



Office of the Principal  
**RANGAPARA COLLEGE, RANGAPARA**

ৰঙাপৰা মহাবিদ্যালয়, ৰঙাপৰা

(Affiliated to Gauhati University, UGC Recognised under 2(f) & 12 (B)  
P.O.- Rangapara, Dist - Sonitpur 784 505

**Dr. Ranjan Kalita**, M.A. MMC, Ph.D.

Principal

&

Research Supervisor, G.U.

94351 80914  
99543 87 932

## Details of Government Body Meetings From 2018 to 2022

Year	Dates of the GB Meeting	Total Number of Meetings
2018	23-02-2018 01-06-2018 20-06-2018 13-08-2018	04
2019	03-01-2019 04-06-2019 19-09-2019 03-12-2019	04
2020	16-09-2020 01-10-2020 21-11-2020	03
2021	18-02-2021 09-08-2021 29-09-2021 28-12-2021	04
2022	22-04-2022 07-09-2022 30-11-2022 07-12-2022	04



(Dr. Ranjan Kalita)  
Principal  
Rangapara College

# Sample of GB Meeting Proceeding

01



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**Dr. Ranjan Kalita**, M.A. MMC, Ph.D.

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Research Supervisor, G.U.

94351 80914  
99543 87 932

Ref No. ....

Date .....

RC/GT-23/GC-63/2020/351

17-11-2020

## Agenda of the G.B. Meeting:-

(Meeting held on 21.11.2020 at 3.00 P.M.  
in the Conference Hall)

Agenda:-

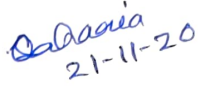


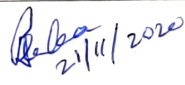
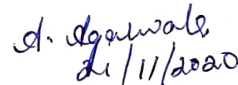
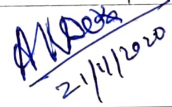
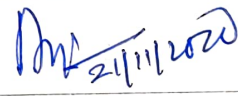
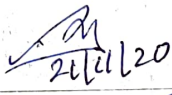
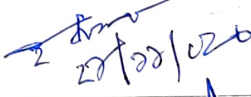
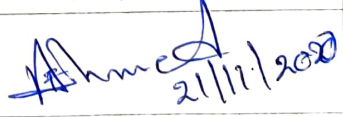
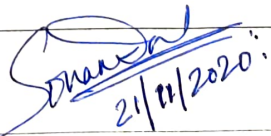
- ✓ 1. President takes chair.
- ✓ 2. Purpose of the meeting.
- ✓ 3. Approval of the proceedings of the last meeting.
- ✓ 4. Approval of appointment for the post of Assistant Professor of Economics, Political Science, Hindi and History.
- ✓ 5. Approval of appointment for the post of Laboratory Assistant.
- ✓ 6. Approval of appointment for the post of Laboratory Bearer.
- ✓ 7. Appointment of HoD, English.
- ✓ 8. Approval of Selection of new IQAC Co-ordinator.
- ✓ 9. Fixing of Inter-se seniority of Science Teachers and appointment of HoD of Science Department.
- ✓ 10. Approval of expenditure of Minister Programme.
- ✓ 11. AoB.


Agenda Discussed  
21-11-20

(Dr. Charu Saharia Nath)  
President  
Governing Body  
Rangapara College

(Dr. Ranjan Kalita)  
Principal & Secretary  
Rangapara College  
Principal  
Rangapara College

Attendance sheet of the Governing Body Members in the  
G.B. Meeting to be held on 21/11/2020

Sl. No	Name	Designation	Signature
1.	Dr. Charu Saharia Nath	President, G.B.	 21-11-20
2.	Dr. Ranjan Kalita	Principal & Secretary	 21/11
3.	Mr. Upendra Nath Sarmah	Member, G.B.	 21/11
4.	Dr. Ranendra Mohan Deka	Member, G.B.	 21/11/2020
5.	Ms. Anuva Agarwala	Member, G.B.	 21/11/2020
6.	Mr. Aswini Kr. Deka	Member, G.B.	 21/11/2020
7.	Mr. Prasanta Boro	Member, G.B.	 21/11/2020
8.	Ms. Jyoti Kalita.	Member, G.B.	 21/11/20
9.	Mr. Upendra Kumar Nath	Member, G.B.	 20/11/2020
10	Mr. Faruque Ahmed	Member, G.B.	 21/11/2020
11	Ms. Silpi Gupta	Member, G.B.	
12	Mr. Sonam Das	Donor Member, G.B.	 21/11/2020

  
(Dr. Ranjan Kalita)  
Principal  
Rangapara College  
Principal/Secretary  
Rangapara College



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**Dr. Ranjan Kalita**, M.A. MMC, Ph.D.  
 Principal  
 &  
 Research Supervisor, G.U.

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Ref No. ....

Date .....

**PROCEEDINGS OF THE G.B. MEETING HELD ON 21-11-2020 (Saturday)  
 AT 3.00 P.M. IN THE CONFERENCE HALL**

The Governing Body meeting is presided over by the President of the G.B. Dr. Charu Saharia Nath. The purpose of the meeting is explained by the Principal cum Secretary Dr. Ranjan Kalita. Explaining the purpose he informed the G.B. about the interview report of Assistant Professors of Economics, History, Political Science and Hindi against the existing vacant posts of the college and the interview of Laboratory Assistant and Laboratory Bearers. He also informed the follow up actions of the last G.B. proceedings in the purpose of the meeting.

Following the Agenda No.3 of the meeting G.B. discussed on last meeting proceedings and adopted the following resolutions:-

**Resolution No. 01:** The Governing Body approved the proceedings of the last meeting.

**Resolution No 02.:**The Governing Body discussed on the Interview of Selection of Assistant Professor of Economics. As the selected candidate Barithe Lekthe refused to join the post, the G.B. decided to re-advertise the post of Assistant Professor of Economics, RP-30.

**Resolution No 03.:**The Governing Body meeting of Rangapara College held in the College premises on 21-11-2020, under the Chairmanship of Dr. Charu Saharia Nath resolved to accept the recommendation of the interview committee held on 18<sup>th</sup> October,2020 for the selection of Assistant Professor in the Department of Political Science reserved for ST(H), RP-10, selecting Sri Prabin Engleng for the post of Assistant Professor in the Department of Political Science, vacancy of the post caused due to the retirement of Sri Ram Charan Baishya on 28-02-2018, and directed the Principal & G.B. secretary to send the name of Sri Prabin Engleng for approval of Director of Higher Education, Government of Assam.

**Resolution No. 04:** The Governing Body meeting of Rangapara College held in the College premises on 21-11-2020, under the Chairmanship of Dr. Charu Saharia Nath resolved to accept the recommendation of the interview committee held on 18<sup>th</sup> October,2020 for the selection of Assistant Professor in the Department of Political Science reserved for OBC/MOBC, RP-26, selecting Sri Paresh Borah for the post of Assistant Professor in the Department of Political Science, vacancy of the post caused due to the retirement of Sri Banewar Talukdar on 31-01-2020, and directed the Principal & G.B. secretary to send the name of Sri Paresh Borah for approval of Director of Higher Education, Government of Assam.

Contd.

*Charu Saharia Nath*  
 (Dr) Charu Saharia Nath  
 (President of  
 Governing Body  
 Rangapara College)



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Dr. Ranjan Kalita, M.A. MMC, Ph.D.  
Principal

&  
Research Supervisor, G.U.

Date .....

Ref No. ....

**Resolution No.05:** The Governing Body meeting of Rangapara College held in the College premises on 21-11-2020, under the Chairmanship of Dr. Charu Saharia Nath resolved to accept the recommendation of the interview committee held on 18<sup>th</sup> October, 2020 for the selection of Assistant Professor in the Department of Hindi reserved for OBC/OMBC, RP-32, selecting Dr. Beauti Das for the retirement of Dr. Dinesh Kr. Verma on 30-11-2019, and directed the Principal & G.B. secretary to send the name of Dr. Beauty Das for approval of Director of Higher Education, Government of Assam.

**Resolution No. 06:** The Governing Body meeting of Rangapara College held in the College premises on 21-11-2020, under the Chairmanship of Dr. Charu Saharia Nath resolved to accept the recommendation of the interview committee held on 18<sup>th</sup> October, 2020 for the selection of Assistant Professor in the Department of History reserved for OBC/OMBC, RP-28, selecting Ms. Chandana Das for the post of Assistant Professor in the Department of History, vacancy of the post caused due to the retirement of Sri Anjan Mahanta on 31-01-2020, and directed the Principal & G.B. secretary to send the name of Ms. Chandana Das for approval of Director of Higher Education, Government of Assam.

**Resolution No.07 :** The Governing Body meeting of Rangapara College held in the College premises on 21-11-2020, under the Chairmanship of Dr. Charu Saharia Nath resolved to accept the recommendation of the interview committee held on 8<sup>th</sup> November, 2020 for the selection of Laboratory Assistant post UR, RP-4, selecting Sri Dhruvajyoti Nath for the post of Laboratory Assistant, new post created by Government of Assam vide order No. AHE.594/2018/20 dated 31-07-2020 and directed the Principal & G.B. secretary to send the name of Sri Dhruvajyoti Nath for approval of Director of Higher Education, Government of Assam.

**Resolution No 08.:** The Governing Body meeting of Rangapara College held in the College premises on 21-11-2020, under the Chairmanship of Dr. Charu Saharia Nath resolved to accept the recommendation of the selection committee held on 20-11-2020 for the selection of Laboratory Bearer post SC, RP-08 selecting SRI CHANDRA DAS for the post of Laboratory Bearer, new post created by Government of Assam vide order No. AHE.594/2018/20 dated 31-07-2020 and directed the Principal & G.B. secretary to send the name of SRI CHANDRA DAS for approval of Director of Higher Education, Government of Assam.

Contd.

*Charu Saharia*  
(Dr. Charu Saharia Nath)  
President  
Governing Body  
College



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Principal

&

Research Supervisor, G.U.

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**Resolution No 09.:** The Governing Body meeting of Rangapara College held in the College premises on 21-11-2020, under the Chairmanship of Dr. Charu Saharia Nath resolved to accept the recommendation of the selection committee held on 20-11-2020 for the selection of Laboratory Bearer post UR-EWS, RP-09 selecting MS. SAGARIKA KALITA for the post of Laboratory Bearer, new post created by Government of Assam vide order No. AHE.594/2018/20 dated 31-07-2020 and directed the Principal & G.B. secretary to send the name of MS. SAGARIKA KALITA for approval of Director of Higher Education, Government of Assam.

**Resolution No 10:** The Governing Body meeting of Rangapara College held in the College premises on 21-11-2020, under the Chairmanship of Dr. Charu Saharia Nath resolved to accept the recommendation of the selection committee held on 20-11-2020 for the selection of Laboratory Bearer post OBC/MOBC, RP-10 selecting SRI DHIKHA RAJ DAS for the post of Laboratory Bearer, new post created by Government of Assam vide order No. AHE.594/2018/20 dated 31-07-2020 and directed the Principal & G.B. secretary to send the name of SRI DHIKHA RAJ DAS for approval of Director of Higher Education, Government of Assam.

**Resolution No 11.:** The Governing Body meeting of Rangapara College held in the College premises on 21-11-2020, under the Chairmanship of Dr. Charu Saharia Nath resolved to accept the recommendation of the selection committee held on 20-11-2020 for the selection of Laboratory Bearer post UR, RP-11 selecting SRI SEWAK BORAH for the post of Laboratory Bearer, new post created by Government of Assam vide order No. AHE.594/2018/20 dated 31-07-2020 and directed the Principal & G.B. secretary to send the name of SRI SEWAK BORAH for approval of Director of Higher Education, Government of Assam.

**Resolution No 12.:** The Governing Body approved the headship of Mr. Deependra Sarma in the Department of English.

**Resolution No 13.:** The Governing Body approved the name of Mr. Atul Sarmah, Deptt. of Economics as IQAC Co-ordinator.

**Resolution No 14.:** The Governing Body resolved to select the seniority of the Assistant Professors of Science Stream on the basis of age for the period of 3 years in each department as follows:

1. Mathematics - Dr. Azizul Haque
2. Chemistry - Dr. Gaurango Chakrabarty
3. Botany - Mr. Ratan Chowdhury
4. Physics - Dr. Rakesh Moulick
5. Zoology - Dr. Biman Kumar Sarma

*Charu Saharia*  
Dr. Charu Saharia Nath  
Apog President  
Governing Body  
Rangapara College

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Principal  
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**Resolution No 15.:** The Governing Body approved the expenditure of Minister Dr. Himanta Biswa Sarmah's visit programme:

- 1).Rs. 97,000/-
- 2) Science Faculty Block Rs.42000/-.

**Resolution No 16.:** The Governing Body discussed on the hostel renovation and repairing expenditures and suggested the Principal to spend the amount of expenditure from the college fund to the hostel fund as loan.

**Resolution No. 17:** The Governing Body approved the administrative approval of purchase the 70 pair desk-bench from the Examination Centre Fund.

**Resolution No. 18:** The Governing Body approved purchase of 20 Nos. of chair for Assistant Professors of Science stream common room and 2 Nos. of wooden chair for the VIP's programme, 1 No. wooden table for Librarian and 5 Nos. of book self for library.

**Resolution No. 19:** The G.B. discussed on the Commercial Complex of the college and suggested the Principal to take lease agreement with the party on certain conditions as suggested by the Legal Expert.

**Resolution No20 :** The G.B. resolved to re-advertise the post of Zoology RP-47, as the selected candidate Dr. Rashmi Dutta (OBC/MOBC) refused to join the post after her selection against the post..

**Resolution No. 21:** The G.B. discussed and suggested the Principal to forward the proposal of confirmation of Mr. Munindra Baishya to the DHE.

**Resolution No. 22:** The G.B. discussed and suggested the Principal to forward the proposal of Head Assistantship of Ms. Swapna Mandal to the DHE.

**Resolution No. 23:** The G.B. suggested the Principal to appoint one Examination Officer excluding Principal and the Vice-Principal.

Contd.

*Charu Scharia*  
(Dr. Charu Scharia Nath)  
President  
Governing Body  
Rangapara College



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**Resolution No. 24:** . The G.B. approved the decision that the casual leave will be maintained by Vice Principal..

**Resolution No. 25:** . The G.B. approved the following Assistant Professors for the Hostel Wardenship for the term of 3 years :-

- 1. Ms. Ansumoi Basumatari : Girls Hostel - 1
- 2. Dr. Luxmi Muchahary : Girls Hostel - 2
- 3. Mr. Dadhiram Brahma : Boys Hostel - 1
- 4. Dr. Kiranjyoti Mohan : Boys Hostel - 2

The Chief Warden will be paid Rs.12000/- (Rupees twelve thousand) per year. Each warden will be paid Rs.10000/- (Rupees ten thousand) per year.

**Resolution No. 26:** . The G.B. discussed and suggested the Principal to take appropriate action to vacate Mr. Michael Topno from the Girls Hostel Quarter.

**Resolution No. 27:** . The G.B. discussed and authorize the Principal to construct the Home Guard quarter of the college.

**Resolution No. 28:** . The G.B. discussed on the left out students from the DHE admission portal of Degree 3<sup>rd</sup> & 5<sup>th</sup> Semester students and H.S. 2<sup>nd</sup> Year Students and resolved that such students shall have to pay full admission fee.

**Resolution No. 29:** . The G.B. approved the AQAR for the session 2019-20 to be submitted to the NAAC Portal.

The meeting is ended with the vote of thanks from the chair of president.

*Charu Saharia*  
(Dr. Charu Saharia Nath)  
President  
Governing Body  
Rangapara College  
President, G.B.  
Rangapara College

*Ranjan Kalita*  
(Dr. Ranjan Kalita)  
Principal  
Rangapara College  
Principal/Secretary  
Rangapara College





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Principal

&

Research Supervisor, G.U.

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Ref No. ....

Date .....

RC/GT-23/GC-63/2021/

09/08/2021

**Online G.B. Meeting:-**

(Held on 09/08/2021 at 7.30 P.M.)

**Agenda:-**

1. Approval of College Mission & Vision.
2. Purchase of ADMS Software.
3. Enhancement of intake seat.
4. Reservation of seats for local committee.
5. New HoD appointment.
6. Quotation for Hostel Furniture. Approval of Expenditure.
7. Closing of Regular Courses.

(Dr. Charu Saharia Nath)  
President  
Governing Body  
Rangapara College

(Dr. Ranjan Kalita)  
Principal & Secretary  
Rangapara College

Rangapara College  
Principal

Principal  
Rangapara College

IN CALL



Dr. Ranjan Kalita (You)

Principal  
Rangapara College



Anuva Agarwala



Colour your dreams  
(Upendra K. Nath)



Dr Aswini Kumar Deka



Dr. Charu Saharia Nath



Dr. Charu Saharia Nath  
President  
Governing Body  
Rangapara College



JyotiEi Kalita



prasanta boro



Ranen Deka



Rangapara College



tai tezpur  
(Sonam Das)



Upendra Nath Sarmah





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Principal  
&

Research Supervisor, G.U.

94351  
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Ref No. ....

Governing Body Meeting (Virtual)

Date .....

Date-9<sup>th</sup> August, 2021, Time-7.30 PM

The meeting is presided over by the president of the Governing Body Dr. Charu Saharia Nath. The purpose of the meeting is explained by Principal cum Secretary Governing Body Dr. Ranjan Kalita. Explaining the purpose of the meeting he mentioned that- due to the Covid-19 SOP the physical meeting is not possible in present situation. But the college is in urgent need of some G.B. approval and suggestions in the matters like-College mission & vision, IQAC related matters, Academic and Admission issues. Henceforth this virtual meeting is convened.

After discussion on overall agenda of the meeting the following resolutions are adopted-

Resolution no-1,

G.B. resolved to approve the Mission and Vision of the College.

Resolution no-2,

G.B. discussed and resolved to allowed the Indian Army ( Dogra Regiment ) to utilized the college playground for the purpose of one day programme on 1971 INDO-PAK War victory golden jubilee demo on 6<sup>th</sup> sept.2021.

Resolution no-3,

G.B. discussed on college software and resolved to authorized the principal to purchase or upgrade the college software for NAAC and other academic purposes.

Resolution no-4,

G.B. resolved to extend congratulations to Aswini kr. Deka for his award of Ph.D.

Resolution no-5,

G.B. discussed on the proposal of closing the Regular Courses suggested by the College teachers and NAAC core team and approved the same.



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&

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Ref No. ....  
Resolution-6,

Date .....

G.B. resolved to extend the present intact capacity up to 20 percent for the students belong to T.E. & Local communities.

Resolution no-7,

G.B. resolved to authorized the principal to invite quotation and purchase the materials for newly constructed boys and girls hostel.

Resolution no-8,

G.B. express happiness on the achievement of GREEN CHAMPION AWARD by the college and congratulate the Principal and all the faculties and students for the award.

Resolution no-9,

G.B. resolved to approved the proposal of principal to organize a virtual programme on college foundation day the 16<sup>th</sup> August2021.

Resolution no-10,

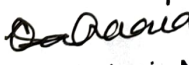
G.B. approved the new HoD in the following departments-

Education- Miss Sangita kalita


Political science- Mr. Lohit Baishya

Commerce- Mr. Nupam kr.Palit

The meeting is ended with the vote of thanks from the chair.

  
(Dr. Charu Saharia Nath)  
President  
Governing Body  
Rangapara College

(Dr. Charu Saharia Nath)

  
(Dr. Ranjan Kalita)  
Principal  
Rangapara College

Principal  
Rangapara College