mentioned at (a), (b) and (c) above; and to the director of public instruction, West Bengal for penalties mentioned at (d),(e),(f) and (g),. In the later case, the director of public instruction, West Bengal shall, after giving the teacher and the Governing Body of the college an opportunity of being heard, pass such orders as it thinks fit. The director of public instruction, West Bengal may, by his own order, delegate the power to some officer not below the rank of joint director of public instruction.

8. However before initiating such disciplinary measures against an erring teacher or Principal / Teacher in-charge, the Governing Body shall try to initiate corrective measures. If the injury caused by the offending act is minor, then the offender may be let of with a written caution. The particulars of the offending act, however, shall be recorded in his Service Book for future reference.

  
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9. Along with disciplinary measures, the Governing Body may also record its appreciation for teachers and principals for outstanding performance. The note of appreciation shall be recorded in the Service Book of the teacher or Principal concerned.

## CODE OF CONDUCT GOVERNING BODY

1. The Governing Body of every college shall be responsible for the power management of the affairs of the college and may exercise all such power and functions as may be necessary for the purpose. In particular, and without prejudice to the generally of the foregoing provision, the Governing Body of a college shall be responsible for ensuring-
  - a. That review is made of the results of the college and the University examinations and measures are adopted for academic improvement and maintenance of academic standards; and that working hours and actual teaching days of the college, workload and number of classes engaged for each course/subject taught are in conformity with university Acts and Statutes;
  - b. That steps are taken for creation of posts and appointment of Principal (or, in the absence of a Principal, of a Teacher-in-Charge) teachers and other staff in accordance with the provisions of any law or rule or order in force for the time being to provide the instructional and other services necessary for the efficient and effective operation of the college;
  - c. That the number of qualifications and the method of recruitment of the teachers and the conditions of their service are in accordance with the provisions of any law any rules or orders of Government of West Bengal and UGC, for the time being in force;
  - d. that the laboratory and other instructional facilities available are adequate for the instructional programme;
  - e. that the buildings in which the college is located are suitable for the purpose for which they are intended and are maintained at a satisfactory state of repair and sanitation;
  - f. that the library is properly equipped;
  - g. that the financial resources of the college are sufficient to ensure efficient and effective operation of the college;
  - h. that all information, returns, reports and other materials required by the University and the State Government are promptly collected, prepared and made available to the University and the State Government;
  - i. that all books, registers, records and accounts required to be maintained are kept up to date;
  - j. that due provision is made for the well being of students, management of their hostels and messes, health, recreation and sports;
  - k. that the students' discipline is maintained;
  - l. that proper assistance and facilities are given to the inspector of colleges and other persons appointed by the University for inspection and report;
  - m. that directions issued by the University from time to time are carried out and compliance with them reported speedily to the University; and
  - n. that all properties and funds of the college are properly controlled and administered.

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2. The college through its Governing Body may enter into contracts for its students which are not inconsistent with these statutes and regulations made under them providing for rights, benefits, and facilities to be enjoyed by students and specifying the terms upon which they are given or made available.
3. The Governing Body may appoint Academic Sub-Committee, Finance Sub-Committee and such other Sub-Committees as it may think fit, to advise the Governing Body for the efficient administration of the college, Such Sub-Committees except the Finance Sub-Committee may include teachers and non-teaching employees of the colleges other than the members of the Governing Body. The Principal shall be the chairman of such Sub-Committees as may be formed:

*Provided that at least six meetings of the finance Sub-Committee shall be held in an academic year.*

4. The Governing Body of any affiliated college may enter into collaborative arrangement with other authorities such as Open University, established by an Act of the State or Union Government, in setting up study centers of Distance education and extend necessary cooperation to such authorities as may be required by the letter for its effective functioning. The Principal/ Teacher-in-Charge of the College, as Secretary to the Governing Body, will sign the agreement or memorandum of Understanding such authorities and will inform the University.

The Principal / Teacher-in-Charge of each college for a period not exceeding thirty-six months shall be the Convener of the body by rotation.

#### **Meeting of the Governing Body**

1. Meetings of the Governing Body of a college shall be held ordinarily in the college premises, and shall be held at least six times in a year.
2. For a meeting of the Governing Body of the college including the meeting for election of the president the quorum shall be 50 percent of the total number of existing members of the Governing Body, or if such a total number is an odd number, 50 percent of the total number reduced by one.

*Provided that in the case of an adjourned meeting no quorum shall be required.*

*Note: A meeting of the Governing Body can be adjourn only if it has a quorum.*

3. The Secretary shall call a meeting if the President so direct him or if at least fifty percent of the existing members of the Governing Body requisition a meeting with intimation to the President. If however such a meeting is not convened by the secretary within ten days of direction of the president or of receiving such requisition, the president may convene a meeting of the Governing Body himself.
4. The Secretary shall send copies of minutes of previous meeting along with the notice of the meeting ordinarily at least seven days before the date of the meeting. In case of

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emergency the President may allow the Secretary to convene a meeting of the Governing Body with 24 hours' notice.

5. The meeting of the Governing Body shall be presided over by the President of the Governing Body. But in absence of the President of the Governing Body in a meeting any other member other than the principal or a teacher or a non-teaching employee or a student of the college concerned shall preside over such a meeting.
6. The President of the Governing Body can call Emergency Meeting of the Governing Body with single Agenda in case of necessity. In case of emergency meeting quorum is required.

### **Function of the Secretary of the Governing Body**

The Secretary of the Governing Body of every college shall-

- a. Ordinarily convene the meeting of the Governing Body. Maintain the records, conduct the official correspondence and keep the minutes of proceedings of the Governing Body;
- b. Send to the executive Council, when called upon by the executive Council to do so, originals or certified copies of such records, correspondence or minutes referred to above, as may be required by the executive Council; and
- c. Operate the college funds jointly with the President or any other member of the Governing Body (other than a teacher, employee or student of the college) as may be authorized by the Governing Body of the college.

### **Code of Conduct for Non-teaching Staff Members**


- Every member should follow a common set of guidelines to promote professionalism to fulfil the general aims of the college.
- Every staff-member will help establish an environment, suitable for a compassionate service, and promote excellences in the field of education.
- All non-teaching staffs are expected to respect and uphold the long tradition of service to humanity including respect for the campus, fellow stakeholders, and for the general well-being of the institution.
- All members are expected to be courteous to each other in all professional matters.
- Any kind of difference in opinion should be discussed and settled through such processes as may be prescribed by the various administrative levels of the institution.
- Grievances should be communicated through the institutional redressal procedures. These grievances will be redressed along the same laid out procedures.
- Employees must be sensitive to maintain gender equality, and behave mutually as well as respectfully irrespective of gender of an individual. They should encourage equal opportunities to all sections of society.
- Sense of absolute impartiality must be followed by all.
- All should take special care for the differently abled persons to meet their special needs.
- All are expected to associate amicably, with a spirit of tolerance and mutual respect. Hurtful statements, meant to injure the sentiments of fellow stakeholders, should be strictly abjured.

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- All are advised to assist and co-operate in all activities of the institution, academic and extracurricular to achieve overall excellence of the institution.
- All are expected to uphold the culture of the institution in their conversation, attire, and deportment.
- For the creation of responsible, dutiful and socially aware citizenry, every member should try to contribute to impart quality learning.

The institution urges all to help promote clean and green campus.

  
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