

College Administration

The college is administered at five different layers

- At the **policy making level** the **Governing Body** is the policy making authority – and is represented by
- At the **execution level** – the **Principal** – remains responsible as Executive Head - for day to day administration and executes the policies adopted by
 - Governing Body
 - University of Calcutta
 - Government of West Bengal
 - University Grants Commission
 - State/Central Finance Rules
 - Income Tax Acts
 - Other laws of land
- At the **functional level** – the several committees and sub-committee, the IQAC and the Council of Teachers – assists the Principal in executing the academic and non-academic functions of the college.
 - Academic Committee
 - Admission Sub-committee*
 - Routine Sub-committee*
 - Examination Sub-committee*
 - Library Sub-committee*
 - Finance Committee
 - Building Committee
 - Purchase Sub-committee*
 - Service Book Committee
 - Teachers' Council
- At the **auxiliary level** there are several cells certain supplementary functions are delivered
 - Anti Ragging Cell
 - Internal Complaint Cell
 - Research Cell
 - Women's Cell
 - NCC
 - NSS
- At the **quality initiative level** there two committees designated to serve the purpose of making quality to be the defining element of higher education
 - Internal Quality Assurance Cell
 - CPE Advisory Board

Governing Body

President	Prof Santudas Chakraborty
Principal (Ex-officio Secretary)	Dr Tilak Chatterjee
Govt. Nominee	Sri Ashok Kumar Patra Sri Jadab Chandra Baidya
CU Nominee	Prof Madhumita Mazumder Dr Sanjay Mondal
WBSHEC Nominee	Prof Asim Mondal
Teacher Representatives	Prof Partha Pratim Pal Dr Rina Chatterjee Dr Suchandra Biswas
Non Teaching Representative	Sri Suman Sardar

Finance Committee

Chairman	Dr Tilak Chatterjee (Principal)
Convener	Prof Partha Pratim Pal
Members	Sri Ashok Kumar Patra Sri Jadab Chandra Baidya Prof Asim Mondal Dr Rina Chatterjee Dr Suchandra Biswas

Academic Committee

Chairman	Dr Tilak Chatterjee (Principal)
Convener	Prof Kalyan Chattopadhyay
Members	Prof Partha Pratim Pal Smt Swapna Sa Gupta Dr Krishna Basu Smt Susmita Sarkar Basu

Building Committee

Chairman	Dr Tilak Chatterjee (Principal)
Convener	Sri Abhijit Siddhanta
Members	Sri Ajit Mondal Sri Kalipada Purkait Dr Sanjay Mondal Sri Kalyan Chakraborty (Architect)

Service Book & PF Committee

Chairman	Dr Tilak Chatterjee (Principal)
Convener	Smt Subhra Biswas
Members	Dr Rina Chatterjee Dr Biswajit Mondal Sri Suman Sardar

CPE Advisory Board

Chairman	Dr Tilak Chatterjee (Principal)
Co-ordinator	Dr Suchandra Biswas
UGC Advisory Members	Prof Maya Shanker Pandey HoD, Dept of English, BHU
UGC Advisory Members	Dr Ashok Kumar, Principal, Gaya College

Internal Quality Assurance Cell

Chairman	Dr Tilak Chatterjee (Principal)
Co-ordinator	Dr Suchandra Biswas
Local Representative	Sri Saibal Lahiri (Member: Zilla Parishad)
People's Representative	Sri Shyamal Mondal (MLA)
Educationist	Prof Ashim Mondal
Members	Smt Swapna Pal, Dr Rina Chatterjee Sri Abhijit Siddhanta, Dr Kazi Tuhina Dr Malay Debnath, Sri Anupam Pramanik Dr Argha Sarkar, Sri Jhulankrishna Mandal Sri Debasis Roy, Sri Debanjan Banerjee