

**The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc. (Metric 6.2.2.)**

### **The Governing Body:**

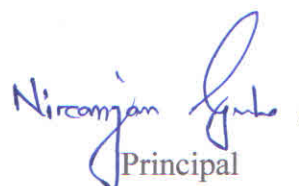
The Presidents heads the governing body and the executive committee of the institution. The Secretary and other members of the College Management Board are part of the decision making bodies and committees responsible for the effective management of the College operations. The management gives sufficient authorization to the Principal to function in order to achieve the vision and mission of the institution.

### **Administrative Set Up:**

The Principal effectively takes forward the day-to-day management of the College in its academic and administrative matters. He has his team of Departmental Heads, the IQAC Coordinator, individual committees, the Teachers, and the Head Clerk to assist him in the discharge of this work. The administrative setup is followed as governing bodies, academic council (principal, HODs, staffs, students), IQAC coordinator, and students' council.

### **Service Rules, Procedures, Recruitment and Promotion Policies:**

The Constitution of the college has been amended from time to time based on the requirements. The recruitment rules for the teaching staff are along with the eligibility criteria designed by the UGC and recruitment process is done by the West Bengal Government. The promotional opportunities for teachers and non teaching staff are according to the rules and regulations of the Government of West Bengal.

  
Principal

Chapra Bangalji Mahavidyalaya  
Principal  
Chapra Bangalji Mahavidyalaya  
Chapra, Nadia.