

Sathi Ball <sathiball@gmail.com>

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**Call for Meeting of WGRC on 15.12.2022**

1 message

Sathi Ball <sathiball@gmail.com>

Wed, Dec 14, 2022 at 05:16 PM

To: santana guha <santanaguha@gmail.com>, chetri\_rajeev@rediffmail.com, pchoudhury10@gmail.com, HR SIT <hr@sittechno.org>, sathi ball <sathiball@gmail.com>

**Notice-Call for Meeting**

Committee Name: **WOMEN'S GRIEVANCE REDRESSAL COMMITTEE**

REF. NO.: SIT/WGRC/2022/ODD

Meeting Date: 15.12.2022

Meeting Time: 04:15 PM

Meeting Venue: Room 206 at Library Building, 2<sup>nd</sup> floor, SIT

Meeting Agendas: **Semester end (ODD) Report 2022-23**

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Sathi Ball  
Assistant Professor,  
Department of IT,  
Siliguri Institute of Technology,  
(A Unit of Techno India Group)



# Siliguri Institute of Technology

## MINUTES OF THE MEETING

Committee Name: **WOMEN'S GRIEVANCE REDRESSAL COMMITTEE**

REF. NO.: (SIT/Short Committee Name/ Session/Memo No.) SIT/WGRC/2022

Meeting Date: 15.12.22;

Meeting Time: 4.15PM

Meeting Venue: Room no:206, Library Building, 2<sup>nd</sup> Floor, SIT

Meeting Facilitator: Chairperson

Minutes Issued By: Joint Coordinator

Meeting Purpose/Agendas: Activity to be undertaken for ODD sem, 2022 **2<sup>ND</sup> SEMESTER REPORT**

I. Member Present: 5

II. Member Absent: NIL

III. Key Discussion Points on present agendas:

- a. It was decided by the house that a program will be organized on 3<sup>rd</sup> week of March, 2023 to celebrate "International Women's Day". In this connection a proposal will be submit to the competent authority for approval.
- b. It was found that for the period July-December 2022 no complaint has been lodged to the committee.

*Sathi Ball*

Ms. Sathi Ball  
Asst. Prof., IT  
Jt. Coordinator, WGRC

*Choudhury 10/12/22*

Ms. Paramita Chowdhury  
Asst. Prof., MBA  
Jt. Coordinator, WGRC

*Santana Guha 15/12/22*

Ms. Santana Guha  
Asst. Prof., MBA  
Chairperson, WGRC



# Siliguri Institute of Technology

## Signature Roll of the Meeting

Committee Name: WOMAN'S GRIEVANCE REDRESSAL COMMITTEE

REF. NO.:SIT/WGRC/2022/ODD

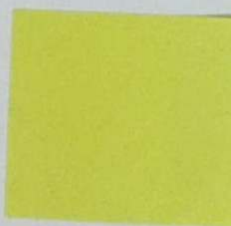
Meeting Date: 15/12/22; Meeting Time: 04.15 PM

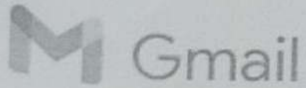
Meeting Venue: : Room no:206, Library Building, 2<sup>nd</sup> Floor, SIT

SL. NO.	NAME OF THE MEMBER (as per committee list)	POSITION IN THE COMMITTEE	MEMBER DESIGNATION	FULL SIGNATURE
1	Paramita Chowdhury	Jt. Coordinator	Asstt. Prof.	
2	Sathi Ball	Jt. Coordinator	Asstt. Prof.	
3	Rajeeb Chetri	Member	Asstt. Prof.	
4	Sujit Chatterjee	Member	Admin	

Chair-Person Full Signature:

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Sathi Ball <sathiball@gmail.com>

## Call for Meeting of WGRC on 14.02.2023

1 message

Sathi Ball <sathiball@gmail.com>

Mon, Feb 13, 2023 at 11:14 AM

To: HOD EE <hod\_ee@sittechno.org>, HOD MCA <hod\_mca@sittechno.org>

Cc: pchoudhury10@gmail.com, santana guha <santanaguha@gmail.com>

Sir/Madam,

You had given a proposal to celebrate Women's Day, 2023 in event proposal list. As per the Principal's directive we need to discuss regarding this event. you are requested to attend the meeting.

**Meeting Date: 14.02.2023**

**Meeting Time: 01:20 PM**

**Meeting Venue: 206 at Library Building, 2<sup>nd</sup> floor, SIT**

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Sathi Ball

Jt. Coordinator, WGRC

Siliguri Institute of Technology,

(A Unit of Techno India Group)



## Signature Roll of the Meeting

Committee Name: WOMAN'S GRIEVANCE REDRESSAL COMMITTEE

REF. NO.:SIT/WGRC/2023/EVEN-01

Meeting Date: 14/02/23; Meeting Time: 01.20 PM

Meeting Venue: : Room no:206, Library Building, 2<sup>nd</sup> Floor, SIT

SL. NO.	NAME OF THE MEMBER (as per committee list)	POSITION IN THE COMMITTEE	MEMBER DESIGNATION	FULL SIGNATURE
1	Paramita Chowdhury	Jt. Coordinator	Asstt. Prof.	
2	Sathi Ball	Jt. Coordinator	Asstt. Prof.	Sathi Ball
3	Rajeeb Chetri	Member	Asstt. Prof.	
4	Sujit Chatterjee	Member	Admin	
5	Arup Das.			Arup Das.
6	Tumpa Banerjee			Banerjee

*Santana Ghosh*

Chair-Person Full Signature:

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# SILIGURI INSTITUTE OF TECHNOLOGY

## Minutes of the meeting of Women's Grievance Redressal Committee

Ref No: SIT/WGRC/2023/EVEN-01

Date : 14-02-2023

Venue: Room No-202, Library Building, 2<sup>ND</sup> Floor, SIT

Time: 1.20 pm

**Agenda: International Women's Day Celebration**

**Members Present in the meeting:**

\*Record of the members attendance attached in a separate sheet.

**The following points were discussed:**

1. The chairperson welcomed all the member in the committee.
2. Observance of IWD, under the theme "DigitALL: Innovation and technology for gender equality", recognizes and celebrates the women who are championing the advancement of transformative technology and digital education.

Proposed Date, Venue, Time: 15 th March, 2023, Wednesday, 02:00PM at JC Bose Seminar Hall

Details of Speaker(s):

1. Ms. Anghrija Basu Bhattacharya (IT Professional)
2. Ms. Tamalika Dey (Journalist, Uttarbanga Sambad)
3. Ms. Sakshi Priya (Executive, India Post Payment Bank, Siliguri)
4. Ms. Minakshi Biswakarma (Social Worker)

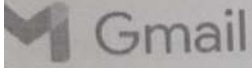
3. The meeting ended with vote of thanks to the chair.

*Sathi Ball*

Ms. Sathi Ball  
Asst. Prof., IT  
Jt. Coordinator, WGRC

Ms. Paramita Chowdhury  
Asst. Prof., MBA  
Jt. Coordinator, WGRC

Ms. Santana Guha  
Asst. Prof., MBA  
Chairperson, WGRC



Sathi Ball <sathiball@gmail.com>

**Call for Meeting of WGRC on 14.02.2023**

message

Mon, Jun 06, 2023 at 11:47 AM

Sathi Ball <sathiball@gmail.com>

To: santana guha <santanaguha@gmail.com>, chetri\_rajeev@rediffmail.com, choudhury10@gmail.com, HR SIT <hr@sittechno.org>, sathi ball <sathiball@gmail.com>

**Notice-Call for Meeting**

Committee Name: WOMEN'S GRIEVANCE REDRESSAL COMMITTEE  
REF. NO.: SIT/WGRC/2023/02  
Meeting Date: 07.06.2023  
Meeting Time: 04:15 PM  
Meeting Venue: 206 at Library Building, 2<sup>nd</sup> floor, SIT  
Meeting Agendas: Semester end (Even) Report, 2023

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Sathi Ball  
Jt. Coordinator, WGRC  
Siliguri Institute of Technology,  
(A Unit of Techno India Group)



## Signature Roll of the Meeting

Committee Name: WOMAN'S GRIEVANCE REDRESSAL COMMITTEE

REF. NO.:SIT/WGRC/2023/..... EVEN-02

Meeting Date: 07/06/23; Meeting Time: 04.15 PM

Meeting Venue: : Room no:206, Library Building, 2<sup>nd</sup> Floor, SIT

SL. NO.	NAME OF THE MEMBER (as per committee list)	POSITION IN THE COMMITTEE	MEMBER DESIGNATION	FULL SIGNATURE
1	Paramita Chowdhury	Jt. Coordinator	Asstt. Prof.	
2	Sathi Ball	Jt. Coordinator	Asstt. Prof.	<i>Sathi Ball</i>
3	Rajeeb Chetri	Member	Asstt. Prof.	<i>Rajeeb Chetri</i>
4	Sujit Chatterjee	Member	Admin	<i>Sujit Chatterjee</i>

Chair-Person Full Signature:

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**MINUTES OF THE MEETING**

Committee Name: **WOMAN'S GRIEVANCE REDRESSAL COMMITTEE**

REF. NO.: (SIT/Short Committee Name/ Session/Memo No.) SIT/WGRC/2023/EVEN-02

Meeting Date: 07.06.23

Meeting Time: 04.15PM

Meeting Venue: Room No-206, Library Building, 2<sup>nd</sup> Floor, SIT

Meeting Facilitator: Chairperson

Minutes Issued By: Joint Coordinator

Meeting Purpose/Agendas: Semester end (Even) Report 2023

- I. **Member Present: 5**
- II. **Member Absent: NIL**
- III. **Approval of last Minutes of the Meeting (MoM):** The house approved the last MOM
- IV. **Key Discussion Points on present agendas:** It was found that no complaint has been lodged to the committee.
- V. The meeting ended with vote of thanks to the chair

*Sathi Ball*  
Ms. Sathi Ball  
Asst. Prof., IT  
Jt. Coordinator, WGRC

Ms. Paramita Chowdhury  
Asst. Prof., MBA  
Jt. Coordinator, WGRC

Ms. Santana Guha  
Asst. Prof., MBA  
Chairperson, WGRC