



Sarojini Naidu College for Women

(Govt. Sponsored)

30 Jessore Road, Kolkata - 700 028

Phone : 2559-2583, 2529-1985

Ref. No.:

Date:

NOTICE

A meeting of the Code of Conduct Supervising Committee will be held on 17th September, 2019, Wednesday at 2 p.m. at the Principal's Chamber.

Following members are requested to be present in the meeting.

Agenda: Follow up Status of the Code of Conduct for various stake holders.

1. Smt. Archita Banerjee
2. Dr. Sudeshna Chatterjee
3. Dr. Debjani Bhattacharya
4. Smt. Jayita Banerjee
5. Dr. Jaydeep Rishi
6. Dr. Chaitali Biswas
7. Smt. Rejina Kabir (T.C.S.)
8. Sri Nabakumar Mukhopadhyay
9. Sri Pinaki Saha
10. Sri Basudeb Mondal

Urnula Nil
Principal
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Minutes of Meeting of the Code of Conduct Supervising Committee on 17.09.2019

Status of the Code of Conduct for Teachers

- All the teaching staff of the college have tried to provide the best care to the pupils/students of the college under their supervision. They have tried to motivate the students to be punctual to attend the classes and be regular and attentive in their classes.
- All the Departments of the college have organized a Departmental Students' Seminar and guided them to present seminar papers to build confidence among the students and encourage them to thorough methodological studies beyond, however, related areas of subject to their syllabus.
- Teachers of the various departments have collected informal data on financial conditions of the families of the students and recommended them accordingly to contact with the members of the Students' Scholarship Committee and guided them to apply for the half or full free payment in tuition/ session fees as applicable.
- All the teaching members are following the provided time tables.
- All the departmental heads had provided their departmental routine to the central Routine Committee for the supervision of the classes by the authority.
- Few teaching members have presented/ published papers in few National/International Seminars/Conferences.

Urmila Ghil
Principal
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Status of the Code of Conduct for Students

- No incident of ragging has been reported to the ICC of the college.
- No incidents of misbehavior or mis-conduct has been reported to the Code of Conduct Committee.
- Students are being motivated and counseled by the teachers to be regular and punctual in their classes and notified rigorously to secure at least 60% percentage to sit in the examinations for both Internal as well as University level Evaluation Process.
- Students are not allowed to enter in the college without Identity Card which has been thoroughly monitored by the gate keepers and college staff.
- All the staff of the college monitoring the students to maintain the clean and green environment of the college.
- A proper lawn tennis court has been furnished to stop the loitering of the students in the corridor or outside of the college.
- Two teams of Kabaddi and Kho kho have been trained to participate in inter/intra/state/national level competitions. Students are also enjoying the training provided by the college.

Ushila Ghil

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Status of the Code of Conduct for Non-Teaching Staff

- No report of lag in performing the assigned official duties has been reported to the Code of Conduct Committee against any non-teaching staff of the college.
- No report of unfair and rude behaviour to any students has been reported against any non-teaching staff.
- All the allotted non-teaching staff for the enrollment and online registration procedure of the students has guided the students in a proper manner at their convenience.
- All the non-teaching staff members have taken responsibility to monitor the students to maintain discipline in college premises as well as to maintain the clean and green environment of the college.
- None of the non-teaching staff has been reported to be absent without any prior intimation.
- Almost all of the non-teaching staff has performed the duties assigned to them within the provided time frame.

Urmila *2018*
Principal
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