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

Proceedings of the Meeting of the IQAC with the Non Teaching Employees held on April 06, 2015 at 4 pm in the Rector's Room of the College

Nabanita Chakrabarti, Coordinator, IQAC proposes name of DrParsanta Sharma, TIC to preside over the meeting.

Dr Sharma took the chair.

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

Proceedings were read and confirmed.

Item Number 2: **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 3: **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 4: **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 5: **Miscellaneous**

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

Chairperson, Meeting   IQAC Coordinator