

Holy Cross College, Agartala

Minutes of ISAC Meeting.

Date :- 17th December, 2020

Time :- 2:50 PM

Venue :- Jubatasra Campus (Due to unavoidable reason, the meeting was conducted using Google Meet tool).

Agenda :-

1. Introduction

2. Update about the infrastructure development.

3. Update about academics (online teaching learning during March - December 2020).

- Procurement of Microsoft based online classes from Apes Tech Com.

- Procurement and Installation of ERP from Corpsoft for Office Automation.

4. Update about FDP/FIP/RC/Webinar/Workshops etc.

5. Update about the online examination and results.

6. Discussion about ASAR, NIRF and ARIIA.

7. Miscellaneous.

Members Present :-

1. Dr. Fr. Benny K. John, CSC, Principal, HCC and Chairperson ISAC, HCC.

2. Dr. Pomkaj Chakraborty, ISAC coordinator and Academic Dean, HCC.

3. Dr. Sushobhan Sengupta, ISAC Asso. coordinator & Head, Business Administration.

4. Dr. Shamkha Shubhra Ghadra, Head, Department of Commerce & Exam Chair, HCC.

5. Dr. Reba Chakravarty, Head, Department of Zoology, HCC.

6. Dr. Moumita Dey, Head, Department of English, HCC.

7. Smt. Sharmistha Rakshit, Head, Department of Political Science, HCC.

8. Mr. Manishankar Das, Alumni representative, HCC.

9. Mr. Arpan Debnath, Student representative, HCC.

10. Ms. Mantha Debbarma, Student representative, HCC.

11. Mr. Litan Sanken, Local Society Member.

Dr. Fr. Benny K. John, CSC, chaired the ISAC meeting held on 17/12/20 using Google Meet tool. Dr. Moumita Dey reviewed minutes of previous meeting held on 20th June, 2020.

Minutes:-

- > The meeting began with the welcome address by Dr. Fr. Benny K. John, CSE, principal and chairperson, IOAE, Holy Cross College. Dr. Fr. Benny informed the members about the major infrastructural development within the institution:-
- ✓ Completion of two auditorium at the top floor of college building.
 - ✓ Installation of elevator for person with disability/college staff.
 - ✓ Completion of common room for boys students.
 - ✓ Development of college Bus parking facility.

Dr. Fr. Benny also mentioned that the demolition process of college boundary wall, canteen and other facilities might be in process by state authority as a part of land acquisition for NH-108B.

- > The IOAE coordinator appreciated and thanked the support and cooperation of college administration and the members of the faculty for successful management of online classes/teaching learning process during March-December, 2020. He also informed all the members about the procurement of Microsoft-based online classes from Apust Tech Com (Department wise training for the same has already begun), further, he also informed the members about the procurement and installation of ERP for college office automation from Cerpsoft.

- > Dr. Pankaj Chakraborty, IOAE coordinator, congratulated all the faculty member for taking active part in different FDP/Induction program/Refresher courses/Retainers/workshops/seminars etc. during lockdown and also thanked the college administration for motivating all the faculty members to join such programs.

- > Dr. Shankha Shubra Bhandra made a comparative analysis of results (Department wise) with their earlier performance and also highlighted that this year two students namely Deepshikha Bhandra of Sociology and Navrain Chakraborty of Business Administration have secured top position (Gold medal) in the Tripura University examination.

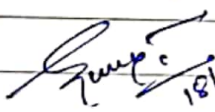
7 Dr. Sushobhan Sengupta informed all the members about the timely submission of ASAR 2019-20. He also shared his overwhelming appreciation for the work of teachers and students who put together most of the work which was documented in the ASAR. Furthermore, he took the opportunity to humbly submit his proposal to participate again in NIRF and also to prepare for ARIIA, which was duly accepted by the members.

7 Mr. Litam Sarkar, Local Society Member, appreciate college for conducting online classes and for all the development work that were completed during the lockdown.

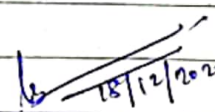
7 It was discussed and decided that the college will be conducting Academic and Administrative Audit & Student satisfaction survey at the earliest.

7 It was discussed that in the next ISAC meeting composition of HCE ISAC will be reviewed and re-shuffled if necessary.

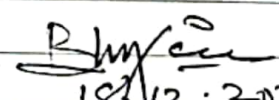
Prepared by,


18/12/2020

(Dr. Sushobhan Sengupta)
Asst-Coordinator, ISAC
Holy Cross College


18/12/2020

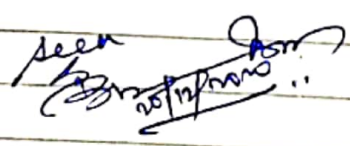
(Dr. Pomkaj Chakraborty)
ISAC Coordinator
Holy Cross College

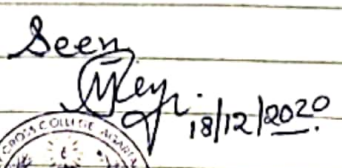

18/12/2020

(Dr. Fr. Benny K. Jhu (SC))
Principal
&
Chairman ISAC
Holy Cross College.

Seen
L. Lakshminarayana
18.12.2020

Dr.
18/12/20

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HOLYCROSS COLLEGE

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Action Taken Report of the meeting held on 17th Dec., 2020

Initiative 1:

The following buildings are being made fully functional for usage purposes:

- Two auditoriums
- Elevator
- Boys' Common Room
- College Bus parking facility

Initiative 2:

After the college frontside boundary wall demolition, a temporary tin sheet fencing was put in place and the college canteen got relocated to a new place inside the college campus.

Initiative 3:

A series of separate training sessions are being organized by the service-providing company in collaboration with the college administration to properly train all the faculty members and non-teaching staff for properly using the newly brought teaching, learning and management software (SIS Portal using Microsoft Teams).

Initiative 4:

The college administration is excepting proposals from different departments to organize webinars in the January – June 2021 session.

Initiative 5:

The process of felicitating the two toppers of the college has been initiated.

Initiative 6:

Necessary measures are been initiated by the IQAC, HCCA for participation in NIRF ranking and ARIIA preparation.

Initiative 7:

The responsibility has been given to the Xavier Board, Bangalore, to conduct the Academic and Administrative Audit.

