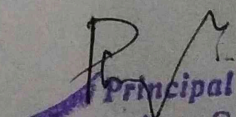


RAGHUNATHPUR COLLEGE

DIFFERENT SUB-COMMITTEES

2022-2023

1) Income Tax Committee		
Name & Designation of Teacher	Working as	Assigned Responsibilities
1. Dr. Abash Kumar Basu – <i>Associate Professor</i>	Convener	1) Calculation of the Tax liabilities of the employees 2) Providing assistance to the authority regarding calculation of TDS.
2. Bursar (Ex-Officio)	Member	
3. Prof. Rajesh Let – <i>Librarian</i>	Jt. Convener	
4. Dr. AsishGanguly – <i>Associate Professor</i>	Member	
5. Prof. Swadhin Sarkar – <i>Assistant Professor</i>	Member	
6. Prof. PintuMondal – <i>Assistant Professor</i>	Member	
7. Dr. Sk. Amanthulla – <i>Assistant Professor</i>	Member	
8. Prof. Aditya Das - <i>Assistant Professor</i>	Member	
2) Anti-Ragging & Disciplinary Committee		
1. Dr. Mohua Karmakar – <i>Associate Professor</i>	Convener	1) Stopping any Kind of Ragging and taking quick action if such kind of incidence happens within the campus. 2) Creating awareness among the students against ragging. 3) Ensuring general and specific well-being of the students in the college and helping them overcome their academic, social and personal hindrances. 4) Maintaining a disciplined college atmosphere & other matters
2. Mr. R. Let - <i>Hostel Super(Ex-Officio)</i>	Jt. Convener	
3. Prof. MunmunBasu – <i>Associate Professor</i>	Member	
4. Dr. Gour Mohan Dutta – <i>Associate Professor</i>	Member	
5. Dr. Mrityunjay Mandal – <i>Assistant Professor</i>	Member	
6. Prof. Pintu Mandal – <i>Assistant Professor</i>	Member	
7. Prof. Bikash Mondal – <i>Assistant Professor</i>	Member	
8. Prof Chayanika Singha Roy - <i>Assistant Professor</i>	Member	
9. Convener of Anti Sexual Harassment & Women Cell (Ex-Officio)	Member	
3) Career Counselling Cell		
1. Prof. Pralay Kundu – <i>Assistant Professor</i>	Convener	1) Providing support to the students in the development of soft skills and communication 2) Providing information of new job opportunities. 3) Introducing add-on or vocational courses.
2. Dr. Sk. Amanathulla - <i>Assistant Professor</i>	Jt. Convener	
3. Dr. Mrityunjay Mandal – <i>Assistant Professor</i>	Member	
4. Dr. SomnathKarmakar – <i>Assistant Professor</i>	Member	
5. Prof. Himalay Jana – <i>Assistant Professor</i>	Member	
6. Prof. Dyuti Samanta – <i>Librarian</i>	Member	
7. Prof. Rajesh Let – <i>Librarian</i>	Member	
8. Kalipada Mura – <i>Assistant Professor</i>	Member	
9. Dr. Kamal Bauri - <i>Assistant Professor</i>	Member	


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4) Cultural Committee

1. Prof.Manirul Islam – <i>Assistant Professor</i>	Convener	1) Organization of different cultural programs of the college. 2) Organization of the events like Annual Function, Annual Prize Distribution Ceremony, Teachers' Day, Independence day, Republic Day, 25 e Boisakh, 22 e Srabon, College Foundation day, other local festivals etc. 3) Preparation and maintainance of records of all cultural activities.
2. Dr.Jyoti Prakash Mandal – <i>Associate Professor</i>	Jt. Convener	
3. Prof.Munmun Basu – <i>Associate Professor</i>	Member	
4. Dr.Asish Ganguly – <i>Associate Professor</i>	Member	
5. Prof.Purnima Chatterjee - <i>Assistant Professor</i>	Member	
6. Prof Himalaya Jana - <i>Assistant Professor</i>	Member	
7. Prof.Dyuti Samanta – <i>Librarian</i>	Member	
8. Prof. Kalipada Mura - <i>Assistant Professor</i>	Member	
9. Prof.Bedanta Sinha – <i>Assistant Professor</i>	Member	
10. Dr.Swarnali Mukherjee – <i>Assistant Professor</i>	Member	

5) Admission Committee

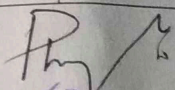
1. Prof . P Kundu , <i>T.C.S – (Ex-Officio)</i>	Convener	1) Monitoring, overseeing and supervising all issues related to admission and all the decision making related to it.
2. Prof.S. Mondal, <i>A.T.C.S – (Ex-Officio)</i>	Jt. Convener	
3. All HOD –(Ex-Officio)	Member	
4. ICT/Website Committee Members(Ex-Officio)	Member	
5. <i>Head Clerk</i>	Member	

6) Health Care Committee / West Bengal Health Scheme

1. Prof.Pintu Mondal – <i>Assistant Professor</i>	Convener	1) Providing help to the employees and authority regarding the implementation of West Bengal Health Scheme for GIA College & Universities.
2. Prof.Sadhin Sarkar – <i>Assistant Professor</i>	Jt. Convener	
3. Prof.SaikatMondal – <i>Assistant Professor</i>	Member	
4. Dr.MohuaKarmakar– <i>Associate Professor</i>	Member	
5. Dr. Kamal Bauri - <i>Assistant Professor</i>	Member	
6. Dr.Jinarul Haque Saikh – <i>Assistant Professor</i>	Member	
7. Dr.Anjan Kumar Sinha – <i>Assistant Professor</i>	Member	
8. Dr. Sk. Amanathulla – <i>Assistant Professor</i>	Member	

7) Retirement Benefit Committee

1. Dr.Abhash Kumar Basu – <i>Associate Professor</i>	Convener	1) Providing help to the authority regarding the preparation of pension booklet and other related documents in time so that incumbent should get the retirement benefits from the next date of his retirement.
2. Dr.Srinibas Nandi – <i>Associate Professor</i>	Jt. Convener	
3. Prof. Asit Ranjan Santra – <i>Associate Professor</i>	Member	
4. Co-ordinator , IQAC – (Ex-Officio)	Member	
5. Prof. Aditya Das – <i>Assistant Professor</i>	Member	


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8) Routine & Academic Calendar Committee

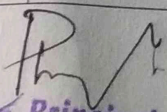
1. Dr.Asish Ganguly – Associate Professor	Convener	1) Preparation of Master Routine and Preparation of academic calendar.
2. Prof. Pintu Mandal – Assistant Professor	Jt. Convener	
3. Prof Swadhin Sarkar – Assistant Professor	Member	
4. Dr. Moumita Patra – Assistant Professor	Member	
9. Dr. Jinarul Haque Saikh – Assistant Professor	Member	
5. Dr. Kamal Bauri - Assistant Professor	Member	
6. Dr.Anjan Kumar Sinha – Assistant Professor	Member	
7. Dr. Subhasish Samai – Assistant Professor	Member	
8. Prof. Bedanta Sinha – Assistant Professor	Member	

9) Research & Seminar Committee

1. Dr.MoumitaPatra – Assistant Professor	Convener	1) Promoting the environment for research. 2) Encourage the faculty members to apply for research projects to the different funding agencies. 3) Organise Seminars, workshop and create a culture of knowledge sharing.
2. Prof. Dyuti Samanta - Librarian	Jt. Convener	
3. Prof.Purnima Chatterjee – Assistant Professor	Member	
4. Prof. Himalaya Jana – Assistant Professor	Member	
5. Prof.SaikatMandal – Assistant Professor	Member	
6. Dr. Sulaj Bala - Assistant Professor	Member	
7. Dr.Anjan Sinha - Assistant Professor	Member	
8. Dr.SkAmanathulla – Assistant Professor	Member	
9. Dr.Sandipan Roy – Assistant Professor	Member	

10) Asset Register Committee

1. Dr.Jinarul Haque Saikh – Assistant Professor	Convener	1) Providing help for updating the Asset Registrar of the College from time to time. 2) Providing help to the department regarding updation and proper maintenance of Departmental Asset Registrar.
2. Dr.Sandipan Roy – Assistant Professor	Jt. Convener	
3. Bursar (Ex-Officio)	Member	
4. Dr.Gour Mohan Dutta – Associate Professor	Member	
5. Dr. Somnath Karmakar – Assistant Professor	Member	
6. Dr. Mrityunjoy Mondal - Assistant Professor	Member	
7. Prof. Monirul Islam – Assistant Professor	Member	
8. Dr. Satyajit Das - Assistant Professor	Member	
9. Prof. Bedanta Sinha – Assistant Professor	Member	
10. Prof. Aditya Das – Assistant Professor	Member	
11. Dr. Swarnali Mukherjee – Assistant Professor	Member	


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11) Hostel Affairs Committee

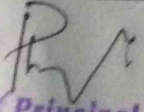
1. Hostel Super – (Ex-Officio)	Convener	1) Extending help and offering suggestions to the Hostel Super regarding the smooth running of Hostel 2) Visiting the Hostel and checking the quality of food and providing suggestion to the authorities regarding upliftment of the standard of College Hostel.
2. Prof.BikashMondal – <i>Assistant Professor</i>	Jt. Convener	
3. Prof.Asit RanjanSantra – <i>Associate Professor</i>	Member	
4. Prof. Monirul Islam – <i>Assistant Professor</i>	Member	
5. Prof.Kalipada Mura – <i>Assistant Professor</i>	Member	
6. Dr.SulajBala – <i>Assistant Professor</i>	Member	
7. Dr.Subrata Jana – <i>Assistant Professor</i>	Member	
8. Dr.Satyajit Das – <i>Assistant Professor</i>	Member	

12) Sports Committee

1. Dr.MrityunjoyMandal – <i>Assistant Professor</i>	Convener	1) Ensuring participation of students in different sports tournaments. 2) Taking steps to upgrade the sports friendly environment in the college
2. Dr. PrasenjitMahata – <i>Assistant Professor</i>	Jt. Convener	
3. Prof. Nayan Mudi – SACT	Member	
4. Dr.MohuaKarmakar– <i>Associate Professor</i>	Member	
5. Prof.Purnima Chatterjee – <i>Assistant Professor</i>	Member	
6. Prof Swadhin Sarkar – <i>Assistant Professor</i>	Member	
7. Prof. Pintu Mandal – <i>Assistant Professor</i>	Member	
8. Prof.DyutiSamanta – <i>Librarian</i>	Member	
9. Prof. Rajesh Let – <i>Librarian</i>	Member	
10. Prof.Swapan Orang – <i>Assistant Professor</i>	Member	
11. Prof.Kalipada Mura – <i>Assistant Professor</i>	Member	
12. Dr.SkAmanathulla – <i>Assistant Professor</i>	Member	
13. Prof. Bedanta Sinha – <i>Assistant Professor</i>	Member	

13) Environmental Awareness Committee

1. Dr.Gour Mohan Dutta – <i>Associate Professor</i>	Convener	1) Ensuring the college environment is eco friendly and sustainable in nature. 2) Providing suggestions and plan for the beautification of college and act accordingly. 3) Providing suggestion for maintenance and up gradation of existing gardens.
2. Prof.SaikatMandal – <i>Assistant Professor</i>	Jt. Convener	
3. Prof. Swapan Orang – <i>Assistant Professor</i>	Member	
4. Prof. Bikash Mandal – <i>Assistant Professor</i>	Member	
5. Dr. Sandipan Roy – <i>Assistant Professor</i>	Member	
6. Dr. Subhasish Samai – <i>Assistant Professor</i>	Member	
7. Dr. Satyajit Das – <i>Assistant Professor</i>	Member	
8. Prof. Aditya Das – <i>Assistant Professor</i>	Member	


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14) Canteen Committee

1. Prof.MunmunBasu – Associate Professor	Convener	1) Monitoring the functioning of the college canteen. 2) Assessment of food quality on a periodic basis. 3) Assessment of Rate chart.
2. Prof.Swadhin Sarkar – Assistant Professor	Jt. Convener	
3. Prof.Sampa Das – Associate Professor	Member	
4. Prof. Chayanika Singha Roy –Assistant Professor	Member	
5. Dr.Subrata Jana – Assistant Professor	Member	
6. Dr. Sk. Amanathulla– Assistant Professor	Member	

15) Institutional Grievance Cell

1. Dr. Ashish Gangopadhyay – Associate Professor	Convener	1) Looking after the complaints lodged by any student, and judge its merit. 2) Solving the grievances properly in a stipulated time frame. 3) Regularly checking the complaint box for grievances and putting them before the Cell in a meeting officially convened.
2. Prof.ChayanikaSingha Roy – Assistant Professor	Jt. Convener	
3. Dr. Srinibas Nandy - Associate Professor	Member	
4. Dr.Swarnali Mukherjee – Assistant Professor	Member	
5. Dr.Subrata Jana – Assistant Professor	Member	
6. Prof. Sulaj Bala – Assistant Professor	Member	
7. Babulal Bahadur - Peon	Member	

16) ICT/ Website Committee

1. Prof.DyutiSamanta – Librarian	Convener	1) Ensuring timely display of notices, events and regular updating of the college website & other matters 2) Studying websites of other leading educational institutes and providing input to the authority regarding updating the college website.
2. Dr.Asim Ghosh - Assistant Professor	Jt. Convener	
3. Prof.PralayKundu – Assistant Professor	Member	
4. Prof.PrasenjitMahato – Assistant Professor	Member	
5. Prof Saikat Mondal - Assistant Professor	Member	
6. Dr. Sandipan Roy - Assistant Professor	Member	
7. Head Clerk	Member	

17) Computer Supervision & e-waste Management

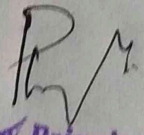
1. Prof.SaikatMandal – Assistant Professor	Convener	1) Preparing plans for e waste management 2) Monitoring the ICT of the departments and submit the requirement to the authority
2. Dr.Asim Ghosh – Assistant Professor	Jt. Convener	
3. Dr. Moumita Patra - Assistant Professor	Member	
4. Prof. Swapan Orang - Assistant Professor	Member	
5. Prof.BikashMandal – Assistant Professor	Member	
6. Dr.JinarulHaqueSaikh – Assistant Professor	Member	
7. Dr. Sk. Amanathulla – Assistant Professor	Member	
8. Dr.SubhasishSamai – Assistant Professor	Member	
9. Prof. Sougata Mukherjee - SACT	Member	

18) Post Creation Committee (Teaching & Non-Teaching)

1. Dr.Srinibas Nandi – <i>Associate Professor</i>	Convener	1) Providing help for the preparation of documents relating to the creation of new post. 2) Providing help for sending related documents to the concerned authorities regarding fill up of vacant post.
2. Prof.AsitRajanSantra – <i>Associate Professor</i>	Jt. Convener	
3. Prof.PralayKundu - <i>Assistant Professor</i>	Member	
4. Prof.Bedanta Sinha – <i>Assistant Professor</i>	Member	
5. Head Clerk	Member	

19) Anti Sexual Harassment & Women Cell (Both for Students and Staff)

1. Dr.AsishGanguly - <i>Associate Professor</i>	Convener	1) Organizing activities particularly on issues pertaining to 'Gender Sensitization', 'Violence Against Women' and legal provisions under 'The Sexual Harassment of Women at Workplace (UGC, Prevention, Prohibition and Redressal) of sexual Harassment of women employee and the students in Higher educational Institution) Regulation , 2015' amended time to time, for general awareness and make their campuses adequately gender sensitive. 2) Organizing various types of awareness programmes to encouragement of self-respect among women.
2. Prof.Purnima Chatterjee - <i>Assistant Professor</i>	Jt. Convener	
3. Prof.Sampa Das – <i>Associate Professor</i>	Member	
4. Dr.Jyoti Prakash Mandal – <i>Associate Professor</i>	Member	
5. Prof.Chayanika Sinha Roy – <i>Assistant Professor</i>	Member	
6. Dr.MohuaKarmakar – Member	Member	
7. Prof.Bedanta Sinha – <i>Assistant Professor</i>	Member	


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