

**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 05, 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: To take initiative for formation/activation of Alumni Association**

Mr. Subhranil Mitra reported that they were trying to contact their fellow students and held one meeting among themselves, formal Alumni Association could not be formed. He said that efforts were being made to get in touch with the office bearers of the previous Alumni, but not much headway could be made as there was a change in political situation post 2011.

All members took note of the situation and asked MrMitra to continue with the effort.

**Item Number 3: To make a plan for Transparent Admission**

Mr Amit Dasgupta told that this year admission would be tried to be made more transparent by introducing a system of pre verification fees payment system, so students could not be obstructed by persons with vested interest outside the college.

All Members agreed to the proposal.

**Item Number 4: 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

