



**Estd. 1954**

**প্ৰাগজ্যোতিষ 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

## **Self Study Report (SSR)**

**2018-2023**

**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**

# 1. Committee Members and Policy Documents

## a. Anti-Ragging cum Discipline Maintenance Committee (earlier Anti-Ragging Central Committee)

*13th April, 2017*

**ANTI-RAGGING COMMITTEE**

Sl. No.	Name of Members	Designation	Capacity
1	DR. MANOJ KIL MAHANTA	Principal	Chairperson
2	DR. RAJESWARI RAJBONGSHI	Associate Professor	Convener
3	DIPKA ROY MISHRA	Associate Professor	Member
4	DR. PRIYAM BARTHAKUR	Associate Professor	Member
5	BAISAN 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 BAISHTA	Assistant Professor	Member
10	ROUSHI KUMAR	General Secretary, PCSU	Member
11	RITUMONI MUDOI	Secretary, GVC Common Room, PCSU	Member

*ASSTD  
Principal  
Programme Officer*

*Anti-Ragging Committee: 2018-2019*

1. Dr. Dakshinamurthy Rajkumar - Chairperson
2. Dr. Baban Ch. Mahanta - Convener
3. Dr. Manoj Debnath - Member
4. Dr. Rajeswari Rajbongshi - "
5. Dr. Priyanka Barik - "
6. Dr. Taraj Saha - "
7. Dr. Nabendu Das - "
8. Dr. Nandini Das - "
9. Dr. Ganga Sharma - "
10. Dr. Chandra Kumar - "
11. Dr. Prasad Das - "
12. Dr. Madhura Palit - "
13. Dr. Himadri Kumar - "
14. Dr. Indira Debnath - "
15. Dr. Anshu Kumar - "
16. Students Member -
  - Girls' Hostel Secretary PCSU
  - President PCSU
  - General Secretary PCSU
18. Co-ordinator - Girls' Hostel Committee
19. Assessor - Girl's Hostel
20. Officer in charge - Srarabandi Police station

*Received  
13/04/2017*

## b. Internal Complaints Committee (now Internal Cell)



### 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  
pragcollege@yahoo.co.in

Website: www.pragjyotishcollege.ac.in

Ref No.: PC/35/2021/94

Dated: 31.07.2021

#### 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. **Dr. Shampa Choudhury**  
Associate Professor & HoD, Mathematics Department  
*Faculty Member*
4. **Unindajyoti Choudhury**  
Librarian  
*Staff Member*
5. **Nikunja Das**  
Accounts In-Charge  
*Staff Member*
6. **Dharitri Deka**  
TDC 4<sup>th</sup> Sem, Geography Department  
*Student Member*
7. **Jubita Deka**  
TDC 2<sup>nd</sup> Sem, Geography Department  
*Student Member*
8. **Priyangki Sarmah**  
TDC 2<sup>nd</sup> Sem, Geology Department  
*Student Member*
9. **Bibhashree Deka**  
Advocate  
*NGO Member*

Guwahati  
The 31<sup>st</sup> July, 2021

Principal  
(Dr. Manoj Kumar Mahanta)  
Guwahati Principal

Ref No.: PC/36/2021/94

Dated: 31/7/21

#### 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

### c. Student Grievance Redressal Cell

#### 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 Pragjyotish 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 Pragjyotish College, as well as those seeking admission in it.

#### Definitions:

Students Grievance Redressal Committee of Pragjyotish 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 Pragjyotish 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;  
3<sup>rd</sup> 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**

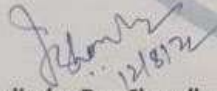
GB Resolution No.: 07(C)

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](mailto:principal@pragjyotishcollege.ac.in)  
[mkmahanta06@yahoo.co.in](mailto:mkmahanta06@yahoo.co.in)

Website: [www.pragjyotishcollege.ac.in](http://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(3<sup>rd</sup> Cycle)

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

E-mail : [pragcollege@yahoo.co.in](mailto:pragcollege@yahoo.co.in)


Website: [www.pragjyotishcollege.ac.in](http://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, 11<sup>th</sup> 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 woman 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  
Pragjyotish College  
Guwahati - 9  
Principal  
Pragjyotish College  
Guwahati-781009



Proceedings Students' Grievance Redressal Committee (SGRC) meeting held on  
14<sup>th</sup> October, 2023

An in-house committee meeting of the Students' Grievance Redressal Committee was held on 14<sup>th</sup> October, 2023, Saturday, at 2.30 pm, at the Conference Hall of Pragjyotish College. The meeting was presided over by the Chairperson of the committee Mr. Bishwajyoti Dev Mahanta. At the beginning of the meeting, the Chairperson read out the proceedings of the joint meeting between SGRC and Criterion –I hold on 1<sup>st</sup> June, 2023 and it was unanimously accepted.

The Chairperson then briefed the members of the committee about some anonymous letters found inside the Complain Box on 9<sup>th</sup> October, expressing grievances about irregularity of 3<sup>rd</sup> Semester Generic classes in Zoology Department. Mr. Nabadeep Das, and Dr. Deepali Baruah, members of SGRC, wanted to know about the contents of the letters. Chairperson read out the letters in the meeting and invited suggestions from its members. All the members present in the meeting expressed their opinions and after thorough discussion following resolutions were adopted in the meeting.

Resolution No-1:

Today's meeting has resolved to inform the Principal, about the anonymous letters found in the Complaint Box regarding alleged irregularity of the 3<sup>rd</sup> Semester Generic classes and to request the authority to verify the authenticity of such allegations.

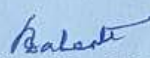
Resolution No-2:

Today's meeting has resolved to request the Principal, about the non-availability of 'particular class room' for the 3rd Semester Generic classes for Zoology Department as has been stated in the letters.

Resolution No-3:

Today's meeting has resolved that as the letters dropped in the Complaint Box don't contain the names of the aggrieved students, follow-up steps taken by the SGRC cannot be communicated to any particular student(s).

After adoption of the above mentioned resolutions the Chairperson of SGRC expressed his thanks to the committee members and for their co-operation and valuable suggestions and announced the end of the meeting.

  
Bishwajyoti Dev Mahanta

Chairperson, SGRC

Chairperson  
Students' Grievance Redressal Committee  
Pragjyotish College  
Guwahati-781009

Proceedings of the joint meeting of the SGRC and Criterion-I of IQAC held on 1<sup>st</sup>  
June, 2023

A joint meeting of the Students' Grievance Redressal Committee and Criterion-I of AQAR preparation sub-committee of IQAC was held at 1.30 pm at the Conference Hall of the college, which was presided over by the Chairperson of the SGRC, Mr. Bishwajyoti Dev Mahanta.

At the beginning of the meeting, Mr. Mahanta briefed about the purposes of the meeting by stating that to have a discussion on the grievances of the students' feedback circulated and collected by the IQAC on the role of the SGRC during the college admission and on future course of actions to be undertaken by the SGRC were the main purposes of the meeting.

After that Mr. B.D. Mahanta, Chairperson of SGRC read out the proceedings of the last meeting of the committee, held on 2<sup>nd</sup> May, and it was unanimously approved by the members present.

Dr. Sangeeta Das, a member of the Criterion-I, AQAR preparation sub-committee read out the important grievances of the students found in the students' feedback analysed latter on by the IQAC opined that all those might not be termed as 'proper grievances'. However, the authority might be informed about the appropriate measures meant to be undertaken. After thorough discussion following resolutions were adopted in today's meeting.

Resolution No-1:

Today's meeting resolved to request the college authority to arrange for a "Help-Desk" in the college premise consisting of the members from the office, Admission Committee and SGRC during admission days.

Resolution No-2:

Today's meeting resolved to inform the College Canteen Monitoring Committee regarding the grievances of the students reflected in the students' feedback collected by the IQAC and undertake appropriate measures for their redressal.

Resolution No-3:

Today's meeting resolved to request the authority to display the issues may be redressed by the Students' Grievance Redressal Committee for the students at a prominent place.

Resolution No-4:

Today's meeting resolved to request the authority to arrange an Orientation Programme for the students at the beginning of the new session to make them aware about different in-house committees and their functions.

After the adoption of the above mentioned resolutions the Chairperson of SGRC expressed his thanks to the committee members and Invited members of Criterion-I of AQAR preparation sub-committee for their co-operation and valuable suggestions and announced the end of the meeting.

*Balanti*

Bishwajyoti Dev Mahanta

Chairperson

Students' Grievance Redressal Committee.

Chairperson,  
Students' Grievance Redressal Committee  
Pragjyotish College  
Guwahati-781009

## Proceedings Students' Grievance Redressal Committee (SGRC) meeting held on 2<sup>nd</sup> May, 2023

An in-house committee meeting of the Students' Grievance Redressal Committee was held on 2<sup>nd</sup> May, 2023, Tuesday, at 4.30 pm, at the Principal's chamber of Pragjyotish College. The meeting was presided over by the Chairperson of the committee Mr. Bishwajyoti Dev Mahanta. At the beginning of the meeting, the Chairperson briefed the newly appointed members of the committee about the latest UGC notification about redressing the grievances of the students issued on 11<sup>th</sup> April, 2023.

In his speech Dr. Manoj Kumar Mahanta, Principal, Pragjyotish College, said that as the new UGC notification has brought some changes in the formation of the SGRC as well as redressal procedures of the students in a higher educational institution, a new Students' Grievance Redressal Committee has been formed as per the guidelines of the notification. He also appealed the members present to remain active and supportive in redressing the grievances of the students.

Chairperson, Mr. B.D. Mahanta, then tabled the draft of the policy document of SGRC, Pragjyotish College for the discussion of its members. All the members of the committee took part in the deliberations that ensued and offered some valuable suggestions. After a thread bear discussions following resolutions were adopted in the meeting.

### Resolution No-1:

Today's meeting has resolved to accept the draft policy document of the newly constituted Students' Grievance Redressal Committee of the college.

### Resolution No-2:

Today's meeting has resolved to consider the grievance/grievances found in the Complaint/ Grievance Box submitted by any anonymous student(s). However, in such case(s), an enquiry is to be conducted at the initiative of the committee immediately after receiving such complaint(s) about its authenticity and take/suggest measure(s) accordingly.

Resolution No-3: Today's meeting has resolved to consider the following categories grievances of students in conformity with UGC's notification dated 11<sup>th</sup> April, 2023.


- (i) Admission;
- (ii) Prospectus;
- (iii) non-return of any document without valid reason;
- (iv) demand of undue money;
- (v) reservation of seats in admission to different category of students;

- (vi) scholarships or financial aid;
- (vii) internal examinations;
- (viii) students' amenities;
- (ix) evaluation procedure;
- (x) delay in, or denial of, the refund of fees as per law;
- (xi) discrimination of on the grounds of caste, community, sex, religion or disabilities categories;
- (xii) denial of quality education;
- (xiii) Harassment or victimization of a student;
- (xiv) Any action initiated/ taken contrary to the students, rules, regulations or guidelines of the institution or of UGC.

Resolution No-4:

Today's meeting has resolved to hold a joint meeting with Criterion-I of IQAC of the college which collects the feedback of the students on overall facilities and environment of the college to know about their complaints, grievances and suggestions which may help the smooth functioning of the committee.

After the adoption of the above mentioned resolutions, the Chairperson expressed his thanks and gratitude to all the members present in the meeting and announced its end.



B.D. Mahanta

Chairperson

Students' Grievance Redressal Committee

Chairperson

Students' Grievance Redressal Committee

Pragjyotish College

Guwahati-781009

*Students' Grievance Redressal Cell,*

*Pragjyotish College, Guwahati*

Activities:

- Students' Grievance Redressal Cell has held 3 (three) in-house committee meetings on 20/12/2022, 07/02/2023 and 09/03/2023 respectively till today to discuss various issues.
- It has chalked out its future plans and action plans to implement these.
- It has communicated its resolutions to the Principal of the College on 30/01/2023.
- The Coordinator of the Cell has been regularly checking the Complaint Box of the College.
- It has arranged one Help Desk of the Cell during Pragjyotish College Students' Unions general election on 11/02/2023
- In a meeting of the Students' Grievance Redressal Cell was held on 13/03/2023 to discuss about a grievance of Sri Swarnab Kashyap, a bonafide student of H.S. II year (Com) and after discussion with Sri Kashyap, the grievance was redressed and the complaint letter was voluntarily withdrawn.

Future Action Plans:

- To ensure implementation of the resolutions of the meeting of the Cell held on 20/12/2023.
- To discuss about the major students' grievances expressed in their 'Students' Feed-back' for the session 2021-22.
- To arrange for a Help Desk during the college admission days for the session 2023-24.
- To intimate other concerned in-house committees/ IQAC regarding the grievances of the students reflected in Students' Feed-back and help them to adopt remedial measures to redress such grievances.
- To have an online grievance submission procedure for the students.

*Bahanta*

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

Coordinator  
Students' Grievance Redressal Cell  
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.

*B. Mahanta*

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

Coordinator  
Students' Grievance Redressal Cell  
Pragiyotish College

## 2. Minutes of Meetings:

### a. Anti-Ragging and Discipline Monitoring Committee (earlier Anti-Ragging Central Committee)

Anti-Ragging Central Committee Meeting 28.06.2018



Today, on 28th June 2018, the Central Committee Meeting of Anti-Ragging, of Poojyashikha College is held in the conference hall at 9:30 PM. The meeting is chaired by the convenor Badam Ch. Mahanta and the following members were present.

The committee discussed the plans and strategies for the Academic Session 2018-2019. The members gave their suggestions to deal with matters relating to Ragging. Of course, for ~~the~~ ~~and~~ there is not a ~~single~~ single issue of Ragging in our college in the ~~1~~ for many years, more than a decade. Even then the Anti-Ragging committee has been working sincerely to deal with Ragging.

After discussion the following resolutions are adopted

1. All the members will involve sincerely to deal with Ragging whenever any such incident happens inside the college premise including girls' hostel.
2. A Flying squad of six teachers is reformed and they will ~~not~~ constantly monitor Ragging related incident.
3. Anti-Ragging Committee suggests the principal to display the members name and phone numbers of the committee members.
4. To display the various criminal codes for punishment for involving Ragging.

signatures

1. Badam Ch. Mahanta - 
2. Ruma B. Kalita - 



## **NOTICE**

Date-22/06/2018

All the esteem members of Anti Ragging Central Committee of Pragjyotish College are requested to attend the meeting to be held on 28/06/2018 in Conference Hall at 3.30pm. Meeting will discuss the plans and strategies regarding ragging in our college for the academic session of 2018-19.



**Convenor**

Anti Ragging Central Commitee

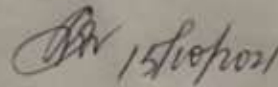
Date: 15-10-2021

## NOTICE

All the esteem members of Anti Ragging Committee of Pragjyotish College are requested to attend the meeting to be held on 22-10-2021 in Conference Hall at 2:30 pm. Meeting will discuss the following agenda.

- 1) Ragging related issue if any.
- 2) Regarding vigilance in the college campus.
- 3) Any other.

Convenor



(Badan Ch. Mahanta)  
Anti ragging central Committee  
Pragjyotish College

22/10/2021, venue: Conference Hall, Time: 2:30 PM

### Anti Ragging Central Committee Meeting

Today on 22/10/2021, Anti-Ragging Central Committee Meeting is held in the Conference Hall of Praggyatosh college at 2:30 PM. The meeting is chaired by the convenor, Badam Ch. Mahanta and the following members are present:

1. Badam Ch. Mahanta - Conv
2. Namita, Das - Mem
3. Sanyal, Sarma - Secy
4. Pradip Ch. Kalita - Roll
5. Chandana Sarma - Mem
6. Pratikanta Rajbanshi - Mem
7. Purnima Debn - Mem
8. Su. Manish Saikia - Mem

### The agenda

1. To make an appeal to reconstitute the Central Anti-Ragging Committee.
  2. vigilance in the college campus.
  3. Any other
- 
1. As discussed in the meeting a verbal request is to be placed before the Principal to reconstitute the Committee.
  2. vigilance to be continued and no lapse should be there regarding ragging.

22/10/2021

21/8/23

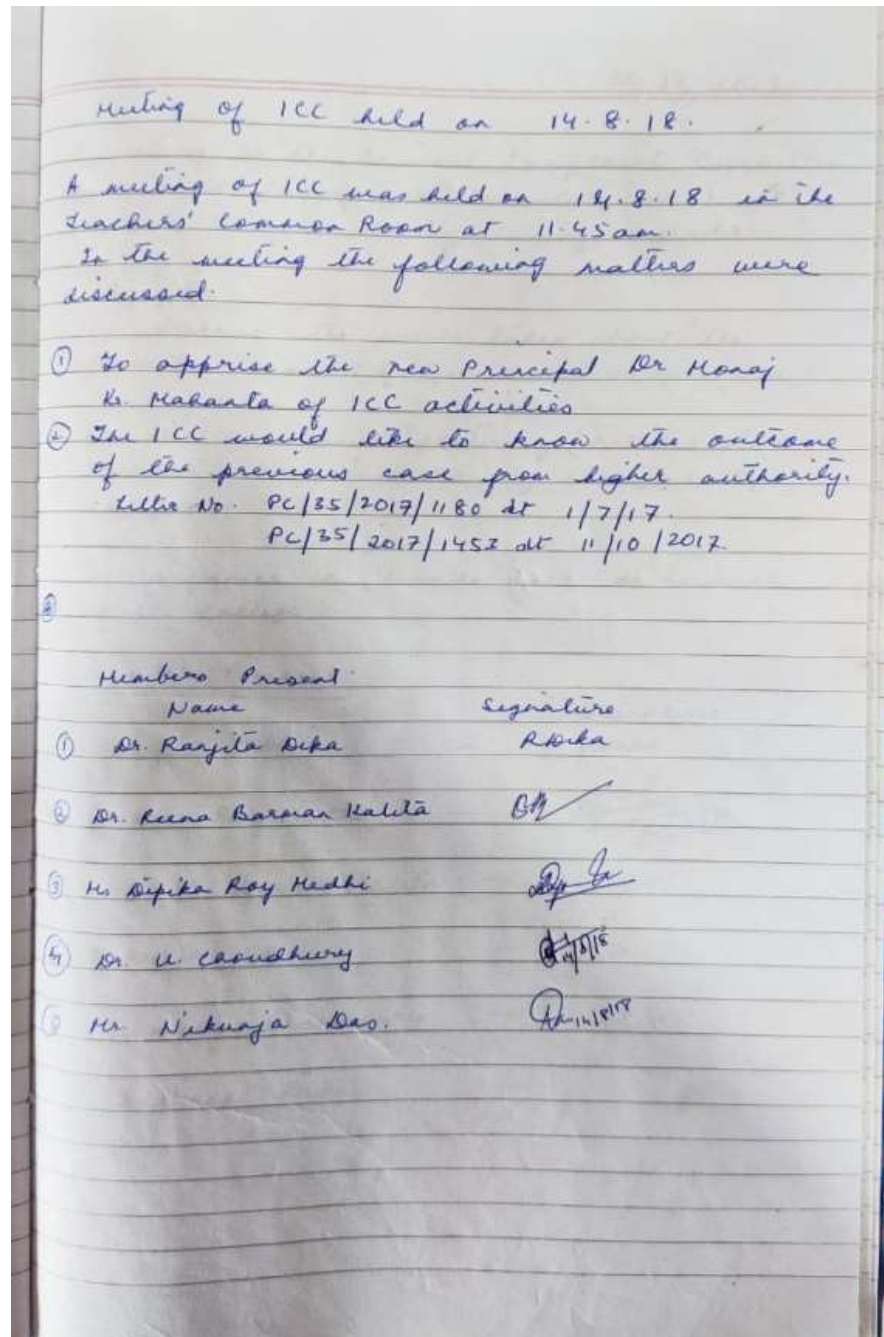
Today an awareness program of Hill Logging Committee in collaboration with Women Study Centre and IGC has been organized at LUSA hall at 2 pm. The target of this meeting was to create awareness amongst the 1st year students of the college.

Teachers Present	Dept.	Class	Sign.
1. Uday/ Mr. Venkatesh	Department		22/08/23
2. Rama B. Varada	Botany		23/08/23
3. Bijan Bantale	Geology		23/08/23
4.			
5. Mr. Lakshmi S. Kumar	Pol. Sci.		
6. Dr. Hemadri Lakshmi	Botany		
7. Prayagathi Suman S	Geology		
8. Dr. Anugata Das	Geology		
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21. Anjali Devi	Sanskrit		21/08/23
22. Tallab. Datta	Sanskrit		21/08/23
23. Anurati Das	Botany		21/08/23
24.			
Students Present	Dept.	Class	Sign.
1. Bihumoni Bhoi	Botany	2 <sup>nd</sup> Sem	Bihumoni Bhoi

Name	Dept.	Class	Sign.
2. Kalita Das	Botany	B.Sc 1 <sup>st</sup> sem	Kalita Das
3. Indrakanti Das	Botany	B.Sc 1 <sup>st</sup> sem	Indrakanti Das
4. Anima Basu	Botany	B.Sc 1 <sup>st</sup> sem	Anima Basu
5. Anurita Rajyung	Botany	B.Sc 1 <sup>st</sup> sem	Anurita Rajyung
6. Jyoti Das	Botany	B.Sc 1 <sup>st</sup> sem	Jyoti Das
7. Gayatri Das	Botany	B.Sc 1 <sup>st</sup> sem	Gayatri Das
8. Parvathi Nath	Botany	B.Sc 1 <sup>st</sup> sem	Parvathi Nath
9. Jyoti Das	Botany	B.Sc 1 <sup>st</sup> sem	Jyoti Das
10. Divya Bhandari Mili	Botany	B.Sc 1 <sup>st</sup> sem	Divya Bhandari
11. Mandira Das	Botany	B.Sc 1 <sup>st</sup> sem	Mandira Das
12. Bishal Sarmah	Anthropology	BA 1 <sup>st</sup> sem	Bishal Sarmah
13. Anika Das	Anthropology	BA 1 <sup>st</sup> sem	Anika Das
14. Tanvir Parveen	Geography	BA 3 <sup>rd</sup> sem	Tanvir Parveen
15. Bipasha Neogi	Assamese	BA 1 <sup>st</sup> sem	Bipasha Neogi
16. Jyoti Das	Assamese	BA 1 <sup>st</sup> sem	Jyoti Das
17. Anurita Das	Economics	BA 1 <sup>st</sup> sem	Anurita Das
18. Anika Das	Assamese	BA 1 <sup>st</sup> sem	Anika Das
19. Mehak Choudhury	Commerce	HS 1 <sup>st</sup> year	Mehak Choudhury
20. Mita Saha	Commerce	HS 1 <sup>st</sup> year	Mita Saha
21. Sudipa Karmakar	Commerce	HS 1 <sup>st</sup> year	Sudipa Karmakar
22. Manasa Das	Art	HS 1 <sup>st</sup> year	Manasa Das
23. Anurita Das	Anthropology	1 <sup>st</sup> sem	Anurita Das
24. Mukhona Yasmin	Anthropology	1 <sup>st</sup> sem	Mukhona Yasmin
25. Shamima Khanam	Anthropology	1 <sup>st</sup> sem	Shamima Khanam
26. Pranami Das	Anthropology	1 <sup>st</sup> sem	Pranami Das
27. Anurita Das	Geography	1 <sup>st</sup> sem	Anurita Das
28. Anika Das	Geography	1 <sup>st</sup> sem	Anika Das
29. Anurita Das	Philosophy	1 <sup>st</sup> sem	Anurita Das
30. Anurita Das	Philosophy	1 <sup>st</sup> sem	Anurita Das
31. Anurita Das	Science	HS 1 <sup>st</sup> year	Anurita Das
32. Anurita Das	Arts	HS 1 <sup>st</sup> year	Anurita Das
33. Anurita Das	Arts	HS 1 <sup>st</sup> year	Anurita Das
34. Anurita Das	Science	HS 1 <sup>st</sup> year	Anurita Das
35. Anurita Das	Science (Zoology)	1 <sup>st</sup> sem	Anurita Das
36. Anurita Das	Zoology	1 <sup>st</sup> sem	Anurita Das

39.	Md. Shahidul Alam	Philosophy (Dip)	B.A. 1 <sup>st</sup> Sem	Mohidul Ha
40.	Juti Kanyo Kanyop	Political Sci. (Dip)	B.A. 1 <sup>st</sup> Sem	Chakraborty
41.	Tasht Tanna	Political Sci. (Dip)	B.A. 2 <sup>nd</sup> Sem	Sham
42.	Pankaj Baro	Botany (Dip)	B.Sc. 2 <sup>nd</sup> Sem	Pran
43.	Tanoo Chakma	Zoology	B.Sc. 1 <sup>st</sup> Sem	Pran
44.	Sakel Hussain	Arts	B.Sc. 2 <sup>nd</sup> Sem	Sakel
45.	Zunaira Akbar	Arts	B.Sc. 2 <sup>nd</sup> Sem	Zunaira Akbar
46.	Karabi Bora	Botany	B.Sc. 1 <sup>st</sup> Sem	Karabi Bora
47.	Arumita Bhattach	Botany	B.Sc. 1 <sup>st</sup> Sem	A. Bhattach
48.	Rakiba Akbar	Botany	B.Sc. 1 <sup>st</sup> Sem	Rakiba
49.	Reany choudhary	Science	HS 1 <sup>st</sup> year	Reany
50.	Shobha Das	Science	HS 1 <sup>st</sup> year	Shobha Das
51.	Priyansu Nath	Political Science	B.A. - 1 <sup>st</sup> Sem	Priyansu
52.	Arghunoo Kalita	"	"	Arghunoo
53.	Hirangshu Das	Commerce	B.A. 1 <sup>st</sup> Sem	Hirangshu Das
54.	Gayatri Saha	HS	1 <sup>st</sup> year	Gayatri
55.	Diprita Mukhi	B.A.	B.A. 3 <sup>rd</sup> Sem	Diprita
56.	Esmita Barmah	B.Sc.	B.Sc. 1 <sup>st</sup> Sem	Esmita
57.	Ankur Deka	B.Sc.	1 <sup>st</sup> Sem	Ankur
58.	Subhankar debnath	B.Sc.	1 <sup>st</sup> Sem	Subhankar
59.	Diptiha Kalita	B.Sc.	1 <sup>st</sup> Sem	Diptiha
60.	Lina Kalita	BA	1 <sup>st</sup> Sem	Lina
61.	Mamunul Ali	B.Sc.	2 <sup>nd</sup> Sem	Mamunul
62.	Gurudev Kulkarni	BA 1 <sup>st</sup> (Pol. Sci.)		Gurudev Kulkarni
63.	Mozzina Khatun	BA 1 <sup>st</sup> (Arms)		Mozzina Khatun
64.	Nishu Khanam	Commerce	HS 1 <sup>st</sup>	Nishu Khanam
65.	Siddhant Jha	Commerce	HS 1 <sup>st</sup>	Siddhant
66.	Neha Rai	Commerce	HS 1 <sup>st</sup>	Neha
67.	Sahana Khatun	BA (Philosophy)		Sahana Khatun
68.	Nisha Tosi	Hindi	BA 1 <sup>st</sup> Sem	Nisha

## b. Internal Complaints Committee (now Internal Committee)



20.12.2018.

A meeting of the Internal Complaints Committee was held today (20<sup>th</sup> December, 2018) to discuss about the following agenda.

#### Agenda

- ① To discuss the action taken about the previous case (Gargee Sarmah vs Giris Das)
- ② To discuss about posting (related to harassment against women) in the college campus.
- ③ To organise a seminar Talk or Seminar in the college.

#### Members Present

		Signature
①	Ranjita Deka	— R.Deka
②	Dipika Ray Medhi	—  20/12/18
③	Keena Barman Kalita	— 
④	Nikunja Das	— 
⑤	Urnadipoyali Chaudhury	—  20/12/18
⑥	Rishabhree Deka	—

20.12.18

### Resolutions

- ① Resolved that a letter to be sent to the Principal to enquire about the progress of the case of Gargee Saranah vs Gireen Das.
- ② Resolved to prepare some banner/posters of ICC for college campus.
- ③ Resolved to hold <sup>awareness</sup> talk in the next academic session (Feb 2<sup>nd</sup> week 2019) on gender sensitization/Domestic Violence.


23.11.2019

A meeting of ICC was held today to review the work initiated by ICC.

### Resolutions

- ① Resolved that the college authority should be approached for posting in the college premises.
- ② Resolved to hold talks and seminars to enlighten the students about sexual harassment in the college campus.

### Members present

Name	Signature
1. Dr. Rajata Bika	
2. Dipika Raj Medhi	
3. Shreya Barman Kalita	
4. Nishuaja Das	
5. Manojyoti Choudhury	
6. Subhadra Bika	



## Internal Complaints Committee Report for the Session 2021-2022

### Pragjyotish College

#### Santipur

The ICC has been constituted in the College as per UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulation, 2015. The ICC is meant to address complaints from students, teaching and non-teaching members on matters of sexual harassment and ensure support services to the victims.


The College re-constitutes the ICC membership every two years. The following are the members of the ICC for the Session 2021-2022:

- |                            |                                    |
|----------------------------|------------------------------------|
| 1. Dr. Reena Barman Kalita | Faculty Member (Presiding Officer) |
| 2. Dipika Roy Medhi        | Faculty Member                     |
| 3. Dr. Shampa Choudhury    | Faculty Member                     |
| 4. Unindajyoti Choudhury   | Staff Member                       |
| 5. Nikunja Das             | Staff Member                       |
| 6. Dharitri Deka           | Student Member                     |
| 7. Jubita Deka             | Student Member                     |
| 8. Priyangkhi Sarmah       | Student Member                     |
| 9. Bibhashree Deka         | Lawyer, NGO Member                 |

The committee organised a meeting on 10-03-2022 to discuss about the following agendas:

1. Students' Complaints
2. Awareness of the ICC among the students
3. Any other matter

The College had strength of 2530 UG students and 263 PG students during the session 2021-2022. The Committee met to discuss regarding any complaints or grievances received from the students and to address the same. The offline mechanism (Complaints box outside Principal Office) and Online mechanism (icc@pragjyotishcollege.ac.in) was taken into consideration while checking for complaints and grievances. A random survey was carried out among the students of the College to assess the awareness about the ICC mechanism and response. With student members in the Committee helping out, it was found that the current batches of students are well aware of the mechanisms for ICC and their functioning. The Committee found that no complaints were reported in, through both the mechanisms (online and offline). Therefore, the Committee is forwarding a satisfactory report in relation to ICC awareness among the students for the Session 2021-2022.

  
(Presiding Officer)  
Presiding Officer  
ICC, Pragjyotish College  
Pragjyotish College  
10/3/2023

### c. Students Grievance Redressal Cell



# Students' Grievance Redressal Cell

## In-house Meeting

Date: 20/12/2022

Time: 1:30 pm.

- ① Manoj kr. Mahanta — Principal
- ② Sampa Choudhury — Vice-Principal
- ③ Namita Das — Co-ordinator, IQAC.

### Signatures of the members present

	Contact No
① Biswanajyoti Das Mahanta	9435207853
② Niva Deka	9864260659
③ Anpita Das.	9864032648.
④ Unindrajyoti Choudhury	7002421213
⑤ Sanya Santhya Das	97070-56662
⑥ Reena B. Kalra	71013-272013.

### Agenda

- ① Purpose of the meeting
- ② Speech by the Principal
- ③ Discussion on further action
- ④ Adoption of resolutions.

## Proceeding

An in-house committee meeting of the Students' Grievance Redressal Cell was held on 20th December, 2022, at the Conference Hall at 1:30 pm under the presidency of co-ordinator of the cell Mr. B. S. Mahanta. At the beginning of the meeting, the Co-ordinator explained that defining the scope of the cell as well as chalking out its future plan of action are the two purposes of the meeting.

In his speech Dr. Manoj Kumar Mahanta, Principal, Pragjyotish College, stated that all those, who are associated to the institution starting from the beginning of the admission process are to be regarded as 'students' and their grievances, if any, are to be addressed too.

All the members of the cell, including Vice-Principal Dr. Shampa Choudhury and co-ordinator, IQRC, Dr. Namita Das took part in a fruitful deliberation that ensued. After a thorough discussion following resolutions were adopted in the meeting.

### Resolution No:- 1

Today's meeting has requested the authority, by a resolution, to display the names of the co-ordinators of

- a) Students' Grievance Redressal Cell
- b) Anti-Ragging Committee, and
- c) Students' Counselling Cell at prominent place/ places of the College along with their contact nos.

#### Resolution No:-2

The meeting has resolved to request the authority to display the Students Grievance Redressal Cell in the college premises.

#### Resolution No:-3

The meeting has resolved to address students' grievances of the following kinds:

- a) Admission
- b) Academic
- c) Examination
- d) Miscellaneous

#### Resolution No:-4

The meeting has resolved to address the grievances of the students either of its own or to refer/forward for necessary actions to other concerned committees, cells, officer-staffs like Admission Committee, Anti-ragging cell, Examination Committee, Vigilance Committee etc.

#### Resolution No:-5

The meeting has resolved to request the authority to make necessary arrangements for a "Desk" during admission process of the college for the Students Grievance Redressal Cell.

#### Resolution No:-6

The meeting has resolved to request the authority to display the contact no. of the co-ordinators of the Students Grievance Redressal Cell on the surface of the 'Complain Box' prominently.

Resolution No :- 7

The meeting has resolved to request the authority to make provision to open the 'Complain Box' at least twice in a week, preferably on Wednesday and Saturday.

The meeting ended with the co-ordinator of the cell offering thanks and gratitude to the members of the cell for their presence and deliberation.

Confirmed  
Adarsh  
17/07/23

Bishwajyoti Das Mahanta  
Co-ordinator  
Students' Grievance  
Redressal Cell  
Coordinator  
Students' Grievance Redressal Cell  
Pragyatish College  
Gowahati - 781002

Notice

Guwahati

4<sup>th</sup> Feb, 2023

A meeting of the Students' Grievance Redressal Cell will be held on 7<sup>th</sup> February, 2023, Tuesday, at 2.00 pm at Conference Hall to discuss about the ensuing college election to be held on 11<sup>th</sup> February and to formulate the plans of the Cell. All the Advisers and members of the Cell are requested hereby to be present in the same.

*Belante* 04/02/23  
Bishwajyoti Dev Mahanta  
Coordinator  
Students' Grievance Redressal Cell  
Co-ordinator Prapriotech College  
Students' Grievance Redressal Cell

Agenda

1. Purpose of the meeting
2. Confirmation of the proceedings of the last meeting
3. Discussion on action taken
4. Ensuimg PCSU election
5. Adoption of resolutions

*Alkhatun*  
4/2/2023

*Rinku*  
4/2/2023

*Devi*  
4/2/23

*Shruti*  
4/2/23

*Shreya*  
4/2/23

*Shreyas*  
4/2/23

In-house Committee Meeting  
Students' Grievance Redressal Cell

Date: 07/02/2023

Time: 2:00 pm

Vermor Conference Hall

Signatures of the members present:

- |                            |                 |
|----------------------------|-----------------|
| 1) Shampa Chaudhary        | Shampa 7/2/23   |
| 2) Niva Deka               | Niva 7/2/23     |
| 3) Bishwajyoti Das Mahanta | Bishwaji 7/2/23 |
| 4) Dipika Das              | Dipika          |
| 5) Prindajyoti Choudhary   | H.              |
| 6) Keena B. Kalita         | RMS.            |

Proceeding

An In-house committee meeting of the Students' Grievance Redressal Cell was held today, on 7th February, 2023 at the Conference Hall. The meeting was presided over by the coordinator of the cell, Bishwajyoti Das Mahanta. Stating the purpose of the meeting, he said that to discuss about the activity of the cell during coming students' election on 11th February, is the main objective of the meeting.



The coordinator then read out the proceedings of the last meeting of the cell, held on 20th December and it was approved by the members present today.

The coordinator then briefed about the actions taken on these resolutions and steps taken by the authority for its implementation. He said that these resolutions have been submitted to the Principal of the college on 30th January and he has assured full support on its execution. The principal has promised to provide for one room in front of the college office. The Complaint Box was opened and no complaint was found inside. He also advised the coordinator of the cell to work with Dr. Manjit Kumar Majumdar, former Coordinator of the I.R.G. of the college regarding display of the boards of the cell in prominent location.

All the members of the cell took part in the deliberations and the following resolutions were adopted afterwards.

#### Resolution No-1:

Today's meeting has resolved to request the authority to display the names, departments and the contact no. of the coordinator of the Students Grievance Redressal Cell at the prominent locations of the college.

#### Resolution No-2:

The meeting has resolved to request the authority to provide for a 'Desk' to the S.G.R.C. cell during students' section on 11th

February and make arrangement for a 'file' there.

Resolution No-3;

The meeting has resolved to maintain a 'Register for Records of Students' Grievances'.

The meeting ended with some valuable suggestions offered by its members.

Rishwajit Bar Mahanta  
Co-ordinator  
Students' Grievance Redressal Cell  
Pragjyotish College  
Coordinator  
Students' Grievance Redressal Cell  
Pragjyotish College  
Guwahati - 781009

Help-desk of the Students' Grievance Redressal Cell during P.C.S.U. Election

Date: 11-02-2023

Venue: Entrance of 'A' block

Time: during election hours

A Help Desk of the Students' Grievance Redressal Cell was arranged today, i.e. 11th February, 2023 during Pragjyotish College Students' Union's general election at the approach of Block 'A' of the college. All the members of the cell along with some members of the Students' Election Conducting Committee actively participated in it by their day long presence. However, no grievance had to be recorded or redressed by the cell as the entire election procedure was completed smoothly and peacefully.

<u>Sl. No.</u>	<u>Name</u>	<u>Signature</u>
1.		
2.	Dr. Nandini Sarma	M. Sarma 11/02/23
3.	Dr. Anjali Devi	Dr. Anjali 11/02/23
4.	Dr. Leena B. Kalita	Dr. Leena 11/02/23
5.	Nikhita Das	N. Das 11/02/23
6.	Pradip Ch. Kalita	P. Kalita 11/02/23
7.	Umindrajoti Choudhary	U. Choudhary 11/02/23
8.	Bhagana Talukder	B. Talukder 11/02/23
9.	Niva Deka	N. Deka 11/02/23

## Notice

Guwahati

9<sup>th</sup> March, 2023

A meeting of the Students' Grievance Redressal Cell will be held on 13<sup>th</sup> March, 2023, Monday, at 4.30 pm at Principal's Chamber to discuss about the complaint launched by Sri Swarnab Kashyap, a H.S. II year student. All the Advisers and members of the Cell are requested hereby to be present in the same.

*Bishwajoti* 09/03/2023  
Bishwajyoti Dev Mahanta

Co-ordinator

Students' Grievance Redressal Cell

### Agenda

1. Purpose of the meeting
2. Discussion on student's grievance
3. Suggested action to be taken

*Myra Das*  
*Umsidjyoti Choudhury*  
*Das* *Alena*

*Bishwajoti*  
9/03/2023

13.3.23

In-house Committee Meeting  
Students' Grievance Redressal Cell

Date: 13/03/2023  
Time: 4:30 pm  
Venue: Principals' Ch.

1. Shri. N. S. Kulkarni - 13/03/2023
2. Shri. Chandra Chaudhari - 13/03/2023
3. N. V. Desai - 13/03/2023
4. Shri. J. S. Desai - 13/03/2023
5. Shri. S. S. Desai - 13/03/2023
6. Shri. S. S. Desai - 13/03/2023
7. Shri. S. S. Desai - 13/03/2023
8. Shri. S. S. Desai - 13/03/2023

Agenda

1. Purpose of the meeting
2. Discussion on students' grievance
3. Suggested action

Proceedings

A meeting of the Students' Grievance Redressal Cell was held today, i.e., 13/03/2023 at 4:30 pm at the Principals' chamber. At the beginning of the meeting, Coordinator of S.G.R.C., Shri. B. S. Mahanta explained that the meeting had been convened to discuss about a complaint lodged by Shri. Swarnab Kashyap, a student of the H. II yr (Com).

At the beginning of the meeting, Dr. M. K. Mahanta, Principal, Praggyani College briefed the members of the cell that he received a complaint letter from Shri Swarnab Kashyap secondary in December,

2022 through an office staff in which although the name of the student appeared, but there was no mention about the stream, JH/US and Roll No. After collecting these informations from his office, he contacted the complainant. By that time, however, the complainant Sri Suresh Kashyap had left for his hometown Gwalpore to prepare for his H.L. (Final) examination. The Principal then said that he referred the matter to the Co-ordinator, S.G.R.C. Sri B.D. Mahanta.

Co-ordinator Sri B.D. Mahanta said that immediately after he received the letter of complaint, he talked with the other members of the Cell and they advised him to take up the matter after the final examination of the complainant as he was not in Gwalpore then and any discussion on that matter might have disturbed and had thereby an adverse effect in his preparation. The Co-ordinator also said that by that time he had personally contacted Sri Suresh Kashyap, the complainant during one of his examinations and wanted to know if he still had some disturbances or problems in this regard. If not he was advised to meet the co-ordinator after the exam was over. Then the complainant said that he would be present before the S.G.R.C. on 13/03/23 after his examination and accordingly he had contacted the co-ordinator and had been waiting.

Some other teachers present there including Mrs. Niharika and Sri Kedar Ch. Mahanta said that the complainant Sri Suresh Kashyap had also got involved in some incidents relating to the discipline of the college and hence there was a need to look into his complaint from this angle too.

Other members of the Cell then expressed that Sri Swarnal Kashyap should be summoned and his grievance should be heard sympathetically. Sri Kashyap was called on to the Cell and he expressed the situation under which he hurriedly wrote a complaint letter and left for home as he felt disturbed. After hearing his views from Sri Swarnal Kashyap the members expressed their opinion that the whole incident could have occurred only due to some trivial misunderstanding between the teachers involved and him. They also expressed their views that such incident could have happened even with a good intention of the teachers concerned. The teacher members then wanted to know if he would like to continue with his complaint further or not. Sri Swarnal Kashyap, the complainant, then expressed that he submitted the complaint immediately after he felt being insulted, but at that moment, there was no grievance in his mind against the concerned teachers and would like to withdraw the whole complaint.

The matter was thus settled amicably.

The meeting was then ended with a vote of thanks by the coordinator to all the members present.

Bishwajyoti Boro Mahanta  
Coordinator  
Students' Grievance  
Redressal Cell  
Pragjyotish College

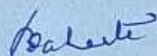
Coordinator  
Students' Grievance Redressal Cell  
Pragjyotish College  
Guwahati - 781009

*Students' Grievance Redressal Committee, (SGRC)*

*Pragjyotish College, Guwahati*

Activities: (From 25<sup>th</sup> April)

- Students' Grievance Redressal Committee has held 3 (three) in-house committee meetings on 02/05/2023, 01/06/2023 and 14/10/2023 respectively till today to discuss various issues.
- It has chalked out its future plans and action plans to implement these as per UGC notification, dated, the 11<sup>th</sup> April, 2023.
- It has communicated its resolutions to the Principal of the College on 17/01/2023.
- The Chairperson of the Committee has been regularly checking the Complaint/ Grievance Box of the College and mail of the committee.
- The Students' Grievance Redressal Committee has participated in the observance of Food Safety Day and Awareness Programme on 7<sup>th</sup> June, 2023, with College Canteen Monitoring Committee and IQAC



Bishwajyoti Dev Mahanta Chairperson  
Chairperson Students' Grievance Redressal Committee  
Students' Grievance Redressal Committee  
Pragjyotish College, Guwahati-781009



Proceedings Students' Grievance Redressal Committee (SGRC) meeting held on  
14<sup>th</sup> October, 2023

An in-house committee meeting of the Students' Grievance Redressal Committee was held on 14<sup>th</sup> October, 2023, Saturday, at 2.30 pm, at the Conference Hall of Pragjyotish College. The meeting was presided over by the Chairperson of the committee Mr. Bishwajyoti Dev Mahanta. At the beginning of the meeting, the Chairperson read out the proceedings of the joint meeting between SGRC and Criterion –I hold on 1<sup>st</sup> June, 2023 and it was unanimously accepted.

The Chairperson then briefed the members of the committee about some anonymous letters found inside the Complain Box on 9<sup>th</sup> October, expressing grievances about irregularity of 3<sup>rd</sup> Semester Generic classes in Zoology Department. Mr. Nabadeep Das, and Dr. Deepali Baruah, members of SGRC, wanted to know about the contents of the letters. Chairperson read out the letters in the meeting and invited suggestions from its members. All the members present in the meeting expressed their opinions and after thorough discussion following resolutions were adopted in the meeting.

Resolution No-1:

Today's meeting has resolved to inform the Principal, about the anonymous letters found in the Complaint Box regarding alleged irregularity of the 3<sup>rd</sup> Semester Generic classes and to request the authority to verify the authenticity of such allegations.

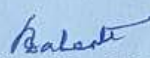
Resolution No-2:

Today's meeting has resolved to request the Principal, about the non-availability of 'particular class room' for the 3rd Semester Generic classes for Zoology Department as has been stated in the letters.

Resolution No-3:

Today's meeting has resolved that as the letters dropped in the Complaint Box don't contain the names of the aggrieved students, follow-up steps taken by the SGRC cannot be communicated to any particular student(s).

After adoption of the above mentioned resolutions the Chairperson of SGRC expressed his thanks to the committee members and for their co-operation and valuable suggestions and announced the end of the meeting.

  
Bishwajyoti Dev Mahanta

Chairperson, SGRC

Chairperson  
Students' Grievance Redressal Committee  
Pragjyotish College  
Guwahati-781009

Proceedings of the joint meeting of the SGRC and Criterion-I of IQAC held on 1<sup>st</sup>  
June, 2023

A joint meeting of the Students' Grievance Redressal Committee and Criterion-I of AQAR preparation sub-committee of IQAC was held at 1.30 pm at the Conference Hall of the college, which was presided over by the Chairperson of the SGRC, Mr. Bishwajyoti Dev Mahanta.

At the beginning of the meeting, Mr. Mahanta briefed about the purposes of the meeting by stating that to have a discussion on the grievances of the students' feedback circulated and collected by the IQAC on the role of the SGRC during the college admission and on future course of actions to be undertaken by the SGRC were the main purposes of the meeting.

After that Mr. B.D. Mahanta, Chairperson of SGRC read out the proceedings of the last meeting of the committee, held on 2<sup>nd</sup> May, and it was unanimously approved by the members present.

Dr. Sangeeta Das, a member of the Criterion-I, AQAR preparation sub-committee read out the important grievances of the students found in the students' feedback analysed latter on by the IQAC opined that all those might not be termed as 'proper grievances'. However, the authority might be informed about the appropriate measures meant to be undertaken. After thorough discussion following resolutions were adopted in today's meeting.

Resolution No-1:

Today's meeting resolved to request the college authority to arrange for a "Help-Desk" in the college premise consisting of the members from the office, Admission Committee and SGRC during admission days.

Resolution No-2:

Today's meeting resolved to inform the College Canteen Monitoring Committee regarding the grievances of the students reflected in the students' feedback collected by the IQAC and undertake appropriate measures for their redressal.

Resolution No-3:

Today's meeting resolved to request the authority to display the issues may be redressed by the Students' Grievance Redressal Committee for the students at a prominent place.

Resolution No-4:

Today's meeting resolved to request the authority to arrange an Orientation Programme for the students at the beginning of the new session to make them aware about different in-house committees and their functions.

After the adoption of the above mentioned resolutions the Chairperson of SGRC expressed his thanks to the committee members and Invited members of Criterion-I of AQAR preparation sub-committee for their co-operation and valuable suggestions and announced the end of the meeting.

*Balanti*

Bishwajyoti Dev Mahanta

Chairperson

Students' Grievance Redressal Committee.

Chairperson,  
Students' Grievance Redressal Committee  
Pragjyotish College  
Guwahati-781009

Proceedings Students' Grievance Redressal Committee (SGRC) meeting held on  
2<sup>nd</sup> May, 2023

An in-house committee meeting of the Students' Grievance Redressal Committee was held on 2<sup>nd</sup> May, 2023, Tuesday, at 4.30 pm, at the Principal's chamber of Pragjyotish College. The meeting was presided over by the Chairperson of the committee Mr. Bishwajyoti Dev Mahanta. At the beginning of the meeting, the Chairperson briefed the newly appointed members of the committee about the latest UGC notification about redressing the grievances of the students issued on 11<sup>th</sup> April, 2023.

In his speech Dr. Manoj Kumar Mahanta, Principal, Pragjyotish College, said that as the new UGC notification has brought some changes in the formation of the SGRC as well as redressal procedures of the students in a higher educational institution, a new Students' Grievance Redressal Committee has been formed as per the guidelines of the notification. He also appealed the members present to remain active and supportive in redressing the grievances of the students.

Chairperson, Mr. B.D. Mahanta, then tabled the draft of the policy document of SGRC, Pragjyotish College for the discussion of its members. All the members of the committee took part in the deliberations that ensued and offered some valuable suggestions. After a thread bear discussions following resolutions were adopted in the meeting.

Resolution No-1:

Today's meeting has resolved to accept the draft policy document of the newly constituted Students' Grievance Redressal Committee of the college.

Resolution No-2:

Today's meeting has resolved to consider the grievance/grievances found in the Complaint/ Grievance Box submitted by any anonymous student(s). However, in such case(s), an enquiry is to be conducted at the initiative of the committee immediately after receiving such complaint(s) about its authenticity and take/suggest measure(s) accordingly.

Resolution No-3: Today's meeting has resolved to consider the following categories grievances of students in conformity with UGC's notification dated 11<sup>th</sup> April, 2023.

- (i) Admission;
- (ii) Prospectus;
- (iii) non-return of any document without valid reason;
- (iv) demand of undue money;
- (v) reservation of seats in admission to different category of students;

- (vi) scholarships or financial aid;
- (vii) internal examinations;
- (viii) students' amenities;
- (ix) evaluation procedure;
- (x) delay in, or denial of, the refund of fees as per law;
- (xi) discrimination of on the grounds of caste, community, sex, religion or disabilities categories;
- (xii) denial of quality education;
- (xiii) Harassment or victimization of a student;
- (xiv) Any action initiated/ taken contrary to the students, rules, regulations or guidelines of the institution or of UGC.

Resolution No-4:

Today's meeting has resolved to hold a joint meeting with Criterion-I of IQAC of the college which collects the feedback of the students on overall facilities and environment of the college to know about their complaints, grievances and suggestions which may help the smooth functioning of the committee.

After the adoption of the above mentioned resolutions, the Chairperson expressed his thanks and gratitude to all the members present in the meeting and announced its end.



B.D. Mahanta

Chairperson

Students' Grievance Redressal Committee

Chairperson

Students' Grievance Redressal Committee

Pragyotish College

Guwahati-781009

## Observance of World Food Safety Day & Awareness Programme

Organized by

Canteen Monitoring Committee, SGRC and IQAC

7<sup>th</sup> June, 2023

On the occasion of the World Food Safety Day an awareness programme was jointly organized by the Canteen Monitoring Committee, IQAC and Students' Grievance Redressal Committee at the college canteen today, i.e., 7<sup>th</sup> June, 2023 at 3.30 pm. Co-coordinator, IQAC, members of Canteen Monitoring Committee, SGRC, canteen staffs and a few teachers, students and N.C.C. were present at the programme. Different issues related to hygiene and food safety, supply of drinking water, cooking environment, cleanliness of the utensils and overall neat and clean canteen environment were discussed in today's programme. Convener of the Canteen Monitoring Committee addressed the canteen staffs and students about such issues. Coordinator, IQAC, emphasized quality of food supplied by the canteen. Chairperson of the Students' Grievance Redressal Committee informed the canteen staffs about students' feedback received regarding canteen by the authority through various means and urged them to ensure healthy and hygienic food to all. In today's awareness programme, canteen staffs expressed their utmost concern to provide quality food in healthy and hygienic condition.



Bishwajyoti Dev Mahanta

Chairperson

Students' Grievance Redressal Committee

Chairperson

Students' Grievance Redressal Committee

Pragjyotish College

Guwahati-781009

To

Guwahati

The Principal

17<sup>th</sup> October

Pragjyotish College

Guwahati

Subject: -- Resolutions of Students' Grievance Redressal Committee meeting

Sir,

I have the pleasure to inform you that a meeting of the Students' Grievance Redressal Committee was held on 14<sup>th</sup> October, to discuss about the letters found inside the Complaint Box on 9<sup>th</sup> October and accordingly adopted certain resolutions in this regard.

I am sending these resolutions for your kind information and necessary action.

Resolution No-1:

Today's meeting has resolved to inform the Principal, about the anonymous letters found in the Complaint Box regarding alleged irregularity of the 3<sup>rd</sup> Semester Generic classes and to request the authority to verify the authenticity of such allegations.

Resolution No-2:

Today's meeting has resolved to request the Principal, about the non-availability of 'particular class room' for the 3rd Semester Generic classes for Zoology Department as has been stated in the letters.

Resolution No-3:

Today's meeting has resolved that as the letters dropped in the Complaint Box don't contain the names of the aggrieved students, follow-up steps taken by the SGRC cannot be communicated to any particular student(s).

Thanking You

Bishwajyoti Dev Mahanta

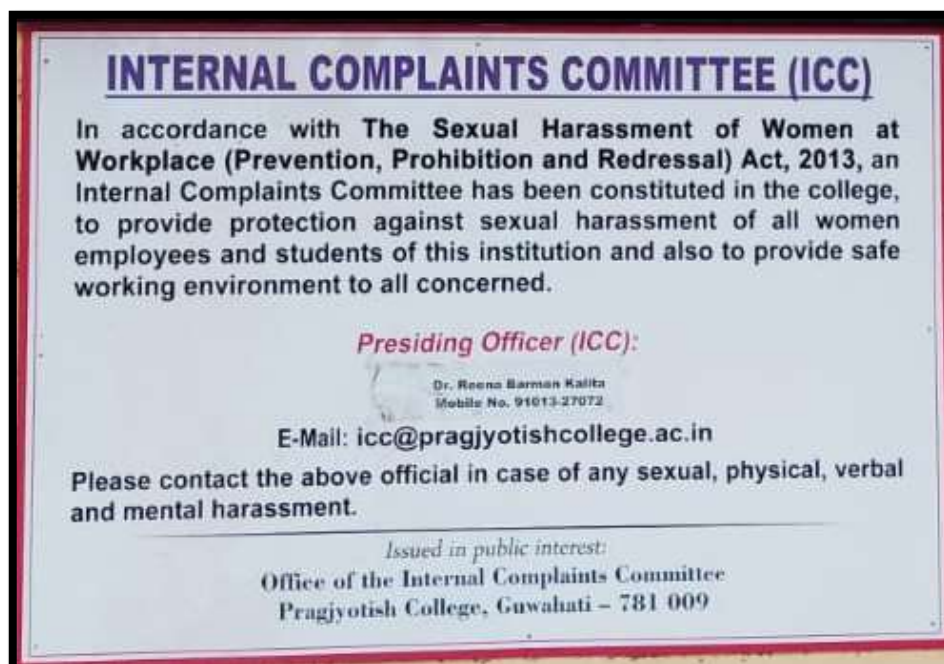
Chairperson, SGRC

### 3. Grievance Redressal Mechanism:

#### a. Anti-ragging awareness notice board:



#### b. Notice Board for Internal Complaints Committee






**c. Students' Complain Box**









**d. Online Grievance Redressal Mechanism**



**Grievance Submission System**  
Pragjyotish College

\*\* Please enter valid phone number. Any updates will be notified through your phone number.

<b>First Name</b> <input type="text" value="First Name"/>	<b>Middle Name</b> <input type="text" value="Middle Name"/>	<b>Last Name</b> <input type="text" value="Last Name"/>
<b>Submitted By</b> <input type="text" value="Choose Type"/>	<b>Type of Grievance</b> <input type="text" value="Choose Type"/>	<b>Phone Number</b> <input type="text" value="Phone Number"/>
<b>Email id</b> <input type="text" value="Email id"/>		
<b>Subject</b> <input style="width: 100%;" type="text" value="Your subject here"/>		
<b>Describe your issue here</b>		
<div style="border: 1px solid #ccc; padding: 5px;"><p><b>B I U</b>     <span style="border: 1px solid #ccc; padding: 2px;">Normal</span>  </p><p><input style="width: 100%;" type="text" value="Describe your issue here"/></p></div>		
<input type="button" value="Submit"/> <input type="button" value="Clear"/>		