



RAIDIGHI COLLEGE

(NAAC Accredited & ISO 9001:2015 Certified)
P.O. & P.S. -Raidighi, South 24 Parganas, Pin- 743383

Phone No. (03218) 358-262

Website – www.raidighicollege.in

Email – principal.raidighi@gmail.com, raidighicollege95@gmail.com



Sub-Committee: STUDENTS WELFARE AND SERVICES COMMITTEE

(Session: 2018-19)

NOTICE: Meeting no.01

A meeting of the Students Welfare and Services Committee will be held on 13th July 2018 at 1:00 pm in the Principal's chamber. All the members are requested to attend the said meeting.

- Agenda:
1. To discuss Girls Hostel facilities.
 2. Discussion on the enhancement of remedial class support for students.
 3. Improvement of class attendance of students
 4. Miscellaneous.

Members Present: Dr Sasabindu Jana-Principal

Prof. Sudhin Sinha- TCS
Prof Bidyut Saha- Convenor
Prof Asim Panda
Prof Swarup Purkait
Shri Saktipada Jana

- Resolutions taken:
1. For agenda one, it was decided immediate repair and maintenance work would be started to repair the fans and lights, and broken taps of toilets.
 2. It was decided an academic meeting would be called soon to discuss both agendas 2 and 3 with all the teaching staff members of the college.
 3. Under Miscellaneous different other topics were discussed revolving around student benefits like question banks, and campus cleanliness.




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NOTICE: Meeting No.02

A meeting of the Students Welfare and Services Committee will be held on 28th September 2018 at 12:00 noon in the Principal's chamber. All the members are requested to attend the said meeting.

Agenda:1. To discuss Library facilities.

2. Discussion on the repair work to be done in Boy's common room.
3. Maintenance of water purifiers
4. Organizing student seminar-World Heart Day-

Members Present: Dr Sasabindu Jana-Principal

Prof. Sudhin Sinha- TCS

Prof Bidyut Saha- Convenor

Prof Arindam Bhattacharyya

Shri Saktipada Jana

Prof Swarup Purkait

Barun Halder-Librarian

Resolution taken: 1. Smooth access to books and magazines to be made to students without a long wait.

2. Repair work of boys' common room to be started soon.
3. Renewal of contract with water purifier mechanic for timely maintenance.
4. Encouraging departments to organize student seminars.



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NOTICE: Meeting No.03

A meeting of the Students Welfare and Services Committee will be held on 18th January 2019 at 1:30 pm in the Principal's chamber. All the members are requested to attend the said meeting.

- Agenda: 1. To discuss important days or events
2. Discussion on the repair work to be done in the college canteen.
3. Maintenance of drinking water tanks.
4. To organize sports and annual cultural activities.

Members Present: Dr Sasabindu Jana-Principal
Prof. Sudhin Sinha- TCS
Prof Bidyut Saha- Convenor
Prof Arindam Bhattacharyya
Shri Saktipada Jana
Prof Swarup Purkait
Prof Asim Panda

- Resolution taken: 1. All the HoDs will be informed to submit the list of student-related events to be conducted in the upcoming week/ month.
2. Immediate repair work to be started for the canteen.
3. Appointment of workers to clean the water tanks on a holiday.
4. Dr Sinha was given the responsibility to form a committee of teachers for the smooth planning and execution of both important events.




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NOTICE: Meeting No.04

A meeting of the Students Welfare and Services Committee will be held on 16th April 2019 at 2:00 pm in the Principal's chamber. All the members are requested to attend the said meeting.

- Agenda: 1. To discuss student toilet facilities.
2. Discussion on improvement of students' attendance.
3. Maintenance of college playground
4. Awareness programme for girl students- installation of sanitary vending machine.

Members Present: Dr Sasabindu Jana-Principal
Prof. Sudhin Sinha- TCS
Prof Bidyut Saha- Convenor
Prof Alam
Shri Saktipada Jana
Prof Swarup Purkait

- Resolution taken: 1. Immediate repair work to be initiated to repair the broken/non- functional taps, and replacement of fused tube lights.
2. Motivation of students through talks to make them understand the importance of studies in life by involving all teaching members.
3. Appointment of workers to clean the weeds grown on the playground.
4. Organizing of programme involving the Women's cell sub-committee on 23rd April.




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(2019-2020) NOTICE: Meeting 01

A meeting of the Students Welfare and Services Committee will be held on 1st July 2019 at 1:00 pm in the Principal's chamber. All the members are requested to attend the said meeting.

- Agenda: 1. To discuss the student orientation program.
2. Discussion on planning of important events/days.
3. Maintenance of classrooms
4. Student scholarships

Members Present: Dr Sasabindu Jana-Principal

- Prof. Sudhin Sinha- TCS
Prof Bidyut Saha- Convenor
Prof Asim Panda
Prof Alam
Prof Swarup Purkait

- Resolution taken: 1. A meeting with all the HoDs for planning and organizing departmental orientation.
2. Involving different sub-committees to submit the list of upcoming important events.
3. Appointment of workers to clean classrooms.
4. Organizing awareness program for students on scholarships at departments.




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NOTICE: Meeting 02

A meeting of the Students Welfare and Services Committee will be held on 24th September 2019 at 12:00 noon in the Principal's chamber. All the members are requested to attend the said meeting.

- Agenda: 1. To discuss student toilet cleanliness.
2. Discussion on improvement of students' attendance.
3. Repair of Hostel window panes.
4. Purchase of textbooks.

Members Present: Dr Sasabindu Jana-Principal
Prof. Sudhin Sinha- TCS
Prof Bidyut Saha- Convenor
Prof Alam
Shri Saktipada Jana
Prof Swarup Purkait

- Resolution taken: 1. Immediate meeting with maintenance sub-committee
2. Motivating students through parent-teacher-meetings
3. Appointment of a carpenter to repair the window panes.
4. Immediate meeting with Purchase and Library sub-committee.




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NOTICE: Meeting 03

A meeting of the Students Welfare and Services Committee will be held on 20th January, 2020 at 1:30 pm in the Principal's chamber. All the members are requested to attend the said meeting.

Agenda: 1. To discuss sports and cultural programmes.
2. Discussion observance of Science Day.
3. Discuss ways to improve student results

Members Present: Dr Sasabindu Jana-Principal
Prof. Sudhin Sinha- TCS
Prof Bidyut Saha- Convenor
Prof Alam
Shri Saktipada Jana
Prof Swarup Purkait
Prof Dibbyendu Saha

Resolution taken: 1. Dr Sinha was given the responsibility of organizing two important events under his guidance and supervision.
2. A meeting with all the science faculty members is to be arranged to chalk out the programme format to observe the event.
3. An Academic council meeting will be called soon to discuss this vital matter.




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NOTICE: Meeting 04

An online meeting of the Students Welfare and Services Committee will be held on 4th April 2020 at 5:00 pm via Google Meet. All the members are requested to attend the said meeting.

- Agenda: 1. To discuss online teaching platforms after lockdown.
2. Discussion on online Survey on COVID-19 awareness amongst students.
3. E-resources for students

Members Present: Dr Sasabindu Jana-Principal
Prof. Sudhin Sinha- TCS
Prof Bidyut Saha- Convenor
Prof Alam
Shri Saktipada Jana
Prof Swarup Purkait

- Resolution taken: 1. Immediate meeting of the Academic Council to decide upon the platform for online classes.
2. Allowing the science departments to conduct the online survey to create awareness against COVID-19.
3. Meeting with the Library sub-committee to be fixed soon.




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(2020-2021) NOTICE:

An online meeting of the Students Welfare and Services Committee will be held on 2nd July 2020 at 1:00 pm via Google Meet. All the members are requested to attend the said meeting.

Agenda:

1. Discussion on online class monitoring.
2. Financial support for needy students
3. Community work by this sub-committee for locals.

Members Present: Dr Sasabindu Jana-Principal

Prof. Sudhin Sinha- TCS

Prof Bidyut Saha- Convenor

Prof Asim Panda

Prof Swarup Purkait

Shri Saktipada Jana

Resolution taken: 1. Online class records are to be submitted to the Academic Council secretary by all departmental heads weekly.

2. Contacting students from the college office to extend help if required.

3. Organizing mask and sanitiser donation camp soon.




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(2021-2022) NOTICE: Meeting 01

An **online meeting** of the Students Welfare and Services Committee will be held on 2nd July 2021 at 6:00 pm via Google Meet. All the members are requested to attend the said meeting.

- Agenda: 1. To discuss about Student's Health Home Initiative.
2. Discussion on the enhancement of online class support for students.
3. Financial support for needy students

Members Present: Dr Sasabindu Jana-Principal
Prof. Sudhin Sinha- TCS
Dr Arvinda Shaw- Convenor
Prof Bidyut Saha- Jt. Convenor
Prof Asim Panda
Prof Swarup Purkait
Shri Saktipada Jana
Dr Ishita Samajdar
Prof Arindam Battacharya

- Resolution taken: 1. Prof Saha will coordinate this matter along with the college office and do the needful.
2. Meeting with all the HoDs to monitor and report regular online class records to ACS.
3. Contacting students through the college office in times of crisis.




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NOTICE: Meeting 02

An **online meeting** of the Students Welfare and Services Committee will be held on 27th September 2021 at 6.30 pm via Google Meet. All the members are requested to attend the said meeting.

- Agenda: 1. To discuss about Semester-1 (CBCS) Student Orientation program
2. Discussion on Covid Vaccination Drive for students at college campus.
3. Available Scholarships for students
4. Community services to be done by this committee
5. Discussion on observation of World Mental Health Day-10th Oct, 21

Members Present: Dr Sasabindu Jana-Principal
Prof. Sudhin Sinha- TCS
Dr Sisir Chatterjee-IQAC Coordinator
Dr Arvinda Shaw- Convenor
Prof Bidyut Saha- Jt. Convenor
Prof Asim Panda
Prof Swarup Purkait
Shri Saktipada Jana
Prof Dibbyendu Saha
Dr Ishita Samajdar
Prof Arindam Bhattacharya

- Resolution taken-1. An online orientation program will be taken by all the departments.
2. Free COVID vaccination would be given to registered students and staff members at the college campus as per Government directives.
3. Shri Jana was given the responsibility of making provisions for scholarships for students.
4. Distribution of masks, sanitiser and other essentials to be distributed among locals.
5. Dr Sinha was given the responsibility to organize, plan and execute this important observation.




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NOTICE: Meeting 03

An **Emergency online meeting** of the Students Welfare and Services Committee will be held on 29th December 2021 at 11:30 am via Google Meet. All the members are requested to attend the said meeting.

- Agenda: 1. To discuss about planning and observance of Student's Week as per the Higher Education Directive from 1st -7th January 2022.
2. Discussion on Electoral registration awareness among students
3. Students Credit Card Scheme

Members Present: Dr Sasabindu Jana-Principal

Prof. Sudhin Sinha- TCS
Dr Sisir Chatterjee- IQAC Coordinator
Dr Arvinda Shaw- Convenor
Prof Bidyut Saha- Jt. Convenor
Prof Asim Panda
Prof Swarup Purkait
Shri Saktipada Jana
Prof Dibbyendu Saha
Dr Ishita Samajdar
Prof Arindam Bhattacharya
Prof Alam

- Resolution- 1. Dr Arvinda Shaw was given the responsibility of organizing the programme schedule to observe Student's Week along with other members.
2. A flyer has to be prepared and circulated among all the student groups.
3. An awareness programme needs to be conducted along with Students' credit card scheme nodal officers of the college.




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(2022-2023)

NOTICE: Meeting 01

A meeting of the Students Welfare and Services Committee will be held on 18th July 2022 at 1:00 pm in the Principal's chamber. All the members are requested to attend the said meeting.

Agenda:

1. Discussion on the improvement of the college canteen menu.
2. Repair work to be done in Girls' common room
3. Discussion on plastic ban on campus.
4. Celebration/Observation of important days/events.

Members Present: Dr Sasabindu Jana-Principal

- Prof. Sudhin Sinha- TCS
- Dr Arvinda Shaw-
- Prof Bidyut Saha- Convenor
- Prof Asim Panda
- Prof Swarup Purkait
- Prof Dibbyendu Saha-Jt Convenor

Resolution taken: 1. A healthy low-cost menu was planned and shared with the canteen to be made available soon for all students.
2. Repair work will be done soon.
3. An Awareness program with the Green Club sub-committee to be organized soon to launch the plastic ban drive.
4. Planning a list of upcoming events and days to be observed by different departments/committees.




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NOTICE: Meeting 02

A meeting of the Students Welfare and Services Committee will be held on 16th September 2022 at 12:00 noon in the Principal's chamber. All the members are requested to attend the said meeting.

Agenda:

1. Discussion on the Orientation Program of Semester- 1 students.
2. Planning for an Outreach programme involving local school students
3. Organizing a Presentation for students on Concepts in Astronomy-Dr Debiprasad Duari
4. Encouraging departments to organise Departmental student seminar

Members Present: Dr Sasabindu Jana-Principal

Prof. Sudhin Sinha- TCS

Dr Arvinda Shaw-

Prof Bidyut Saha- Convenor

Prof Asim Panda

Prof Swarup Purkait

Prof Dibbyendu Saha-Jt Convenor

Resolution -1. A central orientation program will be organized for all the new students.

2. An outreach program will be organized in collaboration with IQAC inviting nearby local school teachers and students.
3. Prof Saha in collaboration with the Physics department would arrange the Programme.
4. All departments need to encourage their students and conduct monthly seminars.



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NOTICE: Meeting 03

A meeting of the Students Welfare and Services Committee will be held on 2nd January, 2023 at 1:30 pm in the Principal's chamber. All the members are requested to attend the said meeting.

Agenda:

1. Discussion on the observance of students' week
2. To discuss the improvement of hostel facilities.
3. Discuss ways to increase students participation in NSS

Members Present: Dr Sasabindu Jana-Principal

Prof. Sudhin Sinha- TCS

Dr Arvinda Shaw

Prof Bidyut Saha- Convenor

Prof Asim Panda

Prof Swarup Purkait

Prof Dibbyendu Saha

Prof Alam

Resolution taken: 1. Students' week observation would be done under the guidance of Prof Saha through week-long student activities.

2. Inspection of repair needed to be done soon.

3. Students meet is required to encourage participation in NSS.



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NOTICE: Meeting 04

A meeting of the Students Welfare and Services Committee will be held on 22nd May 2023 at 2:00 pm in the Principal's chamber. All the members are requested to attend the said meeting.

Agenda:

1. Discussion on the Value Added courses for students
2. Repair work to be done in Girls' common room
3. Celebration/Observation of important days/events.

Members Present: Dr Sasabindu Jana-Principal

Prof. Sudhin Sinha- TCS

Dr Arvinda Shaw

Prof Bidyut Saha- Convenor

Prof Asim Panda

Prof Swarup Purkait

Prof Dibbyendu Saha

Resolution taken-1. A meeting with the Academic Council needs to be arranged to discuss value-added courses for students.

2. Immediate repair works will be initiated in the Girl's common room.
3. Dr Sinha will organize the two important events Nabin Baran and College Social along with other members of the committee.



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