



KAMRUP COLLEGE

কামৰূপ মহাবিদ্যালয়

(Affiliated to Gauhati University)

SELF STUDY REPORT (SSR)

(3RD CYCLE)

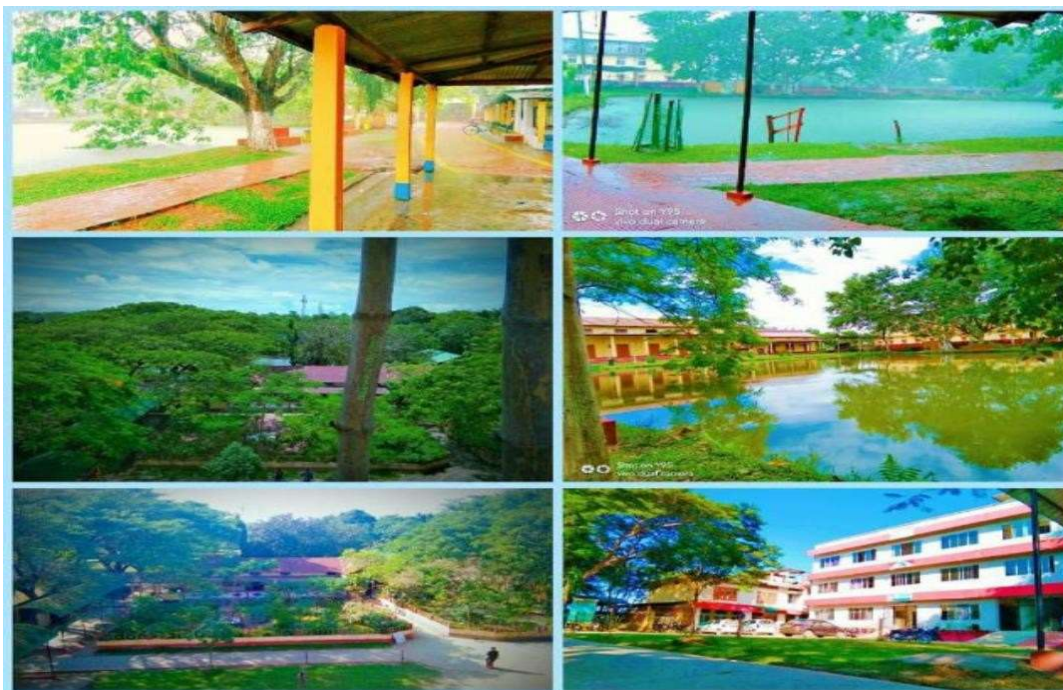
2019-2024

Criterion -5: Student Support and Progression

Key Indicator- 5.1: Student Support

Metric Number- 5.1.4: 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



Prepared by

Kamrup College, Chamata

Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances, Kamrup College

1. Grievance Redressal Report, 2019

AMAS / Page No. _____
Date / /

8/3/2019
Time: 2 P.M.

Sitting No. 2.

Agenda: Redressal of the grievance received from Miss Barasha Barman

A sitting of the Grievance Redressal Cell of K.C.C. held on 8/3/2019 under the presidency of Dr. Kabita Choudhury, Convener GRC, K.C.C. The chairman cum principal of GRC, K.C.C., Dr. Debendra Kr. Begbom, has directed the cell to quickly redress the grievance received from Miss Barasha Barman, a student of B.A. 1st Sem.

Nature of grievance: The written application received from Miss Barasha Barman states that two boys riding on a motorcycle were teasing her near the main entrance gate. She complained was mainly on eve-teasing. And she faced it today i.e. 8/3/2019 while she was coming to our way to college to participate in the Women's Day celebration. The cell received her complaint around 11 a.m.

Investigation and Analysis: After receiving and registering her complaint, the GRC made a preliminary investigation of the incidence as mentioned by her. The convener of the cell along with two other members enquired the gatekeeper, Mr. Bikash Taloi and another student who are said to witness the incidence as told by Barasha. The gatekeeper


Principal

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Grievance redressal report, 2019

replied that he saw two boys aged around 20 yrs came on a motorbike and shouted at the girl calling her "Mama's Scooty", "Mama's Scooty". (It is also stated by Benerha in her complaint letter). Then he stopped them and asked them to go away from the college gate. Then he saw the boys were proceeding towards the east side of the college through the front Road. The other five students could not say frankly as they didn't pay much attention on the incidence. As described by Miss Benerha Berman, the boys came back for the second time and again shouted at her by calling her "follower of Mama", "Scooty lover". This time she replied to them, "Yes, I have been able to receive this Scooty by my own achievement, not by anybody's money" then they were again shouting at her loudly.

Recommendations: After investigating the matter and interviewing the gateman and witness the sitting resolved to find out the boys by with the help of C.C. TV footage. Accordingly it was searched in the C.C. TV recording and it came to light that the boys are outsiders and one of them live in her village. In fact she knows him. By collecting phone no. from Benerha it was called to the college. After half an hour, the boy came and appeared at the B.R.C. while questioned he confessed that he and his friend said her 'Scooty lover'.


Principal

Kamrup College, Chamata.

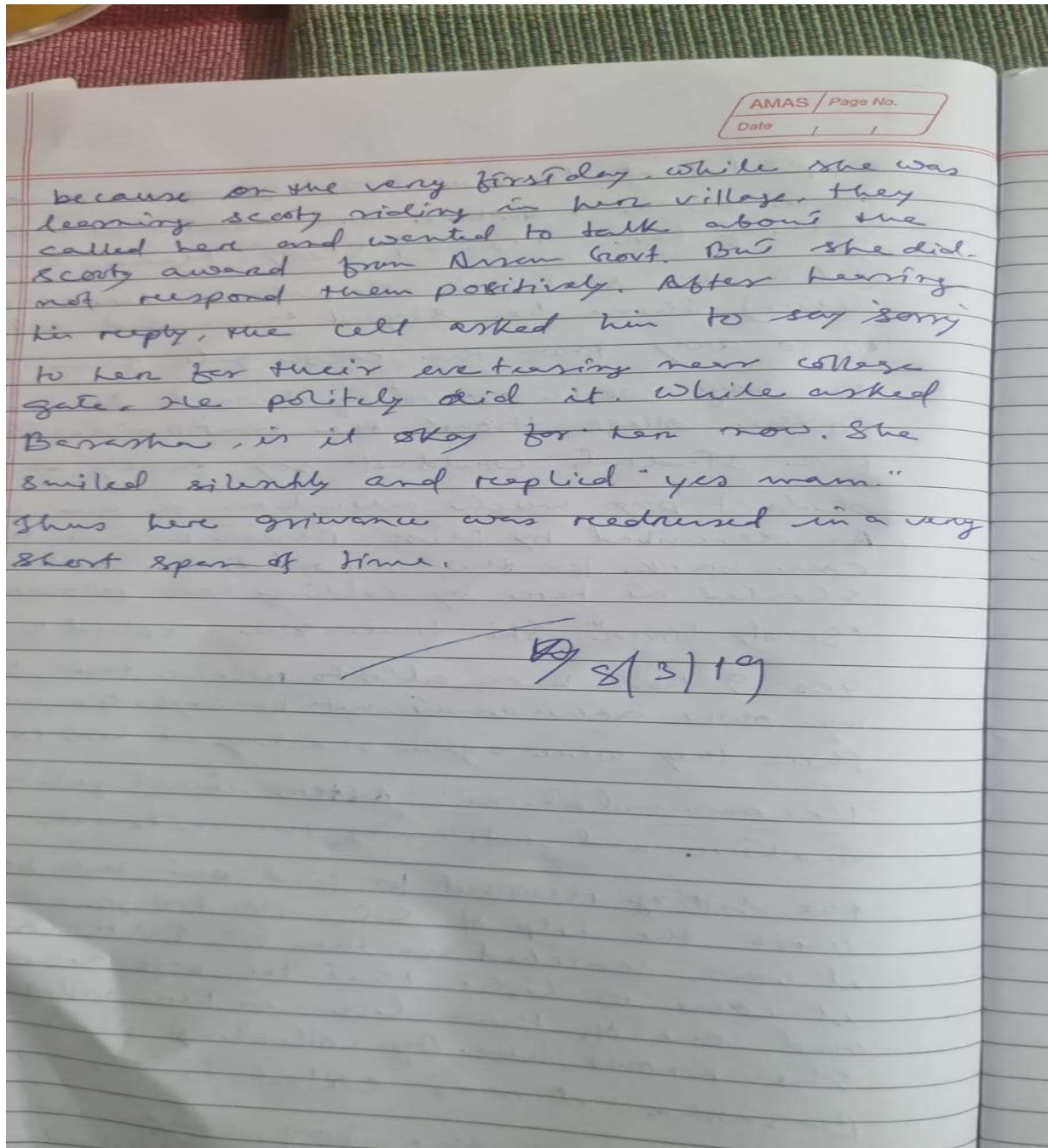
 Principal
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2. Grievance redressal report, 2019

AMAS / Page No.
Date
<u>Sitting NO 1.</u>
<u>Sitting of the Grievance and Redressal Committee</u>
<u>1/6/2019</u>
<u>Saturday</u>
<u>Time: 2 P.M</u>
<u>Agenda: 1) Discussion and Redressal of the complaints given by the Students' Union Body.</u>
<u>2) Other issues.</u>
A meeting of the Grievance and Redressal Committee, K.C. is convened today at 2 P.M. to discuss the written complaint letter received by the cell from the Students' Union Body of Kamrup College, Chamata. The meeting aims to address the problem stated by the students.
<u>Nature of Grievance:</u> Complaints received from the Students' representative body are regarding the inadequate water supply and the quality of drinking water of the college which have affected the daily lives and well-being of students.
<u>Investigation and Analysis:</u> Before convening the meeting, the cell conducted a thorough investigation into the matter considering factors such as water consumption patterns, adequacy of the water pipes and overhead water tanks and potential causes of the crisis.
<u>Findings and Discussion:</u> The cell after preliminary investigations found that the iron removing mechanism of the water supply was working very slowly. There is found presence of iron in water of this area of West Nalbari at large amount which leads to damaging the water pipes along with the reservoir even almost every year. The existing iron remover needs to be replaced within one or two months. Due to the low functioning of the iron remover the quality of the water has also


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been attached.

The findings have been placed in today's meeting of the cell and all the esteemed members have considered the problem as serious and offered their constructive opinions on addressing the problem. After discussing elaborately all the issues of the problem/complaints the sitting of the cell recommended that:

- 1) Immediate installation of a new iron remover.
- 2) Installation of Best quality water tank (overhead tank). At least 4 nos. of water tanks needs to be installed.
- 3) Regular maintenance - to implement a schedule for regular maintenance and repair of water infrastructure to prevent leakages and ensure efficiency.
- 4) Raising awareness among students about water conservation techniques and encourage responsible usage.
- 5) Emphasizing the use of alternative water sources such as rain water harvesting.

Action plan: The Management Committee (Governing Body) was contacted through the principal aware about the recommendations of the Grievance Committee's sitting held on 1/6/2019 and formally requested to install a new iron remover. Accordingly two new iron removers were installed with the capacity of 50 liters of water within one week. Mandul Das the 1st Grade Employee was entrusted to look after the water purification system of the college with utmost care. Students were made aware about the proper use


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3. Grievance redressed , 2020-21

GRIEVANCE REDRESSAL CELL, KAMRUP COLLEGE, CHAMATA

MINUTES OF THE MEETINGS,2020-21



The Grievance Redressal Cell of Kamrup College, Chamata which was officially constituted in 2004 has been plying its role in cordial and democratic ways over the years . It has proved to be successful in creating a sound, cooperative and peaceful environment in the institute. This year the cell received only two complaints from the students which were mitigated satisfactorily. The name and date of the complaints are stated as below.

1. Grievance No. 1

Subject matter of the grievance: **Water purification problem.**

Date of Redressal :7/10/2020

No. of complainants:07

A written complaint letter signed by seven nos. of students who belonged to the Students' Union Body of the college was received by the cell on 4th October,2020. The grievance was centered round the quality of drinking water supply of the college and they demanded that it should be immediately made purified. Their complaint letter was accepted and the GEC of the college forwarded it to the principal on the same day stating probable causes of the problem. On his suggestion an emergent meeting of GRC was convened on 5th October to discuss the problems.

It is after a big gape of Lockdown, that the institute reopens on 21st September,2020. The college hostel building is being used as Covid Center till today though every nook and corner is made sanitized for the whole college family. During the lockdown period the water tanks of the main


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 **Principal**
Kamrup College, Chamata





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campus of the college became iron coated due to the heavy amount of presence of iron in the water of our area. Though the tanks were made cleaned replacing the materials of the filtration process, yet the presence of iron was felt and the taste of the water was not felt good. The meeting of GRC called for the regular plumber of the and asked him to examine every parts of the water supply system and do necessary melding of the water pipe or the filtration part of the water supply. He, with the help of his team checked the whole water purification system spending the whole day on 6th October. After making water pipes, tanks, taps cleared, the plumber told the GRC that the “iron remover” was not working and it should be replaced for the water quality. The GRC immediately informed the authority of the college and requested to purchase a new iron remover as early as possible. A sitting of the Purchasing Committee was called for and it approved urgent purchasing of the Iron Remover. Accordingly, a new Iron remover was purchased and installed on 10th October which solved the problem of water purification and students were satisfied over the quick redressal of their grievance.

2. Grievance No. 2

Subject matter of the grievance: Sports equipment

Date of receiving grievance: 5th January, 2021

The GRC of Kamrup College received 3 nos. of verbal complaints on 5th January, 2021 from ten students of the college. Their complaints stated that they are very much eager to revive the sporting atmosphere in the institute as the days begin to become normal after a horror gap of Covid -19. But they are facing some shortage of sports equipment to play in groups, though these equipment are available to cater to the need of sports spirits of a large portion of students. The GRC noted down their complaints and assured them their requirements will be fulfilled very soon.


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The GRC convened a sitting on 6th January to discuss and solve the matter. In the meeting all the members verified the stocks of the sports equipment and the Major games and minor Games secretaries and their in-charges were invited to the meeting to know details about the availability of sports equipment. After a fruitful discussion with them, the meeting resolved to develop the sports environment of the college by filling the needs of sports equipment within ten days and for this purpose a list of sports equipment was prepared. The resolution and the list were sent to the principal. The principal, who is also the chairman of the RUSA Committee of the college happily informed that all the sports and laboratory equipment tendered under the RUSA scheme will arrive in the next week and it will fulfill all required needs of the students.

The complainants were made known to this information given by the principal and they were asked to wait for one week. Accordingly, in the following week a good number of indoor and out-door sports equipment like 2 no. of Table tennis sets, soccers, javelin throw, volley ball, basket balls, carom boards, badminton rackets etc. were supplied by the selected sports agency. All the students including the complainants were found to be very happy.

Members present in the GRC meeting:

- 1) Dr. Kabita Choudhury, HoD of Education
- 2) Dipika Barman, HoD of Philosophy
- 3) Tilak Sarma, HoD of History
- 4) Dr. Saiki Talukdar, HoD of Political Science.

(Dr. D. K. Bezbaruah)
Principal
Kamrup College, Chamata
Principal
Kamrup College, Chamata


Principal
Kamrup College, Chamata
Principal
Kamrup College, Chamata




Coordinator
Internal Quality Assurance Cell
Kamrup College, Chamata

4. Report on Students grievance and redressed, 2019

GRIEVANCE REDRESSAL CELL, KAMRUP COLLEGE, CHAMATA

P.O – Chamata, PIN: 781306

Estd. 2004

Date, 12-10-2019

Details of Students, Grievances including sexual harassment and ragging cases:

Grievances and their redressal is a healthy part of an educational institute for its sound running. Our college is well known for learner centric approach which has helped it to maintain a good academic atmosphere in each session. However like other institute or organization, there are found some wants, needs, requirements which cannot be denied. During this session numbers of grievances are found to be very few. These are:

No.1 Grievance on water purification

Status: Redressed

No.2. Sports Equipment

Status: Redressed

Grievance on sexual harassment:

Only one verbal grievance was found during this session. One girl student from B.A first semester complained that three boys from outside (They don't belong to our college) had teased her as "hey, new scooti driver" in front of the college gate. By saying this they went away by their motor bikes. She also told that in response to their teasing she replied "I am a good scooti rider". When the girl approached the "Committee against Sexual Harassment", the members of the committee entered her complaint and searched the boys' act in the CC camera. The gateman was ordered to identify the boys shown in the CC camera screen and immediately report to the committee members. The girl came to the committee in the next day and politely informed that two of the eve teasers met her at her own village sought pardon for their teasing. She requested the committee to end up the case as they admitted their fault.

Status: Redressed


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Kamrup College, Chamata




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Internal Quality Assurance Cell
Kamrup College, Chamata

5. Grievances Redressed, 2021



OFFICE OF THE PRINCIPAL KAMRUP COLLEGE, CHAMATA

P.O- Chamata-781306
District: Nalbari (Assam)
Mobile No.9854581217

The Grievance Redressal Cell of Kamrup College, Chamata which was officially constituted in 2004 has been plying its role in cordial and democratic ways over the years. It has proved to be successful in creating a sound, cooperative and peaceful environment in the institute. This year the cell received only two complaints from the students which were mitigated satisfactorily. The name and date of the complaints are stated as below.

Grievance No. 1

Subject matter of the grievance: Supply of additional Desk and Bench, chairs and Tables

Date of Redressal:8/10/2021

No. of complainants:08

The meeting considered the grievance received from Students' Union Body regarding the shortage of desk-bench, chairs and tables in the class rooms. The Committee has given proper attention to the issue and discussed the matter with the Principal. After having discussion, Principal assured to solve the issue and accordingly he took necessary steps in this regard.

2. Grievance No. 2

Subject matter of the grievance: Shortage of Photostat facility due shortage of Xerox machine.

Date of Redressal:12/12/2021

No. of complainants:09

The GRC of Kamrup College received verbal complaints on 11th October ,2021 from five students of the college. Their complaints stated that they are found inconvenience in Photostat facility provided in the library due huge numbers of students. The GRC noted down their complaints and assured them their requirements will be fulfilled very soon.


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Kamrup College, Chamata.
 Principal
Kamrup College, Chamata




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Kamrup College, Chamata

6. Grievances redressed, 2022

OFFICE OF THE PRINCIPAL
KAMRUP COLLEGE, CHAMATA
Accredited "A" Grade by NAAC
ISO 9001: 2015 Certified

Minutes of Anti Ragging Held on 22-10-2022 and Action Taken Report

The meeting of the Anti-Ragging Committee of Kamrup College was conducted at 12.30 p.m on 22-10-2022 in the Digital Class Room. The following members were present.

Sl. No.	Name of Teachers	Members/Designation
1	Dr. Debendra Kr. Bezbaruah	Principal & Convenor
2	Dr. Kabita Choudhury	Vice Principal
3	Dr. Dhrubajyoti Nath	Associate Prof. & HoD, Dept. of Assamese
4	Md. Khairul Islam	Asst. Prof. & HoD, Dept. of Arabic
5	Dr. Ritamani Das	Assistant Professor, Dept. of Education
6	Mr. Lohit Talukdar	Librarian, Kamrup College
7	Mr. Binod Ch. Talukdar	Head Asst.

The Principal and the Convenor of the Anti-Ragging Committee welcomed the members and elaborated the various measures to be followed to avoid ragging on the campus. He requested all the members to coordinate and monitor that no ragging events should take place in the College premises.

Agenda: 1. Measures to be taken to prevent ragging on the College campus
2. Any other matter

After a detailed discussion the members unanimously accepted to adopt and implement the following to make the campus free from ragging.
Providing information about contact person's with contact number and mail identity in case of complaints on ragging.
Display of punishment as per supreme court order for various offences connected to ragging.

Action taken:

Resolution no.1: It is resolved to take necessary measures to prevent ragging in the College, Campus, the members of the Anti- Ragging squad monitor and supervise the students in the class room as well as on the campus.

Resolution no.2: It is resolved to display the Supreme court order/ UGC notification on ragging in the college in the notice board.

Resolution no.3: It is resolved to display the contact numbers of the Anti- Ragging committee members on the college notice board.

(Dr. D. K. Bezbaruah)
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Kamrup College, Chamata
Principal
Kamrup College, Chamata


Principal
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Internal Quality Assurance Cell
Kamrup College, Chamata

Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances, Kamrup College

7..Report of Anti-sexual Harassment Committee, 2022

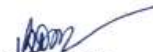


**OFFICE OF THE PRINCIPAL
KAMRUP COLLEGE, CHAMATA**

P.O- Chamata-781306
District: Nalbari (Assam)
Mobile No.9854581217

REPORT OF ANTI-SEXUAL HARASSMENT COMMITTEE: 2021-22

It is hereby reported that the Anti-Sexual Harassment Committee or Internal Complaint Committee of IQAC, Kamrup College, Chamata has not received any complaint, students, Guardians and Staff members regarding Sexual harassment during the year 2021-22.


Coordinator

Anti-sexual Harassment Cell
(Internal Complaint Committee)
Kamrup College, Chamata


Principal

Kamrup College, Chamata.

 Principal
Kamrup College, Chamata





Coordinator
Internal Quality Assurance Cell
Kamrup College, Chamata

8. Report of Anti-ragging Committee, 2021-22



**OFFICE OF THE PRINCIPAL
KAMRUP COLLEGE, CHAMATA**

P.O- Chamata-781306
District: Nalbari (Assam)
Mobile No.9854581217

REPORT OF ANTI-RAGGING COMMITTEE: 2021-22

It is hereby reported that the Ant-Ragging Committee or Internal Complaint Committee of IQAC, Kamrup College, Chamata has not received any complaint, students, Guardians and Staff members regarding Ragging during the year 2021-22.

Dr. Kabita Choudhury

Coordinator

Anti-Ragging Committee

(Internal Complaint Committee)

Kamrup College, Chamata

Principal

Kamrup College, Chamata.

Principal
Kamrup College, Chamata



Coordinator

Internal Quality Assurance Cell
Kamrup College, Chamata

9.Action Taken Report of Students Grievance Redressal Cell, Kamrup College



**OFFICE OF THE PRINCIPAL
KAMRUP COLLEGE, CHAMATA**

P.O- Chamata-781306
District: Nalbari (Assam)
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Action Taken Report of Grievance Redressal Cell of Kamrup College, Chamata

The Grievance Redressal Cell is an important component of any institution particularly in Higher Educational Institution. This cell informs the authority to redress the grievance of its stakeholders, if there are any such issues among them.

Action taken report of Grievance Redressal Cell of our institution during 2021-22 is mentioned below

Grievance No.	Subject matter of the grievance	Action Taken
1	Supply of additional Desk-Bench	Purchased Additional 40 pairs of desk and bench, 15 chairs and 5 tables has been
2	Shortage of Photostat facility due to shortage of Xerox machine.	Purchased an Online UPS, repaired Xerox machine and replaced old server in Library.



(Dr. D. K. Bezbaruah)
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Principal

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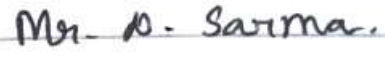




Coordinator
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Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances, Kamrup College

.Signature of members

Signature : 1
2. 
3. 
4.
5. 
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7. 
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Principal
Kamrup College, Chamata.
 Principal
Kamrup College, Chamata




Coordinator
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Kamrup College, Chamata

10. Anti-ragging squad Committee

**OFFICE OF THE PRINCIPAL
KAMRUP COLLEGE, CHAMATA**



Ref.No. Anti-rag/kcc/2039/2020

Date: 10-10-2020

Anti-Ragging Squad Committee

Following Committee is formed in Kamrup College, Chamata to prevent and to take all necessary precautions and steps to prevent the ragging. The Committee should bring to the notice of the students the recent Anti-Ragging laws framed by Government, making it punishable offence under IPC Clause (3) of article 348 of Ragging Act 1999.

Sl. No.	Name of Teachers	Members	Contact Number
1	Dr. Debendra Kr. Bezbaruah	Principal	9854581217
2	Dr. Kabita Choudhury	Associate Prof. & HoD, Dept. of Education	9435129492
3	Dr. Dhrubajyoti Nath	Associate Prof. & HoD, Dept. of Assamese	8638224914
4	Md. Khairul Islam	Asst. Prof. & HoD, Dept. of Arabic	9101058350
5	Mr. LOhit Talukdar	Librarian, Kamrup College	8822067063
6	Mr. Binod Ch. Talukdar	Head Asst.	936586337

(Dr. D. K. Bezbaruah)
Principal

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Principal
Kamrup College, Chamata


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