

# SOUTH SALMARA COLLEGE

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## FIRST CYCLE NAAC ACCREDITATION 2024

### CRITERION V

#### Student Support and Progression

**The Institution adopts the following for redressal of student grievances including sexual harassment and ragging cases**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Submitted to



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

## **CRITERION V**

### **Student Support and Progression**

**The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**1. Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee.**

**2. Circular of the committees.**

**3. Policy Documents of Grievance Redressal Cells, Anti- Ragging Committee and Anti Sexual Harassment**

**4. Proof of constitution of Internal Complaints Committee/ Grievances Redressal Committee formation/Anti Ragging Committee as per UGC regulations.**

**5. Report of Grievance Redressal Cases.**

## GRIEVANCE AND REDRESSAL CELL SOUTH SALMARA COLLEGE

Date of Estd 28-12--2020

GRIEVANCE AND REDRESSAL CELL of SOUTH SALMARA COLLEGE is constituted on 28<sup>th</sup> December 2020 at 1 P.M. in the staff meeting of the college taking Mr. Joynal Abedin Ahmed on the chair in which all members of teaching and non-teaching staffs of the college is present vide resolution No 1 of its meeting to develop an accountable and responsive attitude among all students so that a harmonious educational atmosphere is maintained in the institute.

### AIM:

South Salmara College has it Grievance and Redressal cell with one member secretary and four members in which the principal is appellate authority.

The main functions of the cell are to look after the complaints lodged by any students and judge its merit. Anyone with a genuine grievance may approach the member secretary in person. If an individual is unwilling to appear in person, grievances may be dropped in writing in the letter box/ suggestion box of grievance and redressal cell at office of the college.

### OBJECTIVES

The main objective of the cell is to develop an accountable and responsive attitude among all the students so that a harmonious educational atmosphere is maintained in the institute. The is constituted to solve the problems reported by the students of the college with the aim and objectives of upholding the dignity of the college by ensuring strife free atmosphere in the college through the promotion of cordial students- teachers relationship, and students-students relationship etc. It also encourages the students to express their problems/grievances freely and frankly without any fear of being victimized. Any kind of mental or physical harassment, complaints regarding classroom management, teaching methods of teachers, completion of syllabus etc, if and when they arise.

The composition of the Grievance and Redressal Cell as follows

SL NO	Names	Designation	Contact Details
1	Mr. Joynal Abedin Ahmed	Appellate Authority	9957091984
2	Mr. Nuruzzaman Mollah	Member Secretary	9957412607
3	Mr. Aminur Islam	Member	700586114
4	Dr. Mozibor Rahman	Member	9954035910
5	Dr. Amir Hussain Choudhury	Member	6001266870
6	Abdul Ali	Member	9954211498

  
Principal i/c  
South Salmara College



**PROCEEDING BOOK**  
**GRIEVANCE & REDRESSAL CELL,**  
**IQAC,**  
**SOUTH SALMARA COLLEGE,**  
**SOUTH SALMARA**

Meeting No- I

Date- 14-12-20

A meeting of Grievance and Redressal Cell, IQAC is held on 12-12-2020 at 1.50 P.M. at Teachers' Common room of South Salma College under the Chairmanship of Nuruzzaman Mollah, member Secretary of G.R. Cell to prepare the aims and objectives of the cell and following decisions are taken unanimously.

Signature -

- (1) Nuruzzaman Mollah
- (2) Dr. Mozibor Rahman
- (3) Abdul Wahed Ali
- (4) Dr. Amin Hossain Choudhury
- (5) Aminur Islam

Resolution - 1 Resolved that a sub committee is formed with three members - namely - Nuruzzaman Mollah, Mozibor Rahman and Aminur Islam to prepare the aim and objectives within one month submit the same in the next meeting of the cell.

The meeting comes to an end with the vote of thanks from the chairperson and his wish for well being of the honourable members.

Nuruzzaman Mollah  
Signature of Chairperson

Member Secretary  
Grievance & Redressal Cell,  
IQAC, South Salma College

## Meeting no 2

Dt- 18-01-21

A meeting of Grievance and Redressal cell, IQAC, is held on 18-01-21 at 1.30 P.M. at teachers' common room under the chairmanship of Nuruzzaman Molla to discuss on the aims and objectives of the cell and following decision are taken -

### Signature

- (1) Nuruzzaman Molla
- (2) Dr. Anil Anil Choudhary
- (3) Animesh Bhowmik
- (4) Abdul Wahid Ali
- (5) Dr. Mominur Rahman

Resolution- 1 The meeting thoroughly discuss on the aims and objectives prepared by the sub-committee and accept the same for Grievance and Redressal cell, IQAC, South Salmara college.

The meeting comes to an end with vote of thank from the chairperson and his wish for wellbeing of the honourable members.

Nuruzzaman Molla  
Sign. of chairperson

Member Secretary  
Grievance & Redressal Cell,  
IQAC, South Salmara College

## Meeting - no - 3

Date - 1-4-2023

A meeting of Grievance and redressal Cell, IGAC, is held on 1-4-2023 at 1:00 P.M. at teachers' common room of South Salmar College under the chairmanship of Nuruzzaman Mollah, member secretary G and R Cell, South Salmar College to dispose of the case (love affair) of Monirul Islam Ahmed of class B.A. 4th semester Roll No 77 and Arifa Begum of class B.A 2nd semester Roll No 142 and following decisions are taken unanimously.

### Signature

1. Nuruzzaman Mollah. Member Secretary
2. Dr. Mozibos Rahman, Member
3. Amimur Islam. Member
4. Abdul Wahesh Ali Member.
5. Dr. Amir Hossain Choudhury

### Signature of accused

1. Monirul Islam Ahmed.  
B.A 4 semester. Roll no: 77.

2. Arifa Begum.

2nd - Semester Roll no: 142

Resolution no1 - Resolved that accused Students shall not meet each other in the classrooms, Barandha, Library office or play ground from today onwards.

Resolution no-2. Resolved That from today onwards they shall not use mobile phone in the college premises. They shall be allowed to use mobile phone in under dire necessary with due permission of competent authority

Resolution no 3 - Resolved That they shall submit undertaking stating that they shall not do any incongruous and untimely activities that may spoil the healthy academic environment of the college.

The meeting comes to an end with vote of thank from the chairperson and his wish for ~~well being~~ wellbeing of the honourable members.

Nuruzzaman Mollah  
signature of chairperson

Member Secretary  
Grievance & Redressal Cell,  
IQAC, South Salarna College

Meeting no - 4

Date - 11-5-2023

A meeting Grievance and Redressal Cell, is held on 11-5-2023 at 11:00 AM at Library of College under the Chairmanship of Nuruzzaman Mallah, member Secretary, IGAL Cell, South Sakmara College to hear the petition filed by Shahin Alam Sarkar of B.A. 2nd semester, against Rafique Alam Sarkar of B.A. 2nd semester. After hearing both the parties the case came to an end with following decisions: unanimously

Signature

1. Nuruzzaman Mallah
2. Aminur Islam
3. Alodul Watahsh Ali
4. Dr. Mozibur Rahman
5. Dr. Amir Hossain Choudhury
6. Riyaz Islam

Signatures of Parties-

Name:- Shahin Alam Sarkar (Petitioner)

S/O:- Mintaz Uddin Sarkar

Class:- BA. 2nd Sem.

Roll No:- 224

Rafique Alam Sarkar

Ali Hossain Sarkar

2nd Semester 38/0384

Resolution no-1 Resolved that as Rafiqe Alam Sarkar makes mistake he should apologise to Shahin Alam Sarkar

Resolution no-2 Resolved that if Rafiqe Alam Sarkar do some kind of offence in future, the college authority will be compelled to take exemplary punishment to him.

Resolution no 3- Resolved that Shahin Alam Sarkar should apologise to in-charge teachers and other teachers as he expressed his dissatisfaction upon the teacher on simple packet lunch. He is warned not to sit on teachers' bikes in the college campus next time.

Nuruzzaman Mullah  
Signature of chairperson

Member Secretary  
Grievance & Redressal Cell,  
IQAC, South Salmara College

Meeting no. 5

Date 05-08-2023

An emergent meeting of Grievance and Redressal Cell held on 05-8-2023 at 1.00 PM at IQAC room of college under the chairmanship of Nuruzzaman Mollah, member Secretary G.R. Cell IQAC, South Salma College to discuss about the allegation against Ekram Ali Abu Hasif Mollah, Nazir Hasan and Rafiqul Islam of B.A. 5th Semester. After discussion the house come to an end with the following decisions unanimously.

Signature -

1. Nuruzzaman Mollah
2. Dr. Mozibur Rahman 05/08/2023
3. Dr. Amir Atunin Choudhury 05/08/2023
4. Aminur Islam, 05/08/2023
5. Abdul Wahed Ali 05/08/2023

Resolution no- 1 After through discussion in the Grievance and Redressal Cell, resolved that since the accused students informed the Chief Minister through social media against the college authority regarding the anomalies regarding the admission fees, this was against the purview of the Grievance and Redressal cell, hence the matter was refer to the college authority to take necessary action in this regard.

The meeting comes to an end with the vote of thank from the chairperson

Member Secretary  
Grievance & Redressal Cell,  
IQAC, South Salma College

Nuruzzaman Mollah  
signature of chairperson

Applications of Students and official notice:

To: TO. Principal South Salmara college

Date: South Salmara the 16 Marc 2023

Subject: Praeya ~~for~~ ~~give~~ forgiveness

Sir:

ବିଷୟ ଉତ୍ତମ ପଦ୍ମ ଆଲୋଚନା କଲେଜ ଆଜି  
ଉପସ୍ଥାପନ

କରାଯାଉ ଉତ୍ତମ ହିନ ଉପସ୍ଥାପନ କରାଯାଉ ।

ସାମାଜିକ କର୍ତ୍ତବ୍ୟ ବିଚାର କରି ଲୋକ  
ଉତ୍ତମ କରି ଲେଖି ମିଳିନା -

09/05/2023  
To: member for  
give and forgiveness  
Pl. take necessary steps  
Principal Jc  
South Salmara College  
16/03/2023

ନାମ: ଆସିକା ଦେବୀ  
କୋର୍ସ: B. A 2nd Semest  
କ୍ର. ନାମ: 0142  
Phone number: 9362289899  
Father phone number: 878778  
27

OFFICE OF THE GRIEVANCE AND REDRESSAL CELL, IQAC SOUTH SALMARA COLLEGE.

Date-28-10-22

From:- Member Secretary, grievance and redressal cell,

Accused

To - DMehbub Hasan, G.S. SSCSU

(2) Billal Hossen V. P SSCSU

(3) Ziaul Islam. Cultural Secy SSCSU

Petitioners

✓ (1) Monirul Islam Ahmed Social Service Secy SSCSU

You are directed to appeared before the Court of grievance redressal cell IQAC SSC on 29-10-22 at 1. PM at college library positively.

This is in reference to the petition received from Monirul Islam Ahmed Secy Social Service on 28-10-22.

Member Secretary  
Grievance & Redressal Cell,  
IQAC, South Salmara College

Regards -

Nuruzzaman Mollah  
Member Secretary  
G & R Cell, IQAC  
SSC, S/Salmara

OFFICE OF THE GRIEVANCE AND REDRESSAL CELL, IQAC SOUTH SALMARA COLLEGE.

Date-28-10-22

From:- Member Secretary, grievance and Redressal Cell,

Accused

To - DMehbub Hasan, G.S. SSCSU

(2) Billal Hossen v. P SSCSU

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Regards -

Nuruzzaman Mollah  
Member Secretary  
G & R Cell, IQAC  
SSC, S/Salmara

Member Secretary  
Grievance & Redressal Cell,  
IQAC, South Salmara College

Statement of

Date  
1/4/2023

Arifa Begum → DOB - 09/05/2009  
B.A.  
(2<sup>nd</sup> Sem)

D/O - Motleb Ali

Mob - 9362289893  
8787788273

Admit that on 16 March 2023 at about 1:30 PM on account of affection with ~~with~~ Monisul of B.A. 4<sup>th</sup> Sem. aged about 20yrs (DOB: 14.07.2003) engaged with ~~found for~~ 1 year found indecently in classroom and caught red handed by the students and by some employees of South Salmara college. Therefore, liable to obey the decisions of Grievance & Redressal Cell.

Arifa Begum

c/o: Motleb Ali

virus: Phul Barci

pp: Islampur

Statement of

Date  
1/4/2023

Monirul Islam Ahmed, DOB- 14-07-2003 B.A. 4<sup>th</sup> Sem  
S/O - Moziz Uddin Ahmed  
vill - Patakata  
P.O - Patakata  
mob - 9957960404/9126370781

Admit that on 16 March 2023 at about 1:30 PM on account of affection with Arifa Begum of B.A. 2<sup>nd</sup> Sem. aged about 20yrs found indecently in classroom and caught red handed by the students and by some employees of South Sakram College. Therefore, liable to obey the decisions of Grievance & Redressal Cell.

Name: Monirul Islam Ahmed.  
S/O: Moziz Uddin Ahmed.  
vill. Patakata  
P.O Patakata  
Pin. 783127.

### Undertaking

We do hereby declare and undertake that from today we will maintain the overall atmosphere of the college and abstain from any indecent activity in the college campus failing of which we'll be liable for any action taken by college authority as per law.

We further undertake neither to use mobile phones in the college campus nor to re-unite/make any correspondence with each other in future.

Signature of accused

1. Monirul Islam Ahmed.  
4th Semester.  
Roll no: 77.

2. Arita Begum.  
2nd Semester.  
Roll no: 42

To. The Principal South Salmara college.

Dated. South Salmara the sixtin month  
2023 .

Sub: Prayer for giveness.

Sir .

ପାଠ୍ୟ ମଧ୍ୟମ ସ୍କୁଲ ଜଗତସିଂହପୁର - ଉତ୍ତମ କଲେଜ  
କାମାକ୍ଷିନୀ - ଉପାଧ୍ୟକ୍ଷ ଏବଂ କାରିଗର ।

ଗଣିତ ଅଧ୍ୟାୟ ଦ୍ଵାରା କାରି - ଉତ୍ତମ କାରି  
ଦିଆ ଯାଉ .

Name: ଅନିକେଶ ରଞ୍ଜନ ଚାନ୍ଦିଆ

Class. : 4th semester.

Rollno. :- ୨୨.

Village:- Patal kade .

Post:- Patal kade .

Mobile:- 9126370781.

Father:- Motiz uddin Ahmed.

Mobile:- 91263707 9957960409.

14.07.2023

To Member Secy  
Giveness & Teachers cell  
Pt. for necessary step  
16/7/2023  
Principal  
South Salmara College

OFFICE OF THE GRIEVANCE AND REDRESSAL CELL, IQAC SOUTH SALMARA COLLEGE.

Date-28-10-22

From:- Member Secretary, grievance and Redressal Cell,

Accused

To - ① Mehboob Hasan, G.S. SSCSU

② Billal Hossen v. P SSCSU

✓ ③ Ziaurul Islam. Cultural Secy SSCSU

Petitioners

(1) Monirul Islam Ahmed Social Service Secy SSCSU

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This is in reference to the petition received from Monirul Islam Ahmed Secy Social Service on 28-10-22.

Regards -

Nuruzzaman Mollah  
Member Secretary  
G & R Cell, IQAC  
SSC. S/salmara

Member Secretary  
Grievance & Redressal Cell,  
IQAC, South Salmara College



Office of the Principal  
**SOUTH SALMARA COLLEGE**

P.O. - SOUTH SALMARA , DIST - SOUTH SALMARA-MANKACHAR(ASSAM) :: PIN 783127

From: Joynal Abedin Ahmed, M.A.  
Principal i/c  
South Salmara College



Contact No.9957091984  
Email: principalsscollege@rediffmail.com

Ref.No.....

Date.....

### ANTI-RAGGING COMMITTEE

Anti- Ragging Cell of South Salmara College is constituted on 28 th Dec/2020 in the staff meeting of the college taking Joynal Abedin Ahmed on the chair in which all members of the teaching staff of college is present vide Resolution No. 01 of its meeting to present ragging in the college for smooth academic atmosphere.

#### AIMS AND OBJECTIVES :

South Salmara College has its anti-ragging committee through direct supervision of the Principal of the College. The anti-ragging committee is formed with the objectives of prevention of ragging and others issues regarding ragging monitoring the students so that no ragging incident can be happened in the College campus for fair educational atmosphere.

The following objectives are taking into account for anti-ragging committee of South Salmara College.

1. Formation of anti-ragging committee inclusive parent representatives and the student of the College.
2. Creating awareness among the students about the punishment for ragging.
3. Action to be taken to curb ragging in the College campus
4. Drug buse that leads to ragging to be mentioned.
5. Attending district level Anti-Ragging Committee to be mentioned.

  
Principal

South Salmara College  
Principal i/c  
South Salmara College

**To,**

**The Principal, South Salmara College**

**Date: 20/05/2024**

**Sub: Anti Ragging Committee Report**

To prevent, the menace of ragging and maintain healthy interpersonal relations among students in the college campus of South Salmara College, Ragging is strictly forbidden in or outside the college campus. For this purpose the Anti Ragging Committee has been actively functioning from the beginning. The committee include the honorable chairperson Joyanal abedin Ahmed, Principal i/c, Convener, Shahar Uddin and Members of the Committee Abul Hussain, Dr. Abu Jafor, Mostafa Sarkar and Hafizur Rahman. Sir all are actively taking efforts to maintain the clam and quite environment in college campus from date of its formation on 28/12/2020.

From the academic year 2020-21 to 2022-23, no ragging case has been reported in our college. All the student of the college specially welcomes new students in freshers social programme every year.



(Shahar Uddin)

Convener, Anti Ragging Cell  
South Salmara College



Principal i/c  
South Salmara College



Co-ordinator  
IQAC, South Salmara College