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Dhaniakhali, Hooghly, 712302

Sarat Centenary College

Dhaniakhali, Hooghly

Founded: 1976

Recognised Under UGC 2F&12B

WB Govt. Aided

Affiliated to The University of Burdwan

3RD CYCLE NAAC ACCREDITATION PROCESS-2024

Criterion 6- Governance, Leadership and Management

ADMINISTRATIVE AND ACADEMIC BODY,
COMMITTEES AND SUB-COMMITTEES



[DR SANDIP KUMAR BASAK]
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GOVERNING BODY (Till 01.02.2019)

- Sri Ramendu Sinha Ray (President & Govt. Nominee)
- Dr. Susanta Bhattacharyya (Teacher-in-Charge & Secretary)
- Sri Kali Krishna Banerjee (Donor Member)
- Dr. Tapan Kumar Ghosh (B.U. Nominee)
- Dr. Nandita Basu (B.U. Nominee)
- Prof. Basudev Halder (Teacher's Representative)
- Dr. Ramanuj Konar (Teacher's Representative)
- Dr. Khandakar Mahammad Hasib (Teacher's Representative)
- Sri. Jagu Kumar Khan (Non-Teaching Representative)
- Sri Tamal Bandyopadhyay (Non-Teaching Representative)



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GOVERNING BODY (02.02.2019 to 26.12.2022)

- Md. Hanif (Hon'ble President & Govt. Representative)
- Dr. Sandip Kumar Basak (Principal & Secretary)
- Mr. Arup Kumar Sarkar (Govt. Representative)
- Mr. Sajal Basu Roy (WBSCHER Representative)
- Mr. Kali Krishna Banerjee (Donor Member)
- Dr. Mainak Kumar De (BU Representative)
- Dr. Tanu Rani Bera (Mukherjee), (BU Representative)
- Prof. Basudev Halder, (Teacher's Representative)
- Dr. Ramanuj Konar (Teacher's Representative)
- Dr. Khandakar Mahammad Hasib (Teacher's Representative)
- Mr. Shyamal Bhattacharyya, (Non-Teaching Representative)



[Handwritten signature of Dr. Sandip Kumar Basak]

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GOVERNING BODY (27.12.2022 to till date)

- Dr. Sanjib Bandyopadhyay, President
- Dr. Sandip Kumar Basak, Principal & Secretary
- Arijit Saha, State Govt. Nominee
- Surojit Modak, State Govt. Nominee
- Prof. Sanchaita Ghosh, University Nominee
- Dr Gopal Ray, University Nominee
- Dr. Ramanuj Konar, Teacher Representative
- Arabindu Sardar, Teacher Representative
- Basudev Halder, Teacher Representative
- Shyamal Bhattacharya, Non-Teaching Representative




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INTERNAL QUALITY ASSURANCE CELL (Till 01.02.2019)

- Dr. Susanta Bhattacharyya, Teacher-in-Charge (Chairperson)
- Dr. Gour Mohon Kundu, Principal & Secretary, Kabi Sukanta Mahavidyalaya
- Dr. Projjal Dutta, DREO, Chinsurah
- Dr. Srikanta Basu, Librarian, BN Mahavidyalaya
- Prof. Naba Kumar Karmakar, Associate Professor
- Dr. Quazi Taheruzzaman, Associate Professor
- Dr. Apan Kumar Pan, Associate Professor
- Prof. Sasim Gangopadhyay, Associate Professor
- Dr. Khandakar Mahammad Hasib, Assistant Professor
- Dr. Bidyut Santra, Assistant Professor
- Mr. Ramendu Sinha Ray, President of the GB
- Dr. Umesh Chandra Pan, Representative from Local Society
- Dr. Dipankar Ghosh, MD, Representative from Local Society
- Mr. Surojit Saha, Director, KPS Institute of Polytechnic
- Dr. Ramanuj Konar, Assistant Professor (Coordinator)




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INTERNAL QUALITY ASSURANCE CELL (02.02.2019 to till date)

- Dr. Sandip Kumar Basak, Principal, (Chairperson)
- Basudev Halder, Assistant Professor of Geography, (Teacher Member)
- Dr. Khandakar Mahammad Hasib, Assistant Professor of Botany, (Teacher Member)
- Dr. Bidyut Santra, Assistant Professor of Mathematics, (Teacher Member)
- Dr. Satyabrata Bhattacharyya, Assistant Professor of Physics, (Teacher Member)
- President, (Member from Management)
- Head Clerk, (Member from Administration)
- Accountant, (Member from Administration)
- One Nominee from Local Society: to be Nominated by President
- Student Representative: GS of The Students' Union
- Alumni representative: President of the Alumni Association
- Dr. Prajjal Dutta, (Nominee from Stakeholders: Nominated by Donor Member)
- Dr. Ramanuj Konar, Assistant Professor of English (Coordinator)




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INTERNAL COMPLAINTS COMMITTEE (ICC)

(02.02.2019 to 16.02.2023)

- Prof. Sabita Samanta, Associate Professor and Head, Department of Philosophy, West Bengal State University (Nominated by Principal)
- Dr. Ujjal Kumar Mukherjee, Associate Professor of Mathematics, (Teacher Representative)
- Dipanwita Ray, MPhil in Women's Studies, Govt. Approved PTT in Bengali, (Teacher Representative)
- Nemai Chandra De, Darwan, (Non-Teaching Member)
- Mangala Murmu, Lady Attendent, (Non-Teaching Member)
- Vice-President of the Students' Union (To be co-opted as Students' Representative for matter involving students)
- Assistant General Secretary of Students' Union (To be co-opted as Students' Representative for matter involving students)
- Girls' Common Room Secretary of the Students' Union (To be co-opted as Students' Representative for matter involving students)
- One Member from NGO (Preferably Female)- to be Nominated by President



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INTERNAL COMPLAINTS COMMITTEE (ICC)

(17.02.2023 to till date)

- Prof. Pratiti Ghosh, Professor & Head of the Department Physiology, West Bengal State University as Chairperson
- Dr Ujjal Kumar Mukherjee, Associate Professor of Mathematics, as Teacher Representative
- Soumi Chattopadhyay, SACT, as Teacher Representative
- Shri Tarun Kumar Maji, Bearer/Peon, as Non-Teacheing Representative
- Mangala Murmu, Lady Attendant, as Non-Teacheing Representative
- Vice-President of Students' Union (to be co-opted as Students' Representative for matter involving students)
- Assistant General Secretary of Students' Union (to be co-opted as Students' Representative for matter involving students)
- Girls' Common Room Secretary of the of Students' Union (to be co-opted as Students' Representative for matter involving students)
- Dr Maitreyi Banerjee, Advisor, Vivekananda Institute of Biotechnology, Shri Ramakrishna Ashram, Neempith, Soth 24 Parganas, as a member from NGO




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ANTI RAGGING COMMITTEE (12.10.2023 to till date)

- Principal as Chairperson
- BDO, Dhaniakhali/Representative as Member
- OC, Dhaniakhali/Representative as Member
- Local Media Representative as Member: Principal is requested to Nominate
- NGO Representative as Member: Principal is requested to Nominate
- Faculty as Member: Prof. Silky Pal
- Faculty as Member: Dr Ujjal Kumar Mukherjee
- Two Members from Parent of the Students: To be included as required
- Two 1st Year Students as Members: To be included after duly elected student council is formed
- Two 2nd Year Student as Member: To be included after duly elected student council is formed
- Non-Teaching Staff as Member: Smt. Mangala Murmu
- Non-Teaching Staff as Member: Shri Tamal Bandyopadhyay




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FINANCE COMMITTEE (till 01.02.2019)

- Mr. Ramendu Sinha (President of the GB & Govt. Nominee)
- Dr. Susanta Bhattacharayya Teacher-in-Charge (Convenor)
- Dr. Ramanuj Konar
- Prof. Basudev Halder
- Mr. Tamal Bandyopadhyay
- Arabindu Sardar, Bursar, (Permanent Invitee)
- Mr. Shyamal Bhattacharyya (Permanent Invitee)




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FINANCE COMMITTEE (01.02.2019-16.02.2023)

- Dr. Sandip Kumar Basak, Principal, Convenor
- Md. Hanif, Hon'ble President
- Dr. Mainak Kumar De, BU Representative
- Prof. Basudev Halder, Bursar
- Dr. Satyabrata Bhattacharyya, Convenor of Purchase and Tender Committee
- Dr. Ramanuj Konar, IQAC Coordinator
- Mr. Shyamal Bhattacharyya, Accountant



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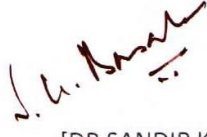
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FINANCE COMMITTEE (17.02.2023 to till date)

- Principal as Chairperson
- Hon'ble President, GB, as Member
- Dr Gopal Ray, University Nominee as Member
- IQAC Coordinator as Member
- Bursar as Member
- Convenor, Purchase Subcommittee, as Member
- Convenor, Building Subcommittee, as Member
- Accountant as Member




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PURCHASE & TENDER SUB-COMMITTEE (till 01.02.2019)

- Mr. Ramendu Sinha (President of the GB & Govt. Nominee)
- Dr. Susanta Bhattacharyya Teacher-in-Charge (Convenor)
- Arabindu Sardar, Bursar, (Permanent Invitee)
- Dr. Ramanuj Konar
- Prof. Basudev Halder (Convenor)
- Mr. Tamal Bandyopadhyay
- Mr. Shyamal Bhattacharyya, Accountant

PURCHASE & TENDER SUB-COMMITTEE (02.02.2019-16.02.2023)

- Dr. Sandip Kumar Basak, Principal,
- Md. Hanif, Hon'ble President
- Dr. Satyabrata Bhattacharyya, Assistant Professor of Physics, Convenor
- Prof. Basudev Halder, Bursar
- Mr. Shyamal Bhattacharyya, Accountant
- Mr. Manik Kumar De, Head Clerk




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PURCHASE & TENDER SUB-COMMITTEE (17.02.2023 to till date)

- Dr. Satyabrata Bhattacharya as Convenor
- Principal as Member
- Bursar as Member
- Convenor, Building Subcommittee, as Member
- Accountant as Member
- Cashier (Officiating) as Member



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BUILDING COMMITTEE (02.02.2019 to 16.02.2023)

- Dr. Sandip Kumar Basak, Principal, Convenor
- Dr. Mainak Kumar De, Representative of Affiliating University
- To be Nominated by Hooghly Zilla Parisad- Technical Representative of the Zilla Parisad (not below the rank of Assistant Engineer)
- Bursar, Representative from the Teachers of the College
- Convenor of Purchase and Tender Committee, Representative from the Teachers of the College
- To be Co-Opted- In case of Staff Quarters, A Representative of Non-Teaching Staff
- To be Co-Opted- In case of Departmental Buildings, A Representative from user Teaching Department
- Accountant- Representative from Account Division
- Head Clerk- Representative from Administration
- An Architect, (Registered with the council of Architecture)- To be engaged by the college



[Handwritten signature of Dr. Sandip Kumar Basak]

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BUILDING COMMITTEE (17.02.2023 to till date)

- Principal as Convenor
- IQAC Coordinator as Member
- One University Nominee to GB as Member
- Assistant Engineer, Hooghly Zilla Parishad, as Member
- Prof. Basudev Halder, Teacher Representative to GB, as Member
- Prof. Arabindu Sardar, Teacher Representative to GB, as Member
- Shri Shyamal Bhattacharya, Non- Teaching Representative to GB, as Member
- Cashier (Officiating) as Member
- Registered Architect to be engaged by College on Need Based
- User-teaching Department HoD to be co-opted for Departmental Buildings.




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ACADEMIC COUNCIL (Till 16.02.2023)

- Dr. Khandakar Mahammad Hasib, (Convenor)
- Dr. Ramanuj Konar (Coordinator of IQAC)
- Secretary of Teacher's Council
- Dr. Apan Kumar Pan,
- Prof. Sankar Deb Mondal
- Dr. Bidyut Santra
- Prof. Basudev Halder
- Prof. Avijit Das
- Prof. Nirmal Sur
- Prof. Moumita Chakraborty
- Prof. Bulbul Hosain
- Librarian



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ACADEMIC COUNCIL (17.02.2023 to till date)

- Principal as Chairperson
- Dr Bidyut Santra as Convenor
- Secretary, Teachers' Council, as Member
- IQAC Coordinator as Member
- HoDs of the Academic Departments as Members
- Librarian as Member
- Head Clerk (Officiating) as Member



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LIBRARY COMMITTEE (till 16.02.2023)

- Dr. Sandip Kumar Basak, Principal, (President)
- Sheuli Hazra, Librarian, (Convenor)
- Dr. Tanu Rani Bera (Mukherjee), (V.C. nominated Female member to the GB) (Member)
- Secretary, Teachers' Council (Member)
- Dr. Ramanuj Konar, (IQAC Coordinator) (Member)
- Convener of the Academic Council (Member)
- Bursar, (Member)
- Head Clerk (Member)
- Library Clerk (Member)
- GS of Students' Union as Student's Representative (Member)




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LIBRARY COMMITTEE (17.02.2023 to till date)

- Principal as Chairperson
- Library-in-Charge as Convenor
- Assistant Library-in-Charge as Co-Convenor
- Secretary, Teachers' Council, as Member
- IQAC Coordinator as Member
- Bursar as Member
- Accountant as Member



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ADMISSION IMPLEMENTATION SUB-COMMITTEE (till 16.02.2023)

- Prof Arabindu Sardar (Convenor),
- Dr. Pramit Rej (Jt. Convenor),
- Prof. Sasim Gangopadhyay,
- Prof. Basudev Halder,
- Dr. Bidyut Santra,
- Dr. Khandakar Mahammad Hasib,
- Prof Satyajit Sinha,
- Mr. Shyamal Bhattacharyya,
- Mr. Manik De,
- Mr. Barun Nandy



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ADMISSION IMPLEMENTATION SUB-COMMITTEE (17.02.2023 to till date)

- Principal as Chairperson
- Dr. Satyabrata Bhattacharya as Convenor
- Prof. Arabindu Sardar as Co-Convenor
- Dr. Bidyut Santra as Member
- Dr. Jayanta Manik as Member
- Accountant as Member
- Shri Barun Nandy as Member
- Shri Sayan Roy as Member



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NSS ADVISORY COMMITTEE (till 16.02.2023)

- Dr. Jagannath Chattopadhyay (Convenor),
- Dr. Khandakar Mahammad Hasib,
- Prof. Arabindu Sardar,
- Prof Basudev Halder,
- Dr. Ramanaj Konar,
- Prof Bulbul Hossain,
- Member from the local body,
- Mr. Manik Kumar De,
- Mr. Shyamal Bhattacharya,
- Mr. Tarun Kumar Mazi
- Programme Officers of the Three NSS Units



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NSS ADVISORY COMMITTEE (17.02.2023 to till date)

- Dr Jagannath Chattopadhyay as Advisor
- Prof. Arabindu Sardar as Convenor
- Prof. Pankaj Sen, Prof. Biswajit Pakhira and Dr Sunetra Banerjee as Programme Officers of the Three NSS Units
- Accountant as Member
- Cashier (Officiating) as Member




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MAGAZINE SUBCOMMITTEE (till 16.02.2023)

- Prof. Sankar Deb Mondal,
- Prof. Sunetra Banerjee (Convenor),
- Prof MD Asadullah,
- Prof Biswajit Pakhira,
- Prof. Avijit Das,
- Prof. Shyamantakmani Chatterjee



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MAGAZINE SUBCOMMITTEE (17.02.2023 to till date)

- Principal as Patron
- Dr Sunetra Banerjee as Editor
- Prof. Biswajit Pakhira as Member
- Prof. Md Asadullah as Member
- Prof. Chhattu Tudu as Member
- Dr Nabanita Pal as Member
- Dr KM Hasib as Member
- Librarian as Member
- Shri Tamal Bandyopadhyay as Member
- Magazine Secretary of Duly Elected Students' Council




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STUDENTS' WELFARE SUBCOMMITTEE (till 16.02.2023)

- Prof. Rintu Nath (Convenor),
- Dr. Apan Kumar Pan,
- Prof. Sanjib Nayek,
- Prof Md Asadullah,
- Prof Manab Ghosh,
- Mr Tarim Kumar Mazi,
- Mr. Chandan Ghosh,
- Mr. Aniruddha Das,
- Mr. Sayan Ray




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STUDENTS' WELFARE SUBCOMMITTEE (17.02.2023 to till date)

- Dr. Rintu Nath as Convenor
- Bursar as Member
- Head Clerk (Officiating) as Member
- Cashier (Officiating) as Member
- AGS of Duly Elected Students' Council




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GYM/YOGA SUBCOMMITTEE (till 16.02.2023)

- Prof. Susil Kumar Pal (Convenor),
- Prof. Moumita Chakraborty,
- Parvin Sultana,
- Mr. Goutam Chakraborty,
- Anjuma Khatan,
- Mr. Aniruddha Das

GAMES & SPORTS SUBCOMMITTEE (17.02.2023 to till date)

- Head of Physical Education Department as Convenor
- Bursar
- Head Clerk (Officiating)
- Cashier (Officiating)
- Games Secretary of Duly Elected Students' Council



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REMEDIAL CELL (till 16.02.2023)

- Dr Bidyut Santra (Convenor),
- Prof. Basudev Halder,
- Dr. Khandakar Mahammad Hasib,
- Prof Avijit Das,
- Mr Manik Kumar De,
- Mr. Nemaï Chandra De

ENTRY-IN-SERVICE/ TRAINING & PLACEMENT (till 16.02.2023)

- Prof. Basudev Halder (Convener),
- Dr. Khandakar Mahammad Hasib,
- Prof. Pallabi Das,
- Prof. Dinabandhu Kundu,
- Mr. Shyamal Bhattacharya,
- Mr. Barun Nandy




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CAREER COUNSELLING CELL (till 16.02.2023)

- Dr. Khandakar Mahammad Hasib (Convenor),
- Dr. Rintu Nath,,
- Sheuli Hazra,
- Prof. Mansh Ghosh,
- Smt. Mongala Murmu,
- Mr. Uday Kumar Maitra

CULTURAL SUBCOMMITTEE (till 16.02.2023)

- Prof. Sanjib Nayek (Convenor),
- Dr. Jagannath Chattopadhyay,
- Prof. Sunetra Banerjee,
- Prof. Pankaj Sen,
- Prof. Dinabandhu Kandu,
- Smt. Mongola Murma,
- Mr. Tarun Kumar Mazi



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WOMEN STUDY CELL (till 16.02.2023)

- Prof. Sunetra Banerjee (Convenor),
- Prof. Nabanita Pal,
- Prof. Pallabi Das,
- Prof. Aditi Sinha,
- Smt. Mongola Murmu,

GENDER SENSITISATION CELL (17.02.2023 to till date)

- Dr Sunetra Banerjee as Convenor
- Prof. Silky Pal as Co-Convenor
- Prof. Parvin Sultana as Member
- Smt. Santi De as Member
- Girls' Common Room Secretary of the of Duly Elected Students' Union as Member




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NODAL OFFICERS FOR SEVERAL SCHOLARSHIPS, SCHEMES AND DATA-PORTALS

- Dr Pramit Rej as Nodal Officers for Student Data Web Portals, CM Relief Fund, UGC NAD, UGC ABC with office assistance from Shri Tamal Bandyopadhyay.
- Dr Suparna Sadhu as Nodal Officer for Student Credit Card with office assistance from Shri Aniruddha Das.
- Dr Sanjoy Mondal as Nodal Officer for Voter Enrolment with office assistance from Shri Surojit Bag.
- Dr Sunetra Banerjee as Nodal Officer for SVMCM Scholarship with office assistance from Shri Sayan Roy.
- Prof. Manika Mondal as Nodal Officer for Kanyashree with office assistance from Smt. Mongola Murmu.
- Prof. Md. Asadullah as Nodal Officer for Aikyashree with office assistance from Shri Uday Maitra.
- Dr Anup Pramanik as Nodal Officer for OASI Scholarship with office assistance from Shri Chandan Ghosh.
- Dr Veera Renuka Lobo as Nodal Officer for Jindal Foundation with office assistance from Shri Uday Maitra.
- Prof. Biswajit Pakhira as Nodal Officer for Rashtriya Sanskrit Sansthan with office assistance from Shri Uday Maitra.
- Shri Sudip Ganguly is entrusted to supervise, under the guidance of the Head Clerk (Officiating), all the office assistants as mentioned above.



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