

No: 323/A/BC

Date: 21/11/2023

Office of the Principal
Bethune College
Govt. Of West Bengal
181, Bidhan Sarani, Kolkata - 700006

NOTICE

A meeting of the committee named "Disciplinary & Grievance Cell" will be held on 28/11/2023 at 2:00 pm at the OIC's chamber of Bethune College. All the members are requested to be present.

Agenda

1. Plan of action to be taken by the committee on the grievance.
2. Matters arising.

Abha Chatterjee

Officer-in-Charge
Bethune College

Nilanjana Bagchi
T.C.S

Indrani Sinha Ray
21/11/2023
Convenors

Officer-in-Charge
Bethune College, Kol-6
Govt. of W.B.

Copy To:

1. All Departmental Heads
2. TCS
3. IQAC Convenor

MINUTES OF THE MEETING HELD ON 28/11/2023

Disciplinary and Grievance Committee, Bethune College, Kolkata

Date: 28/11/2023

Time: 2 p.m.

Venue: OIC Chamber

The meeting was convened to review grievance mechanisms and discuss related matters. Key points discussed are as follows:

1. The grievance box is maintained in the office building and checked monthly. No grievances from teaching or non-teaching staff have been reported during this period.
2. The committee confirmed that any faculty or staff grievances will be promptly resolved if they arise.
3. A separate grievance redressal cell functions according to UGC rules to handle student-related grievances.
4. Members emphasized maintaining transparency and enhancing awareness about grievance mechanisms among staff and faculty through periodic reminders.

The Chairperson acknowledged the cooperative environment and thanked the participants. The committee reaffirmed its commitment to ensuring a grievance-free workplace.

Members Present:-

1. AB 28.11.23
2. [Signature] 28.11.23
3. Nilanjana Bagchi 28.11.2023
4. [Signature] 28/11/23
5. Anasua Datta 28/11/23
6. [Signature] 28/11/23
7. Bandyopadhyay 28/11/2023
8. Indrani Sinha Roy 28/11/23

No: 88/A/BE

Date: 02/04/2024

Office of the Principal
Bethune College
Govt. Of West Bengal
181, Bidhan Sarani, Kolkata - 700006

NOTICE

All the Heads of Departments(HODs) of Bethune College, TCS, IQAC Convenor and members of this committee are requested to attend the meeting of the committee "Disciplinary & Grievance" on 09/04/2024 at 1:30 p.m., held on Room K2 at Kadambini Bhavan.

Agenda

1. Internal Discipline
2. Matters arising.

Ashutosh Chandra
Officer-in-Charge
Bethune College

Officer-in-Charge
Bethune College, Kol-6
Govt. of W.B.

Nilanjana Bagchi
T.C.S

Indrani Sinha Roy
02/04/2024
Convenors

Copy To:

1. T.C.S
2. All the Department Heads
3. Members of the Committee

MINUTES OF THE MEETING HELD ON 09/04/2024

Disciplinary and Grievance Committee, Bethune College, Kolkata

Date: 09/04/2024

Time: 1:30 p.m.





Venue: Room K2, Kadambini Bhavan

The formal periodical meeting was held to discuss any complaints or grievances. Key points are as follows:

1. No complaints or grievances have arisen during this period.
2. The committee acknowledged the cooperative environment and reiterated its commitment to resolving any issues promptly if they arise.

The Chairperson thanked the members for their participation and affirmed the college's dedication to maintaining a harmonious atmosphere.

Members Present:-

1. AB 9.4.24
2.  9.4.24
3. Nilanjana Bagchi 9.4.2024.
4.  09/4/24
5. Anasua Datta 09/04/24
6.  9/4/24
7. Indrani Saha Roy 9/4/24
8.  09/04/2024