

Sr. No.	Name of the Committee	Members	Functions & Responsibilities	Frequency of Meetings	Headed By
1	Governing Body	16	<ul style="list-style-type: none"> ➤ To discuss various issues and aspects related to the development of the college and its academic standards. ➤ It includes considering and approving the institution's strategic plan which sets the academic aim and objectives of the institution and identifies the financial, physical and staffing strategies and so on. ➤ It chalks out a roadmap in order to achieve the goals of the institute. 	Twice in an academic year	Dr. K.L Chopra
2	Anti-Ragging Committee	60	<ul style="list-style-type: none"> ➤ To comply with the directives of the Supreme Court. ➤ Studying various aspects of ragging, means and methods to prevent it, possible action that can be taken against those who indulge in it and action taken against the offender in the event of ragging. 	Twice a year and as and when required	Mr. Tapas Satapathi
3	Alumni Committee	7	<ul style="list-style-type: none"> ➤ To promote and foster mutually beneficial interaction between alumni and present students and the alumni themselves 	Once in each semester	Dr. Siladitya Bandopadhyay
4	Academic Council	11	<ul style="list-style-type: none"> ➤ Concerned with all the academic affairs of the college encompassing academic staff, academic planning, instructional issues, students' co curricular activities, discipline and others 	Once in each semester	Dr. Gautam Gangopadhyay
5	Disciplinary Committee	9	<ul style="list-style-type: none"> ➤ To ensure discipline in the campus and suggest measures for any kind of violation of discipline 	Once in each semester and as and when required	Dr. Gautam Gangopadhyay

6	Examination Committee	12	<ul style="list-style-type: none"> ➤ To arrange and conduct different internal and university examinations as per norms. ➤ To maintain liaison with the Controller of the Examination of the University as and when required 	Three per semester	Dr. Labakanta Mandal
7	Mentoring Committee	6	<ul style="list-style-type: none"> ➤ To provide guidance and monitor the mentoring activities of the mentors 	Thrice a semester	Prof. Priyanka Chatterjee
8	Cultural Committee	7	<ul style="list-style-type: none"> ➤ Shall be responsible for intra and inter collegiate cultural events in the college 	Twice in an academic year and as and when required	Prof. Priyanka Chatterjee
9	Grievance & Redressal Committee	6	<ul style="list-style-type: none"> ➤ To redress the grievances and complaints of the staff and students 	Once in each semester and as and when required	Dr Siladitya. Bandyopadhyay
10	Purchase Committee	7	<ul style="list-style-type: none"> ➤ To recommend purchase of items, services, equipment and others 	Once in each semester and as and when required	Mr. Tapas Satapathi
11	Newsletter & Magazine Committee	7	<ul style="list-style-type: none"> ➤ To determine the content & quality of the Newsletter & Magazine of the Institute 	Once in each semester	Mrs. Tithi Chakraborty
12	Placement Committee		<ul style="list-style-type: none"> ➤ To coordinate with Training & Placement Cell concerning campus , training, industry academia interaction, and others 	Twice in an academic year and as and when required	Dr. Dipak Das
13	Women's Grievance Redressal & Sexual Harassment Cell	8	<ul style="list-style-type: none"> ➤ To provide healthy and safe environment in the institute for female students and employees 	Once in each semester and as and when required	Mrs. Rajasahi Sengupta Mothey
14	Sports Committee	11	<ul style="list-style-type: none"> ➤ For the holistic development of students apart from academia, students are encouraged to participate in different sports events which include Cricket, Football and others. 	Twice in an academic year and as and when required	Dr. Siladitya. Bandyopadhyay

15	Techfest Committee	5	➤ To organize Techfest which provides a platform for students to showcase their Technical expertise	Twice in an academic year and as and when required	Prof. Debajit Banerjee
16	Timetable Committee	11	➤ Smooth and efficient management of Academic Programme throughout the semester	At least twice per Academic Year	Prof. Subodh Bhunia
17	Attendance Committee	9	➤ To keep track of students' attendance and ascertain if there is any correlation between their attendance and performance by maintaining proper record of attendance	At least twice per Academic Year	Prof. Debajit Banerjee