



RAIDIGHI COLLEGE

(NAAC Accredited Cycle - 1 on 05.11.2016)

P.O. & P.S. -Raidighi, South 24 Parganas, Pin- 743383

NIRF Participant & ISO 9001:2015 Certified

Mobile No. 9735310008 Phone No. +91-3218-358262



Women's Hostel (NIBEDITA BHAWAN), Raidighi College

(NAAC Accreditation 1st Cycle-5.11.2016 to 31.12.2022)

HOSTEL COMMITTEE

Conference Call on 1st August 2018 (Wednesday)

- Dr. Alok Jaldata
 - Principal Sir
 - Myself- Prof. Sobita Soren
- Time: 7:30 pm

As per conversation between Dr. Jaldata & BDO - the self-help group for Women's Hostel was confirmed to be present on 2nd August '18 at 1:30 pm at Raidighi College. On 2nd Aug, 2018 a meeting was called upon and all the members of the hostel committee were requested to be present at the Principal Sir's chamber for the meeting.

As per conversation of Dr. A. Jaldata with BDO- it has been decided that Rs 25 & Rs 20 will be given to self- help group for morning & night meals per student per day, the payment would be made in cheque.

Till date (2nd Aug '18) Hostel baule account could not be opened because audit was going on in BOI & Manager was very busy as per Mantu Babu.

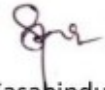
As per conversation of Dr. A. Jaldata & BDO the appointed self-help group would bring all the utensils, oven & gas cylinder for cooking purpose.

The hostellers would need to bring their plates, glass, bedding and other personal items of requirement.

As per Principal Sir & Dr A. Jaldata the self- help group would start providing meals to hostellers form 6th Aug'18 onwards.

Principal Sir asked to inform students to bring their documents, fees and start boarding at women's hostel from 6th August 2018.




Dr. Sasabindu Jana
Principal
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Meeting with Self Help Group: Hostel Committee

02.08.18

Members Present:

Dr. Arvinda Shaw

Mr. Zakir Hossain Khan

Bapi Adhikari

Dr. Sakuntala Ghorai

Prof. Asim Kumar Panda

Shambhu Nath Hazra

Discussions:

- Group will start working on and from 06.08.18
- Meals will be served on and from the evening of 06.08.18
- One member will stay at hostel as Manager for the month of August till the Manager joins (Sept.)
- Hostel committee members are not satisfied with the security measures.

Signatures:

- | | | |
|--------------------------|----------------------|------------|
| <input type="checkbox"/> | Fulu Biswas | 8926626828 |
| <input type="checkbox"/> | Anita Tanti (Bikram) | 8348577366 |
| <input type="checkbox"/> | Dipali Das | 8906618799 |
| <input type="checkbox"/> | Shambhu Nath Hazra | |
| <input type="checkbox"/> | Sujata Halder | |




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- Alo Guha
- Sharbani Halder

- Saraswati Basu
- Shipra Tanti
- Uma Tanti
- Shakuntala Ghosh

- Bapi Adhikari

Signature :




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Members Presents:

1. Dr. Sasabindu Jana
2. Dr. Arvinda Shaw
3. Mr. Kanai Adhikary
4. Prativa Das (Manager)
5. Dr. Shakuntala Ghorai
6. Dr Debasree Saha

Discussion on Agenda:

1. No. of meals supplied in the previous month.
2. Problem of drinking water supply.
3. Mode of payment – Bank account should be opened ASAP.
4. Harassment of the students by member of SI Office.
5. Menu chart should be displayed in the board (Hostel).
6. Food should not be wasted & quality of food should be maintained.
7. Dustbins are over-flowing.

Resolution-

1. As per Principal Sir drinking water should be taken from College.




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2. Copy of GB Resolution (of formation of superintendent of Girl's Hostel) should be prepared by Mr Sanat Kr. Purkait & submitted to Mr. Montu Purakait.
3. Payment will be made after 10 day
4. A few lights are not working (1st floor -corridor North)

Signature:

Dr. Sasabindu Jana

Dr. Arvinda Shaw

Prativa Das (Manager)

Dr. Shakuntala Ghorai

Kanai Adhikari




Dr. Sasabindu Jana
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Women's Hostel (NIBEDITA BHAWAN), Raidighi College

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Emergency Meeting

4th Dec 2018

Members Present

1. Dr. Sasabindu Jana (Principal Sir)
2. Jakir Hossain Khan
3. Dr. Arvinda Shaw
4. Mr. Bapi Adhikari
5. Miss Prativa Das
6. Dr. Shakuntala Ghosh
7. Shambhu nath Hazra
8. Mr . Ramesh Das
9. Mr . Asim Kumar Panda
10. Begum Nariya Sultana

Discussion on Agenda-

1. Rate of meal (s) and expenditure are not proportionate.
Expenditure (per week) is 12500/- (as of 3rd December 2018).
Boarders present now 19. Monthly earning
Rs 1200/- *19
"expenditure Rs 12500/-*4




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Due 14000/- (including advances)

As per Zakirda till now around Rs 30,000/- available at hand.

2. Whether meal will be prepared in Hostel Kitchen? Zakir Hossain Khan & other proposed the idea as boarders are not satisfied with the present supplied meal quality (as per Prativa Das)
3. If cooking is arranged inside the kitchen then grocery will be arranged from a level vendor (monthly) & two boards from the hostel will help in purchasing vegetables no per regular need.
4. As Zakir Hossain Khan suggested a female cook can be arranged on a temporary basis.
5. Utensils & other should be bought during holiday
6. The new arrangement has to start soon.
7. Zakir Hossain Khan & Shambhu Nath Hazra will talk to suppliers. Utensils and others purchase will be taken care of by Prativa Das & Bapi Adhikari.
8. Garbage will be disposed at the both side by digging a well a particular site.
9. Cleaning of toilets are not done regularly. Room cleaning is also not done regularly.
10. Receipt slip will be prepared by Prof. Asim Panda
11. Bathroom pipe is disclosed & will be adjusted by Mahadeb Sardar.
12. Lights will be arranged (side room).




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Signature:

Dr. Arvinda shaw

Asim Panda

Begum Nazia sultana

Zakir Hossain Khan

Dr. Shakyntala Ghorai

Prativa Das




Dr. Sasabindu Jana
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Hostel committee meeting

7th Feb 2019

Members Present -

1. Mangala Sahu
2. Dr. Arvinda Shaw
3. Asim Panda
4. Dr. Debasree Saha
5. Shambhu Nath Hazra
6. Rames Chandra Das
7. Prativa Das - Hostel Manager
8. Priyanka Saha - Self-service team member

- Agenda :**
- 1) Sanitary & hygiene issue
 - 2) Reduction of hostel issue.
 - 3) Menu of hostel

Resolution: 1) More dustbins to be placed in toilets- permanent sweeper for hostel.

2) Regular visits of hostel by members and communication with boarders.




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3) Improvement in menu and cooking is important for boarder's health

4) Considering the situation, Principal Sir asked Dr. Arvinda Shaw, Prof. Asim Panda & Prof. Ramesh Chandra Das to talk to girl inmates and decide about the vegetables.

Principal Sir said meal cannot be reduced but variety in menu may be increased.




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Members Present:

1st July 2019

- Principal sir: Dr. Sasabindu Jana
- Asim panda
- Zakir Hossain Khan
- Dr. Arvinda Shaw
- Pratibha Das

Agenda :

- Requirement of full time cleaner for hostel for maintenance of health & hygiene.
- Preparation for upcoming session – 20 new students take admission.

Resolution:

1. Cleaner for hostel premise (both toilets & floor) will be appointed soon.
2. Immediate repairing work for windows (broken panes) and pipelines will be done.




Dr. Sasabindu Jana
Principal
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