

SALBARI COLLEGE

P.O.: Salbari, P.S.: Salbari, Distict: Baksa
BTR, Assam, PIN-781318
Phone: 03666-263051/52
Email: salbaricollege@gmail.com
Website: www.salbaricollege.ac.in



FIRST CYCLE NAAC ACCREDITATION 2023

CRITERION 5

STUDENT SUPPORT & PROGRESSION

5.1.4 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

Submitted to



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL



OFFICE OF THE PRINCIPAL
SALBARI COLLEGE

P.O. & P.S.- SALBARI, DIST.- BAKSA, BTC, ASSAM, PIN- 781318

Affiliated to Bodoland University, Kokrajhar

E-mail ID - salbaricollege@gmail.com

website : www.salbaricollege.ac.in

Phone No. 03666-263051

Ref. No.

Date

Composition of Internal Complaint Committee (ICC)

Presiding officer : Dr. Gapesh Ch Das, Asst. prof Dept of Economics
Contact: +91 8638364818, email: drgopeshdas@gmail.com

Members: 1. Narmada Basumatary, Asst prof Dept of Assamese
Contact : +91 70862 28894, email: narmadabasumatary@gmail.com

2. Radhika Devi Basumatary, Librarian
Contact: +91 80118 40814, Email: basumataryradhika@gmail.com

3. Dr. Ujjal Kalita, Asst. prof. Dept. of Philosophy.
Contact : +91 91011 07655, email: ujjalkalita975@gmail.com

4. Ramendra Goyary, Asst prof. Dept of Political Science
Contact : +91 80117 10535, email: ramendragoyary@gmail.com




Principal, Salbari College

Principal
Salbari College, Salbari, Baksa

Notification

It is hereby notified to all concerned that the following cells/committees have been constituted for the period of Three years from the academic session 2018-19 with the immediate effect in order to ensure smooth functioning of the college administration and to conduct and discharge different responsibilities of administrative, academic, co curricular activities, extension activities and any other responsibilities those deem fit and to extend cooperation with Principal of college and coordinator, IQAC for fostering a good and a congenial academic environment and all round development of the college.

Composition and Responsibilities various Cells/Committees.

1. Academic Monitoring cell:

Chairperson: Principal

Convener: Dr. Harisn Das, Asst. Prof. Dept of Assamese

Members: All HODs

Responsibilities:

- a. To ensure healthy academic environment in the institution
- b. To prepare academic calendar, class routine, etc.
- c. Bringing holistic academic development.

2. Admission Committee:

Chairperson: Principal

Convener: Hementa Baro, Asst. Prof. Dept. of English.

Members: All HODs

: Palash Basumatary, Senior Asst.

Responsibilities:

- a. To look after the issues relating to the admission
- b. To prepare merit list on the basis of merit
- c. To guide the intending students during the time of admission
- d. To ensure reservation policy

3. Examination Committee:

Chairperson: Principal

Convener: Charan Ch Basumatary, Asst. prof. Dept of Bodo

Members: 1. Dr. Dulen Basumatary, Vice-Principal

2. Ranendra Narzary, Asst. prof dept of Bodo

3. Tridib Ranjan Thakuria, Asst. Prof. Dept of English

4. Dr. Gapes Ch Das, Asst. Prof. Dept of Economics

Responsibilities:

- a. To look after the matters of conduct of examination in relation to University and College examination.

4. Research and Development Cell:

B Chairperson: Principal

Convener: Dr. Sankhang Basumatary, Asst. prof Dept of Economics

Members: 1. Dr. MU Akanda, Asst. prof. Dept of Education

2. Nitumani Das, Asst. Prof Dept of Assamese.

3. Mantu Boro, Asst. Prof. Dept of Political Science.

Responsibilities:

- a. To undertake publication works and encourage research activities.

5. Seminar Cell:

Chairperson: Principal

Convener: Hiren Boro, Asst. Prof Dept of Political Science.

Member: 1. Dr. Ujjal kalita, Asst. Prof. Dept of Philosophy

2. Sumitra Narzary, Asst. Prof. Dept of Bodo



Responsibilities:

- a. To organise national and state level seminars
- b. To instruct departments for departmental seminars.

6. NSS Cell:

Chairperson: Principal

Program officer: Ranendra Narzary, Asst. Prof. Dept of Bodo.

- Member: 1. Ramendra Goyary, Asst. Prof. Dept of Political Science
2. Dr Ujjal Kalita, Asst. Prof. Dept of Philosophy

Responsibilities:

- a. To undertake in campus and out campus activities
- b. To encourage students to enrol to the NSS

7. Cultural Cell:

Chairperson: Principal

Convener: Ramendra Goyary, Asst. Prof. Dept of Political Science

- Member: 1. Gautam Ch Kalita, Asst. Prof. Dept of History
2. Meena Kakati, Asst. Prof. Dept of Assamese.

Responsibilities:

- a. To encourage students for activities
- b. To work for the preservation of cultural heritage of locality
- c. To organise various cultural activity in the college

8. Grievance Redressal Cell:

Chairperson: Principal

Convener: Durlov Kr. Baro, Asst. Prof. Dept of Bodo

- Member: 1. Gwjwn Khungur Brahma, Asst. Prof. Dept of Political Science
2. Meena Kakati, Asst. Prof. Dept of Assamese.
3. Sumitra Narzary, Asst. prof, Dept of Bodo

Responsibilities:

- a. To settle grievance of the students in all matters
- b. To provide the safe and environment in the campus
- c. To prevent sexual harassment in the campus

9. Games and sports Cell :

Chairperson: Principal

Convener: Mantu Boro. Baro, Asst. Prof. Dept of Political Science

- Member: 1. Gaya Ram Basumatary, Asst. Prof. Dept of Education
2. Sanjay Kalita, Asst. Prof. Dept of Education.

Responsibilities:

- a. To encourage students for activities for sports activities
- b. To provide the students ambience of playing games and sports

10. Career counselling placement cell:

Chairperson: Principal

Convener: Hemannta Baro, Asst. Prof. Dept of English

- Member: 1. Dr. Gapesh Ch Das, Asst. Prof. Dept of Economics
2. Dinesh Swargiary, Asst. Prof. dept of Economics.

Responsibilities:

- a. To encourage the students for embarking counselling/coaching/seminar
- b. To organise counselling programs and placement related drive



11. Women Cell:

Chairperson: Nitumani Das, Asst. Prof. Dept of Assamese

Convener: Malina Boro, Asst. Prof. Dept of History

Member: 1. Sumitra Narzary, Asst. Prof. Dept of Bodo

Responsibilities:

- a. To ensure gender parity in the campus
- b. To organise gender sensitization programs

12. Anti -Ragging Cell:

Chairperson: Parimal Chandra Das, Asst. Prof Dept of Education

Convener: Gautam ch. Kallita, Asst. Prof. Dept of History

Member: 1. Meena Kakati, Asst. Prof. Dept of Assamese.

Responsibilities:

- a. To ensure ragging free campus

13. Library Management Committee:

Chairperson: Principal

Convener: Librarian

Member: 1. Dr. Dulen Basumatary, Vice Principal

2. Kunjalota Gayary, Asst. Librarian

Responsibilities:

- a. To encourage the students for using of library
- b. To provide maximum service to the students by increasing number of Books.

14. Green Audit Committee:

Chairperson: Principal

Convener: Hemanta Baro Asst. Prof. Dept of English

External Member: Dr. Diganta Narzary, Dept of Botany, Gauhati University

Member: 1. Hiren Boro, Asst. prof. dept of Political Science

2. Dr. Sankhang Basumatary, Asst. Prof. Dept of Economics

3. Dr. Harish Das, Asst. Prof Dept. of Assamese

Responsibilities:

- a. To maintain green campus
- b. To create a pollution free campus.
- c. To sensitize green initiate
- d. To manage waste material



Principal, Salbari College
Principal

Salbari College, Salbari, Baksa

Notification

It is hereby notified to all concerned that the following cells/committees have been constituted for the period of Three years from the academic session 2021-22 with the immediate effect in order to ensure smooth functioning of the college administration and to conduct and discharge different responsibilities of administrative, academic, co curricular activities, extension activities and any other responsibilities those deem fit and to extend cooperation with Principal of college and coordinator, IQAC for fostering a good and a congenial academic environment and all round development of the college.

Composition and Responsibilities various Cells/Committees.

1. Academic Monitoring cell:

Chairperson: Principal

Convener: Dr. Harisn Das, Asst. Prof. Dept of Assamese

Members: All HODs

Responsibilities:

- a. To ensure healthy academic environment in the institution
- b. To prepare academic calendar, class routine, etc.
- c. Bringing holistic academic development.

2. Admission Committee:

Chairperson: Principal

Convener: Hementa Baro, Asst. Prof. Dept. of English.

Members: All HODs

: Palash Basumatary, Senior Asst.

Responsibilities:

- a. To look after the issues relating to the admission
- b. To prepare merit list on the basis of merit
- c. To guide the intending students during the time of admission
- d. To ensure reservation policy

3. Examination Committee:

Chairperson: Principal

Convener: Charan Ch Basumatary, Asst. prof. Dept of Bodo

Members: 1. Dr. Dulen Basumatary, Vice-Principal

2. Ranendra Narzary, Asst. prof dept of Bodo

3. Tridib Ranjan Thakuria, Asst. Prof. Dept of English

4. Dr. Gapesh Ch Das, Asst. Prof. Dept of Economics

Responsibilities:

- a. To look after the matters of conduct of examination in relation to University and College examination.

4. Research and Development Cell:

Chairperson: Principal

Convener: Dr. Sankhang Basumatar, Asst. prof Dept of Economics

Members: 1. Dr. MU Akanda, Asst. prof. Dept of Education

2. Nitumani Das, Asst. Prof Dept of Assamese.

3. Mantu Boro, Asst. Prof. Dept of Political Science.

Responsibilities:

- a. To undertake publication works and encourage research activities.

5. Seminar Cell:

Chairperson: Principal

Convener: Hiren Boro, Asst. Prof Dept of Political Science.



Member: 1. Dr. Ujjal kalita, Asst. Prof. Dept of Philosophy
2. Sumitra Narzary, Asst. Prof. Dept of Bodo

Responsibilities:

- a. To organise national and state level seminars
- b. To instruct departments for departmental seminars.

6. NSS Cell:

Chairperson: Principal

Program officer: Ranendra Narzary, Asst. Prof. Dept of Bodo.

Member: 1. Ramendra Goyary, Asst. Prof. Dept of Political Science
2. Narmada Basumatary, Asst. Prof. Dept of Assamese

Responsibilities:

- a. To undertake in campus and out campus activities
- b. To encourage students to enrol to the NSS

7. Cultural Cell:

Chairperson: Principal

Convener: Ramendra Goyary, Asst. Prof. Dept of Political Science

Member: 1. Gautam Ch Kalita, Asst. Prof. Dept of History
2. Meena Kakati, Asst. Prof. Dept of Assamese.

Responsibilities:

- a. To encourage students for activities
- b. To work for the preservation of cultural heritage of locality
- c. To organise various cultural activity in the college

8. Grievance Redressal Cell:

Chairperson: Principal

Convener: Durlov Kr. Baro, Asst. Prof. Dept of Bodo

Member: 1. Gwjwn Khungur Brahma, Asst. Prof. Dept of Political Science
2. Meena Kakati, Asst. Prof. Dept of Assamese.
3. Sumitra Nazrary, Asst. prof, Ddept of Bodo

Responsibilities:

- a. To settle grievance of the students in all matters
- b. To provide the safe and environment in the campus
- c. To prevent sexual harassment in the campus

9. Games and sports Cell :

Chairperson: Principal

Convener: Mantu Boro. Baro, Asst. Prof. Dept of Political Science

Member: 1. Gaya Ram Basumatary, Asst. Prof. Dept of Education
2. Sanjay Kalita, Asst. Prof. Dept of Education.

Responsibilities:

- a. To encourage students for activities for sports activities
- b. To provide the students ambience of playing games and sports

10. Career counselling placement cell:

Chairperson: Principal

Convener: Hemanta Baro, Asst. Prof. Dept of English

Member: 1. Dr. Gapesh Ch Das, Asst. Prof. Dept of Economics
2. Dinesh Swargiary, Asst. Prof. Dept of Economics.



Responsibilities:

- a. To encourage the students for embarking counselling/coaching/seminar
- b. To organise counselling programs and placement related drive

11. Women Cell:

Chairperson: Nitumani Das, Asst. Prof. Dept of Assamese
Convener: Malina Boro, Asst. Prof. Dept of History
Member: 1. Sumitra Narzary, Asst. Prof. Dept of Bodo
2. Narmada Basumatary, Asst. Prof. Dept of Assamese.

Responsibilities:

- a. To ensure gender parity in the campus
- b. To organise gender sensitization programs

12. Anti -Ragging Cell:

Chairperson: Parimal Chandra Das, Asst. Prof Dept of Education
Convener: Gautam ch. Kallita, Asst. Prof. Dept of History
Member: 1. Meena Kakati, Asst. Prof. Dept of Assamese.

Responsibilities:

- a. To ensure ragging free campus

13. Library Management Committee:

Chairperson: Principal
Convener: Librarian
Member: 1. Dr. Dulen Basumatary, Vice Principal
2. Kunjalota Gayary, Asst. Librarian

Responsibilities:

- a. To encourage the students for using of library
- b. To provide maximum service to the students by increasing number of Books.

14. Green Audit Committee:

Chairperson: Principal
Convener: Hemanta Baro Asst. Prof. Dept of English
External Member: Dr. Diganta Narzary, Dept of Botany, Gauhati University
Member: 1. Hiren Boro, Asst. prof. dept of Political Science
2. Dr. Sankhang Basumatary, Asst. Prof. Dept of Economics
3. Dr. Harish Das, Asst. Prof Dept. of Assamese

Responsibilities:

- a. To maintain green campus
- b. To create a pollution free campus.
- c. To sensitize green initiate
- d. To manage waste material

15. NCC Cell: Chairperson: Principal

CTO: Dr. Sankhang Basumatary, Asst. Prof. Dept of Economics
Member: 1. Gwjwn Khungur Brahma, Asst. prof. dept of Political Science
2. Dr. Dulen Basumatary, Vice Principal

Responsibilities:

- a. To encourage students for enrolling in NCC
- b. To organise awareness campaign



16. Red Ribbon Cell: Chairperson: Principal

Convener: Dr. Chakradhar Das, Asst. Prof. Dept of Philosophy

Member: 1. Phanidhar Boro, Asst. prof. dept of Bodo

Responsibilities:

- a. To prevent use of intoxicating materials in the campus
- b. To sensitise the health issues
- c. To arrange health campms.



Principal, Salbari College

Principal
Salbari College, Salbari, Baksa



Executive Meeting
Redressal and Grievance Cell
Salbari College
Date: 13/04/2018
Venue: Confidential Room
Time: 2:00 PM



Agenda

1. President's Chair Taking
2. Explanation of the sitting
3. Regarding on the complaint for recheck of the Answer Script
4. Misc.
5. Presidential Speech & Dissolution of the sitting

Signatures of the attendance

1. Dr. Jagat Ch. Basumatary
2. Duxlov Kr. Baro. ASST. Psk. Dept of Bode
3. Ramenda Goyary
4. Dr. Harise Das
5. Narmada Basumatary
6. Himen Baro

Today, 13/04/2018 an executive sitting of Redressal and Grievance Cell, Salbari College is held under the president ship of Dr. Jagat Ch. Basumatary, Principal of the college to discuss the aforesaid agenda and adopts the following resolution:

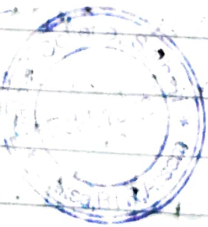
Resolution No. 1

The house adopts a resolution to request the head of Department of Assamese to resolve the complaint of rejection of the student as soon as possible.

Resolution No. 2

The house unanimously adopts a resolution to notify all the student to reach the said cell for any complaint in future.

At last, the president expresses his gratitude to all the members of the cell and dissolves the sitting.



Passed
[Signature]



Executive Meeting
Redressal and Grievance Cell
Salbari College

Date: 05/05/2019

Venue: Confidential Room
Time: 1:00 PM

Agenda

1. President's Chair Taking
2. Explanation of the sitting
3. Regarding on the complaint of student of Answer Script
4. Misc
5. Vote of Thanks
6. Presidential Speech and Dissolution of the sitting

Signature of attendance

1. Dr. Jagat Ch. Basumatary
2. Anshu K. Das, Asst. Prof. Dept of BEd
3. Ramendra Gogoi
4. Dr. Harish Das
5. Namada Basumatary
6. Himen Baro

Today, 05/05/2019 an executive meeting of Redressal and Grievance Cell, of the college is held under the president ship of Dr. Jagat Ch. Basumatary, Principal of the college to discuss the appraisal agenda and adopts the following resolutions.

Resolution No-1

The house, unanimously adopts a resolution to request the head of Assam Department to solve the complaint of the student within a week.

Resolution - 2

The house resolves to adopt a resolution to request all the department to tackle any departmental chaos within a limited period.

Last but not the least, the president offers his vote of thanks to all the attendance for their kind presence and declares the dissolution of the sitting.



Passed.
20

Principal
Salbari College, Salbari, Baksa



Executive Meeting
Redressal and Grievance Cell
Salbari College
Venue: Confidential Room
Date: 10/01/2022
Time: 1:00 PM

Agenda

1. President's Chair Taking
2. Explanation of the meeting
3. Regarding student's complaint
4. Misc
5. Presidential Speech & Dissolution of the meeting

Signature of the attendance

1. Dr. Jagat Ch. Basumatary
2. Anubi ko - Baro, Asst. Prof. Dept of BEd
3. Ramendra Goyary
4. Dr. Harish Das
5. Narmada Basumatary
6. Himen Baro

Today, 10/01/2022, an executive meeting of Redressal and Grievance Cell is held under the president ship of Dr. Jagat Ch. Basumatary, Principal of the college to discuss the above agenda and adopts the following resolution:

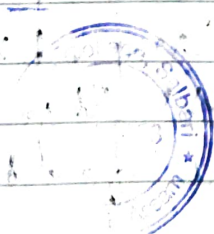
Resolution No. 1

After prolonged discussion on the complaint of the student the house adopts a resolution to entrust the HoD of Assamese for the solution of the problem as soon as possible.

Resolution No. 2

The house adopts a resolution to install redressal and grievance cell boxes in various places in the campus of the college.

At last, the president expresses his heartfelt gratitude to all the members present in the meeting and dissolves the meeting.



Passed
AM



Executive Meeting
Redressal and Grievance Cell
Salbari College

Date: 19/01/2023

Venue: Confidential Room
Time: 11:30 AM

Agenda

1. President's Chair Taking
2. Explanation of the Meeting
3. Regarding on the complaint of the students
4. Misc
5. Vote of Thanks
6. Presidential Speech & Dissolution of the meeting

Signature of the attendance

1. Dr. Jagat Ch. Basumatary
2. Dr. Mr. Basu, Asst. Prof. Dept of Bodo
3. Ramrinda Goyary
4. Dr. Harish Das
5. Radhika Devi Basumatary
6. Namrada Basumatary

Today, 19/01/2023 an executive meeting of Redressal and Grievance Cell is held under the president ship of Dr. Jagat Ch. Basumatary, Principal of the college to discuss the above agenda, and adopts the following resolutions:

Resolution No-1

The house unanimously adopts a resolution to entrust the HoD of Assamese to tackle the complaint of the student within a short period.

Resolution No-2

The house adopts a resolution to collect the complaints from all the departments to post mortem the issues for the future.

At last, the president offers his gratitude to all the members presence in the meeting and declares the dissolution of the meeting.



Passed.
/s/

Principal
Salbari College, Salbari, Baksa