

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
April 07, 2015 at 4 pm in the Rector's Room of the College**

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

Dr IndraniMitra took the chair.

The meeting starts with a short prayer offered by MrsSunandaRoychowdhury.

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

Proceedings were read and confirmed.

Item Number 2: Environment Audit

Dr Keya Dasgupta suggested that an environment audit might be undergone to evaluate the condition of the college as per environment standard.

Everyone agreed to the suggestion.

Item Number 3: Local Area Network

Mr Amit Dasgupta suggested that all computers in the College be brought under LAN

All Members agreed to the proposal.

Item Number 4: Library Computerisation

Librarian, Ms Sumita De said that the Library Software being used now was to be discontinued and Open Access Package like KOHA be introduced, for which a server would be needed.

It was decided that subject to the approval of the GB and Finance KOHA might be installed.

Item Number 5: College Management System

Mr Amit Dasgupta suggested that an integrated CMS could go a long way in information generation and it must be a customized software which would be effective had it been on line. Then we could go for online integration with Bank and collect fees on line, generate information on line.

Dr Indrani Mitra suggested that we should proceed with the approval of fiancé and GB

Item Number 6: **National Seminar**

Dr Indrani Mitra reported that a UGC sponsored national seminar on inclusive growth would be organized by the Department of Economics in collaboration with Center for Studies in Social Sciences Kolkata in November, 2015 and application had been already submitted to the UGC for fund.

Item Number 7: **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