

Best Practices -01

1. Title: Decentralization of Responsibilities

2. Objectives:-

- To ensure the academic and administrative affairs easy and fruitful.
- Proper Implementation of various plans and programs.
- Prompt and rapid decision making.
- Ensure transparency in administrative machinery.

3. The Context:

Decentralization of Responsibilities in an educational institution plays a pivotal role for implementing of various plans and programs. It helps in developing the leadership skills and involvement of all the stakeholders in the development of the college. It brings a sense of responsibility and accountability to every individual involved in different activities of the colleges. It also encourages a sense of equality among the members.

4. The Practice:

For smooth functioning of various administrative as well as academic activities, the college is committed to the involvement of all the stakeholders in the academic and administrative affairs, various committees/cells have been constituted in the college. These are as follows:-

1. Governing Body.
2. Internal Quality Assurance Cell
3. Teachers' Council
4. Construction Committee
5. Purchase & Maintenance Committee.
6. Academic Committee.
7. Students Union.
8. Equal Opportunity Cell.
9. NSS

10. NCC
11. Admission Committee
12. Examination Cell
13. Discipline & Maintenance Committee
14. Library Development Committee
15. Cultural Committee
16. Games & Sports Committee.
17. Career Guidance and Placement Cell
18. Research and Publication Cell
19. SC/ST/OBC/MOBC/Minority Cell
20. Anti-Ragging Cell
21. Grievance & Redressal Committee.
22. Internal Complain Committee.
23. College Magazine Committee.
24. College Plantation cum Beautification Committee.
25. Health Care Cell.
26. Publicity & Press Cell.
27. Students Welfare Committee.
28. Village Adopted Committee.
29. Women Cell.
30. Routine Committee.
31. RTI Committee.

5. Evidence of Success:

Decentralization of Responsibilities has been very effective and functional in the college. It results vital outcome as the members and the stakeholders are turning out to be more proactive with the work and responsibilities as they are an integral part to the development and overall progress of the college.

6. Problem Encountered and Resources Required

The problems and accountability of various cells/committees are manifold due to the following factors:-

- Limited manpower and lack of proper infrastructure.
- Disinclination and neglecting attitude in involvement of some faculty members.
- Inadequate mechanism of accounting and accountability.

7. Additional Notes:

For making the process of decentralization of Power and function more effective and lucrative, orientation and training programmes on management, skill enhancement, accounting and computing may be organized frequently for the faculty members and staff also.



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15. Presiding over the meeting.— All the meeting of the Governing Body shall be presided over by the President and in the absence of the President, the other members present may select or elect one of them to preside over the meeting already notified and approved before-hand by the President.

16. Quorum.— At least six members of the Governing Body, excluding the Co-opted member, shall form a quorum of the meeting.

17. Secretary to make correspondence.— Under the direction of the Governing Body, the Secretary shall make all correspondence with the appropriate authority on behalf of the Governing Body :

Provided that no correspondence shall be made direct to the State Government, but it, however, can be addressed through the Director.

18. Governing Body to obtain prior approval of the Director in certain matters.— The minutes of the proceeding of the Governing Body meeting shall be sent to the Director and the concerned affiliating University. No final decision regarding appointment, promotion, suspension, termination, removal or dismissal of teaching or non-teaching staff including that of the Principal of any construction works involving Rs.50,000/- (Fifty thousand) or more shall be undertaken by the Governing Body without the prior approved of the Director :

Provided that so far as Non-Government Colleges are concerned, the Governing Bodies are not required to send the proceedings of the meeting to the Director but it will be open for the Director to call for the proceedings if any complaint is received against the Governing Body and any direction given by the Director on it shall be final and binding on the Governing Body of the College.

19. Duties of the Governing Body :-

In general the following are earmarked as duties of a Governing Body in respect of Non-Governing Colleges receiving deficit Grants-in-Aid :-

- (i) to undertake financial management of the College, to utilise the Grants-in-Aid received from the State Government, University Grants Commission and any fund collected as authorised subscriptions and fund received as fees from the students for the academic purpose of the Colleges, including payment of salary etc.


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to the Teaching and non-teaching staff of the College ;

- (ii) to arrange for the maintenance of the College building, furniture and equipment as required, including playground, auditorium, libraries etc. ;
- (iii) to grant leave to the teaching and non-teaching staff subject to the existing leave rules to grant leave, other than casual leave and arrangement made to fill up the vacancies, should be reported to Director and to concerned affiliating University ;
- (iv) to appoint persons in connection with the affairs of the College against the post or posts so sanctioned by the State Government with scrupulous compliance of the Reservation Policy under 20 points Roster of the State Government ;
- (v) to arrange for half-yearly internal audit for all college funds and verification of stocks, furniture and other assets ;
- (vi) to submit annual audited accounts preferably audited by a Chartered Accountant latest by thirtieth June of every year, in respect of the proceeding financial year ;
- (vii) to reply to audit objections or inspection notes on the Accounts of the College audited or inspected by the Inspector/Auditor of the Education Department/Director of Local Audit, Assam and the Accountant General, Assam ;
- (viii) to submit annual report with statistics in respect of the enrolment of students stream-wise, subject-wise, result, teaching days held, performance of Lecturers in an academic session, to the Director and to the affiliating University concerned ;
- (ix) to oversee the functioning of the disbursing officer in disbursing the stipend/scholarship sanctioned to the students in time, as well as to strive for preservation of an excellent academic standard of the College ;
- (x) on behalf of the Governing Body the Secretary shall receive and grow the grants sanctioned by the State Government and by the Government of India and University Grants Commission from

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time to time :

- (xi) with the approval of the Governing Body, the Secretary shall utilise the grants for the purpose for which it is sanctioned and submit the Utilisation Certificate to the concerned sanctioning authority in time, with intimation to the Director ;
- (xii) the Secretary shall disburse the deficit Grants-in-Aid sanctioned by the Director towards the salary of teaching and non-teaching sanctioned staff of the College within a week from the date of the receipt of the grants;
- (xiii) if any excess amount of Grants-in-Aid sanctioned towards the salary the excess amount shall be refunded to the Director by the Secretary immediately.

20. Grounds of suspension of Grants-in-Aid.-- Failure of submission of annual accounts, report duly signed by the President and the secretary of Governing Body in respect of preceeding financial year, may attract stoppage of Grants-in-Aid by Director suo moto, after the expiry of 30th June, every year :

Provided that on failure in respect of maintenance of a consistent academic achievements by a particular Non-Government College as a whole or a failure to abide by the Government guidelines issued from time to time, the State Government may instruct the Director to suspend Grants-in-Aid with 30 days prior notice.

21. Other functions of the Governing Body.-- The Governing Body is authorised :-

- (i) to determine the general scheme of the studies of the College, subject to approval of the affiliating University concerned as well as the State Government, to be obtained through the Director with regards to the inclusion of additional subjects, introduction of Major Course in any existing subject or opening of new faculty and creation of additional posts ;
- (ii) to consider and initiate projects for improvement of the College, including prohibitions of taking private tuition by the teaching staff ;

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- (iii) to deal with the discipline and conduct of the teaching and non-teaching staff of the College;
- (iv) to grant fee remission under rules prescribed by the State Government or with the approval of the Director; and
- (v) to deal with the academic calendar within the norms of University Grants Commission and to compel scrupulous compliance of the guidelines in respect of working days and holding of Classes etc.

22. Submission of Annual Account.-- The Secretary of the Government Body shall ensure submission of Audited Annual Accounts and Annual Administration Report to the Director.

23. Interpretation.-- If any question arises relating to the interpretation of these Rules, the decision of the State Government shall be final.

ANURAG BHATNAGAR,
Commissioner & Secretary to the Govt. of Assam,
Education (Higher) Department.

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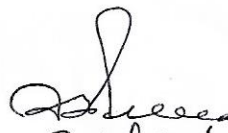


ADMINISTRATIVE BODY

Governing Body (G B) administers all academic and administrative matters of the college. Governing Body is the sole Executive Body of the college. Discretionary powers are generally vested upon the Governing Body and the Principal of the College who looks after and undertakes responsibility for the maintenance of quality education, inter-departmental co-ordination, examination and infrastructural development of the college.

The structure of the present Governing Body of Nilambazar College:-

Designation	Name
President	Mr Nijanjan Das
Secretary/Principal (Ex-Officio)	Dr Atiqur Rahman
Member (Guardian)	Mr A R Talukdar
Member (Guardian)	Mr Abdul Kadir Choudhury
Women member (Guardian)	Mrs Ajda Nath
Member, University Nominee	Mr Tarun Bikash Sukhai, AUS
Member, University Nominee	Mr Samar Deb, G.C. College
Member, Teachers Representative	Mr Abdul Munim
Member, Teachers Representative	Dr A H Monjurul Haque
Member, Non-Teaching Representative	Mr Sadiqur Rahman
Member (Donor)	Mr Kabir Ahmed


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Principal

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ADMISSION COMMITTEE

The objective of this committee is to manage efficient, effective and student-friendly admission process. This committee guides the students in selecting different course of their interest and help in the admission formalities through counseling.

Admission Committee for the session 2021-22 are as follows :-

Sl No	Name of the members	Designation
1	DR ATIQR RAHMAN	Chairman
2	MR ABDULLA HUSSAIN LASKAR Academic i/c	Convener
3	MR FAZLUL KARIM (TR to GB)	Member
4	MR AIN UDDIN (TR to GB)	Member
5	MR JALAL UDDIN, Coordinator IQAC	Member
6	MR ABDUL MUNIM, HOD Deptt. of Political Science	Member
7	DR DILWAR HUSSAIN TALUKDAR HOD Deptt. of History	Member
8	MRS BEGUM NURUN NAHAR, HOD Deptt. of Bengali	Member
9	DR A H MONJURUL HAQUE, HOD Deptt. of Arabic	Member
10	MR BIPLAB KANTI PAUL, HOD Deptt. of Sanskrit	Member
11	MR JAYNAL HUSSAIN, HOD Deptt. of English	Member
12	MR JAIN UDDIN, HOD Deptt. of Economics	Member
13	MR SADIQR RAHMAN	Member


Principal

ANTI RAGGING CELL

The objectives of the cell ensures the Ragging Free Campus in compliance with UGC guideline and DHE order.

Functions :-

- To take all necessary steps to prevent ragging in any form and to keep the college campus RAGGING FREE.
- To take strict disciplinary action in the case of occurrence of any kind of ragging.
- Other relevant sections as per UGC Anti-Ragging regulations - 2009, dated 17th June 2009.

Anti Ragging Cell for the session 2021-22 are as follows :-

1. DR SUMSUN NOOR CHOUDHURY	CONVENER.
2. MR. NAJIM UDDIN	MEMBER
3. MD IMDADUL HAQUE	MEMBER
4. MD AZIR UDDIN	MEMBER
5. MRS BEGUM NURUN NAHAR	MEMBER
6. MR LUTFUR RAHMAN	MEMBER
7. MR ABDUL HANNAN TAPADAR	MEMBER



PRINCIPAL

CAREER GUIDANCE AND PLACEMENT CELL

The objective of the cell is to organise Career Counseling and Guidance Programme for the students. It deals with collaboration and co-ordination other govt. and non-govt. agencies for organizing Career Counseling and Placement Programmes.

Functions :-

- To give guidance and counseling to the students regarding their academic career and placement.
- To arrange programme to create awareness about the importance of higher education.
- To arrange Coaching Classes on TET and other Civil Services Examination.
- To organise programmes for Personality Development, Soft Skills and Communications Skills
- To provide job information.
- To maintain records of participation of students regarding their career.

Career Guidance and Placement Cell for the session 2021-22 are as follows :-

DR ALTAF HUSSAIN	CONVENER
MR JALAL UDDIN	MEMBER
MD AZIR UDDIN	MEMBER.
MR. A H LASKAR	MEMBER.
MRS. RUPALI DAS	MEMBER
MR JAIN UDDIN	MEMBER
MR NAZIM UDDIN	MEMBER
MR BIPLAB KANTI PAUL (A N O)	MEMBER



PRINCIPAL

COLLEGE MAGAZINE COMMITTEE

Functions :-

The functions of the Magazine Committee is to inspire the students for creative/original writings, to help the students in collecting/selecting/editing the writings of the students and to publish the College Magazine "Samabayi Uttcharan" 2022-23 in time.

The present magazine committee are as follows :-

- | | |
|--------------------------|-----------------------------------|
| 1. Principal | Chairman |
| 2. Mr A H Laskar | Member |
| 3. Begum Nurun Nahar | Member |
| 4. Dr Sarbajit Das | Member |
| 5. Dr A H Monjurul Haque | Member |
| 6. Dr Anirvana Datta | Member |
| 7. Dr Altaf Hussain | Member |
| 8. Mr Jaynal Hussain | Member |
| 9. Md Iqbal Ahmed | Students Representative
Member |



Principal

COLLEGE PLANTATION CUM BEAUTIFICATION COMMITTEE

Functions :-

- To take steps for improving the plantation of the College and also to verify and take care of the plantations done by the students in various places under Free Admission Plantation Scheme.
- To organize various programmes to inspire Green Practices among the students, Staff and localities.
- To generate awareness about conservation of nature & wild life.
- For monitoring and maintaining the trees.

College Plantation cum Beautification Committee for the session 2021-22 are as follows:-

DR S N CHOUDHURY

CONVENER.

MD IMDADUL HAQUE

MEMBER.

MRS B N NAHAR

MEMBER.

DR SARBAJIT DAS

MEMBER

MR JAIN UDDIN

MEMBER

MR KABIR AHMED KHAN

MEMBER

MR ABDUL MANAF KHAN

MEMBER

JAYNAL ABEDIN

STUDENTS REPRESENTATIVE

MEMBER



PRINCIPAL

Construction Committee

The college has a Construction Committee to look after of the constructions of the college. It supervises all the construction work of the college. Need based selection and supervision all repairing works is made by the committee members . Principal of the college is the Chairperson of the committee

Present Construction Committee is as follows:-

1. Dr S N Choudhury	Convener
2. Mr A H Laskar	Member
3. Dr Sarbajit Das	Member
4. Mr Jalal Uddin	Member
5. Mr Samarjit Roy	Member



Principal

CULTURAL COMMITTEE

The objective of this committee is to find out inner talent and abilities the students to provide a platform to show their creativity and talent in different fields. It also works to ensure holistic development of personality.

Functions :-

- To look after, guide and organize the student to hold different cultural events of the college as well as inter-college.
- To observe the national and international day.

Cultural Committee for the session 2021-22 are as follows:-

1. DR ANIRVANA DATTA	CONVENER
2. DR ALTAF HUSSAIN	MEMBER.
3. DR SARBAJIT DAS	MEMBER.
4. MR. A H LASKAR	MEMBER.
5. MRS RUPALI DAS	MEMBER
6. MD AZIR UDDIN	MEMBER
7. MR KABIR AHMED KHAN	MEMBER
8. MASUM KISMAT SULTAN	students

Representative Member



PRINCIPAL

Discipline Maintenance Committee

Discipline Maintenance Committee monitors the code of conduct of the college. It promotes and encourages good behaviour among the students and staff.

Functions :-

- * To look after the student's discipline, college uniform, rules and regulations of the college.
- * To adopt measures to prevent indiscipline.
- * To take action if and when required against the cases of indiscipline.

Discipline Maintenance Committee for the session 2021-22 are as follows :-

- | | |
|---|-----------|
| 1. MR. ABDUL MUNIM | CONVENER. |
| 2. MR FAZLUL KARIM | MEMBER. |
| 3. MR IMDADUL HAQUE | MEMBER. |
| 4. MRS BEGUM NURUN NAHAR | MEMBER |
| 5. DR SARBAJIT DAS | MEMBER |
| 6. MR JALAL UDDIN | MEMBER |
| 7. A S M SIRAJUL ISLAM TAPADAR | MEMBER |
| 8. DR ANIRVANA DATTA (Prog. Officer, NSS) | MEMBER |
| 9. MR BIPLAB KANTI PAUL (NCC Officer) | MEMBER |


PRINCIPAL

Examination Cell

The primary objective of the cell is to conduct the examination in fair way. This cell deals with all examination related works.

Functions :-

- To prepare the plan of college examinations 2021-22
- The function of the AOCs is to conduct both the college and semester end examinations of AUS 2021-22.

Examination Cell for the session 2021-22 are as follows :-

1. Principal & OC	Chairman
2. Mr A H Laskar (Academic i/c)	Convener
3. Mr Jalal Uddin, IQAC Coordinator	Member
4. AOC's	Member
5. Mr Fazlul Karim, TR to GB	Member.
6. Mr Ain Uddin, TR to GB	Member
7. Mr Abdul Munim, HOD, Political Science	Member
8. Mrs Begum Nurun Nahar HOD, Bengali	Member
9. Dr A H Monjurul Haque, HOD, Arabic	Member
10. Mr Biplab Kanti Paul, HOD, Sanskrit	Member
11. DR D H Talukdar, HOD, History	Member
12. Mr Jain Uddin, HOD, Economics	Member
13. Mr Jaynal Hussain, HOD, English	Member



PRINCIPAL

Games & Sports Committee

The objective of this committee is to enhance the sportsman ship attitude of the students. It conducts sports events within the college as well as inter-college competitions.

Functions :-

- To encourage student participations in the District/University/State/ National level sports events.
- To promote women's participation in sports.
- To provide optimum indoor and outdoor sport facilities.
- To look after and guide the students in all matters related to the events of Games & Sports of the college as well as inter-college.

Games & Sports Committee for the session 2021-22 are as follows :-

1. MR. JAIN UDDIN	CONVENER.
2. MR FAZLUL KARIM	MEMBER
3. DR S N CHOUDHURY	MEMBER.
4. MR JALAL UDDIN	MEMBER.
5. DR REENA ROY	MEMBER
6. DR A H MONJURUL HAQUE	MEMBER
7. MR ABDUL MANAF KHAN	MEMBER
8. Saurav Das	Students Representative Member



PRINCIPAL

Grievance & Redressal Cell

The objective of the cell addresses all types of grievances and malpractices received for all the stakeholders of the college.

Functions :-

- To take up the grievances that may be received from the students/guardians and to take necessary steps for fruitful solution.

Grievance & Redressal Cell for the session 2021-22 are as follows:-

1. Mr Abdulla Hussain Laskar	Chairman
2. Md Azir Uddin	Member
3. Dr Sarbajit Das	Member
4. Mr Ain Uddin	Member
5. Dr Reena Roy	Member
6. Mr Jaynal Hussain	Member
7. A S M Sirajul Islam Tapadar	Member
8. Khaleda Begum	Students Representative Member

Health-Care Cell

Functions :-

- To provide health care facilities to the students and staff members.

1. A S SIRAJUL ISLAM TAPADAR CONVENER.

2. MD AZIR UDDIN MEMBER.

3. MRS RUPALI DAS MEMBER.

4. MR BIPLAB KANTI PAUL (NCC Officer) MEMBER

5. MR LUTFUR RAHMAN MEMBER

6. MR A H TAPADAR MEMBER

7. JAYNAL ABEDIN STUDENTS

REPRESENTATIVE MEMBER

Internal Complain Committee

Functions :-

- To deal of the issue of gender based violence and to conduct gender sanitization programme.
- To deal as per rules and regulations of UGC (Prevention, Prohibition and Redressal of sexual harassment of women employees and students in higher educational institutions) regulation – 2015.

Internal Complain Committee for the session 2020-2021 are as follows :-

- | | |
|--------------------------------|---------------------------|
| 1. MRS BEGUM NURUN NAHAR | PRESIDING OFFICER. |
| 2. DR. REENA ROY | MEMBER. |
| 3. MRS RUPALI DAS | MEMBER. |
| 4. MR AIN UDDIN | MEMBER. |
| 5. MR. NAJIM UDDIN | MEMBER
(Legal Advisor) |
| 6. A S M SIRAJUL ISLAM TAPADAR | MEMBER |
| 7. MR SIBAYAN DAS | MEMBER |
| 8. RUKSANA PARBIN TALUKAR | S R M |

Library Development Committee

The objective of this committee is constituted for the development of Library.

Functions :-

- To work for the strategic development of the Library.
- To make recommendations of Library equipments, books and journals.
- To provide e-journals.
- To introduce feedback system of readers (especially teachers)
- To establish the Library as an information centre.

Library Development Committee for the session 2021-22 are as follows :-

1. MR PARASAR ROY	COORDINATOR
2. MR FAZLUL KARIM	MEMBER.
3. DR ANIRVANA DATTA	MEMBER.
4. DR A H MONJURUL HAQUE	MEMBER
5. DR. S N CHOUDHURY	MEMBER
6. DR REENA ROY	MEMBER
7. DR ALTAF HUSSAIN	MEMBER
8. MR SAMARJIT ROY	MEMBER
9. JAYNAL ABEDIN	S R M

Minority Cell

The college has an independent Minority Cell to look after the welfare and well being of the Minority community students. . It provides guidance to the students in availing all the benefits and facilities made available to Minority Students by the government.

Functions :-

- To deal with the various problems of the minorities related to academic upliftment.
- To organize different programmes and to guide and inspire the students and guardians of various minority groups of the locality for academic as well as all-round achievements in life.

Minority Cell for the session 2021-22 are as follows :-

1. Mr A H Tapadar	Convener
2. Mr Ain uddin	Member
3. Md Imdadul Haque	Member
4. Mr Kabir Ahmed Khan	Member
5. Mr Lutfur Rahman	Member
6. Mr Abdul Manaf Khan	Member

OBC/MOBC Cell

The college has an independent OBC/MOBC Cell to look after the welfare and well being of the OBC/MOBC community students. . It provides guidance to the students in availing all the benefits and facilities made available to OBC/MOBC Students by the Government.

Functions :-

- To deal with the various problems of the students belonging to OBC/ MOBC communities in regards to their academic prosperity.
- To organize different programmes and to guide and inspire the students and guardians of OBC/ MOBC communities of the locality for academic as well as all-round achievements in life.

OBC/MOBC Cell for the session 2021-22 are as follows :-

- | | |
|-------------------------|----------|
| 1. Mrs Rupali Das | Convener |
| 2. Mr Biplab Kanti Paul | Member |
| 3. Mr Jain Uddin | Member |

Publicity and Press Cell

Functions :-

- The functions of the Publicity Cell are to give all required press releases and to maintain the file of the press releases along with the records of the events occurred.

Publicity and Press Cell for the session 2021-22 are as follows :-

1. DR SARBAJIT DAS (i/c Bengali News)	CONVENER/SECRETARY
2. MR FAZLUL KARIM,	MEMBER.
3. MD AZIR UDDIN,	MEMBER
4. MD. IMDADUL HAQUE	MEMBER
5. DR. ANIRVANA DATTA	MEMBER.
6. MR. AIN UDDIN	MEMBER.
7. MR NAZIM UDDIN (i/c English News)	MEMBER
8.KHALEDA BEGUM	S R M

Purchase Committee

The objectives of the committee is to examine and approve all kinds of purchases in the college. It is responsible for quality and quantity assessment of the materials to be purchased for the development of colleges infrastructure. The principal of the college is the chairperson of the committee.

Purchase Committee for the session 2021-22 are as follows:-

- | | |
|---------------------|----------|
| 1. Dr S N Choudhury | Convener |
| 2. Mr Fazlul Karim | Member |
| 3. Mr Biswarup Roy | Member |

RUSA Committee

Functions :-

As per direction of the RUSA and The Govt. of Assam.

The present committee is as follows :-

- | | |
|---------------------------------------|----------|
| 1. Dr S N Choudhury | Convener |
| 2. Mr Jalal Uddin (IQAC Co-Ordinator) | Member |
| 3. Dr Altaf Hussain | Member |
| 4. A S M Sirajul Islam Tapadar | Member |
| 5. Sadiqur Rahman | Member |

Routine Committee

Functions :-

- To make a scientific central routine of the college.
- To make plan for holding maximum possible classes and to get the name of the teachers allotted by the concerned HODs.
- To make the arrangement of the Halls/ Rooms of different Hons. and General classes.

Routine Committee for the session 2021-22 are as follows:-

1. Principal	Chairman
2. Mr A H Laskar (Academic i/c)	Convener
3. Mr Jalal Uddin, IQAC Coordinator	Member
4. Mr Fazlul Karim, TR to GB	Member.
5. Mr Ain Uddin, TR to GB	Member
6. Mr Abdul Munim, HOD, Political Science	Member
7. Mrs Begum Nurun Nahar HOD, Bengali	Member
8. Dr A H Monjurul Haque, HOD, Arabic	Member
9. Mr Biplab Kanti Paul, HOD, Sanskrit	Member
10. DR D H Talukdar, HOD, History	Member
11. Mr Jain Uddin, HOD, Economics	Member
12. Mr Jaynal Hussain, HOD, English	Member

SC/ST Cell

The objective of the cell is to look after the welfare and well being of the SC/ST community students. It provides guidance to the students in availing all the benefits and facilities made available to SC/ST students by the government.

Functions :-

- To deal with the various problems of the students belonging to SC/ ST communities in regards to their academic prosperity.
- To organize different programmes to guide and inspire the students and guardians of SC/ ST communities of the locality for academic as well as all-round achievements in life

SC/ST Cell for the session 2021-22 are as follows:-

1. Dr Reena Roy	CONVENER
2. Mrs Rupali Das	Member
3. Md Imdadul Haque	Member
4. Mr Biplab Kanti Paul	Member
5. Mr Jain Uddin	Member
6. Mr Lutfur Rahman	Member
7. Mr Biswarup Roy	Member

Village Adopted Committee

Functions :-

- To take up village development schemes, school adaptation programme, community service and programme related to integration.
- To create awareness on environment, disaster, etc. among the common people.
- To exercise relief work during the time of natural calamities.
- To take up cultural activities.

1.	PRINCIPAL	CHAIRMAN
2.	MR FAZLUL KARIM	CO-ORDINATOR
3.	ALL THE STAFF MEMBERS (T/NT)	MEMBER.
4.	ALL VOLUNTEERS OF NSS UNIT	MEMBERS

Web Monitoring & Updating Committee

Web Monitoring & Updating Committee of Nilambazar College monitors the development, maintenance and updating of college website and admission portal.

Functions :-

- To keep close monitoring of the college website.
- To take steps for keeping website always updated.

Web Monitoring & Updating Committee for the session 2021-22 are as follows:-

1. MR JALAL UDDIN, (IQAC, Coordinator)	CONVENER.
2. DR ANIRVANA DATTA	JOINT CONVENER.
3. MR A H LASKAR	MEMBER.
4. DR A H MONJURUL HAQUE	MEMBER
5. MR JAYNAL HUSSAIN	MEMBER
6. MR JAIN UDDIN	MEMBER
7. MR SAMARJIT ROY	MEMBER

Women Cell

The objective of the cell is to stress upon the development of girls/women in every sphere it follows to create an environment that will help women realise their full potential and give their best.

Functions :-

- To deal with the various problems of the female Faculty/ Staff/ students of the college.
- To organize various programmes/ seminars related to women empowerment.

Women Cell for the session 2021-22 are as follows :-

1. Mrs Rupali Das	Convener
2. Mrs Begum Nurun Nahar	Member
3. Dr Reena Roy	Member
4. Dr Sarbajit Das	Member
5. Mr Abdul Munim	Member
6. Khaleda Begum	S R M



NILAMBAZAR COLLEGE

(PERMANENT AFFILIATED TO ASSAM UNIVERSITY HAVING GOVT. CONCURRENCE)

(RECOGNISED UNDER SECTION 2(f) & 12 (B) OF UGC ACT 1956)

P.O. - Nilambazar, Dist: - Karimganj, Assam - 788722.

Estd: 1994

Email Id. nilambazarcollege@gmail.com

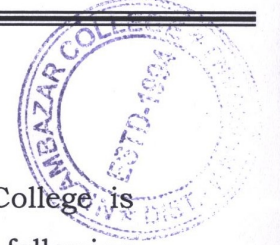
Website: - www.nilambazarcollege.ac.in

Mob.9435596311

Memo No. NBC/21

Date.

NOTICE
08.11.2021



The Internal Quality Assurance Cell (IQAC) of Nilambazar College is revised as per the New Guidelines of UGC / NAAC with the following members:-

1. PRINCIPAL	CHAIRMAN.
2. MR. JALAL UDDIN	CO-ORDINATOR
3. DR ALTAF HUSSAIN	ASSTT. CO-ORDINATOR
4. DR SUMSUN NOOR CHOUDHURY	MEMBER (Teacher)
5. MR ABDUL MUNIM	MEMBER (Teacher)
6. MR A H LASKAR	MEMBER (Teacher)
7. MRS RUPALI DAS	MEMBER (Teacher)
8. DR A H MANJURUL HAUQE	MEMBER (Teacher)
9. DR ANIRVANA DATTA	MEMBER (Teacher)
10. MR JAYNAL HUSSAIN	MEMBER (Teacher)
11. DR SUJIT TIWARI	EXTERNAL EXPERT
12. MR ASHRAFUL NOOR CHOUDHURY	INDUSTRIAL REPRESENTATIVE
13. MR FAZLUL KARIM	MANAGEMENT REPRESENTATIVE
14. MR AZIZUR RAHMAN TALUKDAR	LOCAL SOCIETY REPRESENTATIVE
15. CIRCLE OFFICER, NILAMBAZAR CIRCLE	ADMINISTRATIVE REPRESENTATIVE
16. MR BISWARUP ROY	OFFICE MEMBER
17. KABIR AHMED KHAN	ALUMNI REPRESENTATIVE
18. RUKSANA PARBIN TALUKDAR	STUDENTS REPRESENTATIVE


PRINCIPAL

Principal
Nilambazar College
PO Nilambazar, Dist. Karimganj

NOTICE
08.11.2021

As per decision of the Staff meeting held in the teachers' common room dated 8th November, 2022, it is hereby notified for the information of all concerned that the **Feedback Appraisal Committee** of the college for the academic session 2021-22 is constituted with the following members under the chairmanship of Principal. The members are as follows :-

1. Principal	Chairman
2. Mr Jalal Uddin, IQAC Coordinator	Member
3. Mr Abdul Munim, HOD, Political Science	Member
4. Mr Abdulla Hussain Laskar, HOD, Philosophy	Member
5. Begum Nurun Nahar HOD, Bengali	Member
6. Dr A H Monjurul Haque, HOD, Arabic	Member
7. Mr Biplab Kanti Paul, HOD, Sanskrit	Member
8. DR D H Talukdar, HOD, History	Member
9. Mr Jain Uddin, HOD, Economics	Member
10. Mr Jaynal Hussain, HOD, English	Member


Principal

NOTICE
08.11.2021

As per decision of the Staff meeting held in the teachers' common room dated 8th November, 2022, it is hereby notified for the information of all concerned that the **Annual Budget Planning Committee** of the college for the academic session 2021-22 is constituted with the following members under the chairmanship of Principal. The members are as follows :-

- | | |
|---------------------|----------|
| 1. Mr A H Laskar | Convener |
| 2. Dr Altaf Hussain | Member |
| 3. Mr Sibayan Das | Member |


Principal

NOTICE
08.11.2021

As per decision of the Staff meeting held in the teachers' common room dated 8th November, 2022, it is hereby notified for the information of all concerned that the **Equal opportunity Cell** of the college for the academic session 2021-22 is constituted with the following members under the chairmanship of Principal. The members are as follows :-

- | | |
|--------------------------------|----------|
| 1. Mr Nazim Uddin | Convener |
| 2. A S M Sirajul Islam Tapadar | Member |
| 3. Mr Samarjit Roy | Member |
| 4. Ruksana Parbin Talukdar | S R M |


Principal

NOTICE
08.11.2021

It is hereby informed that an Advisory Committee, NCC, Nilambazar College Unit has been constituted under the chairmanship of Principal with the following members for the academic session 2021-22:-


- | | |
|-----------------------------|--------|
| 1. Mr Biplab Kanti Paul | A.N.O. |
| 2. Dr Sumsun Noor Choudhury | Member |
| 3. Md Imdadul Haque | Memer |
| 4. Mr Kabir Ahmed Khan | Member |
| 5. Mrs Begum Nurun Nahar | Member |
| 6. Jaynal Abedin | S R M |


PRINCIPAL

NOTICE
08.11.2021

As per decision of the Staff meeting held in the teachers' common room dated 8th November, 2021, it is hereby notified for the information of all concerned that the **Capacity Building and Skill Enhancement Committee** (Soft Skill, Language, Communication Skill, ICT/Computing Skill) of the college for the academic session 2021-22 is constituted with the following members under the chairmanship of Principal. The members are as follows :-

- | | |
|----------------------|----------|
| 1. Mr Jain Uddin | Convener |
| 2. Dr S N Choudhury | Member |
| 3. Mr Joynal Hussain | Member |


Principal

NOTICE
08.11.2021

It is hereby informed that an Advisory Committee, NSS, Nilambazar College Unit has been constituted under the chairmanship of Principal with the following members for the academic session 2021-22:-


- | | |
|--------------------------------------|--------------------|
| 1. Dr Anirvana Datta | Programme Officer. |
| 2. Dr A H Monjurul Haque | Member |
| 3. Dr Altaf Hussain | Member |
| 4. Mr Fazlul Karim | Member |
| 5. Mr Jalal Uddin (IQAC Coordinator) | Member |
| 6. Mrs Rupali Das | Member |
| 7. Mr Parasar Roy | Member |
| 8. Kismat Sultan | S R M |


PRINCIPAL

NOTICE
08.11.2021

As per decision of the Staff meeting held in the teachers' common room dated 8th November, 2021, it is hereby notified for the information of all concerned that the **Alumni Coordination Committee** of the college for the academic session 2021-22 is constituted with the following members under the chairmanship of Principal. The members are as follows:-


- | | |
|------------------------|----------|
| 1. Dr Sarbajit Das | Convener |
| 2. Mr Kabir Ahmed Khan | Member |
| 3. Mr Jaynal Hussain | Member |


Principal

NOTICE
08.11.2021

It is hereby informed that a Physical Training and Yoga Cell has been constituted under the chairmanship of Principal with the following members for the academic session 2021-22:-

- | | |
|---------------------------------------|-----------|
| 1. Dr Atiqur Rahman | Chairman. |
| 2. Mr Biplab Kanti Paul (NCC Officer) | Convener |
| 3. Mr Rupali Das | Member |
| 4. Mr Jaynal Hussain | Member |
| 5. Mr Samarjit Roy | Member |


Principal

NOTICE
08.11.2021

As per decision of the Staff meeting held in the teachers' common room dated 8th November, 2021, it is hereby notified for the information of all concerned that the **Academic Committee** of the college for the academic session 2021-22 is constituted with the following members under the chairmanship of Principal. The members are as follows:-

- | | |
|----------------------------|-------------------------------|
| 1. Mr. A. H. Laskar | Convener (Academic In-charge) |
| 2. Mr. Jalal Uddin | Member (IQAC Coordinator) |
| 3. Dr. A.H. Monjurul Haque | Member |
| 4. Mrs. B.N. Nahar | Member |
| 5. Mr. Jain Uddin | Member |
| 6. Mr. Jaynal Hussain | Member |
| 7. Dr. D.H. Talukdar | Member |
| 8. Dr. S.N. Choudhury | Member |
| 9. Mr. Abdul Munim | Member |
| 10. Mr.B. K. Paul | Member |
| 11. G.S. (Students Union) | Member |


Principal

Students' Union for the session 2022-23 are as follows:

NAME OF THE PORTFOLIOS	NAME OF THE CANDIDATES
President	Principal (ex-officio)
Vice-President	Jaynal Abedin
General Secretary	Ruksana Parbin Talukdar
Asstt. General Secretary	Zuad Alom
Cultural Secretary	Masum Kismat Sultan
Asstt. Cultural Secretary	Selina Parbin Talukdar
Sports Secretary	Afzal Husen
Asstt. Sports Secretary	Saurav Das
Magazine Secretary	Md. Ikbal Ahmed
Boys' Common Room Secretary	Abu Md Anwar
Girls' Common Room Secretary	Khaleda Begum

RTI Officers

NAME	DESIGNATION
DR Atiqur Rahman, Principal	Appellate Officer
Mr Abdul Munim	Convener cum PIO
Mrs Rupali Das	APIO
Mr Nazim Uddin	APIO

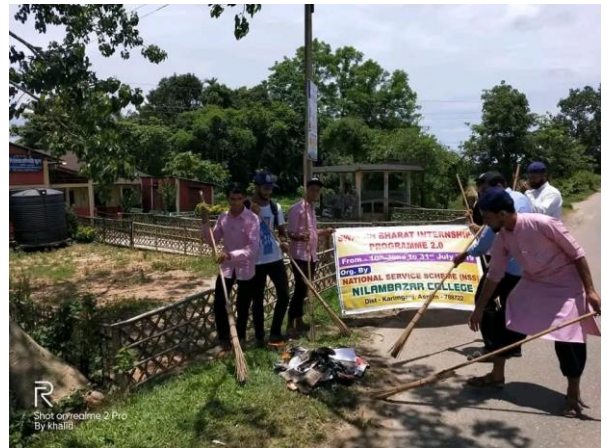
Awareness programme on primary education, health & hygiene, organized by NSS unit, Nilambazar college on 08/08 2017 at 1053 Ajachak LP School, singaria.



Yoga practices on international Day of Yoga at Nilambazar College On 21st June 2019.



Swachh Bharat Internship Programme 2.0 at main road i.e. National Highway in front of the college, Nilambazar local market, nearby L. P School, and the college campus on 10th June to 31st July 2019, organized by NSS Unit of the college.



NSS TOT Programme ' capacity Building of Youth on Leadership & Personality Development Through Life Skills' from 16th to 20th October, 2019 at Nabinchandra College Badarpur, under Ministry of Youth & Sports, Organized by NSS unit of the College.



NSS TOT Programme ' capacity Building of Youth on Leadership & Personality Development Through Life Skills' from 16th to 20th October, 2019 at Nabinchandra College Badarpur, under Ministry of Youth & Sports, Organized by NSS unit of the College.



NSS Volunteers of Nilambazar College attended National Integration Camp from 28th February to 5th March 2020 organized by VINOBA BHAVE UNIVERSITY, HAZARIBHAG, JHARKAND.



NSS Volunteers of Nilambazar College attended National Integration Camp from 28th February to 5th March 2020 organized by VINOBA BHAVE UNIVERSITY, HAZARIBHAG, JHARKAND.



7 (Seven) days Door to Door Awareness Programme on Corona Virus (Covid-19 Pandemic) On 29th May to 4th June, cum distribution of Face Mask, Sanitizer etc.

নিলামবাজারের প্রত্যন্ত অঞ্চলে করোনা নিয়ে সচেতনতা অভিযান কলেজ পড়ুয়াদের



অভিযানে রয়েছে এনএসসি এর পক্ষ থেকে কলেজ ছাড়া, আর ছাত্রী মোড় উজ্জ্বল, সৌদিয়া ব্রিবি, বারাকাল আলম, করিবে আহমেদ ও অরুণ কল, এ এ মোঃ মাসুম, সাদিক আহমেদ, সেলিম আহমেদ প্রমূখ। পশ্চাৎশি তারা করোনা ভাইরাস সম্পর্কে মানুষের মধ্যে সচেতনতামূলক বক্তব্যও রাখেন। ইউনিটের সদস্যরা প্রচলন মঠী তথ্য পত্রিকা পরিষদেও বিজ্ঞপ্তি সিলেক্ট করে এবং ইউনিট এর লেখক পরিষদের প্রোগ্রামের জন্য টোল্ডিট ইংলিশে বিভিন্ন আইন-কর্তী এ এসে আধারের সাথে সৌজন্যমূলক সম্মত করেন। বিধাত ও আইন-কর্তী জানান, এ প্রক্রিয়া সময়ে স্বেচ্ছাসেবকদের কেঙ্কায় প্রচলন সঠিক প্রশাসনের যোগ্য। নিলামবাজার কলেজের ছাত্ররা পড়াশুনার পশ্চাৎশি শেষের হয়ে মানসেবারে অঙ্গের হওয়া তাপেরকে নবাবি জানানোর কাশাপালি তাদের জ্ঞানকেও সত্যিই জানান তারা।

ক্রমিক উদ্দিন
 নিলামবাজার কলেজের এনএসসি ইউনিটের স্বেচ্ছাসেবকরা। সাত নির্বাহী এক সচেতনতা বস্তুটি হাতে নিয়ে বৈচিত্র্য প্রোগ্রামের মেনে গ্রামে গ্রামে গিয়ে সাধারণ মানুষকে করোনা নিয়ে সচেতনতা কবিতম পক্ষন করে যাচ্ছে এনএসসি স্বেচ্ছাসেবকরা। প্রোগ্রামে অভিযান আশুপার এখন লক্ষের পক্ষ থেকে নেওয়া মাস্ক, স্যানিটাইজার ইত্যাদি বিভিন্ন পরিষদের হস্তান্তর অঙ্কনের জনসংগে মধ্যে বিতরণ করেন ইউনিটের স্বেচ্ছাসেবকরা। অভিযান চালু হয়েছে ২৯ মে থেকে, চলবে ৪ জুন পর্যন্ত।



7 (Seven) days Door to Door Awareness Programme on Corona Virus (Covid-19 Pandemic) On 29th May to 4th June, cum distribution of Face Mask, Sanitizer etc.

করোনা সচেতনতায় নিলামবাজার কলেজ পড়ুয়াৰা



করিমগঞ্জৰ প্ৰত্যন্ত অঞ্চলৰ জনগণৰ মध्ये বিতৰণ কৰেন ইউনিটৰে সোচ্ছাসেবকৰা। অভিযান চালু হৈছে ২৯ মে থেকে। চলবে ৪ জুন পৰ্যন্ত। অভিযানে রয়েছে এনএসএস পক্ষে তালাহা হুসাইন, আবু হামিদ, মোঃ উজ্জ্বল, সৈয়দ হাবিব, বাহাৰুল আলম, কবির আহমেদ ও অনুপম দেব, এ এ মামুন, সাদিক আহমেদ, সেলিম আহমেদ প্রমুখ। পাশাপাশি তারা করোনা ভাইরাস সম্পর্কে মানুষদের মধ্যে সচেতনতামূলক বক্তব্যও রাখেন। বুধবার কার্যসূচি নিয়ে ইউনিটের সদস্যরা অসমের প্ৰান্তৰ মন্ত্ৰী তথা দক্ষিণ কৰিমগঞ্জৰ বিধায়ক সিন্দেক আহমেদ ও ইউনিট আড্ডাকেশন ফাউন্ডেশনৰ চেয়ারম্যান তথা গৌহাটী হাইকোর্টৰ বিশিষ্ট আইনজীবী এএস অপাদাৰেৰ সঙ্গ সৌজন্যমূলক সাক্ষাৎ কৰেন।

গতি প্ৰতিবেদন, কৰিমগঞ্জ, ২ জুন : দেশে যখন করোনা মহামাৰিৰ দ্বিতীয় ঢেউ শুরু হয়েছে, মানব সমাজ যখন প্ৰতিটি ক্ষণে ক্ষণে চিন্তিত, বেঁচে থাকটা এক মহা আতঙ্কে পরিণত হয়েছে, ঠিক সেই সময় মানবতাবাদী উদাহরণ দিল নিলামবাজার কলেজৰ এনএসএস ইউনিটৰে সোচ্ছাসেবকৰা। সাত

দিবসীয় এক সচেতনতা কাৰ্যসূচি হাতে নিয়ে কোভিড প্ৰোটোকল মেনে গ্ৰামে গ্ৰামে গিয়ে সাধাৰণ মানুহকে করোনা নিয়ে সচেতনতা কাৰ্যক্রম পালন কৰে যাচ্ছে এনএসএস সোচ্ছাসেবকৰা। গ্ৰোগ্ৰাম অফিসাৰ আব্দুল্লাহ হুসেন লাহৰেৰ পক্ষ থেকে দেওয়া মাষ্, স্যানিটাইজাৰ ইত্যাদি দক্ষিণ



7 (Seven) Days Special Camp on society Cleanliness, awareness on Omicron at the adopted village, Illashpur , Barigram and Swachhata Pakhwada Abhiyan during 17th to 23rd January 2022, organized by NSS unit, Nilambazar college.



7 (Seven) Days Special Camp on society Cleanliness, awareness on Omicron at the adopted village, Illashpur , Barigram and Swachhata Pakhwada Abhiyan during 17th to 23rd January 2022, organized by NSS unit, Nilambazar college.



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Distribution of food materials and other basic commodities to flood effected people by boat at various effected villages (Suprakandi, Boribond, Hizim & Patel Nagar) on 24th June & 25th June during Assam flood 2022.




Distribution of food materials and other basic commodities to flood effected people by boat at various effected villages (Suprakandi, Boribond, Hizim & Patel Nagar) on 24th June & 25th June during Assam flood 2022.



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Principal
Nilambazar College