

24-1
Post-Creation Sanction Letters

1

**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HIGHER EDUCATION
(C.S. BRANCH)
BIKASH BHAVAN, SALT LAKE, KOLKATA-700091.**

No. 89-Edn(CS)/4C-50/05

Dated: 01.02.2012.

From: Shri M. Chakravarty,
Joint Secretary to the Govt. of West Bengal.

To: The Director of Public Instruction, West Bengal.
Bikash Bhavan, Salt Lake,
Kolkata - 91.

Sub: Al-Ameen Memorial Minority College, Baruipur, 24-Parganas (South) -
Payment of salaries of teaching and non-teaching staff under the West Bengal
Colleges (Payment of Salaries) Act, 1978.

The matter of extending the benefit of The West Bengal Colleges (Payment of Salaries) Act, 1978 to the teaching and non-teaching staff of Al-Ameen Memorial Minority College, Baruipur, 24-Parganas (South) was under consideration of the Government for some time past.

The undersigned is now directed by order of the Governor to say that the Governor, after careful consideration, has been pleased to decide that Al-Ameen Memorial Minority College, Baruipur, 24-Parganas (South) along with the existing teaching staff (1 [one] post of Principal and 3 [three] posts of Assistant Professor) and 11 [eleven] Nos. of non-teaching staff as mentioned in the table are hereby brought under the purview of The West Bengal Colleges (Payment of Salaries) Act, 1978 with effect from 01.07.2011 for payment of salaries in the usual Pay Band plus Academic Grade Pay/Grade Pay and admissible allowances on the following terms and conditions :-

- (i) the college authorities can create posts - teaching and non-teaching - in accordance with the work-load/staff pattern as may be prescribed by the State Government/D.P.I. from time to time with prior approval from the Department.
- (ii) the vacancies in the teaching posts are filled up after advertisement according to the recruitment rules, which such college authorities may frame on the analogy of the recruitment rules as may be framed for other non-Govt. colleges by the State Government/affiliating universities and those in the non-teaching posts are filled up on the basis of recruitment rules to be framed by such colleges on the analogy of those applicable to non-teaching staff of other non-Govt. non-Sponsored Colleges;



Principal
Al-Ameen Memorial Minority College
Jogibattala, Baruipur, Kol.-145

- (iii) the vacancies in the teaching posts are filled up by candidates possessing such qualifications as may be prescribed by the State Govt. for teaching posts in other non-Govt. non-Sponsored Colleges;
- (iv) the scales of pay of the teachers and other conditions such as, age of superannuation etc. should be the same as prescribed by the State Government from time to time for teachers of other non-Government non-Sponsored colleges and the college scales of pay for the teachers should not be lower than those prescribed by the State Govt. for teachers of other non-Govt. non-Sponsored colleges;
- (v) the scales of pay of the non-teaching staff should not also be lower than those sanctioned by the State Govt. for the non-teaching staff of other non-Govt. non-Sponsored colleges. In case any such college sanctions higher scales of pay, Govt.'s financial assistance should be limited to the scales as sanctioned by Govt. for non-teaching staff of other non-Govt. non-Sponsored Colleges; and
- (vi) service conditions (leave etc.) applicable to both teaching and non-teaching staff may be laid down by the college authorities on the analogy of those framed by the affiliating universities for the staff of other non-Govt. non-Sponsored colleges.

For safeguarding the interests of teachers, the college authorities themselves may draw up a set of guidelines for the disposal of disciplinary matters on the lines of the provisions in the West Bengal College Teachers (Security of Service) Act, 1975 and the Rules framed thereunder. They may also draw up another set of guidelines for the non-teaching staff. Copies of these guidelines may be forwarded by the college authorities to the State Government for information.

The charge involved will be met from the provision under the head "2202-General Education-03-University & Higher Education-104-Assistance to Non-Govt. Colleges & Institutes-NP-001-Assistance to Non-Govt. Colleges & Institutes-V-31-Grants-in-aid-01-Salary Grants" in the state budget during the respective financial year (Code: 2202-03-104-NP-001-V-31-01).

This order issues with the concurrence of Finance Deptt. vide their U.O. No. 4606 Group-P (Service) dated 09.12.2011.

All concerned are being informed accordingly.

TABLE

TEACHING

NAME OF THE INCUMBENTS

Nurul Haque
Bablu Naskar

POST

Principal
Assistant Professor.

Vacant
Vacant

Assistant Professor
Assistant Professor

NON-TEACHING

NAME OF THE INCUMBENTS

Tazuddin Ahmed
Sabnam Easmin
Benazir Khatun
Dibyendu Sardar
Asadulla Khan
Sailendra Nath Naskar
Sk. Arif Ahmed
Bakhtiaruddin Laskar
Safiul Haque
Tania Khatun
Rahamatulla Mollah

POST

Head-Clerk
Cashier
Typist
Electrician
Library-Clerk
Peon
Peon
Guard
Guard
Lady Attendant
Mali

Sd/- M. Chakravarty
Joint Secretary.

No. 89/1(10)-Edn(CS)/4C-50/05

Dated: 01.02.2012.

Copy forwarded for information and necessary action to the:-

- 1). Accountant General (A & E), West Bengal, Treasury Buildings, Kolkata – 700 001.
- 2). Finance Deptt. of this Government.
- 3). Secretary, West Bengal College Service Commission, 6, Bhabani Dutta Lane, Kol- 73.
- 4). Treasury Officer, Baruipur Treasury, P.O. & P.S. – Baruipur, Dist.-24-Parganas (S).
- 5). Jt. Director of Public Instruction (PPS), West Bengal.
- 6). P.S. to the M.I.C., Higher Education Department.
- 7). P.A. to the Principal Secretary of this Department.
- 8). Computer Cell of this Department.
- 9). Principal, Al-Ameen Memorial Minority College, Baruipur, 24-Parganas (South).
- 10). Guard file.

M. Chakravarty
Joint Secretary.



Principal
Al-Ameen Memorial Minority College
Jogibattala, Baruipur, Kol.-145

GOVERNMENT OF WEST BENGAL
Education Directorate, Department of Higher Education
Blkash Bhawan, Salt Lake, Kolkata-700091

Memo : ED-95/C11912/2020

Date : 24/06/2020

Form Director of Public Instruction, West Bengal,
Education Directorate, Department of Higher Education,
Blkash Bhawan, Salt Lake, Kolkata-700091

TO The Principal/Vice Principal/ Officer-in-charge/ Teacher-in-charge
AL- AMEEN MEMORIAL MINORITY COLLEGE
SOUTH TWENTY FOUR PARGANAS

Sub : Approval of engagement of State Aided College Teacher(s), Category-I and category-II in
AL- AMEEN MEMORIAL MINORITY COLLEGE, SOUTH TWENTY FOUR PARGANAS District.

The undersigned has been directed to inform him/her that the engagement of 19 State Aided College Teacher(s), Category-I and Category-II has been approved as per Memorandum No. 2081-Edn(CS)/10M-83/2019 dt. 23.12.2019 of the Higher Education Department, Government of West Bengal, as detailed in Annexure-I. This approval may be declared void and cancelled in case any of the documents submitted found false/fabricated/fake at any later stage.

You are requested to issue a letter of engagement to the approved candidate as in Annexure-I as per said G.O. immediately as per format attached w.o.f. 01.01.2020. Separate G.B. resolution is dispensed with.

Those who have been marked as "EXCESS" (# marked) as in Annexure-II as per admissibility of teaching posts vide no..1199-Edn(CS)/10M-62/2001 dt. 27.9.2018 vis-à-vis total number of teachers available in your institution in the subject concerned, shall be accommodated in other colleges as per need. However, their application for SACT have been approved in principle. Separate communication in connection with their appointments is being issued soon.

If it is eventually found in any case that placement of remuneration has been wrongly made for any reason, such cases, if any, should forthwith be brought to the notice of this Education Directorate, Higher Education Department for necessary correction and the payment, if any, wrongly made on this account in excess of the admissible amount should be recovered forthwith from the next bill claims of the State Aided College Teacher(s), Category-I/Category-II concerned.

This has got approval of the competent authority.

Encl: As above.



Director of Public Instruction, West Bengal

ANNEXURE I

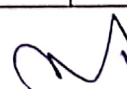
Memo : ED-95/C11912/2020

College : AL- AMEEN MEMORIAL MINORITY COLLEGE

Date : 24/06/2020

District : SOUTH TWENTY FOUR PARGANAS

SL. No.	Name of SACT	SACT I/II (Category)	Date Of Birth	Initial Engagement (PTT/CWTT/GT)	Date Of Initial Engagement	Subject Of Teaching	% (PG)	Whether NET/ SLET/ SET/ Ph.D.	Period of Engagement as on 01.01.2020 (More than 10years Or not)	Remuneration Disbursement Category	Remarks
1	TANIA KHATUN	SACT II (OBCA)	15-03-1990	Guest Teacher or Equivalent	01-03-2018	ENGLISH	44	No	1Y10 M 0 D	BANK STATEMENT	
2	USMAN ALI LASKAR	SACT II (OBCA)	15-03-1988	Guest Teacher or Equivalent	01-03-2019	ISLAMIC HIST & CULTURE	51.62	No	0Y10 M 0 D	BANK STATEMENT	
3	SK ASGAR ALI	SACT II (UNRESERVED)	07-09-1988	Guest Teacher or Equivalent	06-09-2011	URDU	74.1	No	8 Y 3 M 26 D	BANK STATEMENT	
4	MD SHAMSUL HAQUE	SACT-II (UNRESERVED)	22-04-1964	Guest Teacher or Equivalent	28-11-2008	ARABIC	52	NO	11 Y 1 M 4 D	ACQUITTANCE ROLL	
5	ABDUL ALI KHAN	SACT-II (OBC-B)	15-02-1981	Guest Teacher or Equivalent	01-02-2014	BENGALI	41	NO	5 Y 11 M 0 D	ACQUITTANCE ROLL	
6	AJMIRA KHATUN	SACT-II (OBC-A)	02-11-1995	Guest Teacher or Equivalent	01-03-2019	BENGALI	69	NO	0 Y 10 M 3 D	ACQUITTANCE ROLL	
7	DILIP KUMAR HALDER	SACT-II (SC)	01-04-1987	Guest Teacher or Equivalent	30-10-2013	BENGALI	56	NO	6 Y 2 M 2 D	ACQUITTANCE ROLL	
8	RUKSANA KHATUN	SACT-II (OBC-A)	11-10-1995	Guest Teacher or Equivalent	01-03-2019	BENGALI	61	NO	0 Y 10 M 3 D	ACQUITTANCE ROLL	
9	SAYERA BEGUM	SACT-II (OBC-B)	12-11-1977	Guest Teacher or Equivalent	01-08-2007	BENGALI	44	NO	12 Y 5 M 0 D	ACQUITTANCE ROLL	
10	AMINA DHALI	SACT-II (OBC-B)	08-03-1982	Guest Teacher or Equivalent	25-01-2010	EDUCATION	53	NO	9 Y 11 M 7 D	ACQUITTANCE ROLL	
11	NARGISH KHATUN	SACT-II (OBC-A)	15-03-1990	Guest Teacher or Equivalent	01-03-2019	EDUCATION	62	NO	0 Y 10 M 3 D	ACQUITTANCE ROLL	
12	MATIN AHMED	SACT-I (OBC-A)	06-04-1991	Guest Teacher or Equivalent	21-08-2015	ENGLISH	65	YES	4 Y 4 M 11 D	ACQUITTANCE ROLL	
13	RAJIB JANA	SACT-I (OBC-B)	27-05-1990	Guest Teacher or Equivalent	24-08-2015	ENGLISH	56	YES	4 Y 4 M 8 D	ACQUITTANCE ROLL	
14	BABLU NASKAR	SACT-II (SC)	03-07-1982	Guest Teacher or Equivalent	15-12-2008	HISTORY	59	NO	11 Y 0 M 17 D	ACQUITTANCE ROLL	
15	GOBINDA MANDAL	SACT-II (SC)	01-01-1984	Guest Teacher or Equivalent	15-12-2008	HISTORY	53	NO	11 Y 0 M 17 D	ACQUITTANCE ROLL	
16	HOSNEARA KHATOON	SACT-II (UNRESERVED)	07-03-1979	Guest Teacher or Equivalent	01-03-2019	HISTORY	50	NO	0 Y 10 M 3 D	ACQUITTANCE ROLL	
17	SABNAM KHAN	SACT-II (UNRESERVED)	02-12-1990	Guest Teacher or Equivalent	03-04-2017	HISTORY	53	NO	2 Y 8 M 29 D	ACQUITTANCE ROLL	
18	SANCHARI GHOSH	SACT-II (OBC-B)	18-05-1983	Guest Teacher or Equivalent	26-09-2014	PHILOSOPHY	57	NO	5 Y 3 M 6 D	ACQUITTANCE ROLL	
19	DIPANKAR MANNA	SACT-II (UNRESERVED)	09-06-1969	Guest Teacher or Equivalent	01-08-2007	POLITICAL SC	53	NO	12 Y 5 M 0 D	ACQUITTANCE ROLL	



For Director of Public Instruction, West Bengal

2.4.1

The Al Ameen Memorial Minority College was affiliated to the University of Calcutta in 2007, and with the time to time creation of posts, the total number of Teaching -Posts created till 2017-18, is 27.

Segments of these 27 posts which were created based on total number of Hons.and General courses offered by the college, which makes the college eligible for creation of such posts. The ratio of teachers with Hons.course is usually 3: 1 and for General course, it is 1:1. Therefore, 27 teaching posts were created till 2010, as two Hons. subjects (Bengali and Arabic) and six General courses (Arabic, Bengali, English, History, Political Science and Philosophy were introduced in 2007, upon which 12 posts of teachers plus 1 post of Principal were created, subsequently courses like English Hons., Islamic History & Culture Hons. and Education General were introduced which led to the creation of 7 more Teaching posts and then in 2010, courses like Philosophy Hons., History Hons.and Urdu General were introduced, the result being 07 other Posts were created, therefore total posts created till 2010, being 27.

However, no other teaching posts were created till 2017-18. In the year 2018-19, considering the increasing number of students in those subjects, 7 other posts were created. In 2019-20, 01 post was created, in 2020-21, 02 more posts were created, in 2021-22, 03 posts were created. Therefore, total number of teaching posts till 2021-22 being 40. However, no more posts were created upto now.

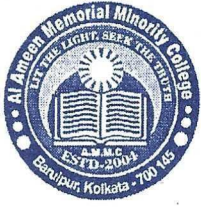
All those teachers are full time teachers as they discharge duties with workload of 180 lectures @ 50 minutes per lecture, i.e in one year one teacher delivers 360 lectures, which is divided per day excluding 60-65 days of holidays, it is imperative for the teacher to deliver 02 lectures of 60 minutes. In other words, every teacher of the college have served on an average more than 300 days in an AY, which qualifies the teacher to be a full time one.

It is important to note that these posts created by the the college management are converted to Govt. teaching posts of Assistant Professors provided they are approved by the Govt.



Principal
Al-Ameen Memorial Minority College,
Jogibattala, Baruipur, Kol.-145

AL AMEEN MEMORIAL MINORITY COLLEGE



(Established under Article 30 of the Constitution of India as a Muslim Minority, Govt. Aided, Co-Educational General Degree College, Affiliated to the University of Calcutta and included Under Section 2(f) and 12B of the UGC Act, 1956),

Email : alameenmemorial@gmail.com / Website: www.alameenmemorial.org

Phone No: 033 2437 0111 / Mobile No.: 09874212013

Estd: 2004

Jogibattala, P.O.: Dakshin Gobindapur, P.S.: Baruipur, Dist.: South 24 Parganas, Kolkata-700145, West Bengal, India

Ref. No. :

Date :

Governing Body Resolution , Dated 28.09.2024

Venue : Al Ameen Memorial Minority College Premises (Time : 7 P.M)

Members Present

- 1) Ms. Gulsanara Khatoon, President
- 2) M.Taherul Haque, Vice - President
- 3) Mr. Nurul Haque, Principal & Ex- Officio Secretary
- 4) Mr.Tazuddin Ahmed, Treasurer
- 4) Ms. Benajir Khatun, Member
- 5) Mr. Sailendranath Naskar, Member
- 6) Mr.Asadulla Khan, Member
- 7) Ms. Sabnam Easmin, Member
- 8) Sk. Asgar Ali, Member
- 9) Mr.Rahamatulla Molla, Member

A meeting of the members of the G.B of Al Ameen Memorial Minority College was held today, the 28th September, 2024 at 7 P.M. The meeting was chaired by Ms.Gulsana Khatoon, the president of the college.

Item No. 01 : Read and confirmed the proceedings of the last meeting.

Item No. 02 : The Principal submitted Teaching staff position and workload of different departments for consideration of engagement of new faculty.

Staff Position of Al Ameen Memorial Minority College departmentwise, As on September, 2024.

Department	Workload of the department(no of periods class) after opening of UG	No of staff required for UG	No of Existing GIA posts	Existing Management staff	Existing Vacancy
	UG	UG	UG		
Principal	1	1	1	0	0
Bengali	4(+ 4)	8	5	3	0
Arabic	4 (+2)	6	1	0	3
English	4 (+2)	6	3	1	2
Islamic History & Culture	4	4	2	1	1
Political Science	1 (+2)	3	1	1	1
Philosophy	4	4	1	1	2
History	4	4	3	1	0
Education	1(+2)	3	2	0	1
Urdu	1	1	1	0	0
ENVS	1	1	0	0	1

Resolved unanimously that since there are 11 vacancies created by the college management left plus 02 posts of Assistant Professors created by the Govt., those teaching posts created by the college management will be filled up soon and 2 posts of Assistant Professors will be filled upon following regular process of the Govt.

There being no other item for discussion, the meeting ended with a vote of thanks to the chair.


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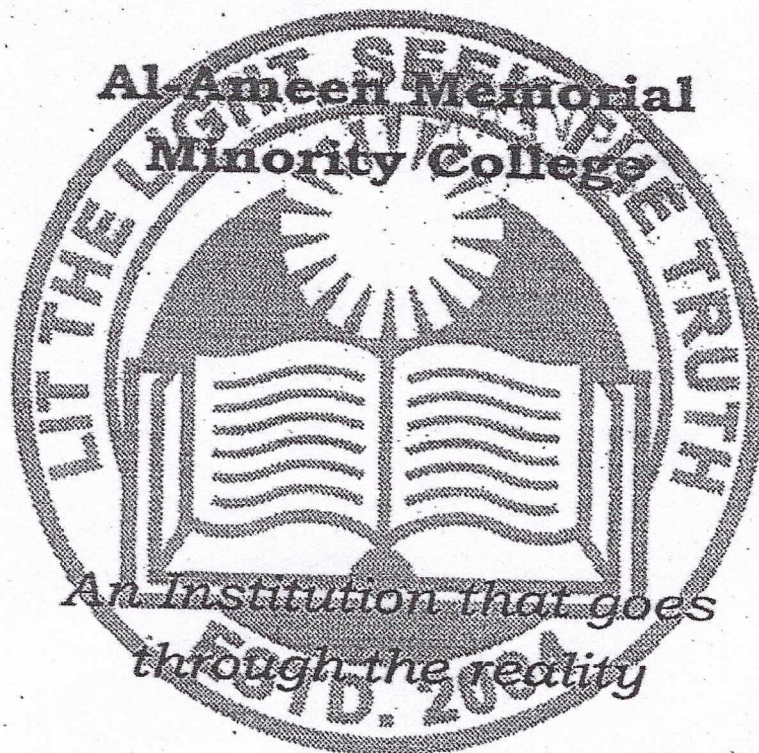

President
Al-Ameen Memorial Minority College
Jogibattala, Baruipur, Kol.-145

AN INSTITUTION THAT GOES THROUGH THE REALITY

Policy

**CONSTITUTION
OF
AI-AMEEN MEMORIAL MINORITY COLLEGE**

(Prepared as per instruction of the DPI, vide Ref: Memo No. 298-UGC, Dt.19.02.2013)
OM-3UGC/2013



BARUIPUR, SOUTH 24 PARGANAS, WEST BENGAL

1. PREAMBLE

The Al-Ameen Memorial Minority College was established by Prof. Roushan Ali and his family in 2004 to teach at Under Graduate level under the University of Calcutta. The College in order to retain its Minority character shall remain steadfast in respect of the "aims and objects" of the College which reflect the purpose of a Minority Institution and entitle the College to become a Minority Institution. The College is managed and administered solely by the Minority (Muslim) Community and shall always strive for twin objects sought to be achieved by Article 30 of the Constitution of India, such as, (1) to enable such Minority to conserve its religion (which includes Islamic principles in general and Islamic practices like maintaining purdah, separation of girls from boys as far as practicable and dignity of Muslim girls students and lady teachers and staff of the college in particular) and (2) to give a thorough good general education to the children belonging to such Minority. Those twin objects having achieved together shall help preserving and strengthening the integrity and unity of the Country.

The Al-Ameen Memorial Minority College, Baruipur, South 24 Parganas, which has been established under the auspices of Al Ameen Memorial Society For Education & Health Programme, is a Religious Minority Degree College (Co-Education) established and administered within the meaning of Article 30 of the Constitution of India. It has been established with the due recommendation of the National Commission For Minority Educational Institutions, Govt. of India, as a Minority institution, vide the Commission's order No. F.No.50 of 2005 Dated July 11, 2006, and also as Minority institution by the kind permission of the Higher Education Department, Govt. of West Bengal, vide G.O. No. 833- Edn(C.S.)/4C-50/05, Dated 18.10.2006 and further in continuation to that, vide No. 421-Edn(C.S.)/4C-50/05, Dated the 26th April, 2007, and thereafter the college has been granted affiliation by the University of Calcutta, vide No. C/5880/320- Affil, Dated the August 8th, 2007. The College was further conferred Minority status within the meaning of Article 30 of the Indian Constitution after due consideration of the submissions of the College management, by the National Commission For Minority Educational Institutions, Govt. of India, vide F.No. 1093 OF 2007/29640, Dated 14.08.2008. The College has also been included under section 2(f) of the UGC Act, 1956 in 2008, and granted Continuation of Affiliation (Permanent Affiliation) in 2012, vide No. C/867/320-Affl., Dated 17.08.2012, as well as it has come under consideration of the UGC for inclusion of it under Section 12B of the UGC Act, 1956 in the same year. The most remarkable achievement of the College being its inclusion under West Bengal Colleges (Payment of Salaries) Act, 1978 this year, vide

No. 89-Edn(CS)/4C-50/05, Dated 01.02.2012, giving full rights to the College, which a Minority College within the meaning of Article 30 of the Indian Constitution, deserves to enjoy. The College being a Religious Minority Institution abides by the Clause 100 of the First Statutes of the University of Calcutta, 1976.

The Article 30 of the Constitution of India gives fundamental rights to the Minority based on religion or language, to 'establish' and 'administer' educational institutions of their choice. These three words 'establish', 'administer' and 'choice' are of paramount significance. The above words we should better try to submit here with their meanings in the above respect as given by the Hon'ble Supreme Court, in the case of St. Stephens College v University of Delhi (1992, 1 Supreme Court cases 558) :

"The State or any instrumentality of the State cannot deprive the character of the institution, founded by a Minority Community by compulsory affiliation since Article 30(1) is a special right to minorities to establish educational institutions of their choice. The Minority institution has a distinct identity and the right to administer with continuance of such identity cannot be denied by coercive action. Any such coercive action would be void being contrary to the constitutional guarantee. The right to administer is the right to conduct and manage the affairs of the institution. The right is exercised by a body of persons in whom the founders have faith and confidence. Such a management body of the institution cannot be displaced or reorganised if the right is to be recognised and maintained. Reasonable regulations, however, are permissible but regulations should be of regulatory nature and not of abridgement of the right guaranteed under Article 30(1)... ..

The minorities whether based on religion or language have the right to establish and administer educational institutions of their choice. The administration of educational institutions of their choice under Article 30(1) means "management of the affairs of the institution". This management must be free from control so that the founders or their nominees can mould the institution as they think fit, and in accordance with their ideas of how the interests of the community in general and the institution in particular will be best served".

The ultimate responsibility of the affairs and management of the College, therefore, vests with the management body/Governing Body in which the founders have faith and confidence. Thus the Al-Ameen Memorial Minority College being a Muslim foundation is a Religious Minority Community Educational Institution, within the meaning of Article 30 of the Constitution of India.

necessary steps to ensure that the representation of the members to the next Governing Body is completed no later than one month before the expiry of the term of office of such outgoing members.

(f) After the expiry of four-years' term and subject to the provisions of 3.A(d), the Governing Body of the College shall cease to function and if, in the meantime the new Governing Body has not been formed or is unable to take over the management of the college, the University shall extend the life of the erstwhile Governing Body for a period not exceeding eighteen months, who shall have all the powers and functions of the Governing Body until a new Governing Body is constituted or it takes over charge by this time.

(g) Any casual vacancy in the office of members of the Governing Body of the College other than an Ex-Officio member/the President, shall be filled on co-option by the Governing Body, such co-opted member shall hold office for the remainder of the term of office of the member in whose seat the vacancy has occurred.

(B) The Powers and Responsibilities of the Governing Body shall be

(a) To determine policies, undertake development, exercise general control and maintain good governance of the College, and its Hostel/s and other programmes or projects, if any

(b) To accept and remove students in the College and Boarders in the Hostel, and to enforce discipline for proper academic environment for the growth and nurture of the students

(c) To create posts - teaching and non - in accordance with the work - load / staff pattern in the College and the Hostel/s, as per G.O No.89- Edn (CS) / 4C-50/05, Dated 01.02.2012.

d) To create and sanction posts of all categories by the college management, which will be taken as Full Time/ Part -Time posts but not as Govt. sanctioned posts for pay fixation by the Govt.

(e) To appoint the Vice-Principal, Heads of Teaching Departments of the College and the Warden and the Assistant Warden in the Hostel and determine their duties, suspend, punish or remove them, if their activities are found to be against the interest of the College Community and the aims of the College as laid down by the Founders

(f) To appoint the Teaching & Non-Teaching employees of all categories of the College and determine their duties, suspend, punish or remove them on the basis of the Terms & Conditions of Service, framed for the purpose, separately by the Governing Body

(g) To enhance the intake capacity of different subjects introduced with due permission from the University as well as to introduce new subjects with due permission from the concerned authorities

(h) To restrict/minimise admission of students than the usual intake capacity in the interest of quality development as well as proper nourishing of students as per the aims and objects of the College