

HERAMBACHANDRA COLLEGE

Internal Quality Assurance Cell

23/49, Gariahat Road, Kolkata - 700 029, Ph: 2461 0131

PROCEEDINGS OF MEETING OF THE IQAC HELD ON 20 JUNE 2022

The Coordinator Dr Auddy proposed the name of the Principal of the college to preside over the meeting and the proposal was unanimously accepted.

The Coordinator briefed the house of the proceedings of the previous meeting of the IQAC dated 5 March 2022 and the proceedings and resolutions were unanimously resolved.

Academic Calendar: The Coordinator presented the format of the academic calendar – prepared by Mr Sumit Naskar, member of the IQAC - on the digital screen and it was appreciated by the Principal and the other members of the house. It was resolved that the final draft of the calendar be prepared soon and uploaded on the college website.

PAC: The coordinator said that some teachers have brought to notice Provisional accreditation of colleges but the house unanimously resolved that instead of applying for PAC the college must prepare heart and soul for the next cycle of accreditation.

Website: Regarding development of the website, it was discussed that the official website of the college is going to play a big role in the accreditation process and therefore the college website has to be thoroughly updated. Dr Achintya Mandal said that it would be difficult for Website committee to do all works of uploading; individual department has been given ID and password of the Admin portal of the departmental pages and they may upload their own pages. The Coordinator said that each department may upload departmental activities on their respective pages. The website committee will help to overcome the problems faced by the departments. Dr Raktim Sur pointed out that several pages on the website has to be better formatted. All the members agreed that those spaces which are remaining blank for a long time may be deleted temporarily.

Institutional Distinctiveness: The house felt the necessity of finding out the distinctiveness of the college. Dr. B B Choudhury proposed that the Placement cell is functioning well and it is indeed one of the best achievements of the college. So, it can be projected as a distinctiveness. Dr Auddy proposed that Educational Tour and regular programmes on Value education may also be upheld as distinctiveness of the institution. Dr Raktim Sur said that these two have now become a regular activity of the College. He proposed to create a Fund by contributions of the teaching staff of the college for the needy students. The house agreed that it is a good proposal and the matter be discussed in the teacher's council. Dr. Nabanita Chakrabarti proposed that the IQAC may take initiative to extend the programme beyond college campus. The proposal was appreciated by the house. It was resolved that Mr. Sumit Naskar on behalf IQAC will communicate with the Secretary, Teachers' Council to finalise the programme.

Green Audit and Environment-friendly initiatives: The Coordinator reported the house that the college has taken initiatives to make the college campus plastic-free and the house suggested that the college may think of getting green audit done jointly with Sivnath Sastri College and Prafulla Chandra College as three colleges function from same campus.

Miscellaneous: During miscellaneous hours the house discussed the necessity of getting regarding teaching and learning as well as after every seminar, cultural programme etc.

The meeting ended with vote of thanks to the chair.

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ACTION TAKEN REPORT AS ON 20/06/2022

- 1. AQAR for 2020-2021 submitted
- 2. Library classes initiative taken
- 3. Seminar Committee formed
- 4. Women's Day celebrated
- 5. Rabindrajayanti celebrated enthusiastically by the students
- 6. Necessary Changes made in college website
- 7. Exceptional achievement by Placement Cell:
 - 39 students actually placed in the year 2020-2021 i)
 - ii) Job-Fare organized by Placement Cell on 19 April 2022
 - 8 students finally selected from the Campus Placement drive by ICICI iii)
 - Byju selected one student Abhik Mondal with a package of 7 lakh per annum iv)
- 8. Technical Committee has taken measures for better maintenance of computers
- 9. Planning is going on for 75th Independence Day
- 10. Master routine uploaded.
- 11. Planning is going on for Faculty Exchange
- 12. Preparation made for World Yoga Day and World Music Day
- 13. World Environment Day observed with organization of a seminar by the Department of Geography in association with IQAC.

