



Estd. 1954

প্রাগজ্যোতিষ মহাবিদ্যালয়

PRAGJYOTISH COLLEGE

Accredited by NAAC since 2004 (3rd Cycle); Recognised under sections 2(f) and 12(B) of UGC
Affiliated to Gauhati University; ISO 9001:2015 Certified; SDG Accord Certified

DVV Clarification

CRITERIA V

METRIC 5.1.4

COMMENT 3

**PROOF OF CONSTITUTION OF INTERNAL COMMITTEES/GRIEVANCE
COMMITTEES FORMATION/OTHER COMMITTEES AS PER UGC
NORMS**

Submitted to



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

Response- The proofs of Constitution of Committees are provided below:

Link to the various committees- <https://pragjyotishcollege.ac.in/iqac/units-and-wings>



**OFFICE OF THE PRINCIPAL
PRAGJYOTISH COLLEGE**

[Affiliated to Gauhati University and
recognized under Sections 2(f) and 12(B) of the U.G.C. Act, 1956]
GUWAHATI – 781 009, ASSAM

Email: principal@pragjyotishcollege.ac.in Website: www.pragjyotishcollege.ac.in
pragcollege@yahoo.co.in

Ref No.: PC/85/2021/2022

Dated: 04/03/2021

NOTIFICATION

The undersigned is pleased to reconstitute the **Internal Complaints Committee (ICC)** of the college, for a period of three (3) years with immediate effect. The composition of the Internal Complaints Committee shall be as follows:

1. **Dr. Reena Barman Kalita**
Associate Professor & HoD, Botany Department
Presiding Officer
2. **Dipika Roy Medhi**
Associate Professor & HoD, Philosophy Department
Faculty Member
3. **Niva Deka**
Associate Professor, Philosophy Department
Faculty Member
4. **Priyanka Sarmah**
Associate Professor, English Department
Faculty Member
5. **Unindajyoti Choudhury**
Librarian
Staff Member
6. **Nikunja Das**
Accounts In-Charge
Staff Member
7. **Bhanita Devi**
Vice President, PCSU
Student Member
8. **Diuk Jyoti Handique**
General Secretary, PCSU
Student Member
9. **Jyotshna Hujuri**
Secretary, Debate and Symposium, PCSU
Student Member
10. **Bibhashree Deka**
Advocate
NGO Member

Guwahati
The 04 March, 2021

Approved
J. Barman
24/3/2021

Manoj Kumar Mahanta
4/5/2021
(Dr. Manoj Kumar Mahanta)
Principal
Pragjyotish College
Guwahati-781009

Ref No.:

Dated:

Copy for information:

1. All the Members of Internal Complaints Committee
2. Coordinator, IQAC for office records and website upload
3. Guard File

Head Assistant



PRAGJYOTISH COLLEGE

Guwahati - 781 009

E-mail : pragcollege@yahoo.co.in

Website: www.pragjyotishcollege.ac.in

Ref.No. PC/35/2021/308

December 16, 2021

NOTIFICATION

This is for general information to all concerned that Mrs. Priyanka Sarma, Associate Professor & HoD, Dept. of English Pragjyotish College, Guwahati has been nominated as Faculty Member of Internal Complaint Committee (ICC), Pragjyotish College vice Mrs. Dipika Roy Medhi, Associate Professor, retired on 30th November 2021 with immediate effect.

Principal
Pragjyotish College
Guwahati - 9

Internal Complaint Committee (ICC) against sexual harassment at workplace (Prevention, Prohibition and Redressal) Act. 2013

1. Presiding Officer - Dr. Reena Barman Kalita
Associate Professor & HoD, Botany Dept
Pragjyotish College, Guwahati
2. Faculty Members - a) Dr. Shampa Choudhury, Associate Professor
HoD, Dept. of Mathematics, Pragjyotish College
b) Mrs. Priyanka Sarma, Associate Professor &
HoD, English Dept. Pragjyotish College
3. Staff Member - a) Sri Unindajyoti Choudhury,
Librarian, Staff Member
b) Sri Nikunja Das,
Accounts-in-Charge, Staff Member
4. Student Members
(3 students in matters
concerning students only) - a) Ms. Dharitri Deka
TDC 4th Sem, Geography Dept.
b) Ms. Jubita Deka
TDC 2nd Sem, Geography Dept.
c) Ms. Priyangki Sarmah
TDC 2nd Sem, Geology Dept.
5. NGO Member - Ms. Bibhashree Deka, Govt. Advocate
Backside Kendriya Vidyalaya, Khanapara
NGO, Spriha, Maligaon, Nilachalpur
Mob - 98648-57699, E-Mail : bibhashreed@gmail.com

16/12/2021
Principal
Pragjyotish College
Guwahati -9
Principal
Pragjyotish College
Guwahati-781009

Copy to 1) copy to Presiding Officer and all the member of ICC
2) Copy to person concerned



**OFFICE OF THE PRINCIPAL
PRAGJYOTISH COLLEGE**

Affiliated to Gauhati University and recognized under Sections 2(f) and 12(B) of the U.G.C. Act, 1956;
3rd Cycle NAAC Accredited


GUWAHATI – 781 009, ASSAM

Date - 06-11-2023

The following in-house wing is hereby reconstituted with the newly inducted member of P.C.S.U. (2023-24).

Name of In-House Wing: **ANTI RAGGING CUM DISCIPLINE MAINTENANCE COMMITTEE**

Sl.	Name of Member	Designation	Capacity
1	Dr. Manoj Kumar Mahanta	Principal	Chairperson
2	Dr. Reena Barman Kalita	Associate Professor	Convener
3	Niva Deka	Associate Professor	Member
4	Dr. Priyam Barthakur	Associate Professor	Member
5	Dr. Jyotirmoy Sengupta	Associate Professor	Member
6	Badan Ch. Mahanta	Associate Professor	Member
7	Pradip Ch. Kalita	Assistant Professor	Member
8	Lalthanzual Khawbung	Assistant Professor	Member
9	Dr. Pallabi Dutta	Assistant Professor	Member
10	Dr. Sabrina Iqbal Sircar	Assistant Professor	Member
11	Kabita Chetri	Vice President, P.C.S.U.	Member
12	Wajib Akhtar	A.G.S., P.C.S.U.	Member


(Dr. Manoj Kumar Mahanta)

Principal
Pragjyotish College
Guwahati-781009

Email: principal@pragjyotishcollege.ac.in
mkmahanta06@yahoo.co.in

Website: www.pragjyotishcollege.ac.in
Mobile: 94353-11498, 98649-80654

13th April, 2019

ANTI-RAGGING COMMITTEE

Sl. No.	Name of Members	Designation	Capacity
1	DR. MANOJ KR. MAHANTA	Principal	Chairperson
2	DR. BAIKUNTHA RAJBONGSHI	Associate Professor	Convener
3	DIPIKA ROY MEDHI	Associate Professor	Member
4	DR. PRIYAM BARTHAKUR	Associate Professor	Member
5	BADAN CH. MAHANTA	Associate Professor	Member
6	DR. JAYANTA DEKA	Assistant Professor	Member
7	PRADIP CHANDRA KALITA	Assistant Professor	Member
8	DR. JYOTI PRASAD DAS	Assistant Professor	Member
9	DR. PRITI BAISHYA	Assistant Professor	Member
10	KOUSHIK KUMAR	General Secretary, PCSU	Member
11	NITUMONI MUDOI	Secretary, Girls' Common Room, PCSU	Member

Principal
Pragyanish Centre

Anti Ragging Committee: 2018-2019

1. Dr. Paramananda Rajbongshi - Chairperson
2. Mr. Badan Ch. Mahanta - Convener
3. Mr. Manab Deka - Member
4. Dr. Baikuntha Rajbongshi - "
5. Dr. Priyam Barthakur - "
6. Mr. Saroj Sarma - "
7. Mr. Nabadeep Das - "
8. Dr. Namita Das - "
9. Dr. Ganjee Sharmah - "
10. Dr. Chandana Sarma - "
11. Mr. Jyoti Prasad Das - "
12. Mr. Narendran Kalita - "
13. Mr. Himadree Sarma - "
14. Dr. Pulama Deka - "
15. Dr. Mash Saikia - "
16. Students Member - Girls' Common Room Secretary PESU
- President PESU
- General Secretary PESU
18. Co-ordinator - Girls' Hostel Committee
19. Warden - Girls' Hostel
20. Officer in charge Bheralambdi Police Station

Received
19.05.19

ANTI-RAGGING CENTRAL COMMITTEE

Sl. No.	Name of Members	Capacity
1	DR. MANOJ KUMAR MAHANTA	Chairperson
2	BADAN CHANDRA MAHANTA	Convener
3	DR. PRIYAM BARTHAKUR	Faculty Member
4	DR. NAMITA DAS	Faculty Member
5	DR. BAIKUNTHA RAJBONGSHI	Faculty Member
6	MANAB DEKA	Faculty Member
7	NABADEEP DAS	Faculty Member
8	SAROJ SARMA	Faculty Member
9	DR. GARGEE SHARMAH	Faculty Member
10	DR. JYOTI PRASAD DAS	Faculty Member
11	DR. CHANDANA SARMA	Faculty Member
12	MUKUNDA KALITA	Faculty Member
13	HIMADREE SARMA	Faculty Member
14	DR. PULAMA DEKA	Faculty Member
15	DR. MASIH SAIKIA	Faculty Member
16	DIUK JYOTI HANDIQUE GENERAL SECRETARY, PCSU	Student Member

Students' Grievance Redressal Committee (SGRC)

University Grants Commission published the *University Grants Commission (Redressal of Grievances of Students) Regulation, 2023* in official Gazette of India on 11th April, 2023. These regulations aimed at addressing and effectively resolving grievances of students related to higher educational institutions.

Objectives:

In response to this noble policy of UGC Pragiyotish College has also constituted its Students' Grievance Redressal Committee (SGRC) in broad conformity with the above mentioned regulation to provide opportunities for redressal of certain grievances of students already enrolled in Pragiyotish College, as well as those seeking admission in it.

Definitions:

Students Grievance Redressal Committee of Pragiyotish College by

- (a) The terms "aggrieved Student" means a student, who has any complaint in the matters relating to or connected with the grievances defined under the University Grants Commission (Redressal of Grievances of Students) Regulation, 2023.
- (b) The term "Institution" means Pragiyotish College
- (c) The Term "Prospectus" means and includes any publication either in print or otherwise, issued for providing fair and transparent information, regarding the institution, to the general public, including those seeking admission in it.
- (d) The term "Student" means a person or seeking admission to be enrolled in the institution.
- (e) The terms "declared admission policy" means such policy, including the process there under, for admission to a course or programme of study as is offered by the institution by publication in its prospectus.
- (f) The term "Grievance" means and includes complain(s) made by an aggrieved student in respect of the following:
 - (i) Admission contrary to merit determined in accordance with the declared admission policy of the institution;
 - (ii) Irregularity in the process under the declared admission policy of the institution;
 - (iii) Refusal to admit in accordance with the declared admission policy of the institution;
 - (iv) Non-publication of the prospectus by the institution;
 - (v) Publication of any false, misleading or factually incorrect information in the prospectus by the institution;
 - (vi) Withholding of or refusal to return any document in the form of certificates of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in the institution, with a view to induce or

compel such student to pay any fee or fees in respect of any course or programme of study which a student does not intend to pursue;

- (vii) Demand of money in excess of that specified to be charged in the declared admission policy of the institution;
- (viii) Violation by the institution of any law in force in regard to reservation of seats in admission to different category of students;
- (ix) Non-payment or delay in payment of scholarships or financial aid admissible to any student under the declared admission policy of the institution;
- (x) Delay in the conduct of internal examinations or declaration of results, beyond the schedule specified in the academic calendar of the institution;
- (xi) Failure by the institution to provide student amenities as set out in the prospectus or is required to be extended under any provision of law;
- (xii) Non-transparent or unfair practices for the evaluation of students;
- (xiii) Delay in, or denial of, the refund of fees due to a student who withdraws admission within the times mentioned in the prospectus, or latest UGC guidelines;
- (xiv) Complaints of alleged discrimination of students from Scheduled Castes or Scheduled Tribes, Other Backward Classes, women, Minorities or disabilities categories;
- (xv) Denial of quality education as promised or required to be provided;
- (xvi) Harassment or victimization of a student, other than cases of harassment which are to be proceeded against under the penal provision of any law in force;
- (xvii) Any action initiated/ taken contrary to the students, rules, regulations or guidelines of the institution;
- (xviii) Any action initiated/ taken contrary to the regulations or guidelines issued by UGC from time to time.

Composition of Students' Grievance Redressal Committee (SGRC)

Pragjyotish College shall constitute a Students' Grievance Redressal Committee (SGRC) with the following composition:

- a) An Associate Professor --- Chairperson
- b) Four Associate Professors/ Senior Faculty Members of the institution as Members
- c) A representative from among students to be nominated on academic merit/ excellence in sports/ performances in co-curricular activities—Special Invitee
 - (i) Atleast one member or the Chairperson shall be a woman or atleast one member or the Chairperson shall be from SC/ ST/ OBC category.
 - (ii) The term of the chairperson and members shall be for a period of two years.
 - (iii) The term of the special invitee shall be of one year.

- (iv) The quorum for the meeting including the Chairperson, but excluding the Special Invitee, shall be three.
- (v) In considering the grievances before it, the SGRC shall follow the principle of natural justice
- (vi) The SGRC shall send its report with recommendations if any, to the college authority and a copy thereof to the aggrieved student, preferably within the period of 15 working days from the date of receipt of the complaint.
- (vii) Any student aggrieved by the decision of the SGRC may prefer an appeal to the Ombudsperson, appointed by Gauhati University, within a period of 15 days from the date of receipt of such decision.

Procedure for Redressal of Grievances by Students' Grievance Redressal Committee:

- (i) An aggrieved student may lodge complain relating to the institution both by writing and online mode.
- (ii) There shall be a "Complaint Box" in the administrative building of the institution where an aggrieved student may drop her/his complain addressed to the Chairperson, Students' Grievance Redressal Committee.
- (iii) The institution has an online portal where any aggrieved student may submit an application seeking redressal of grievance.
- (iv) On receipt of an online complaint, the institution shall refer the complaint to the Students' Grievance Redressal Committee, along with its comments within 15 days of receipt of complaint.
- (v) The Students' Grievance Redressal Committee shall fix a date for hearing the complaint and shall communicate it to the institution and the aggrieved student.
- (vi) An aggrieved student may appear either in person or authorize a representative to present the case.
- (vii) Institution shall extend co-operation to the Students' Grievance Redressal Committee in early redressal of grievances.
- (viii) The Students' Grievance Redressal Committee shall communicate its decision to the institution and aggrieved student properly.
- (ix) The Students' Grievance Redressal Committee may draw the attention of the institution and recommend appropriate action where a complaint is found to be false or frivolous.

Information Regarding Students' Grievance Redressal Committee:

The institution shall display prominently and furnish on its website and its prospectus, all relevant information in respect of its Students' Grievance Redressal Committee.



**OFFICE OF THE PRINCIPAL
PRAGJYOTISH COLLEGE**

Affiliated to Gauhati University and recognized under Sections 2(f) and 12(B) of the U.G.C. Act, 1956;
3rd Cycle NAAC Accredited
GUWAHATI – 781 009, ASSAM

12-08-2022

The following in-house wing is hereby reconstituted vide GB Resolution as indicated below.

Name of In-House Wing: **STUDENTS' GRIEVANCE REDRESSAL CELL**

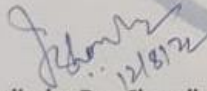
GB Resolution No.: 07(C)

GB Meeting held on: **12.08.2022**


Period of validity of the In-House Wing: **12.08.2022 – 11.08.2024 (2 years) ****

Sl.	Name of Member	Designation	Capacity
1	Dr. Manoj Kumar Mahanta	Principal	Chairperson
2	Dr. Shampa Choudhury	Vice Principal	Adviser
3	Dr. Reena Barman Kalita	Associate Professor	Adviser
4	Bishwajyoti Dev Mahanta	Associate Professor	Coordinator
5	Niva Deka	Associate Professor	Member
6	Dr. Satyasandha Das	Associate Professor	Member
7	Dr. Arpita Das	Assistant Professor	Member
8	Unindajyoti Choudhury	Librarian	Member

**** Subject to the satisfaction of the constituting authority**


(Dr. Jagadindra Ray Choudhury)
President, Governing Body

President
Governing Body
PRAGJYOTISH COLLEGE
Guwahati-9


(Dr. Manoj Kumar Mahanta)
Principal

Principal
Pragjyotish College
Guwahati-781009

Email: principal@pragjyotishcollege.ac.in
mkmahanta06@yahoo.co.in

Website: www.pragjyotishcollege.ac.in
Mobile: 94353-11498, 98649-80654



OFFICE OF THE PRINCIPAL
PRAGJYOTISH COLLEGE

Guwahati -781009

ISO 9001:2015 Certified; SDG Accord certified; NAAC accredited since 2004(3rd Cycle

Recognized under section 2(f) and 12(B) of UGC

E-mail : pragcollege@yahoo.co.in

Website: www.pragjyotishcollege.ac.in

April 25, 2023

NOTICE

In pursuance of the University Grant Commission Notification [(Redressal of Grievances of Students) Regulations, 2023] dated New Delhi, 11th April, 2023, Students' Grievance Redressal Committee (SGRC) has been re-constituted with the following persons.

Sl No	Composition	Name	Designation	Remark	Contact No
1	A Professor as Chairperson	Mr. Bishwajyoti Dev Mahanta	Associate Professor, History	Chairperson	9435307853
2	Four Professors/ Senior Faculty Members (Atleast one member or the Chairperson shall be a womwn and atleast one person or the Chairperson shall be from SC/ ST/ OBC category	Dr. Deepali Baruah	HoD, Geography	Member	6001914227
3		Mr. Nabadeep Das	Associate Professor, Political Science	Member	8011004872
4		Dr. Makibur Rahman	Assistant Professor, Zoology	Member	9401183655
5		Dr. Chandana Sharma	Assistant Professor, Hindi	Member	7002544837
6	One Student Representative	General Secretary, PCSU	Student	Special Invitee	

Dr. Manoj Kr. Mahanta
Principal
PragjyotishCollege
Guwahati - 9

Principal
Pragjyotish College
Guwahati-781009

Students' Grievance Redressal Cell

Roles and Responsibilities

- To provide opportunity for the students to express their grievance(s) freely.
- To address and expedite the redressal of such grievance (s) expressed by any student as per its merit and requirement.
- To take help of some other in-house committees/ cell or college authority while redressing grievance (s) as and when necessary.
- To provide appropriate counseling to the students in the process of resolving the grievance, if needed.
- To provide opportunity to the students to freely express their grievance both off-line and on-line.
- To develop a responsive and accountable attitude among all the stakeholders of the college to maintain a harmonious academic atmosphere.

Balante

Bishwajyoti Dev Mahanta
Coordinator
Students' Grievance Redressal Cell
Pragjyotish College, Guwahati

Coordinator
Students' Grievance Redressal Cell
Pragjyotish College