

EGRA SARADA SHASHI BHUSAN COLLEGE

ESTD. : 1968

(Reaccredited by NAAC with – 'B' Grade with a CGPA of 2.32)

Post – Egra : Dist – Purba Medinipur (West Bengal) : Pin – 721429.

President: Mr. Tarun Kumar Maity, M.L.A., W.B.

Principal: Dr. Dipak Kumar Tamili.

Website - www.egrassbcollege.ac.in : E-mail – info@egrassbcollege.ac.in

☎ – 03220-244073 / 245557 : Fax – 03220245867.



Memo No-

Date : 06.08.2023

An extract of the proceeding of the meeting of the Finance Sub Committee of the Egra S.S.B. College Finance Sub-committee held on 06.08.2023 at 9.00 am at the Chamber of the Principal.

Members Present :

1. Mr. Tarun Kumar Maity, President
2. Dr. Dipak Kumar Tamili, Principal
3. Dr. Sunil Kumar Yadav, Member
4. Dr. Bhutan Chandra Ghosh, Member

Mr. Tarun Kumar Maity, President of the College presided over the meeting.

Agenda-1: To consider the proposal of the Principal Re: Co-ordination of Accounts department in between accountant, Cashier and Head-Clerk.

As per report of the Principal all Official work of account section were not properly maintained and audit work for last 3 session has not been completed. President requests principal to take proper steps for the appointment of Bursar. It is also decided internal audit work will be completed immediately for SSR preparation by the external agency (Local auditor).

Agenda-2: To consider the purchase of Books for diff. Lab based and Non lab based subject and allied matter.

As response by the Principal Rs.- 2,95,000/- has been spent for the purchase of book text and reference of difference Lab and non lab based subject. It is also reported some essential Journal to be purchase for Costal Environment Studies Research Centre.

Principal reports that Smart Class for the Department of Chemistry, Zoology and Conference Hall each amounting Rs.- 94,142/- Furniture for Chemistry – Rs.- 1,43,830/-, A.C. for Physics – 49,280/-, Computer and accessories – Rs.- 75,385/-, Chemical for Chemistry Rs.- 1,07,578/-, Equipment for Physics – Rs.- 39,710/-, Computer for Library – Rs.- 1,08,498/-

The meeting ends with a vote of thanks to the chair.

Date: 06.08.2023
Place: Egra

S/d – Tarun Kumar Maity
President
Egra S.S.B. College

Attested
Principal
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P.O.-Egra, Purba Medinipur

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Notice No. :

Date : 31.01.24

An extract of the proceedings of the Library Sub-Committee meeting , Egra SSB College held on 25.01.24 at 01.15 p.m. in the chamber of the Principal.

Members

Present:

- | | |
|--------------------------|----------------------------|
| 1. Dr. Dipak Kr. Tamili | 8. Uday Sankar Paul |
| 2. Dr. Aloy Chand Biswas | 9. Pathik Pradhan |
| 3. Tanmay Kr Singh | 10. Dr. Sudipta Kr. Ghorai |
| 4. Prasenjit Murmu | 11. Dr. Nirmal Kr. Hazra |
| 5. Samya Sundar Mahato | 12. Naminita Hazra |
| 6. Tarun Sarkar | 13. Surja Kanta Mahapatra |
| 7. Biswajit Pradhan | |

Agenda 1: To Read and confirm the proceedings of the last meeting held on 13.11.2022.

Resolution: The proceedings of the last meeting held on 13.11.2022 are read and confirmed.

Agenda 2: Proposal for providing new book shelves, table and chairs for both teachers and student reading room.

Resolution: As per the Library requirements Principal has allowed to bring new shelves for both the stack and reading room. Along with that he has also allowed to bring new tables and chairs for the reading room.

Agenda 3: Proposal for repairing the old defective xerox machine.

Resolution: As per the requirement for the Reprographic service in the Library, the committee members decided that ,if the machine does not run properly after the repairing then it should be replaced by new one.

Agenda 4 : Proposal for replacement of wooden windows with sliding windows in Library .

Resolution: For the prevention of the dust in the library it is decided by all the committee members to replace all the wooden windows with sliding everywhere in the library.

Agenda 5:

Proposal for providing computers for the internet service in the library.


Principal
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Resolution:

As per the library requirements the committee members decided to provide four more computers to the library for internet services towards the users.

Agenda 6:

Proposal for bring back all the fire extinguishers from the service centres.

Resolutions:

Four fire extinguishers in the library were given to the service centre for servicing but not yet returned to the library. So the members of the sub-committee have advised us to take initiative to bring back all the extinguishers as soon as possible.

Agenda 7:

Proposal for taking the payment for the xerox service in the library.

Resolution:

As the library provides the reprographic services (xerox, printing, PDF download etc.) to the users without payment, the committee members have advised us to take Re.1.00 up to 5 pgs. and there must be page limit up to 10 pages.

Agenda 8:

Proposal for purchasing new books according to NEP 20.

Resolution:

The Library sub-committee members have taken the decisions to buy some MDC Books for the students.

Agenda 9:

Proposals for uploading the important matters of the Library on the Library website e.g. Library notice, library sub- committee members list etc.

The meeting ends with the votes of thanks to the President.

(Principal)
31.01.23

Principal
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Memo No-

Date :

An extract of the proceeding of the meeting with the all Teaching Staff of the Academic Sub Committee of the Egra S.S.B. College Finance Sub-committee held on 05.04.2024 at 1.00 pm at the Chamber of the Principal.

Members Present :

1. Dr. Dipak Kumar Tamili, Principal

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59. Mr. Pathik Pradhan

Principal Dr. Dipak Kumar Tamili presided over the meeting.

Principal reports over all activities of the preparation of SSR and DVV process has already been completed. Now offline visit will be taken place within 1st week of June. All faculties are advised to take active participation for him visit.

HOD of diff. department are advised to take proper steps for the fulfillment of the view of NAAC peer team HOD of diff. departments are advised to prepare PPT for over all representation of the department and finally selected by the IQAC Co-ordinator.

It is also be noted Departmental Magazine/Paint Magazine be published by each department and other departmental requirement if any be placed before the principal.

IQAC Co-ordinator Dr. A.C. Biswas stressed regular actively of the department.

The meeting ends with a vote of thanks to the chair.

Date: 05.04.2024

Place: Egra

S/d – Dr. Dipak Kumar Tamili

Principal

Egra S.S.B. College

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