

MUC WOMEN'S COLLEGE, PURBA BARDHAMAN
TEACHERS' COUNCIL, MUCWC
FOR THE SESSION: 2023-24

SL NO	NAME OF THE COMMITTEE(S) / CELL	SUB-COMMITTEE(S)	CONVENER(S)/ JT. CONVENER(S)	ASSISTANT CONVENER(S)	MEMBER(S) (TS)	MEMBER (NTS)
1	ADMISSION (COLLEGE & HOSTEL)		MM (GEO) PD (LIB)	SR(CHEM) SBM (BOT)		PKM, SHD, SUKOMOL D, KB, DG, VB, TM
2	a) TIME TABLE (ROUTINE) &		SUMON B (PHIL) AD (PHYS)	PKR (PHIL) SR (PHYS)	ALL HOD	PS, MS
	b) ACADEMIC CALENDAR		AB (ZOO)			
3	ATTENDANCE		KD (CHEM) AG (SANS)	RB (BENG) RGM (MASS COM)		PS, MS
4	EXAMINATION	INTERNAL (SEM I,III,V)	BC (LIB) SAS (MATHS)	OM (PHYSC)		PKM, SK Laltu
		INTERNAL (SEM II, IV, VI)	ERA (POLSC)	MG (ENG) KMA (NUT)		
		UNIVERSITY EXAM (SEM I, II)	PKR (PHIL)	CD (BOT)		
		UNIVERSITY EXAM (SEM -III)	BC (LIB)	KS (ECO)		
		UNIVERSITY EXAM (SEM-IV)	AR (MICRO B)	PKR (PHIL)		
		UNIVERSITY EXAM (SEM V, VI)	CD (BOT)	PKR (PHIL)		
		PG EXAM COORDINATOR	OS (ENG) PSG (ENG)			
		BU PORTAL- MARKS CAPTURING (SEM I,II,III)	KS (ECO)	OM (PHYSC) SD (POLSC)		

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		BU PORTAL-MARKS CAPTURING (SEM IV,V,VI)	RS (SANS) SUMON B (PHIL)	JD (COMP. SC.) AB (COMP. SC.)		
		EXTERNAL EXAMINATION	KS (ECO) (External Exam)	JD (COMP. SC.) (If and When required)		
		ADD ON COURSE	KCB (POLSC)	APM (PHIL)		
5	BUILDING COMMITTEE & RESOURCE (FUND) GENERATION		MM (GEO) KCB (POLSC)			PKM, SUKOMOL D, SHD
6	a) ANNUAL BUDGET (FINNANCIAL)		BURSAR	AB (ECO) IP (CHEM)		PKM, SUKOMOL D, SHD, SD, KG
	b) INCOME TAX		BM (ZOO), SR (CHEM), RR (HIST)			
7	PURCHASE		CD (BOT) KCB (POL SC)	SR (CHEM) BM (ZOO)	MDG (HIST) IB (BOT) AB (ECO) SB (MATH) AR (MICRO)	PKM, SUKOMOL D, SHD
8	STOCK REGISTRER		BM (ZOO)	AKS (SANS)	RS (SANS) SUMON B (PHIL) RR (HIST)	MS
9	SERVICE BOOK		SC (MICRO) SM (ZOO)		MB (BOT)	PKM, SG
10	CAS and Promotion (TS & NTS)		SM (ZOO) BS (PHYSC)		SC (MICRO) RR (HIST)	PKM, SD

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11	VOCATIONAL TRAINING (SKILL DEVELOPMENT)		AR (MICRO) MB (BOT)	PC (GEO) KH (CHEM)		
12	LIBRARY		BC (LIB) PD (LIB) SH (LIB)			S. Dey, Adhir
13	ENVIRONMENT & NATURAL RESOURCE MANAGEMENT		CD (BOT) AR (MICRO)	AB (EVS) SC (ZOO)	GDM (EVS)	
14	MEDICINAL PLANTS & GARDENING		SM (BOT)		CD (BOT) MB (BOT)	
15	RESEARCH & PUBLICATIONS		PSG (ENG) PC (BOT)	SKG (PHYSC) JD (ENG)	SM (BOT) AKS (SANS) NR (ZOO) RGM (MASS COM.) RB (BENG)	
16	AWARENESS CELL (COMPETITIVE EXAM, CAREER COUNSELLING, PLACEMENT, ETC)		GB (CHEM) ERA (POL SC.)	AB (MATH) SC (ZOO)	MB (BOT) KCB (POLSC) AG (SANS) PSG (ENG)	
17	SEMINAR COMMITTEE & DAY OBSERVATION		NR (ZOO) OS (ENG)	IB (BOT) ERA (POLSC)		
18	DISCIPLINARY COMMITTEE		PSG (ENG)	AR (MICRO) AKS (SANS)	AJS (ENG) SB (ECO) RB (BENG)	
19	CANTEEN (STUDENT & STAFF)		MB (BOT)	AG (SANS)	SH (LIB)	SHD, JK, CD

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20	GAMES & SPORTS (STUDENT & STAFF)		DK (PHYS. Ed.) AB (MATHS)	ERA (POLSC) AG (SANS)	SUMON B (PHIL)	PKM, SHD, KB, CD
21	CULTURAL		IB (BOT) RB (BENG)	APM (PHIL)	AB (POLSC) AD (HIST) SD (HIST)	PKM, SHD, SK Laltu, TM, VB
22	ICT & WEBSITE MANAGEMENT		PC (BOT) MM (GEO)	AB (COMP. SC.) SC (ZOO)	AD (PHYS)	DG
23	WALL MAGAZINE & COLLEGE MAGAZINE		AKS (SANS) JSP (ENG)	MP (BENG)	MM (ENG) BB (SANS)	VB, MM
24	a) UGC RELATED ACTIVITIES &		HL (ECO)	SC (ZOO) BS (PHYS)	MDG (HIST)	PKM, SD
	b) ACADEMIC BANK OF CREDIT		BC (LIB)			
25	DATA COLLECTION & PRESERVATION		PC (BOT)	SMB (BOT) SOMA B (PHIL)	RGM (MASS.COM), KMA (NUTR), AG (SANS)	MC, PS
26	STUDENT WELFARE COMMITTEE		MB (BOT) AG (SANS)	JSP (ENG) MP(BENG)	SB (ECO) KMA (NUTR) MC (HIST)	SK Laltu, SD, KB
27	PF (PROVIDENT FUND)		IP (CHEM)	HL (ECON) SAS (MATHS)	SB (MATH) SD (MATH) BM (ZOO)	PKM, SD, Sk. Laltu
28	a) POST CREATION & PENSION		PSG (ENG)	IP (CHEM) AD (PHYS)		HEAD CLERK
	b) FIXATION, HRMS & BCW		SM (ZOO) SC (MICRO)		RR (HIST) AR (MICRO)	
29	ACADEMIC AUDIT COMMITTEE		NR (ZOO) PSG (ENG)	SD (POLSC) KH (CHEM)		SH
30	LAB COMMITTEE (INFRASTRUCTURE AND UPGRADATION)		SC (MICRO) SM (BOT)	BS (PHYSC)	ALL HOD (SCIENCE, GEO & ECO)	S. Dutta, K. Pal S. Ganguly

31	DPI (ISSUES AND FOLLOW UP)		IP (CHEM) SM (ZOO)	SC (MICRO) GB (CHEM)	MDG (HIST) SC (ZOO)	
32	MENTORING AND COUNSELLING		MP (BENG)	KMA (NUT) AB (POL SC)		
33	HOSTEL COMMITTEE		JSP (ENG) Soma B (PHIL) MP (BENG)	IB (BOT)	KCB (POL SC) BM (ZOO) AD (PHY) KMA (NUTR) BC (LIB)	SHD, SD, TM
34	FEEDBACK & STUDENT SATISFACTION SURVEY		CD (BOT) PKR (PHIL)	AR (MICRO) SUMON B (PHIL)	AB (COMP SC.) RR (HIST)	
	CELL					
35	CELL FOR WOMEN EMPOWERMENT		BC (LIB) AB (ECO)	MDG (HIST) SM (BENG)	RB (BENG) OS (ENG)	SHD, JK, MC, VB, MM, RC
36	ALUMNI CELL		AR (MICRO) OM (PHYSC)	SB (MATHS) MB (BOT)	PD (LIB) MM (ENG) MD (NUTR)	
37	EQUAL OPPORTUNITY CELL		AR (MICRO) HL (ECO)	SD (MATHS)		
38	GRIEVANCE REDRESSAL CELL		AD (PHYS) MP (BENG)	KS (ECO)	MDG (HIST) IB (BOT) MM (ENG) KS (ECO)	
39	VIGILANCE CELL		BM (ZOO)			

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40	ANTI-RAGGING CELL		IB (BOT)	SR (PHYSC)	BC (LIB)	
41	HEALTH SCHEME (WBHS)		JD (ENG) RR (HIST)	KCB (POL SC)	HL (ECO)	
42	NSS**	PROGAMME OFFICER(S)	MM(ENG)-UNIT-1 SMB(BOT)-UNIT-2			SHD, JK
43	NCC**		SOMA B(PHIL)			SHD, JK
44	STUDENTS CREDIT CARD & UCCHASIKSHA PORTAL**		PC (BOT)	IB (BOT) SH (LIB)		SD, K. Bhattacharya
	REPORT SUBMISSION					
45	AISHE & NIRF**		AD (PHYSC)	AB (COMP SC.) AB (EVS)	KMA (NUTR) SUMON B (PHIL), ERA (POL SC.)	

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