

SADHANA SARKAR MEMORIAL HOSTEL

(FOR RAMMOHAN COLLEGE)

35, ABHEDANANDA ROAD, KOLKATA-700 006

PHONE : 2354-2704

Ref. No.....

Date.....16-02-2018

NOTICE

A meeting of the Hostel Committee will be held on 22nd February, 2018 Thursday, at 11 am. with the following agenda.

All the members and invitees are requested to be present there.

S. Sanyal
16/02/18

Secretary

Hostel Managing Committee

Rammohan College

Kolkata

Agenda :

- 1. Renovation and Repairing works of hostel building.**
- 2. Matters related to Administration.**

**Venue : 35, Avedananda Road
Kolkata-700006**

Time : 11.00 am -



Meeting of Managing Committee of Sadhana
Sarkar Memorial Hostel of Raimonoham
College held on 22nd February, 2018

Members Present :

Suresh Datta . 22.2.18

Samiti Das . 22.2.18

Shakuntala Bhadani 22/2/18

R. Chatterjee Barman 22.2.18

Modhustee Ganguly 22-2-18

Manisha Mukherjee 22.2.18

Saswati Sanyal 22/02/18

Siddh Chatterjee 22/2/18

Chandan Maiti' 22/02/18

Chandra Mukherjee 22/02/18

Sulekha Das 22/02/18

Proceedings of the meeting held on 22.02.2018

Members Present

1. Ms. Samita Das	- Chairperson
2. Dr. Saswati Sanyal	- Secretary
3. Dr. Manisha Mukherjee	- Vice-Principal
4. Prof. Madhusri Ganguly	- Member
5. Ms. Surupa Datta	- Member
6. Ms. Raka Chatterjee Barman	- Member
7. Prof. Shakuntala Bhaduri	- Teaching Representative
8. Prof. Sipra Goswami	- Bursar
9. Sri Tridib Chakroborty	- Non-Teaching Representative
10. Sri Chandan Maiti	- Non-Teaching Representative
11. Ms. Chaina Mukherjee	- Superintendent
12. Ms. Sulekha Datta	- Accountant
13. Ms. Poulami Roy	- Students Representative
14. Ms. Alfa Khatun	- Students Representative
15. Ms. Susmita Goswami	- Students Representative

The meeting started with a prayer conducted by Dr. Manisha Mukherjee.

As Confirmation of the proceedings of the meeting held on 14.09.2017 was not included in the present meeting agenda, it was decided that it would be confirmed in the next meeting.

Sm. Samita Das mentioned that most of the work to be done suggested in the previous meeting remained incomplete. She suggested and all other members present felt that installation of CCTV must be implemented immediately. It was decided that the person who had installed CCTV in college would be contacted immediately for the job. Mr. Tridib Chakroborty ensured that the work will be done within 28.02.2018.

All agreed that Chimney was to be installed immediately. A branded commercial chimney was to be bought. Sm. Chaina Mukherjee and Sm. Sulekha Datta to implement the work before the next meeting on 06.03.2018.

Principal Prof. Saswati Sanyal reported that the present administration of the college just wanted to be appraised about the financial status of the grant received by the hostel. Budget and expenditure report to be produced as and when necessary, otherwise the hostel would function as before.

RENOVATION WORK : Principal reported that the MP LAD fund would be released only if construction work was done and not only repair work.

It was unanimously decided that new temporary construction work would be done on the roof top.

The work would be done under the supervision of a Corporation engineer. Tender to be called immediately.

The format of the tender to be provided by Prof. Sipra Goswami. Tender to be submitted within 7 days working days from the date of publication.

The solar panels to be left unaltered presently during the construction work.

Smt. Samita Das enquired about Biometric installation. It was decided that quotations were to be taken. Installation to be done before new session (2018-2019)

ADMINISTRATION : Principal reported some incompliance regarding hostel administration. She reported an incident where the study room was locked personally by some student causing inconvenience to others. The matters was reported to Prof. Manisha Mukherjee over telephone by some students. Prof. Manisha Mukherjee conveyed the matter to the Principal.

The students representative Poulami Roy reported that the study room was occupied by goods/articles since Saraswati Pujo upto Shiv Pujo. This resulted in space shortage in the study room leading to discontent among students which led to such indisciplined act. She also reported that there were inadequate sitting arrangement in the study. Principal suggested that a few chairs may be supplied if necessary.

Prof. Manisha Mukherjee questioned whether the students had reported the matter to the Principal before locking the room.

Prof. Madhushri Ganguly questioned as to why Chaina allowed students to take initiative to re-open the locked room by newly made key. She suggested that any such students' indiscipline should not be dealt single handedly but only after consulting the college authority

Student Poulami Roy reported that the some students showed disrespect to Superintendent Sm. Chaina but she did not take action. She reported that there were five students in her room. Four of them were of the same stream and thus studied in group even after 11 pm. This was inconvenient to the fifth boarder of the room and she complained to Chaina. Chaina requested the study group to refrain from disturbance beyond 11 pm.

Members suggested that indisciplined students should be dealt with a firm hand.

Student Susmita Goswami suggested that a separate sick room be arranged for students of infectious diseases before they could leave for home. The members agreed to consider the suggestion. She also reported that although all requisite materials were supplied by the hostel authority the bathrooms were not cleaned properly. Principal once again requested the Superintendent to look into the matter. Susmita also put forth a request to waiver food charge during winter recess. It was suggested that a written application be made by the students to the authority regarding this matter.

It was reported by Smt. Sulekha Datta that the details mode of payment is mentioned clearly in the prospectus.

Student Alfa Khatun requested that a college representative accompany students participating in sports meet. Her complain that oncoming sports meet are not always informed in time to the students was refuted by Principal.

Prof. Manisha Mukherjee suggested that students representatives must attend hostel meeting after gathering complains and suggestions from all students.

Principal informed that phone calls to her from the hostel (except emergency calls) to be made only during fixed times - College hours and between 7pm to 8pm.

Smt. Sulekha Datta requested the doctors fees of attending physician be increased from Rs.150/- To Rs.200/- for visit. This was approved by all members.

Principal reported the difficulty of allowing a large section of the hostel staffs to attend picnic or outings at one time. Mr. Tridib Chakroborty reported that recently only few staff went at a time to solve such difficulty.

Discussion was made regarding the pending appointment of casual staff. Decision was taken that the process of selection may start in due course.

The meeting ended with thanks to the Chair.

S Sanyal
Principal
Rammohan College
Kolkata.-700009


An emergency meeting date : 11th Dec, 2018

1. Ms. Samita Das
Smilee Member
- 2. Prof. Saraswati Sanyal
Secretary ✓
3. Prof. Manisha Mukherjee
Vice Principal ✓
4. Prof. Sipra Goswami
Bibarer ✓
5. Prof. Nandini Dasgupta
Member
6. Ms. Surupa Talta
Member

7. Ms. Rakha Chatterjee Barman
Member

8. Prof. Madhusoni Ganguly
Member

9. Prof. Shakuntala Bhaduri
Teaching Representative ✓

10. Sri Chandan Maiti
Sri Tridib Chakroborty
Non Teaching Representative  10/11/18