



Government of West Bengal
Office of the Principal

GOVERNMENT GENERAL DEGREE COLLEGE, MANGALKOTE
PANCHANANTALA, KHUDRUN DIGHI, MANGALKOTE
P.O. - MAJHIGRAM; BLOCK - MANGALKOTE; SUB DIVISION - KATWA
DISTRICT - PURBA BARDHAMAN; WEST BENGAL; PIN CODE - 713132; INDIA
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(NAAC ACCREDITED B++)

NOTICE

No. TC.18/25

Date: 22/11/2025

It is hereby notified for the information of all concerned that the following is the distribution of responsibilities, as resolved in the emergency meeting of the Teachers' Council held on 21/11/2025, for coordinating the ceremonial inauguration of the newly-constructed stage located in Sri Lochan Das Thakur Memorial Hall (2rd Floor) and the lecture scheduled on 20/12/2025 (Saturday). Apart from the members of the committee formed vide Notification No. TC.16/25 Dated 11/11/2025, other faculty members and the librarian are also requested to lend their support in the capacities mentioned below to ensure successful completion of the programme:

Sl. No.	Teams	Members
1	Reception	1. Ms. Gargi Mukhopadhyay, Associate Professor in Pol. Science 2. Dr. Tahira Tashneem, Assistant Professor in English 3. Ms. Tinat Rukshana, Assistant Professor in Pol. Science 4. Dr. Sagar Adhurya, Assistant Professor in Zoology
2	Refreshments & gifts/ presentations	1. Dr. Sanchari De, Assistant Professor in Sociology 2. Ms. Nazia, Assistant Professor in English 3. Dr. Moumita Mazumder, Assistant Professor in Sociology
3	Anchoring & related content writing	1. Gargi Mukhopadhyay, Associate Professor in Pol. Science 2. Mr. Keshab Ch. Saha, Assistant Professor in Bengali 3. Ms. Tinat Rukshana, Assistant Professor in Pol. Science
4	Venue Management	1. Dr. Akash Kedia, Assistant Professor in Botany 2. Mr. Keshab Chandra Saha, Assistant Professor in Bengali 3. Dr. Khokan Saikh, Assistant Professor in History 4. Mr. Debasish Biswas, Assistant Professor in Bengali
5	Overall Technical	1. Dr. Animesh Mondal, Assistant Professor in Zoology 2. Dr. Kuntal Bhattacharya, Assistant Professor in Zoology

	Logistics	3. Dr. Dinesh Maity, Assistant Professor in Chemistry 4. Dr. Sagar Adhurya, Assistant Professor in Zoology
6	Programme inauguration and welcoming of dignitaries	1. Welcome of Dignitary 1 – Dr. Tahira Tashneem, Assistant Professor in English 2. Welcome of Dignitary 2 – Dr. Sanchari De, Assistant Professor in Sociology 3. Welcome of Dignitary 3 – Ms. Tinat Rukshana, Assistant Professor in Pol. Science 4. Welcome of Dignitary 4 – Ms. Nazia, Assistant Professor in English 5. Welcome of the HOI – Dr. Moumita Mazumder, Assistant Professor in Sociology 6. Lamp lighting assistance – Dr. Akash Kedia, Assistant Professor in Botany
7	Stage Inauguration Support	1. Dr. Tahira Tashneem, Assistant Professor in English 2. Dr. Akash Kedia, Assistant Professor in Botany 3. Ms. Nazia, Assistant Professor in English
8	Digital Journal Inauguration Support	1. Mr. Debaditya Dutta, Assistant Professor in Sociology 2. Dr. Animesh Mondal, Assistant Professor in Zoology 3. Dr. Sagar Adhurya, Assistant Professor in Zoology 4. Mr. Goutam Mondal, College Librarian
9	Cultural Programme	1. Mr. Hirak Kr. Sinha Mahapatra, Assistant Professor in History 2. Ms. Tinat Rukshana, Assistant Professor in Pol. Sc. 3. Ms. Gargi Mukhopadhyay, Associate Professor in Pol. Sc. 4. Mr. Debashis Biswas, Assistant Professor in Bengali
10	Content Writing	1. Dr. Pinaki Roy, Assistant Professor in Sociology 2. Dr. Tahira Tashneem, Assistant Professor in English 3. Ms. Nazia, Assistant Professor in English
11	Graphics & Designing	1. Dr. Animesh Mondal, Assistant Professor in Zoology 2. Dr. Kuntal Bhattacharya, Assistant Professor in Zoology 3. Dr. Sagar Adhurya, Assistant Professor in Zoology
12	Student management & documentation	1. Dr. Sanchari De, Assistant Professor in Sociology 2. Dr. Koushik Kumar Dutta, Assistant Professor in Bengali 3. Dr. Moumita Mazumder, Assistant Professor in Sociology 4. Dr. Dinesh Maity, Assistant Professor in Chemistry
13	Lunch	1. Dr. Shrishnu Kumar Kundu, Assistant Professor in Chemistry

		2. Mr. Snehangshu Roy, Assistant Professor in History 3. Mr. Hirak Kr. Sinha Mahapatra, Assistant Professor in History 4. Mr. Goutam Mondal, College librarian
14	Overall student discipline	1. Mr. Keshab Chandra Saha, Assistant Professor in Bengali 2. Dr. Raj Kumar Singh, Assistant Professor in Botany 3. Dr. Koushik Kumar Dutta, Assistant Professor in Bengali 4. Dr. Dinesh Maity, Assistant Professor in Chemistry
15	Purchase	1. Mr. Hirak Kr. Sinha Mahapatra, Assistant Professor in History 2. Dr. Shrishnu Kumar Kundu, Assistant Professor in Chemistry
16	Programme reporting	1. Dr. Pinaki Roy, Assistant Professor in Sociology 2. Dr. Moumita Mazumder, Assistant Professor in Sociology

All concerned are requested to kindly peruse the above distribution and act accordingly.



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