

7th Managing Committee Meeting

Dear Sir/Madam/Father/Sister.

There will be a meeting of the College Managing Committee on 30th April 2016. at 5 Pm at the college auditorium in Tubatarra. you are cordially invited to be present. The following are the proposed tentative agenda of the meeting.

1. Opening Prayer
 2. Introduction and welcome to the new members.
 3. Reading of the report of the previous meeting.
 4. Presentation of a brief updated report of the college by the Principal
- Moving ahead;
5. Updates on the development of the college.
 6. Applying for NAAC Accreditation.
 7. Any other?
 8. Concluding Prayer.

Dr
Fr. Emmanuel, CSC
Principal.

Copy to;

- Fr. K.T. Abraham, CSC Chairman, Holy Cross Educational Foundation.
Fr. Benny K.T. CSC Vice Principal Holy Cross College.
Fr. Sijo Joseph CSC, Administrator Holy Cross College.
Fr. Valerian Castelino, CSC Administrator, Holy Cross Educational Foundation.
Fr. Thomas Pereira, CSC Secretary Holy Cross Educational Foundation.
Sr. Mariet FSM, Dept. of English, HCC
Sr. Sheila Office Supervisor, HCC
Dr. Reba Chakraborty, Faculty Representative.
Shri. Shankha Shubra Bhadra, PRO HCC
Shri. Niloy Sengupta, Director, CAC, HCC
Smt. Sobha Debbarma, CSC, Director, Tripura University.
Prof. Satyadeo Podder, Dean of Faculty of Arts & Commerce TU.
Prof. K.N. Jena, Dept. of Pol. Science. TU.
Mrs. & Mr. Abijit Gupta, Grandian's Representative.

Report of the 7th Managing Committee Meeting

30th Apl. 2016

The meeting of the Managing Committee of Holy Cross College was held on 30th April 2016, at 5 pm. in the Conference Hall, Tubatara, Convened by Fr. Emmanuel, the Principal of the College.

The following were the members present.

Fr. K. J. Abraham, CSC, Chairman, Holy Cross Educational Foundation.

Fr. Benny K. J. CSC, Vice-Principal, Holy Cross College.

Fr. Sijo Joseph CSC, Administrator, Holy Cross College.

Fr. Valerian Castelino, CSC, Administrator, Holy Cross Educational Foundation.

Fr. Thomas Pereira, CSC, Secretary, Holy Cross Educational Foundation.

Sr. Mariet, Dept. of English, HCC.

Sr. Sheela, Office Supervisor, HCC.

Dr. Reba Chakraborty, Faculty representative

Shri Shankha Shubra Bhadra, PRO, HCC.

Shri Niloy Sengupta, Director, CAC, HCC

Smt. Sobha Debarma, CDC, Director, Tripura University

Prof. Satyadeo Podder, Dean of Faculty of Arts & Commerce, TU.

Prof. K. N. Jena, Dept. of Pol. Science, TU.

Mrs. & Mr. Abhijit Gupta, Guardian's representative.

God's blessings were invoked on us through a short prayer, after which Fr. Emmanuel welcomed the new members introducing us to each other.

Fr. Emmanuel, the Principal briefed the members about the agenda of the meeting.

The minutes of the previous meeting was read out and approved by everyone present.

Fr. Emmanuel, then presented the updates of the college through a power point presentation in a very systematic way. The clarifications on the following points were sought.

- The mode of Teacher Evaluation.

- Awareness on some of the best practices for the NAAC.

The following points were put forth by Prof. Jena as possible best practices:

- > To have Staff Peer Group Evaluation in the presence of the Principal, in order to make the teaching more interesting, effective and creative.
- > Online library books as well as online periodicals could be introduced.
- > To have exclusive Management Committee Board Office - a kind of ambience for the College.
- > 3 year's assessment report - annual performance report - both for faculty and students could be maintained.

Dr. Reba Chakraborty mentioned a few of the best practices already undertaken by the College.

- A week-long Orientation programme for the freshers.
- Yoga classes.
- Educational Expo by every department.
- Student Counseling Cell is very active as we have been blessed with an excellent professional counsellor.
- Planning to have a medicinal garden, fish and mushroom culture in the campus as part of Scientific impact measures.
- Ethnic day is observed every year in a very unique way.
- And she also suggested if new courses could be implemented and if seat enhancement could be possible in different departments since the demand is very high.

Prof. Sathadeo Poddar, asked about the incentives given to the Staff.

- In reply Fr. Emmanuel said that qualified teachers are brought under U.C.C. pay scale and also those who are interested to update themselves are given chances to avail the opportunities at any time but only for a short period of time.
- Next he also suggested that orientation programs to be focussed upon in order to enhance the potentiality

of the faculty.

Ms Shoba Debbarma also opined that certain allowances to the faculty like -

- DA - at least 4% for the qualified staff.
- PF up to Rs. 15,000 is compulsory. Besides she also said that there is a scheme called AIR where progress of the faculty and students will be assessed through a questionnaire (52 questions framed by U.G.C.)
- Another suggestion came up from her, to form a Women Study Cell and SC and ST cell.

Remarking on the Student Academic Council she pointed out that any decision or suggestions should be taken only in the knowledge of the Principal as he is the President.

- Mr. Abijit Gupta, Guardian's representative said that evaluation could be done to ensure if Teaching has reached the students.

Prof. Jena suggested to have a Generator, Solar System, Water Harvesting System etc. and in reply Fr. Emmanuel said that everything is underway. Prof. Jena also enquired about how far Alumni is active. Dr. Reba said that Alumni Meet is held every year while the office bearers have regular meetings amongst themselves in the Alumni office located in the campus.

Mrs. Abijit Gupta suggested to introduce Chemistry subject to the main stream of subjects as it holds an important curriculum to pursue their higher studies.

Looking at the overall development and performance of the students, the parents appreciated the management and the faculty for their wonderful mentoring.

After having noted all the remarks and suggestions, Fr. Emmanuel concluded with a positive note that we strike a balance between programs and academics and the results are improving significantly. Father also said that as part of outreach programme he was planning to have a unique programme of

adopting the villages in the vicinity of the College.

Another best practice like online admissions is done more uniquely and ours is the only English medium college in the whole of Tripura State.

Girl child is given importance in every aspect and thereby President of Student Council is a girl.

Fr. K. J. Abraham the Chairman, at the Concluding address highlighted that he was well aware of certain needs and requirements of the College like the structure is not complete yet, besides the other needs. Secondly he was impressed by the very fact that the faculty and students have a close affinity to the institution, and that's the reason we find there are no drop out in the College.

The College gives the students, a very good platform to step into the world out there with great confidence and to face the future fully-plunged and we also noticed how well they are integrated in spite of very many tribal and non-tribal groups. This campus should awaken their minds challenged by staff and students themselves. There is a very good participation within the college but he specifically suggested taking up some social issues and working for a noble cause outside the college, periodical writings to local Newspapers which in a way has to reflect the classroom, faculty and Holy Cross College as a whole. Father appreciated all the members for their active participation and interaction, for their willingness to be present and contributing their valuable suggestions and he concluded the meeting with a short prayer, thanking God for His guidance and blessing everyone in the name of Jesus Christ.

Next meeting was suggested to be held towards the end of 2016, if possible in October.

Recorded by Sr. Mariet, FSM, Secretary, HCC Managing Committee.

1. Rev. Fr. K.J. Abraham, CSC (Chairman HCEF) *Zachry ML*
2. Fr. Benny K.J. CSC (Vice-Principal) - *Benny*
3. Fr. Sijo Joseph CSC (Administrator, HCC) *Sijo*
4. Fr. Valerian Castelino, CSC (Administrator HCEF) *Valerian*
5. Fr. Thomas Pereira, CSC (Secretary HCEF)
6. Sr. Mariet, (Dept. of English, HCC) *Sr. Mariet*
7. Sr. Sheila FSM (Office Supervisor, HCC) *Sr. Sheila*
8. Dr. Reba Chakraborty, Faculty representative *Dr. Reba*
9. Shri Shankha Shubra Bhadra (PRO, HCC) *Shri Shankha*
10. Shri Niloy Sengupta, Director, CAC, HCC
11. Smt. Sobha Debbarma, CAC, Director, TU *Smt. Sobha*
12. Prof. Satyadeo Poddar, Dean of Faculty TU *Prof. Satyadeo*
13. Prof. K.N. Jena (Dept. of B.Sc. TU) *Prof. K.N. Jena*
14. Mrs. & Ms. Abhijit Gupta (Guardian's representative)

Z. Emmanuel
Fr. Emmanuel, CSC
Principal.

8th Managing Committee Meeting

Dear Sir / Madam / Father / Sister,

There will be a meeting of the College Managing Committee on 18th Dec. at 5.00 PM at the College auditorium in Tubatara. Kindly be present. The tentative agenda for the meeting will be as follows:

1. Opening prayer: Rev. Fr. Robert Mathias CSC, Chairman, HCEF
2. Introduction & Welcome to the new members of the Managing Committee.
3. Reading of the report of the last meeting: Sr. Mariet, FSM
4. Presentation of a brief updated report of the College by the Principal
5. Moving ahead:
 - (a) Update on the developments in the new campus.
 - (b) Minority Certificate Status
 - (c) Recognition by UBC - Status
 - (d) Applying for NAAC Accreditation
 - (e) Shift System from next semester.
 - (f) New courses for the coming academic year.
 - (g) Any other?
7. Concluding prayer: Fr. Sijo CSC, Administrator.
Looking forward to welcome you.

Fr. Emmanuel

Fr. Emmanuel, CSC
(Principal)

Copy to:

1. Fr. Robert Mathias, CSC, Chairman, Holy Cross Educational Foundation
2. Fr. Thomas Pereira, CSC, Secretary, Holy Cross Educational Foundation
3. Fr. Sijo Joseph, CSC, Administrator, Holy Cross College.
4. Dr. Pankaj Chakraborty, Academic Dean, Holy Cross College.
5. Dr. Reba Chakraborty, Program Co-ordinator, HCC
6. Shri Shankha Shubra Bhadra, Chair, Exams Committee, HCC
7. Sr. Mariet FSM, Secretary, Managing Committee.
8. Shri Niloy Sengupta, Director, CAC, HCC
9. Smt. Sobha Debnama, CSC, Director TU
10. Prof. Satyadeo Poddar, Dean of Faculty of Arts & Commerce, TU.
11. Prof. K.N. Jena, Dept of Pol. Science, TU
12. Sri. Hiralal Chakraborty, Guanchian's representative.

18.12.2016 **Report of the 8th Managing Committee Meeting.**

The meeting of the Managing Committee of the Holy Cross College was held on 18th Dec. 2016 between 5 pm and 6.30 pm in the Conference Hall, Convened by Fr. Emmanuel CSC, The Principal of the College.

The following were the members present:

- Fr. Robert Mathias, CSC, Chairman, Holy Cross Educational Foundation HCEF
- Fr. Thomas Pereira CSC, Secretary HCEF
- Fr. Sijo Joseph, CSC, Administrator, Holy Cross College.
- Dr. Pankaj Chakraborty, Academic Dean, Holy Cross college.
- Dr. Reba Chakraborty, Program Co-ordinator, HCC.
- Shri Shankha Shubra Bhadra, Chair, Exams Committee, HCC
- Sr. Mariet, F.S.M., Secretary, Managing Committee.
- Shri Niloy Sengupta, Director, CAC, HCC.
- Smt. Sobha Debbarma CAC, Director, Tripura University.
- Prof. Satyadeo Poddar, Dean of Faculty of Arts & Commerce, TU.
- Prof. K.N. Jena, Department of Pol. Science, TU.
- Sri. Hiralal Chakraborty, Guardian's Representative.

At the outset, Fr. Emmanuel, the Principal of the College welcomed all the members of the Managing Committee. He specifically welcomed the new Provincial, Fr. Robert Mathias, CSC, Chairman, Holy Cross Educational Foundation and Shree Hiralal Chakraborty, Guardian's representative with a brief introduction.

To begin with, Fr. Robert Mathias, CSC led us in prayer invoking the spirit of the Lord. Next we had the minutes of the previous meeting read out by Sr. Mariet F.S.M and approved by everyone present. The Principal presented the latest updates of the college and briefed us about the developments in the new campus, Minority Certificate Status, Recognition by UHC Status NAAC Accreditation process and proposed new courses for the academic year 2017-18.

Clarification on the following points had been sought and each participant shared their views on the following. The new courses, teacher evaluation and NAAC updates. New courses like History, Geography, Economics and Environmental Science could be introduced.

Secondly, the ~~new~~ Evaluation of teachers could be of peer group evaluation, evaluation by the students and Superior evaluation.

For NAAC updates - Besides the experts from the colleges of other States, Prof. Jena suggested to avail the experts from Tripura University.

Next, the Major agenda of the meeting was to decide about the Shift System from the next Semester of which Dr. Fr. Emmanuel briefed us clearly as to how the facilities could be optimally used and also to introduce new courses.

The time schedule is as follows:

Morning Shift - 8 am to 1.30 pm (B.Sc, BBA and B.Com departments)

Noon Shift from 11 am to 4.30 pm (BA department)

Besides, Dr. Pankaj Chakraborty, the Academic Dean and Dr. Reba Chakraborty, Program co-ordinator explained clearly about the shift system in order to avail the facilities and resources in the best way possible.

Mr. Hiralal Chakraborty, the parent-representative suggested to have a few intra-collegiate lectures for the students outside the campus.

Dr. Fr. Emmanuel assured of the NAAC self study report would be ready by Jan' 2017.

Prof. Satyadeo Podder suggested to have Academic audit for evaluation and emphasised on choice-based credit system as mandatory.

Fr. Emmanuel made an appeal to the University to involve our staff in framing the Syllabus and setting of the question papers for University Semester examinations. Staff with PhD and those registered to be given at least some incentives.

Prof. Satyadeo Podder recommended the College staff that every staff should develop their potentialities through various publications, which is one of the most important component for NAAC. Prof. Jena cautioned with urgency to form the ICC according to UGC guidelines, which is mandatory for every institute.

In Conclusion, Fr. Emmanuel affirmed that we will definitely have academic audit to evaluate both faculty and the management, will set up ICC (Internal Complaint Committee) as per UGC guidelines, apply for the new courses to the University, go in for the shift system from the next Semester, organise motivational Seminars for the students outside the campus in order to create an ambience, ensure our involvement in Syllabus framing and setting of question papers, bring out more publications, consider incentives for PhD's and those in the process and to have a choice-based credit system with a request to Dr Pankaj Chakraborty and Dr. Reba Chakraborty to work on it.

The next meeting was proposed to be held in the month of June 2017, Fr. Sijo Joseph, CSC, the administrator concluded the meeting with a short prayer thanking God and each other for their contribution in the welfare of the institution.

Reported by

Sr. Mariet, FSM

(Secretary to the Managing Committee Meetings)

Fr. Emmanuel, CSC

Principal

Principal

Dr. Robert Mathias, CSC

Prof. K.V. Jena

Sri. Hiralal Chakraborty

1. Fr. Robert Mathias, CSC

2. Fr. Thomas Pereira, CSC

3. Fr. Sijo Joseph, CSC

4. Dr. Pankaj Chakraborty

5. Dr. Reba Chakraborty

6. Sri Shankar Shukra Bhadra

7. Sr. Mariet, FSM

8. Sri Niloy Sengupta

9. Smt. Sobha Debbarma

10. Prof. Satyadeo Podder

Satyadeo Podder

9th Managing Committee Meeting

Sir / Madam / Father / Sister,

There will be a Managing Committee meeting of Holy Cross College on June 17th, Saturday at 5 pm at the Board Room of Holy Cross College at Tubatarra, Lumbucherra, Agartala. You are cordially invited to be present. The following are the proposed tentative agenda for the meeting.

1. Welcome to the new members of the Managing Committee.
2. Reading of the report of the previous MC meeting - Sr. Mariet.
3. Preparation for NAAC: Where we are now?
4. Planning ahead for getting a good grade for NAAC.
5. New courses approved by the University and increase in intake capacity for the existing courses.
6. Update on constructions of class rooms and other facilities.
7. Any other!

2. Emmanuel ^{17/6/17}

Dr. Fr. Emmanuel Kallarackal, CSC
Principal.

Members of the Managing Committee.

1. Rev. Fr. Robert Mathias, CSC (Chairman, HCEF)
2. Fr. Joe Paul, CSC (Secretary, HCEF)
3. Dr. Fr. Emmanuel Kallarackal, CSC (Principal, HCC) 17/6/17
4. Fr. Shaji M.L., CSC (Vice-Principal, HCC)
5. Fr. Paul Pudussery, CSC (Director, Dept. of B.Ed)
6. Fr. Sijo Joseph, CSC (Administrator, HCC)
7. Fr. Valerian Castelino CSC (Province Administrator)
8. Sr. Mariet, FSM (Secretary to Managing Committee)
9. Dr. Pankaj Chakraborty (Academic Dean, HCC)
10. Sri. Niloy Sengupta, (Director, CAC, HCC)
11. Prof. K.N. Jena (University Representative)
12. Ms. Sobha Debbarma (University Representative)
13. Sri. Hiralal Chakraborty (Guardian's Representative)
14. Dr. A.K. Gupta IFS, PCCF (Invited member)
15. Prof. Arunoday Saha (First VC, TU and invited member)
16. Sri Rajat Kumar Paul (Alumnae of Holy cross & Invited member)

Report of the 9th Managing Committee Meeting.

17th June, 2017.

The meeting of the Managing Committee of Holy Cross College was held on 17th June 2017, at 5.30 pm in the Boardroom, Fr. Robert Matthias, CSC, the Chairman, Holy Cross Educational Foundation chaired the meeting.

Members present.

1. Fr. Robert Matthias, CSC, Chairman, Holy Cross Educational Foundation
2. Fr. Joe Paul CSC, (Secretary, HCEF)
3. Dr. Fr. Emmanuel CSC, Principal, Holy Cross College.
4. Fr. Valerian Castelino, CSC (Province Administrator)
5. Sr. Mariet F.S.M (Secretary to Managing Committee)
6. Dr. Pankaj Chakraborty, Academic Dean, Holy Cross College.
7. Shri Niloy Sengupta, Director, CAC, HCC.
8. Prof. K.N. Jina, Department of Pol. Science, TU.
9. Sri. Hiralal Chakraborty, Gaudian's Representative.
10. Dr. A.K. Gupta IFS, PCCF (Invited Member)
11. Sri. Rajat Kumar Paul (Alumnus of Holy Cross & Invited Member)

Fr. Robert Matthias, the Chairman, Holy Cross Educational Foundation in his introductory talk, extended a cordial welcome to everyone and highlighted the main focus of the meeting - NAAC and ALS-IAS Coaching and also thanked Fr. Emmanuel, CSC, for making strenuous efforts to give a strong lead to the Holy Cross College, a great institution of Higher Education in the State.

Fr. Joe Paul, Secretary, HCEF invoked the blessings of the Divine on all the members of the Committee. Before the commencement of the deliberation, Dr. Fr. Emmanuel introduced the new members specially Fr. Joe Paul, CSC, Dr. A.K. Gupta IFS, PCCF and Sri. Rajat Kumar Paul.

Sr. Mariet F.S.M. presented the minutes of the previous meeting. It was approved by everyone present.

The deliberation commenced with a discussion on NAAC.

Dr. Pankaj Chakraborty, the co-ordinator of IQAC briefed the members that as soon as SSR was uploaded

a green signal was already got to start with the documentation and everything would be set right by the end of June.

Prof. Jena clarified whether IQAC has been formed apart from the internal quality assessment. He stated that the main concern of entire college like enhancement of infrastructure, appointments of professors, promotions, increment all these come under IQAC. He also expressed that the Management should have a dominant role to play in it.

Fr. Emmanuel further informed of the NAAC Peer Team Visit that is scheduled to 29th and 30th Aug. 2017. He added that college would be hosting a lunch on 29th Aug. between 1.00pm and 2.00pm. Besides, the representatives of University and State Higher Education, he also requested the members of Managing Committee to be present on the occasion. He also added that it was the most significant moment and a rare occasion for interaction and assessment of the college as a whole. With regard to new courses, Fr. Emmanuel said that the college awaited concurrence from the government. For this Prof. Jena remarked that the request would remain standstill in the University at least for six months due to the change of chair. Fr. Emmanuel put forth the request of Fr. Paul Punduserry, the Director of B.Ed. for integrated four years course. Prof. Jena, being perfectly aware of the fact remarked that it would be rather difficult to get through from the University as it is a new concept for the University. He proposed that the authorities of the college could apply for B.Ed - 2nd Unit and M.Ed Course instead.

The members were of the opinion that the courses like post-graduation in English, Sociology, Political Science, Business Administration and BLS are worth applying and it is better the courses already in application are renewed at the earliest.

The next point that came up for discussion was on the construction of classrooms and enhancement of infrastructure. Fr. Valerian, the Province Administrator briefly clearly that the work was in progress in relation with funds that were received from the government. On seeing the condition of the building, Mr. Rajat remarked that it should be safeguarded from leakages, lest it might lead to a great loss and reduce the life of the building to half. He also assured of his full support in speeding up the work.

Mr. Gupta suggested to arrange visiting faculty to the college to upgrade the systematic teaching and learning, secondly to select the students with high potentiality and also to introduce skill based courses inclusive of Bio-diversity as well.

Fr. Joe Paul appreciated the college for its admirable growth and progress. Fr. Robert Mathias also thanked Shri. Niloy Sengupta, Director, CAC, HCC for helping the college in getting sponsors for the Computer lab and library. As a final note Fr. Robert Mathias expressed his laudible gratitude to all the members of the committee for their active participation and for sharing their views and concerns and forwarding their valuable suggestions for the progress of the institution. Father also expressed his view that collective thinking, collective planning and collective contribution would always fetch tremendous success to any institution. He appreciated Fr. Emmanuel for taking efforts to bring the college to the forefront with the help of his dedicated band of staff. Finally he commented that the College Management aspired to reach out to every youth and prepare them for life ultimately.

The next meeting was proposed to be held on Aug. 26, at 5 pm. Fr. Valerian, the Province Administrator, thanking the Almighty and each other concluded the meeting with a short prayer.

Recorded by Sr. Mariet F.S.M.

Ch. 26/8/17
Principal.

Signature

1. Fr. Robert Mathias, CSC (Chairperson HCEF) R Robert CSC
2. Fr. Joe Paul, (Secretary HCEF)
3. Dr. Fr. Emmanuel, CSC, Principal HCC. 2. Emmanuel
4. Fr. Valerian Castelino, CSC (Province Adm.) ~~Fr. Valerian~~
5. Sr. Mariet J.S.M. HCC. Sr. Mariet
6. Dr. Pankaj Chakraborty, Academic Dean HCC. Dr. Pankaj
7. Shri Niloy Sengupta, Director, CAC, HCC.
8. Prof. K.N. Jena Dept. of Pol. Science TU.
9. Sri. Hiralal Chakraborty (Gandhi's rep.) Sri. Hiralal
10. Dr. A. K. Gupta, JFS, PCEF (Invited member)
11. Sri Rajat Kumar Paul (Alumnus of HC.)

10th Managing Committee Meeting

Date : August 26, 2017

Venue : Holy Cross College Board Room.

Time : 6.00 pm.

Agenda.

1. Opening prayer : Dr. Fr. Shaji M.L. (Vice-Principal)
2. Reading of the report of the last meeting : Sr. Mariet, FSM.
3. Preparation for NAAC: Taking stock of the situation as of now.
4. Update on ALS-IAS and Civil Services Coaching centre.
5. Considering the applications of two members of the faculty for promotion as Associate Professors.
6. Update on constructions in the campus : Fr. Sijo and Fr. Valerian
7. Any other.
8. Concluding Prayer: Fr. Paul Pudussery, CSC. Director, B.Ed.

Members of the Managing Committee.

1. Rev. Fr. Robert Mathias, CSC (Chairman, HCEF)
2. Fr. Joe Paul, CSC (Secretary, HCEF)
3. Dr. Fr. Emmanuel Kallanackal, CSC (Principal, HCC)
4. Dr. Fr. Shaji M.L., CSC (Vice-Principal, HCC)
5. Fr. Sijo Joseph, CSC (Administrator, HCC)
6. Dr. Fr. Paul Pudussery, CSC (Director, Dept. of B.Ed)
7. Fr. Valerian Castelino, CSC (Province Administrator)
8. Sr. Mariet, FSM (Secretary to Managing Committee) ~~Sr. Mariet~~
9. Dr. Pankaj Chakraborty (Academic Dean, HCC)
10. Dr. Reba Chakraborty (Program Co-ordinator) ~~Dr~~
11. Sri Shankha Shubhra Bhadra (Chair, Exam, Committee)
12. Sri Niloy Sengupta, (Director, CAC, HCC)
13. Prof. Satyadeo Poddar (Dean, University Representative)
14. Prof. K.N. Jena (University Representative) ~~Dr~~
15. Ms. Sobha Debbarma (University Representative)
16. Sri. Hiralal Chakraborty (Gaurdian's Representative)

Report of the 10th Managing Committee Meeting

The meeting of the Managing Committee of Holy Cross College was held on 26th August 2017, at 5.30 pm in the Board room. The meeting was convened by the Principal and chaired by Fr. Robert Mathias, CSC, Chairman, Holy Cross Educational Foundation.

Members present.

1. Fr. Robert Mathias, CSC, Chairman, Holy Cross Educational Foundation
2. Fr. Joe Paul, CSC, (Secretary, HCEF)
3. Fr. Valerian Castelino, CSC, (Province Administrator)
4. Dr. Fr. Emmanuel Kallarakal CSC, Principal, Holy Cross College.
5. Dr. Fr. Shaji ML, Vice-Principal, HCC
6. Fr. Sijo Joseph, Administrator, HCC.
7. Dr. Fr. Paul Punduserry, Director, BEd.
8. Sr. Mariet, FSM, (Secretary to Managing Committee)
9. Dr. Pankaj Chakraborty, Academic Dean, Holy Cross College
10. Dr. Reba Chakraborty, Program co-ordinator HCC
11. Shri Shankha Shubra Bhattacha, chair, Exams. Committee HCC
12. Smt. Sobha Debbarma, CSC, Director, Tripura University.
13. Prof. Satyades Podder, Dean of Faculty of Arts and Commerce TU.
14. Prof. K.V. Jena, Dept of Pol. Science, TU.
15. Sri. Hiralal Chakraborty, Gandhian's Representative.

Rev. Fr. Robert Mathias, CSC, Chairman, Holy Cross Educational Foundation welcomed the members of the Committee warmly. A special note of welcome was given to Fr. Paul Punduserry, and Fr. Shaji M.L. ... the new members, for adding strength to the Committee through their vibrant presence. Fr. Shaji M.L. ... the Vice-Principal began the meeting with an invocation to the Triune God for the successful proceedings of the meeting. Sr. Mariet FSM, presented the report of the previous meeting and it was approved by the members unanimously.

The main focus of the meeting was to discuss about the visit of the NAAC Peer Team. Fr. Emmanuel said that they were fortunate to have the visit only for a day

and a half. He added that ours was the last college to be accredited according to the old system and the members were Prof. A.P. Paulhi, the chairperson, Prof. Sanjeev Senadev, the member co-ordinator and Prof. Krishna Murthy, the member of the Peer Team. He expressed his thanks to Fr. Sijo Joseph for working round the clock to get the campus ready for the visit and Fr. Shaji for his total involvement in executing the plan. Besides that, Dr. Pankaj Chakraborty ensured that the documentation as per the SSR and the college profile were all set for the assessment. Prof. Poddar clarified that apart from 7 criteria, the SWOT of the college could be the main focus of evaluation, and while on visit, the physical verification like Wi-Fi facilities, library could be the potentialities that would act as indicators for the intactness of the institution. He also added that the magnanimity of the administration could be seen clearly as it had created a definite scope for mission in future, inspite of less space.

Fr. Emmanuel then updated on the GAS and ALS coaching centre which is monitored by one of the popular satellite training centres situated at Delhi. Twenty four students have been currently enrolled and the deserving students would be given scholarships both by the state government and the main centre. Father added that it is a support service which would fetch a good grade for NAAC. He also spoke about TCS and TPS coaching centre initiated in the same building supported by ALS, Delhi. In addition Dr. Pankaj said that out of forty three students enrolled, around thirty are attending the coaching classes managed by the teaching faculty of the college at the weekends. The candidates are charged with a very nominal fee of Rs. 300 a month.

Prof. Poddar said that the university would support us by providing faculty members and fund required. There is a possibility of generating ample opportunities from the university to support the youth of Tripura.

through outreach programs especially to the lower strata reflecting the vision and mission of the college. Fr. Valerian gave an update on the construction and infrastructure that have been geared up with a high speed to get things done for the visit of NAAC in spite of the incessant rains.

Fr. Lijo Joseph added that sanction order of the 2nd installment would be realized once the GST receipts are submitted to the office. He also code lined that the construction is in great progress.

Application for the post of Associate Professors submitted by Dr. Pankaj Chakraborty and Dr. Dilip Nath was discussed at length with regard to its eligibility and requirement as per the university norms. Rev. Fr. Emmanuel presented a report on the applications asserting their credibility. He stated that both have brought out a number of publications. Dr. Pankaj has undergone a refresher course and an orientation training. He has put in eight years of service in the college and qualifies with the API score of over 300 points. He observed that Dr. Dilip Nath has yet to fulfill the requirements as per UGC norms.

After his observation Prof. Poddar shared his views on a few basic things followed in the university.

1. It should be verified by the subject experts only then the application will be considered for next stage as per the norms of the university.
2. The candidates should undergo the selection process personally and fulfill the expectations of the selection committee.
3. Minimum qualification required is a score of 300 API and eight years of continuous teaching experience in a college or university.
4. An aspirant to become an Associate Professor-2 should have an experience of guiding candidates at the doctorate level in terms of Projects or PhD programs.

Prof. Jena suggested that a selection committee could be formed by the management with a help of subject experts from outside. Fr. Dr. Paul Pindussery remarked that there should be more number of associate professors before the next NAAC visit to the college. He proposed to set up a committee that would lay down the emblems based on the UGC and university norms. Supporting his view Fr. Joe Paul suggested that the chairman could appoint a committee to avoid any biased feelings & partiality. Ms. Sobha proposed to make it more official in order that all the applications could be sent to the GOAC to ensure the eligibility by the selection committee.

Prof. Jena also suggested that Dr. Fr. Emmanuel, Dr. Fr. Paul Pindussery, Dr. Fr. Shaji, ML and Dr. Reba Chakraborty could send their applications to the university to acquire permission to guide the research candidates. Dr. Fr. Shaji suggested having a scientific evaluation of the whole system of governance of the college in its totality to ensure quality administration body of the college that would look into every aspect of education.

Fr. Robert in his concluding statement articulated that there should be a selection committee to decide upon the eligibility to promote the staff as an associate professor. The members that formulate the committee are:

1. Subject experts from the University
2. Dean of the University
3. Secretary to the HCFC
4. Representation by the Higher Education.
5. Principal of the college as the ex-officio Chairman of the committee.

Fr. Robert expressed his brimming gratitude to everyone for their wonderful sharing and their enriching discussion and valuable suggestions. He admired and appreciated Fr. Emmanuel

Fr. Paul Pundressery and their team for producing excellent results in B.Ed. He also extended a word of appreciation to Dr. Pankaj Chakraborty for his enduring hard work as an IQAC co-ordinator and in getting ready for the visit of NAAC.

Fr. Emmanuel in turn thanked Fr. Robert and his team for their constant support and direction. He expressed his sincere thanks to the members of the University for their lasting support.


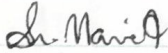
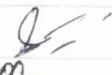

Fr. admirably declared that he experienced joy in working together and being together.

The meeting came to an end with a prayer led by Fr. Paul Pundressery. The next meeting was proposed to be held on the 5th Nov. 2017.

Recorded by Sr. Mariet, Principal.

Fr. Emmanuel, CSC.

Signature.

1. Fr. Robert Mathias CSC, Chairman HCEF.
2. Fr. Joel Paul, CSC, Secretary HCEF
3. Fr. Valerian Castelino CSC, Province Adm.
4. Fr. Emmanuel, Principal HCC.
5. Dr. Fr. Shaji ML, Vice Principal 
6. Fr. Sijo Joseph, Adm. HCC.
7. Dr. Paul Pundressery, Director, BEd.
8. Sr. Mariet F.S.M. 
9. Dr. Pankaj Chakraborty, Academic Dean 
10. Dr. Reba Chakraborty, Pro. Co-ordinator 
11. Shri Shemka Shubra Bhadra, Chair Exom
12. Smt. Sobha Debbarma, CAC, Director
13. Prof. Satyashis Poddar, Dean T.U.
14. Prof. K.N. Jena, Controller of Exams T.U.
15. Shri Hiralal Chakraborty -

11th Managing Committee Meeting.

Dear Sir/Madam/Sister/Father,

There will be a Managing Committee Meeting of Holy Cross College on Friday, Nov. 10, 2017, at 5.30 pm at the Board Room of Holy Cross College at Jubalata. You are cordially invited to be present.

Proposed Agenda:

1. Opening Prayer: Fr. Shaji ML, CSC, Vice-Principal, HCC
2. Words of welcome and Introduction: Fr. Emmanuel, CSC, Principal
3. Reading of the report of the last meeting: Sr. Mariet FSM.
4. Moving on after the NAAC Accreditation as the climate for growth of the college is favourable from Govt. and University.
5. Application for NIRF has been submitted a day before the deadline (Oct 15, 2017) Deadline to submit the rest of the details before 25th Nov. 2017.
6. Application to Tezpur University to begin the process of granting autonomous status to Holy Cross college
7. Application to UGC for CPE (College with Potential for Excellence)
8. Update on constructions of class rooms and other facilities: Fr. Valerian and Fr. Sijo.
9. Update on Academics, Activities and Faculty positions.
10. Any other
11. Concluding Prayer: Fr. Joe Paul, CSC, Secretary, HCEF.

Members of the Managing Committee.

1. Rev. Fr. Robert Mathias, CSC (Chairman, HCEF)
2. Fr. Joe Paul, CSC (Secretary, HCEF)
3. Dr. Fr. Emmanuel Kallanackal, CSC (Principal, HCC)
4. Dr. Fr. Shaji M.L. CSC (Vice-Principal, HCC)
5. Fr. Sijo Joseph, CSC (Administrator, HCC)
6. Dr. Fr. Paul Pundressery, CSC (Director, Dept. of B.Ed.)
7. Fr. Valerian Costelino, CSC (Province Administrator)
8. Sr. Mariet, FSM (Secretary to Managing Committee)
9. Dr. Pankaj Chakraborty (Academic Dean, HCC)
10. Dr. Reba Chakraborty (Program Co-ordinator, HCC)
11. Shri Shankha Shubra Bhattacha (Chair, Exam Committee, HCC)

12. Prof. Satyadeo Boddar (Dean, University Representative)
13. Prof. K.N. Jena (University Representative)
14. Ms. Sobha Debnarma (University Representative)
15. Sri. Hiralal Chakraborty (Guardian's Representative)
16. Dr. A.K. Gupta JFS, PCCF (Invited member)
17. Sri Rajat Kumar Paul (Alumnus of H.C & Invited member)

Report of the 11th Managing Committee Meeting

The meeting of the Managing Committee was held on 10th Nov. 2017 at 5.30 pm in the Board room. The meeting was convened by the Principal and chaired by Fr. Robert Matthias, CSC, Chairman Holy Cross Educational Foundation.

Members present.

1. Rev. Fr. Robert Matthias, CSC (Chairman, HCEF)
2. Fr. Joel Paul CSC (Secretary HCEF)
3. Dr. Fr. Emmanuel Kallarackal, CSC (Principal, HCC)
4. Sr. Mariet, FSM (Secretary to Managing Committee)
5. Dr. Pankaj Chakraborty (Academic Dean, HCC)
6. Dr. Reba Chakraborty (Program co-ordinator, HCC)
7. Sri Shankha Shubra Bhadra (Chair, Exam Committee, HCC)
8. Prof. K.N. Jena (University Representative)
9. Ms. Sobha Debnarma (University Representative)
10. Sri. Hiralal Chakraborty (Guardian's Representative)
11. Dr. A.K. Gupta JFS, PCCF (Invited member)
12. Sri. Rajat Kumar Paul (Alumnus of Holy Cross & Invited member)

Fr. Robert Matthias, CSC, the Chairman, Holy Cross Educational Foundation welcomed the members of the committee and Fr. Joel Paul, the Secretary, HCEF invoked the blessings of the Divine. A Power point presentation on NAAC Peer Team visit by Fr. Emmanuel highlighted certain important events and everyone applauded the college team for the success of the inspection.

of the college by the NAAC peer team.

At the outset, Fr. Robert appreciated the HCC team and Fr. Emmanuel in particular for their tremendous effort in securing A Grade for the college. Sr. Marvet, FSM, presented the minutes of the previous meeting. It was approved by all the members.

Fr. Emmanuel said that after the NAAC Accreditation with A Grade it seemed to be the right time to leap forward as there has been a lot of appreciation and goodwill shown from the Govt. University and general public in spite of certain limitations.

In line with that the next procedure for every college was to apply for national ranking and the last date scheduled was 15th Oct. 2018. So the application with the data enclosed had been forwarded and been approved which in itself shows our eligibility to continue the process and rest of the details to be done before 24th Nov. 2018.

Another point on the agenda was regarding the possibility of applying for Autonomous status to Holy Cross College. In view of this Prof. Jena said that it would go a long way but will have to start the process now, to which first of all, the college should have a self-assessment evaluation as per the UGC guidelines by the special committee of the institute.

Apart from speaking on introducing the new post-graduate programs in Arts Courses, Ms. Gupta also suggested that coaching in IAS, IFS, IPS, TSS, etc. should be introduced and Fr. Emmanuel responded saying that the IAS and Civil services coaching is already done by HCC teaming up with ALS, Delhi. Mr. Hiralal suggested that M.Com also one of the most demanded subject.

Next, Fr. Emmanuel briefed on the application to UGC for CPEC College with potential for Excellence will be taken care by Fr. Shaji ML, the Vice-Principal

in the days to come. With regard to fund raising, Mr. Rajat said that he would consider the matter to pursue the issue along with Fr. Sijo. Meanwhile approach different avenues like SBI, ONGC, TNGC, GAIL etc. to avail the funds.

Speaking on the JAS and Civil Services Coaching centres, Fr. Emmanuel said that there are around 37 students currently enrolled which in fact encourages us and makes us to move forward positively.

Updating on Academics, Activities and Faculty positions, he said that 4 teachers each both from the Degree College and department of B.Ed got selected in TET and these vacancies need to be filled up soon. When enquired about the staff satisfaction, Dr. Reba Chakravarty said that the teachers are happy and are very responsible in their given tasks and quite satisfied with the remuneration given them as per the UGC scale.

One of the major drawbacks of the College is Students' irregularity in the College and hence attendance has to be strictly monitored. In this regard Dr. Shankha Shubra said that some of the long absences fare rather well in the exams. After having observed the problems, Fr. Joe Paul suggested a questionnaire could be circulated to identify the reason of the same and we could also think of some outreach programs, innovative, creative teaching methods to enhance interest in the students. He also added that we should be consistent in keeping up the norms and the percentage

Mrs. Shoba Debbarma remarked that Holy Cross College is something different from other colleges in many ways and known for its quality education so we need to decide about the requirements of the attendance independent of the trends prevalent

in other colleges.



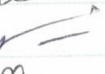


Fr. Robert asked the members to observe a moment of silence as a tribute to the souls of Mr. Rajat's father. He then congratulated Fr. Emmanuel and his team for taking the college forward, an honour for all of us. He also thanked every member for sparing their precious time and active participation to bring the best and look forward for the same.

The next meeting was proposed to be in the mid March. The meeting came to an end with a prayer led by Fr. Joel Paul.

Recorded by Sr. Mariet, FSM
Secretary, HCCMC.

Principal.

Signature

1. Rev. Fr. Robert Mathias, CSC (Chairman, HCEF) 
2. Fr. Joel Paul, CSC (Secretary, HCEF)
3. Dr. Fr. Emmanuel Kallanackal, CSC (Principal, HCC)
4. Sr. Mariet, FSM (Secretary to Managing Committee) 
5. Dr. Pankaj Chakraborty, (Academic Dean, HCC) 
6. Dr. Reba Chakraborty (Program Co-ordinator, HCC) 
7. Srs. Shankha Shubra Bhaskar (Chair, Exam Committee, HCC) 
8. Prof. K.N. Jena (University Representative)
9. Mrs. Sobha Debbemra (")
10. Sri. Hirshal Chakraborty (Guardian's Representative)
11. Dr. D.K. Gupta JFS, PCCF (Invited member)
12. Sri. Rajat Kumar Paul (Alumnus of Holy Cross & Govt. School Member)

12th Managing Committee Meeting

Proposed Agenda

1. Opening prayer: Fr. Paul Pundusory.
2. Words of welcome to the new chairman, Rev. Fr. Simon Fernandes by Fr. Emmanuel, CSC, Principal.
3. Words of gratitude to the outgoing Managing Committee members: Dr. A.K. Gupta, Ms. Shoba Debbamma & Prof. Satyadeo Bodd.
4. Reading of the report of the last meeting: Sr. Mariet FSM.
5. Submission of AQAR (Annual Quality Assurance Report) to NAAC as a follow up of the Accreditation.
6. Application to Tripura University for autonomous status to Holy Cross College.
7. Status of application for post graduate programs.
8. Application for increase of intake capacity for Zoology, Physiology and Botany.
9. Application to UGC for CPE (College with potential for Excellence).
10. New UG courses as per the public demand (Education, Honors, Economics, Journalism and Mass Communication, Geography, Mathematics and Chemistry.)
11. Pay Scale Revision (New Scale and grade pay as per the Govt./UGC policies.)
12. Any other!
13. Concluding prayer: Fr. Valerian Castehiro.
14. Dinner.

Report of the 12th Managing Committee Meeting

The 12th Managing Committee Meeting of HCC held on 30th June, 2018 at 5:30pm in the Boardroom to discuss the agenda items which were already circulated to the members prior to the meeting. Fr. Simon Fernandes, CSC, the President, Holy Cross Educational Foundation chaired the meeting.

The following were the members present:

1. Rev. Fr. Simon Fernandes, CSC, President, HCEF
2. Rev. Fr. Dr. Emmanuel CSC, Principal HCC
3. Rev. Fr. Paul Pudussery, (Director, Dept of B.Ed.)
4. Rev. Fr. Valerian Castelino, CSC (Province Administrator)
5. Rev. Sr. Mariet, FSM, (Secretary to Managing Committee)
6. Dr. Pankaj Chakraborty (Academic ^{Dean} ~~Program~~ ^{HCC} Coordinator, HCC)
7. Dr. Reba Chakraborty (Program Co-ordinator, HCC)
8. Dr. Shankha Shubra Bhacha, (Chair, Exam Committee, HCC)
9. Sri. Hiralal Chakraborty (Guardian's Representative)
10. Sri. Rajat Kumar Paul (Alumnus of Holy Cross & an invited member)

Dr. Fr. Paul Pudussery, CSC invoked the blessings from the Divine and began the meeting. On behalf of the members of the committee Dr. Fr. Emmanuel extended a warm welcome to Rev. Fr. Simon Fernandes, CSC, the new President of Holy Cross Educational Foundation. At the outset, acknowledging in gratitude Fr. Simon Fernandes traced back as to how both he and Fr. Paul Pudussery had first initiated the process of getting the land for the college campus with the consent and blessings of the then chairman and Provincial, Dr. Fr. Emmanuel Kallarakal and felt happy to see the growth of the campus now.

Sr. Mariet, FSM, presented the minutes of the previous meeting. It was approved by all the members.

Speaking on agenda no. 1 the submission of AQAR, Dr. Pankaj Chakraborty said that its' work was underway and to be submitted on the 2nd of July and more over

the time limit for its submission has been extended up to a year and half.

The review on the Autonomous status to our College had been taken up. In view of this Fr. Emmanuel said that though there are lots of advantages like - the conduct of examination and enhancement of seats for each stream yet heavy responsibility is vested upon the institution if granted.

The university has responded to the application for post graduate programs and has asked to submit the report. Further, Fr. Emmanuel explained to the Committee that this year there was a great demand for the science courses. If possible, the intake capacity could be raised to 50 students each so that the course can be economically managed.

Besides, Dr. Reba Chakravarty added that popularity of the College is much now as it is NAAC accredited. Everyone opined that the new UG courses as per the public demand could be implemented. Fr. Emmanuel assured that it would be done once the building is completed and the courses like Chemistry and Physics need more investment in labs. Dr. Pankaj said that if applied in August, we could get it approved by March.

Fr. Valerian also suggested the courses like BSW & MSW could be introduced and AASHA could be an ideal place for the same.

Regarding the pay scale, Fr. Emmanuel presented the current situation of the financial status of the College and remarked that if there is sufficient intake of the students, definitely we could gradually think of 7th pay commission as Govt is going to introduce the same. In support of this Fr. Paul Pudussery affirmed that the faculty members need to be paid well and then we can demand much from them. Secondly increase the number of intakes

and tap the basic funds from various sources.
Dr. Pankaj Chakraborty brought to the notice that for the sake of inspection from the University, UGC and NAAC, somewhere it has to be enhanced, at least the basic pay.
Fr. Emmanuel congratulated Ms. Hiralal on the great achievement of his daughter who had brought laurels to the college and the state by securing the first place in international kick-boxing.
The meeting came to an end with a prayer led by Fr. Valerian Castelino, followed by a fellowship meal.
Recorded by Sr. Mariet, FSM

Principal.

Signature:

1. Rev. Fr. Simon Fernandes, CSC, President, HCEF
2. Rev. Fr. Dr. Emmanuel, CSC Principal, ACC
3. Rev. Fr. Paul Pudurssery Director, Dept. of B.Ed.
4. Rev. Fr. Valerian Castelino, CSC Province Administrator
5. Sr. Mariet, FSM Secretary to the Managing Committee, ^{Sr. Mariet}
6. Dr. Pankaj Chakraborty Academic Dean HCC. ^h
7. Dr. Reba Chakraborty - Program Co-ordinator, ACC ^{ll}
8. Dr. Shandha Shukra Bhaata - Chair, Exam Committee, ACC ^{ll}
9. Sri Hiralal Chakraborty - Guardian's Representative.
10. Sri Rajat Kumar Paul - Alumnus of HCC & an invited member.

13th Managing Committee Meeting

Date: Thursday, January 17, 2019.

Venue: College Boardroom. Time 6:00 pm.

Proposed Agenda

1. Opening prayer: Sr. Maribel FSM
2. Introduction and welcome to the new members of the MC.
3. Reading of the report of the last meeting: Sr. Maribel FSM.
4. Presentation of a brief update of the College by the Principal.
5. Change in leadership in the college from April 2019.
6. Moving ahead:
 - (a) Update on the developments in the new campus.
Improvement of facilities for staff and students:
 - More classrooms and labs.
 - Post Office.
 - Bank ATM.
 - Plan for a bigger College Auditorium.
 - (b) Changing the Shift system and transport facilities for students and staff.
 - (c) Post Graduate programs: Inspection to be rescheduled as the previously scheduled inspection got cancelled abruptly.
 - (d) Autonomous Status: Application has been placed in the University
 - (e) New Courses for the coming academic year: Geography, JMC, Economics.
 - (f) Application to be placed with UGC for college with potential for Excellence.
 - (g) Leave rules / service rules for the teaching and non-teaching staff and transport staff.
 - (h) Application / Update regarding integrated B.Ed.
7. Any other?
8. Concluding prayer: Fr. Shaji M.L. C.V.P and Administration

Report of the 13th Managing Committee Meeting

The meeting of the Managing Committee was held on 17th January, 2019 at 6 pm in the Boardroom. The meeting was convened by the Principal and chaired by Fr. Simon Fernandes, CSC, President, Holy Cross Educational Foundation.

Members present.

1. Rev. Fr. Simon Fernandes, CSC, President, HCEF.
2. Fr. Joe Paul CSC, (Secretary, HCEF)
3. Dr. Fr. Emmanuel CSC, Principal, HCC
4. Rev. Dr. Fr. Benny John - the incoming Principal HCC
5. Dr. Fr. Shaji ML, Vice-Principal & Administrator, HCC
6. Dr. Fr. Paul Pudasseyy, Director, B.Ed. HCC
7. Sr. Mariet, FSM (Secretary to Managing Committee)
8. Dr. Pankaj Chakraborty, Academic Dean, HCC
9. Dr. Reba Chakraborty, Program Co-ordinator, HCC
10. ~~Dr.~~ Shanka Shubra Bhadra, Chair, Exams. Committee, HCC
11. Prof. Satyadeo Poddar, Dean, Faculty of Arts and Commerce TU
12. Prof. K. N. Jena, Dept. of Political Science, TU.
13. Prof. Chandrika Banu Majumder, Dean, Faculty of Arts & Commerce
14. Prof. Sukanta Banik, Dean, Faculty of Science, TU.
15. Sri. Hiralal Chakraborty, Guardian's Representative.
16. Mr. Rajat Kumar Paul (Alumnus of Holy Cross College)

At the outset, Rev. Fr. Simon Fernandes, CSC, President, HCEF, received the members of the Committee warmly. A special note of welcome was given to Rev. Dr. Fr. Benny John the new-Principal of the College and to the new members from the university - Prof. Chandrika Banu Majumder and Prof. Sukanta Banik, for adding strength to the committee through their vibrant presence. The meeting began with an invocation to the Divine led by Sr. Mariet, FSM who also presented the report of the previous meeting and was approved by the members unanimously.

A few clarifications were sought by Prof. Sukanta Banik particularly, concerning the submission of application

to new courses and reminded to submit a copy of the same. The Principal briefed the updated profile of the college with regard to the strength of the students and the staff on the roll, and also the facilities and the infrastructure of the college. The particulars have been enclosed. An open and overall evaluation was being done and assessed the pros and cons drawing one's attention towards the need for better performance in some of the departments. After his keen observation, Prof. Sukanta Banik insisted to have a separate laboratory for each semester. Thus, theory and practical can go on simultaneously and advised to visit a few leading colleges to get an idea of this. Prof. Podder brought to the notice of Managing Committee about a unanimous letter regarding Hindi course that has been undertaken without a proper teacher in the college and further he also suggested, if need be a staff from the university could be availed.

In reply, Fr. Emmanuel said that a part-time qualified Hindi teacher has been appointed.

A suggestion came up from Prof. Sukanta Banik to introduce Molecular Biology which could be handled by Physiology teachers in order to explore new ideas, new thoughts beyond the traditional courses. And this could be executed in the future.

Fr. Emmanuel informed about the change in the leadership in the college from April 2019 - Dr. Fr. Benny John who had been the Vice-Principal a couple of years ago has been appointed as the new Principal and Dr. Fr. Shaji to be the Vice-Principal and the administrator of the college. Moving ahead Fr. Emmanuel updated the development in the college about the classrooms, post office in the campus which are already existing. Federal Bank ATM and a new bigger auditorium are in the future plan.

Fr. Simon Fernandes also ensured that there is a plan for a public hall which would rather be large enough for all occasions.

On speaking of application to integrated B.Ed course, Fr. Shaji ML said that the application would be uploaded as soon as the on-line portal is opened. In view of shifting of B.Ed department to the main college campus, Fr. Simon Fernandes said, as it is a part of the college, it won't be a problem if done but with proper prior information. Next, he also informed that the outdated Leave Rules would be updated in order to avoid confusion among the employees.

Dr. Fr. Emmanuel informed that changing from shift system has been implemented from January 2019, with the existing classrooms as well as sufficient transport facilities have been arranged. Speaking on the introduction of PG courses Fr. Emmanuel expressed his regrets for abruptly cancelling the inspection of the college by the University but Prof. Podder convinced all, that the University had taken a right stand. Taking this into account Prof. Jena added his views that the logic of the university is such that it finds the possible ways to sustain the college than bolt out in the first view itself.

Prof. Podder further affirmed that all will be set once the proper guidelines are formed along with a committee, and more over, the inspection becomes highly objective. Besides, he also highlighted that before starting any new subject, the fundamental requirements like appointment of the teachers, sort listing the candidates and creating the infrastructure is a must.

Dr. Fr. Emanuel informed with urgency that the application to be placed with UGC for college with potential for excellence. In view of this, many valuable ideas came up. Prof. Podder suggested that instead of going with the whole college it would be better to groom a particular department. Dr. Fr. Paul Poudsery advised to apply only after the next accreditation and Dr. Pankey Chakraborty also suggested to conduct an academic audit to assess the success stories, strengths and weakness.

Meanwhile, Prof. Jena appreciated the college management for the excellent infrastructure and green campus but academic has to be taken care of.

Dr. Fr. Emmanuel once again expressed his concern to place the application for autonomous status of the college to the university.

Prof. Chandrika reminded about the pending affiliation fees to be cleared in the university.

Prof. Podder remarked that the new basic and great pay should be considered for the teaching staff as the previous basic and great pay is no more applicable and for non-teaching staff there will be a separate pay scale but then again as it is a self-financed college, the final decision is left to the discretion of the college management.

Dr. Fr. Emmanuel thanked each member of the committee personally for their goodwill and generous support in upholding the college in the past, present and hoped even more with new administration under the leadership of Dr. Fr. Benny John as the Principal and Dr. Fr. Shaji M.L., the Vice-Principal and the administrator.

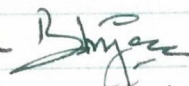



Bidding adieu, he acknowledged God's mighty hand at work through everyone for what each one had been to him over the past 10 precious and wonderful years in the college as the founding Principal.

In conclusion, Fr. Simon Fernandes informed the Committee that there would be a gathering to mark the occasion to express our love and gratitude to Dr. Fr. Emmanuel.

At the end Dr. Fr. Shaji M.L., the vice principal concluded the meeting with a prayer followed by a fellowship meal.

Recorded by Sr. Mariet, FSM.

Signature

1. Fr. Simon Fernandes, CSC, President, HCEF
2. Fr. Joe Paul CSC, (Secretary, HCEF)
3. Dr. Fr. Emmanuel CSC, Principal, HCC.
4. Dr. Fr. Benny K. John - the incoming Principal HCC - 
5. Dr. Fr. Shaji, ML, Vice Principal & administrator, HCC 
6. Dr. Fr. Paul Piususerry, Director, B.Ed, HCC.
7. Sr. Mariet, FSM (Secretary to Managing Committee) 
8. Dr. Pankaj Chakraborty, Academic Dean, HCC. 
9. Dr. Reba Chakraborty, Program Co-ordinator, HCC.
10. Shri. Shankha Shubra Bhadra, Chair, Exams, committee HCC
11. Prof. Satyadeo Poddar, Dean, Faculty of Arts & Commerce TU
12. Prof. K.N. Jena Dept of Political Science TU
13. Prof. Chandhika Banu Majumder, Dean, Faculty of Arts & Commerce TU
14. Prof. Sukanta Banik, Dean, Faculty of Science, TU
15. Sri. Hiralal Chakraborty, Guardian's Representative.
16. Mr. Rajat Kumar Paul (Alumnus of Holy Cross College)