

**Heramba Chandra College**  
**Internal Quality Assurance Cell**  
23/49, Gariahat Road, Kolkata-700029

**Proceedings of the Meeting of the Internal Quality Assurance Cell held on November 22, 2014 at 4 pm in the Rector's Room of the College**

Dr Nabanita Chakrabarti , IQAC, Coordinator proposed name of Dr Indrani Mitra, Teacher-in Charge, to preside over the meeting.

Dr Indrani Mitra took the chair.

The meeting starts with a short prayer offered by Mrs Sunanda Roychowdhury.

**Item Number 1: To confirm the proceedings of the last meeting and matters arising thereof.**

Proceedings were read and confirmed.

**Item Number 2: Feedback Generation**

IQAC Co-ordinator said that we did not have a method to generate feedback from students. She said that if we devised an online questionnaire to receive feedback from the students.

It was decided that such a questionnaire be hosted in the website, asking students to answer those.

**Item Number 3: Introduction of Question Bank**

Ms Sharmistha Dasgupta, TIC said that in the meeting with the teachers, it was decided that question bank be made available to the students on line in the website. She also suggested that over time a answering and answer checking mechanism be devised on line.

It was decided that efforts to make on line question bank be undertaken

**Item Number 4: Jashan, Academic Cultural Fest**

Mr Amit Dasgupta reported that after much effort, academic cultural festival named Jashan would be held in 29-31 January, 2015.

**Item Number 5: EPF and ESI for Employees**

Mr. Subrata Mandal, Head Clerk said that EPF and ESI for non pay packet employees be introduced.

It was decided that effort be taken to introduce the same and Governing Body be approached for the same.

**Item Number 6: Initiative for Drama Club, Photography Club, Trekking Club and Nature Club.**

General Secretary, Students' Union said that if variety of club activities be started, students might contribute to such extra Curricular activities.

It was decided that different clubs be started with the help of ex-students.

**Item Number 7: Capacity Expansion**

Dr Jayanta Ghosh said that we had a huge number of students passing out from our college, it would be beneficial for them had we introduced M Com Course and other Post Graduate Courses. He said that though efforts were made to acquire space near the College, those were in vain.

Mr Amit Dasgupta said that efforts were being made to expand the College Building horizontally and vertically, also efforts were being made to purchase land within a radius of 10 km. Some Progresses had been made in this regard.

**Item Number 8: Wi fi environment in College**

IQAC Co-ordinator said that it the college should cope up with the technological development and it should go for creating wi-fi environment.

Dr Indrani Mitra said that the matter would be raised in the GB.

**Item Number 9: National Seminar**

Dr Indrani Mitra proposed that a national seminar on inclusive growth would be organized by the Department of Economics in collaboration with either Institute of Development Studies, Kolkata or Center for Studies in Social Sciences Kolkata.

Her proposal was accepted by all.

**Item Number 10: Self Financed International Seminar**

Mr Amit Dasgupta reported that he had discussed with 3 teachers in Economics, Dr Ratan Khasnabis, Retd Prof in Economics of C.U, Dr Subhanil Chowdhury of IDSK and Dr Satyajit P Ghosh, Professor of Economics and Finance, Scranton University, USA to hold an international seminar on a topic, "Our Economy Their Economies" covering India, China and Us Economy on January 11, 2015. They all agreed.

All members accepted the proposal.

**Item Number 11: Miscellaneous**

As there was no other matter to discuss the meeting ended with a vote of thanks to the chair.

Chairperson of the Meeting

IQAC Co-ordinator