



# Hostel Affairs Board Students' Gymkhana Council

Dr. A.K. Sarma  
Dean of Student Affairs  
Ex-officio Chairman – HAB

Dr. S.Ghosh  
Chairman – HAB  
Warden – Kameng Hostel

Dr. Bulu Pradhan  
Warden – Kapili Hostel

Dr. Anil Verma  
Warden – Siang Hostel

Dr. G. Shareka Iqbal  
Warden – Subansiri Hostel

Dr. P. Muthukumar  
Warden – Dihing Hostel

Dr. K.V.Krishna  
Warden – Umiam Hostel

Dr. S. Khijwania  
Warden – Manas Hostel

Dr. M. K. Dutta  
Warden – Barak Hostel

Dr. H. B. Kaushik  
Warden –Dibang Hostel

Dr. K. D. Singh  
Dr.B.P.Mandal  
Assoc. Warden – Kameng Hostel

Dr. Manabendra Sarma  
Assoc. Warden – Kapili Hostel

Mr. Biplab Mandal  
Assoc. Warden – Siang Hostel

Dr. Bithiah Grace Jaganathan  
Assoc. Warden – Subansiri Hostel

Dr.Biplab Bose  
Assoc Warden—Dihing Hostel

Dr. Bosant R.Boruah  
Assoc. Warden – Umiam Hostel

Dr. Gopal Das  
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Dr. Karuna Kalita  
Assoc. Warden – Barak Hostel

Dr.Sambit Mallick  
Assoc. Warden – Dibang Hostel

Mr.Dinesh Kumar Meena  
General Secretary – HAB

Mr.Vijay Jain  
Joint Secretary -HAB

IITG/HAB/GSH/2010/

Date: 27/08/2010

The first HAB meeting of session 2010-11 was held on 27<sup>th</sup> August 2010 at 5:30 PM in the SAC conference room. The following members were present in the meeting:

Dr. S.Ghosh, Chairman, HAB & Warden, Kameng  
Dr. S.K.Khijwania, warden, Manas  
Dr. A. Verma, Warden, Siang  
Dr. K.V.Krishna, warden, Umiam  
Dr. B.R. Boruah, Associate Warden, Umiam  
Dr. B.Pradhan, Warden, Kapili  
Dr. H.B.Kaushik, Warden, Dibang  
Dr. S. Mallick, Associate Warden, Dibang  
Dr. S. Iqbal, Warden, Subansiri  
Dr. B.G. Jagannathan, Associate Warden, Subansiri  
Dr. K.Kalita, Associate Warden, Barak  
Mr. D.J. Sarma, Assistant Registrar, Students Affairs  
Mr. D.K.Meena, General Secretary, HAB  
Mr. V. Jain, Joint Secretary, HAB  
Mr. P.Kissan, General Secretary, Kameng  
Mr. A.R. Laskar, General Secretary, Barak  
Mr. A. Kishore, General Secretary, Umiam  
Ms. A. Ravi, General Secretary, Subansiri  
Mr. M. Dehingia, General Secretary, Manas  
Mr. S. Jain, General Secretary, Dihing  
Mr. R. Reddy B., General Secretary, Dibang  
Mr. A.K. Laha, General Secretary, Siang  
Mr. G. Joshi, General Secretary, Kapili  
Mr. B. C. Kalita, Invitee & Caretaker, Kameng  
Mr. G. Kalita, Invitee & Carateker, Manas  
Mr. M. Bhattacharjee, Invitee & Caretaker, Kapili  
Mr. M.C. Nath, Invitee & Caretaker, Barak  
Ms. B. Khataniar, Invitee & Caretaker, Subansiri  
Mr. A.V. Yaswasy, Invitee & Vice-President, Students Gymkhana



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Joint Secretary -HAB

IITG/HAB/GSH/2010/

Date: 27<sup>th</sup> August 2010

The agenda of the meeting are as follows:

1. Mess Contracts and review of mess charges.
2. Prices of canteen items.
3. Fine Policy for mess contractors.
4. Procedure to terminate the tenure of inefficient HMC members.
5. Status of Horticulture works in the hostels.
6. Mechanism to include recommendations from the HMC for any new constructions in hostels.
7. Other issues





# Hostel Affairs Board

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IITG/HAB/GSH/2009/  
Date: 27<sup>th</sup> August 2009

The following decisions were taken in the meeting:

### 1.Mess contracts & review of mess charges

The contractors of all the hostel messes had submitted an application to the HAB to review the current rates of mess charges citing inflation in essential commodities as the reason. After careful study of the market prices in Guwahati and subsequent discussions in the Wardens Council over the subject, it was felt that there is an inflation of more than 14% in essential commodities since the time of the last contract. The HAB, thus, after a discussion among the members and later with the mess contractors, finally decided that the new rate of mess charges would be **Rs.62 per day per boarder** which would include breakfast ,lunch, evening tea, and dinner .The break-up in prices was finalized taking students suggestion of including more variety like *Corn-Flakes & Milk* in the present breakfast menu to enrich its quality further, into account. The suggested break-up, therefore, is:

<b>Breakfast</b>	<b>:</b>	<b>Rs 14/- (Rs. 12/- in present contract)</b>
<b>Lunch</b>	<b>:</b>	<b>Rs 22.5/- (Rs. 20/- in present contract)</b>
<b>Evening tea:</b>	<b>Rs 3/- (Rs. 3/- in present contract)</b>	
<b>Dinner</b>	<b>:</b>	<b>Rs 22.5/- (Rs. 20/- in present contract)</b>

It was decided that the new rates would be applicable with the issue of new mess contracts in the month of September and that it would include the detailed fine policy to be decided by the HAB. To expedite the process of issuing new contracts/renewing existing contracts, the HAB secretary was asked to collect feedbacks on the mess services in various hostels within one week.

### 2. Prices of canteen items

The vendors of various canteens in the hostels had submitted an application to the HAB requesting a revision in the prices of the essential items(under contract with the institute) sold in the canteens. It was observed that with the inflation the prices of some of these items need an upward revision. After discussions among the members of the HAB and subsequent follow-up with the canteen vendors the following revised prices of essential items were decided:

<b>Sl No.</b>	<b>ITEMS</b>	<b>PRICE (in Rs.)</b>
1	AlooParatha(with chutney/sauce)	12/-
2	Maggi Plain	12/-
3	Maggi Fried (with onion)	15/-
4	Boiled Egg (without onion)	04/-
5	Omlette	06/-
6	Bread per piece	01/-
7	Tea	05/-
8	Coffee	06/-
9	Packed items	On MRP

It was also decided that various types of Patty earlier designated as compulsory items and covered by the contract between the institute and the canteen vendors would, henceforth, not be considered as essential items and thus their prices would not be fixed under the contract. It was decided that the availability of patty in the canteens would be as per the requirement in a particular hostel and the prices would be decided by the HMC of the concerned hostel. It was also decided that the prices of the non-essential(non-contract) items available in the canteen of a particular hostel would be decided by the HMC and the canteen vendor of the concerned hostel.

### **3.Fine Policy for Mess contractors.**

Possibility of implementation of an uniform fine policy for imposing fines on caterers for poor performances or specific unwanted events related to the mess services was discussed in meeting. It was decided to include the uniform fine policy in upcoming contracts which will ensure uniformity across the hostels. The accepted uniform fine policy is as follows:

<b>S.No.</b>	<b>Basis</b>	<b>Fine</b>
<b>1)</b>	Presence of Unwanted items in food: a) Harmful items (e.g. Blade, Glass, metal wires, nails, etc) b) Other items (e.g. cockroaches, cigarettes, etc)	Half the price of day, i.e., Rs.31 X No. of students
<b>2)</b>	Use of Stale/ Spoilt ingredients, e.g. rotten vegetables, infected grains, etc (Fine will also be imposed if these are about to be used.)	Half the price of the day, i.e. Rs.31X No. of students

Apart from the above cases few other possibilities which amount to poor services in mess were also discussed and were suggested to keep under the purview of the HMC. They are as follows:

<b>1)</b>	Delay in making of food
<b>2)</b>	The food items being finished before time
<b>3)</b>	A food item (to be made according to menu) not being made at all
<b>4)</b>	Poor service and misbehaviour of staff or any other case which comes under category.

#### **4.Procedure to terminate the tenure of inefficient HMC members.**

The procedure to terminate the tenure of any non-performing HMC member was discussed. It was decided that in such cases, the HMC member will be asked to explain the allegations against him/her and if the allegations are found to be true, the tenure would be terminated following the procedure used for Students Gymkhana members, that is, if a no- confidence motion against the member in question is approved by the two-third of the members of the HMC, the person will have to quit his/her post.

#### **5.Status of Horticulture works in the hostels**

It was observed that the status of the horticulture works in and around the hostels is not up to the expectations. To know the details regarding this and find suitable ways

to expedite the pending works around the hostels, it was decided to have a meeting with Mr. Gunomani Das, person in-charge of Horticulture in the institute.

## **6. Mechanism to include recommendations of the HMC for any new constructions in hostels**

The convener, maintenance committee, under HAB informed that a formal procedure to include the recommendations of the HMC for any new constructions in a hostel is already in place and the same procedure should be followed. In this regard, he informed that the extensions of the existing bi-cycle stands will be taking place soon and thus a report including recommendations about the sites of these extensions have to be submitted to him through wardens by HMCs of the hostels. Reports on any defective constructions in hostels should also be forwarded to him for further actions .

## **7.Other Issues**

### **a.Decision on unwanted items in hostels**

It was observed that the older hostels are having a pile of old, unwanted items like damaged and irreparable furniture and un-used bi-cycles which require urgent disposal. The HAB, thus, recommended arrangement of a common auction of such items of all hostels. It was also decided that each HMC will prepare a list of such items in respective hostels duly forwarded by the respective wardens for further processing of the proposal.

### **b.Security issues in Subansiri**

The HAB expressed concerns over the recent events of thefts in Subansiri hostel. It was recommended that the number of security personnel designated for Subansiri should be doubled and that the personnel should not be rotated frequently.

(Dr. S. Ghosh)  
Chairman, HAB

(Mr. Dinesh Meena)  
General Secretary, HAB

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Copy to: All HAB members, all caretakers, DOSA, AR(SA), HAB office