



OFFICE OF THE PRINCIPAL

SONARI COMMERCE COLLEGE

SONARI
Dist.Charaideo (Assam)
Pin-785690

Mobile No: 9435435399
Office No: 03772-256400
E-Mail ID : sonari.comcollege@gmail.com
Website : www.sonaricomcollege.org

Ref.No. _____

Date : 09/09/2023

Agenda of the meeting

1. President to take seat
2. Purpose of the meeting
3. Reading out of proceeding of last meeting
4. Progress Report of the Proposal taken in the last G.B meeting
5. Regarding Court Case
6. MOU with Amtron
7. Regarding NAAC inspection
8. Submission of audited account of 2021-22 and 2022-23
9. Approval on expenditure
- 10.Regarding Leave
- 11.Approval on Fund diversion
- 12.Approval on plan & estimate
- 13.Clouser of accounts.
- 14.Approval on part-time lecturer
Bijoya Tanti (Assamese), Bornali Gogoi (Pol.Science), Bitupon Kakoti
(Assamese)
15. Approval on MP Fund (construction Committee)
- 16.Memorandum of understanding
17. Any other item.

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9/9/23

Proceeding of the meeting,
Governing Body
Sonari Commerce College
09/09/2023

Item no 1.

The Principal welcomed the President and other members to the meeting of the Governing Body. Sri Deben Baruah presided over the meeting. The Principal felicitated a new member Ms. Anjana Gogoi with Assamese gamucha.

Item no 2.

The Principal outlined the purposes of the meeting as follows.

1. Regarding show cause from Hono. High Court.
2. Submission of C.A. audited accounts
3. Approval on expenditures
4. Approval on inter-fund transfer etc.

Item no 3.

Mr. Bhulanath Tamuli, Vice-Principal, read out the proceedings of the last meeting held on 26/04/2023.

Item no 4.

During discussion, the Principal informed the meeting that proposals for promotion of Assistant Profs. Mr. Bhulanath Tamuli, Mr. Rubul Changmai and Mrs. Anjali Borgohain stage II have sent to the DHE, Communicated with competent authority for release of MLA fund, Work under Infrastructural development fund started and Fee Waiver amount transferred to the specific funds. These were the progress report of the proposals taken in the last GB meeting. The house unanimously accepted the proceeding of last meeting.

Item no 5

The Principal tabled a show cause notice received from Hono. High Court on 02/09/2023 which is related to the matter of provincialisation of post of Sri Ripunjit Dutta, 3rd grade. The house discussed the matter seriously and asked the Principal to response the show cause notice as per records of the college.

Item No 6.

The Principal placed a circular received from Director of Higher Education, Govt. of Assam vide letter no 1/194306/2023 dated : Kahilipara, 3rd May, 2023 regarding signing an MoU with AMTRON. In the letter, the Govt. of Assam asked to sign an MoU with AMTRON after due resolution taken in the Governing Body. But as per date fixed by the RUSA we have to sign the MoU on 05/09/2023 at Mariani. The meeting discussed the matter and unanimously opined that it is a good work and the following resolution has taken in this regard
Resolution No 1.

The house resolved to approve the MoU signed on 05/09/2023 with AMTRON and the Principal authorized to do the needful in future relating works to the said MoU.

Item No. 7

The Principal informed the meeting about preparation of NAAC visit. In his speech, he said that the final payment of SSR assessment fee and logistic fee Rs. 2,96,200/- for Peer Team has been deposited to NAAC office on 03/08/2023 and we got three tentative dates from NAAC office. Keeping in view the completion of various works of the college, it has been unanimously decided in the staff meeting to invite the Peer Team on 4th and 5th, October, 2023. After hearing, the house expressed satisfaction on inviting the NAAC Peer Team on the above dates.

Item no 8.

The Principal tabled the CA audited accounts along with report of 2021-22 and 2022-23 of Arts and Commerce stream for approval. After going through the report, the house took the following resolution.

Resolution no 2.

The meeting resolved to approve the CA audited accounts and report of 2021-22 and 2022-23 of Arts and Commerce stream.

Item no 9

The Principal placed the list of expenditures (Arts and Commerce) for approval incurred from 01-04-2023 to 31-08-2023.

Expenditure from 01.04.2023 to 31.08.2023 Commerce Fund			
Sl No	Particulars	Fund Name	Amount Rs.
1	Earth filling 23 trips (ChandanGogoi)	Dev. Fund	23,200.00
2	Wages Paid to Workers	"	3,32,650.00
3	Conference room table making charge- final payment	"	44,918.00
4	Chairs purchased	"	93,700.00
5	Computer parts purchased and servicing (Sun-N-Shine)	"	50,541.00
6	Bricks, Sand and Stone dust	"	50,500.00
7	Hardware goods purchased	"	1,40,050.00
8	Iron fire stand, Notice board etc.	"	25,990.00
9	Paint Purchased	"	34,690.00
10	Electronic water filter	"	12,980.00
11	Block bricks 1800 pcs.	"	27,014.00
12	Wages paid to workers	Estab. Fund	14,150.00
13	Steel Table frame, kesiperling etc.	"	54,564.00
14	Wood purchased	"	1,07,204.00
15	Transfer for Payable to NAAC peer team	Info. Tech. Fund	2,95,200.00
16	Students' Union Uniform	Union Fund	17,616.00
17	Footh path inauguration meeting	Function Fund	21,196.00
18	Farewell meeting	"	11,908.00
19	Expenses on Foundation Day, Rabha Divas, Env. Day, Freshmen Social	"	34,300.00
20	Financial Assistance to poor Students	Poor Fund	15,600.00
21	Books purchased for Book Bank	"	11,528.00
22	APDCL- Electric Bill	Electricity Fund	24,834.00
23	Electrical goods purchased	"	29,000.00
24	Books Purchased	Library Fund	62,951.00

25	Remuneration-H.S. 1 st year Exam. 2023	H.S. Exam. Fund	20,880.00
26	Remuneration-H.S. 2 nd year Exam. 2023	„	24,700.00
27	Honourarium	General Fund	90,197.00
28	Loan given to RipunjitDutta (Non-sanctioned staff)	„	10,000.00
29	Urban tax	Misc. Fund	31,731.00
30	Miscellaneous Expenses	„	52,000.00
31	Printing and Stationary	„	40,220.00
32	2 nd , 4 th , 6 th Semester Exam. Expenses	Degree Exam.	20,000.00
33	Magazine Printing-Dolphine Computer, Sonari	Magazine Fund	35,000.00
34	Annual Affiliation fees paid- DUSB	Game Fund	22,995.00
		Total Rs.	18,84,007.00

Expenditure from 01.04.2023 to 31.08.2023 Arts Fund			
Sl.No	Particulars	Fund Name	Amount Rs.
1	Steel rack purchased	Library Fund	70,800.00
2	Wages paid to workers	do	28,990.00
3	Remuneration to AnanyaHandique(Contractual employee)	do	13,000.00
4	Paint Purchased	do	13,950.00
5	Expenses on prize distribution meeting	Game Fund	19,128.00
6	Sports equipment purchased	do	17,090.00
7	Honourarium paid to Staff	General Fund	5,84,856.00
8	Exam. Fees(Even Sem) paid to DU	Exam. fund	3,40,600.00
9	Remuneration for Exam. duty	do	40,800.00
10	Examination Expenses	do	16,910.00
11	Honourarium paid to staff	Estab. Fund	1,62,853.00
12	Electrical goods purchased & Fittings	Electricity Fund	14,245.00
13	Miscellaneous Fund	Misc. Fund	31,710.00
14	Software Renewal	do	20,000.00
15	Paid for building permission- SMB	do	31,710.00
16	Paid Financial Assistance to poor students	Poor Fund	37,900.00
		Total Rs.	14,44,542.00

The Principal placed the proceedings of Purchasing and Construction Monitoring committee along with the list of expenditures. Sri Ram kr. Das, UDA read out the list of expenditures in the meeting. In this regard, the following resolution has been taken

Resolution no 3.

The house resolved to approve the above expenditures.

Item no 10.

The Principal placed the leave applications of Sri Dipen Borah, Tutor Asstt. Prof. for Ph.D. work, Sri Utpal Gogoi, Tutor Asstt Prof. for medical treatment. The meeting granted the leave of Sri Dipen Borah, Tutor Asstt. Prof. for upliftment of post and the leave of Sri Utpal Gogoi granted as earn leave. Today's meeting also unanimously decided that medical leave granted earlier by this house if not recognised by the Government then all medical leave granted earlier will be treated as earn leave.

Item no 11

The Principal informed the meeting that the following amount has been transferred to their respective accounts after receiving from the Govt. of Assam under Infrastructural Development Grant and Fee Waiver scheme.

Rs. 16,59,000/- (Rupees sixteen lakh fifty thousands) only as Infrastructural Development Grant and 15,22,278/- (Rupees fifteen lakhs twenty two thousands two hundred seventy eight) only.

The Principal also informed the house that the following amount has been temporarily transferred for NAAC related works.

Rs. 82,900/- (eighty two thousand nine hundred) from Information Technology Fund to Establishment Fund, Rs. 5,50,000/- (five lakh fifty thousands) from Misc. Fund to Development Fund and Rs. 2,30,000/- (two lakh thirty thousands) from Electricity Fund to Arts to InfoTech Fund.

Resolution no 4.

The house resolved to approve the above mentioned amount on the inter fund transfer for NAAC related works.

Item no 12

The Principal placed 3 nos plan and estimates of Rs. 7,00,000/- for Guest house on the above of Canteen of the college allotted from Local MLA fund. Rs 10,00,000/- (ten lakh) for classroom on the above of the Tea Bopard Building from MP Fund and Rs. 70,00,000/- (seventy lakhs) for classroom and computer room from ONGC, Nazira.

Resolution no 5.

The meeting resolved to approve on the above plan and estimates.

Item no 13

The Principal informed the meeting that some bank accounts which were opened earlier now not operating. So, these accounts should be closed. The meeting opined to close all the bank accounts which are nor operating now.

Resolution no 6

The house resolved to close all the bank accounts which are not operating now and the bank Manager requested to do the needful.

Item no 14.

The Principal placed the list of part-time lecturer for approval.

The house resolved to approve the appointment of part-time lecturers for the subject of Assamese Ms. Bijoya Tanti , for the subject of Political Science Ms Bornali Gogoi, and for the subject of Assamese Mr. Bitupan Kakati.

Item no 15

The Principal placed the panel of construction committee for MP Fund of Rs 10,00,000/- (ten lakhs).

Dr. Bipul Dey, Principal/Secretary

Mr Rubul Changmai, Asstt. Prof.

Mr. Jayanta Phukon, Tutor Asstt. Prof.

Dr. Brajen Hazarika, Tutor Asstt. Prof.

Dr. Ranjan Goswami, Tutor Asstt. prof.

Ms. Era Dutta, Asstt. prof

Mr. Bichitra narayan Hazarika, Engineer

Resolution no 7

The house resolved to approve the above MP Fund Construction Committee.

Item no 16

The Principal informed the meeting that a MoU is made between Sonari Commerce College and Moran Commerce college. The meeting approved the MoU.

Item no 17

The Principal placed an application received from Sri Munin Gogoi, Night Chowkidar cum cleaner of the college where he requests to increase his cleaning charges. The house wanted to know the present rate of cleaning charge. The Principal said that presently Rs. 500/- is given as cleaning charge. The house said it is too minimum and opined to increase to Rs 1,000/- (one thousand) only per month with immediate effect.

The meeting came to an end with the vote of thanks from the chair.



President

Sri Deben Baruah
Governing Body
Sonari Commerce College



Principal/Secretary

Dr. Bipul Dey
Governing Body
Sonari Commerce College

Approved
Sri Deben Baruah
30/11/23



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Date : 30/11/2023

Agenda of the meeting

- ✓1. President to take seat
- ✓2. Purpose of the meeting
- ✓3. Reading out of proceeding of last meeting
- ✓4. Progress Report of the Proposal taken in the last G.B meeting
- ✓5. Permission of Arts Stream.
- ✓6. Completion of NAAC visit
- ✓7. Letter from of Hono. High Court
- ✓8. Approval on expenditures
- ✓9. Fund Diversion
- ✓10. Regarding Fee Waiver Scheme 2023-24.
- ✓11. Enhancement of honorium of Non-sanctioned employees.
- ✓12. Municipality Tax/Urban Tax
- ✓13. Regarding honorarium of non sanctioned employees.
- ✓14. Regarding Child Care leave
- ✓15. Regarding Leave
- ✓16. Any other item.

Pranish
30/11/23



OFFICE OF THE PRINCIPAL

SONARI COMMERCE COLLEGE

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Ref. No.

Date:25/05/2024.....

Agenda of the meeting

- ✓1. President to take seat
- ✓2. Purpose of the meeting
- ✓3. Reading out of proceeding of last meeting
- ✓4. Progress Report of the Proposal taken in the last G.B meeting
- ✓5. Regarding Letter from High Court
- ✓6. Pune Institute of Business Management
- ✓7. Regarding Admission fee for H.S. and B.A. classes
- ✓8. Regarding Resignation letter of Asstt. Profs.
- ✓9. Approval on expenditures
- ✓10. Regarding Fund diversion
- ✓11. Regarding Creditors/ Suppliers (Amount yet to pay)
- ✓12. Infrastructure Development Fund
- ✓13. Approval on part-time lecturers (Even Semester/ Odd Semester)
- ✓14. Regarding leave
- ✓15. Permission for advertisement for full-time lecturer
- ✓16. Letter from Krishna kanta Handiqui Open University
- ✓17. Any other item

Remuneration for paper setting and Evaluation

Letter from Sankar Dev Shishu-Vidya Niketan

Letter from Dept. of Commerce

Benuh
25/05/2024