

THE MINORITY CELL CONSTITUTE MEETING

Nakachari College, Nakachari – 785635  
Jorhat – Assam



Date of the Meeting: 17<sup>th</sup> May, 2022

Time of the Meeting: 1.00 P.M.

Chairperson: Mr. Uttam Baruah, Principal, Nakachari College, Jorhat – Assam

Persons present at the meeting:

Sl. No.	Name of the person	Signature
1.	Mr. Uttam Baruah, Principal & Chairperson	<i>Uttam Baruah</i>
2.	Mr. Ujjwal Boruah, Vice Principal	<i>Ujjwal Boruah</i>
3.	Dr. Jayanta Chutia, Coordinator, IQAC	<i>Dr. Jayanta Chutia</i>
4.	Mrs. Amiya Saikia, Assistant Professor	<i>Amiya Saikia</i>
5.	Mrs. Monika Gogoi, Assistant Professor	<i>Monika Gogoi</i>
7.	Mr. Abdul Amin, Assistant Professor	<i>Abdul Amin</i>
8.	Mrs. Pronita Saikia, Assistant Professor	<i>Pronita Saikia</i>
9.	Mr. Jitul Ch. Borah, Assistant Professor	<i>Jitul Ch. Borah</i>
10.	Mr. Anjan Borah, Assistant Professor	<i>Anjan Borah</i>
11.	Mr. Arupjyoti Saikia, Assistant Professor	<i>Arupjyoti Saikia</i>
12.	Mr. Porag Tasa, Assistant Professor	<i>Porag Tasa</i>
13.	Mrs. Mamoni Gogoi, Assistant Professor	<i>Mamoni Gogoi</i>
14.	Mr. Jogajivan Hazarika, Assistant Professor	<i>Jogajivan Hazarika</i>
15.	Mrs. Mouchumi Gogoi, Assistant Professor	<i>Mouchumi Gogoi</i>
16.	Mr. Parag Gogoi, Assistant Professor	<i>Parag Gogoi</i>
17.	Mrs. Arbin Haque, Assistant Professor	<i>Arbin Haque</i>
18.	Dr. Dinamoni Gogoi, Assistant Professor	<i>Dinamoni Gogoi</i>
19.	Dr. Kumud Ghosh, Assistant Professor	<i>Kumud Ghosh</i>
20.	Mrs. Archana Hazarika, Assistant Professor	<i>Archana Hazarika</i>

MINORITY CELL

*[Signature]*  
Co-ordinator  
IQAC, Nakachari College

*Uttam Baruah*  
Principal  
Nakachari College, Jorhat

Page 1



21.	Mrs. Nilakshi Saikia, Assistant Professor	
22.	Mrs. Geetanjali Bora, Assistant Professor	<i>[Signature]</i>
23.	Mrs. Noni Chutia, Assistant Professor	
24.	Mr. Pulak Ranjan Gogoi, Assistant Professor	
25.	Mr. Swagat Rajkumar, Assistant Professor	<i>[Signature]</i>
26.	Mrs. Mitali Savapandit, Librarian	
27.	Mr. Bitul Prasad Gogoi, Sr. Assistant	<i>[Signature]</i>
28.	Miss Pranati Dey, Sr. Assistant	<i>[Signature]</i>
29.	Mr. Madhab Gogoi, Jr. Assistant	<i>[Signature]</i>
30.	Mr. Umashankar Thakur, Jr. Assistant	<i>[Signature]</i>

The Minority Cell at Nakachari College was constituted in 17<sup>th</sup> May, 2022 with the purpose to empower the students belonging to the minority students. With a view to cater for the educational, cultural, and economic needs of the students and staff members belonging to the religious minority communities such as Muslim, Christian, Jain and Buddhist etc. a Minority Cell was established at Nakachari College with an objective of empowering the minority population of the college.

**Objectives:**

- (i) To provide prompt counseling to the students belonging to the minority community for any emotional emergencies arising on account of any events at the college campus.
- (ii) To provide information about various government schemes/ scholarships relating to the minority students and counsel them about the process of availing of such schemes.
- (iii) The Minority Cell exclusively looks after the work related to Minorities matters only.

**Composition:**

The Minority Cell will consist of three members as follows;



- (i) Chairperson: A senior faculty member of the college
- (ii) Convener: A senior faculty member of the college
- (iii) Members: A senior faculty member/office staff of the college

**Meeting:**

The Cell as a committee will meet once in a year or whenever required. The Committee members' names shall be displayed on the website of the College and on the Notice Board.

**Procedure:**

The Committee is responsible for looking into any complaints filed by students and staff of the minority community about any discrimination, if any, happening inside Nakachari College, Jorhat – Assam.

- a) The complaints must be in writing from the aggrieved person of the Minority community which should be addressed to the concerned committee.
- b) A complaint about the discrimination or harassment must specify whether the discrimination or harassment is alleged to have taken place within the college campus or outside the campus.
- c) The complaint shall include sufficient details of the alleged act of discrimination or harassment with the details of the Complainant.
- d) The committee has to fix the hearing date by intimating to the complainant.
- e) The Complainant and the person against whom the complaint is filed shall be called before the committee and the committee shall hear both sides in detail. The committee after hearing shall submit its recommendations to the Disciplinary Authority.
- f) The Disciplinary authority will take appropriate action as per the recommendations of the Committee.
- g) The complaint received by the Committee should be resolved maximum within 30 days from the date of receipt of the complaint.



**Functions:**

- a. The Cell ensures equal opportunities of education for minorities. It creates awareness among the minority students regarding various scholarships programmes of the State Government and UGC.
- b. The Cell is committed to providing assistance to the minority students through one-to-one counseling, awareness programmes on personality development, development, communication skills and preparatory classes for professional and employment purposes etc
- c. To look after all affairs related to the Minority community
- d. To look after the related matters (if any) of depriving a student/staff or group of students on the basis of caste, creed, language, ethnicity.
- e. To uphold the dignity of Nakachari College by addressing the concerns (if any) brought into the notice related to equality in offering or receiving education inside the college.
- f. To eliminate discrimination, if any, against or harassment of any individual in all forms by prohibiting it and by providing preventive and protective measures to facilitate its eradication and punishments for those who indulge in any form of discrimination or harassment.

**Penalty Clause:**

If the person is found guilty against whom the complaint is filed the Disciplinary Authority of the College may impose the following penalty:

**(i) Minor Penalties:**

- (a) Warning or,
- (b) Caution, Censure or reprimand
- (c) Cancellation/ Withheld Scholarship/Award/Prize/Medal.
- (d) Withholding or stoppage of increment without cumulative effect.
- (e) Withholding promotion for a period not exceeding one year.



(ii) Major Penalties:

- (a) Demotion to a lower grade or reduction in the post or to a lower stage in a time scale of pay for a specified period or permanent reduction in rank.
- (b) Suspension from Institution/Hostel.
- (c) Expulsion from the College
- (d) Temporary annulment from the College
- (e) Termination, by way of removal, dismissal from service.
- (f) Rustication from the Institution.

List of Cell Member:

Sl. No.	Name of the post	Name of the person	Signature
1.	Chairperson	Mr. Ujjwal Boruah., Vice Principal, Nakachari College, Jorhat - Assam	
2.	Convener	Mrs. Monika Gogoi, Assistant Professor, Department of English, Nakachari College, Jorhat - Assam	
3.	Member	Mrs. Mamoni Gogoi, Assistant Professor, Department of Political Science, Nakachari College, Jorhat - Assam	

Signature of the Chairperson

Date: 17<sup>th</sup> May, 2022

**Principal**  
Nakachari College, Jorhat

## NAKACHARI COLLEGE

Nakachari – 785635

Jorhat – Assam

### MINORITY CELL

Minutes: 2022-23

Minutes of the meeting held on 22-09-22



Time: 1.45 PM

Venue: Principal's Chamber

**Chairperson:** Mr. Ujjwal Boruah, Vice Principal & Chairperson of Minority Cell

Members present:

Sl. No.	Name	Signature
1.	Mr. Ujjwal Boruah, Chairperson of Minority Cell	<i>Ujjwal Boruah</i>
2.	Dr. Monika Gogoi, Convenor of Minority Cell	<i>Monika Gogoi</i>
3.	Mrs. Mamoni Gogoi, Member of Minority Cell	<i>Mamoni Gogoi</i>

**Agenda:**

Minority Cell activities for the academic session 2022-23.

**Resolution taken:**

To enhance equal opportunities for the education of the students belong to minority communities.

To provide information about various government and non-government schemes/scholarships relating to the minority students.

*Ujjwal Boruah*  
Principal  
Nakachari College  
Principal  
Nakachari College Jorhat

*Ujjwal Boruah*  
Chairperson of Minority Cell  
Nakachari College