

# Holy Cross College, Jibatara

## Minutes of IQAC Meeting

Date: November 20<sup>th</sup>, 2019

Time: 3.30 Pm.

Venue: Board Room, Holy Cross College.

### Agenda:

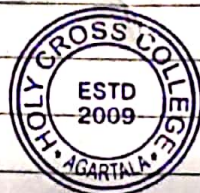
1. Introducing the names of the new members to be inducted HCE-IQAC.
2. Update about the infrastructure development.
3. Academic Plan.
4. Update about the upcoming seminar and workshop.
5. Update about college fest-Tejas 8.0.
6. Upgrading the food court (canteen).
7. Analyzing the final exam result - 2019.
8. Extension/outreach activities.
9. Miscellaneous.

### Members Present :-

1. Dr. Fr. Benny K. John, CSC, Principal, HCE.
2. Dr. Pankaj Chakraborty, IQAC - Coordinator.
3. Dr. Reba Chakravorty, Member - IQAC.
4. Dr. Sushobhan Sengupta, Member, IQAC.
5. Dr. Shankha Shubhra Bhadra, Member, IQAC.
6. Dr. Moumita Dey, Member, IQAC.
7. Mr. Manishankar Das, Alumni representative.
8. Ms. Martha Debbarma, Students' representative.
9. Mr. Arpan Debmath, Students' representative.

### Minutes :-

\* Dr. Fr. Benny K. John, CSC, Principal, Holy Cross College welcomed Mr. Manishankar Das, Ms. Martha Debbarma and Mr. Arpan Debmath.



\* Dr. Sushobhan Sengupta, Member IQAC, reviewed minutes of previous meeting held on 13<sup>th</sup> March, 2019.

\* Dr. Fr. Bonny, CSE, Principal, Informed committee about:

- Completion of the top floor of college building and the class rooms will be available from the next semester (January, 2020).

- One Auditorium and lift facility will be setup soon.

- New canteen facility and various other aspects in relation to canteen food.

- encourages alumni members as well as students to participate in the college fest, other events and to promote college as well as to keep themselves away from any kind of rumors.

\* Dr. Pankaj Chakraborty, Dean and IQAC coordinator, elaborated the following points:

- Post Graduate Course Plan.

- Academic Plan.

- Online feedback form.

- Teachers profile

- Preparalia and changes in the upcoming timetable

\* Dr. Shankha Shubhra Bhadra, Member IQAC, presented the detailed Examination report of the previous semester and action plan for improvement of the result.

\* Workshop and Seminar:

- Dr. Reba Chakravorty explained about upcoming pedagogy workshop organised by department of Zoology and to be funded by IISER Pune.



- Dr. Sushobhan Sengupta explained about the upcoming national level seminar on Innovation, Technology and Entrepreneurial footprints for sustainable rural development organised by the department of business administration.

- Dr. Pankaj Chakraborty, explained about the upcoming workshop to be organised by the Department of Political Science and Department of History funded by Tribal Research Institute of Tripura.

#### \* Miscellaneous:

The house also discussed about:

- Basilians night [For alumni members of HCE]

- Tejas 8.0, HCE college fest [Theme was explained by Dr. Reba Chakraborty]

- Next meeting of LOAC in the month of January 2020.





# HOLYCROSS COLLEGE

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## Action Taken Report of the meeting held on 20<sup>th</sup> Nov., 2019

### Initiative-1

Accordingly, Mr. Manishankar Das, Ms. Martha Debbarma and Mr. Arpan Debnath was added as new members to the HCC-IQAC. They accepted the responsibility assigned to them by Dr. Fr. Benny K. John CSC, Principal, Holy Cross College, Agartala.

### Initiative-2

- Accordingly, the Top floor of the college building, one Auditorium, and Class room was built by the administration.
- Alongside, A new canteen facility for student and staff is also started in the college premises.
- Alumni students participated in the college fest and other events with equal enthusiasm.

### Initiative-3

Necessary action was taken to the following points:

- Proposal was sent to the Tripura University to start Post Graduate Courses in English and Political Science Subjects within college Campus.
- A draft copy of routine for the next academic session was prepared and submitted to the Principal Office for its finalization.
- Online feedback was taken from students to evaluate the Teaching-Learning process to understand the different attributes towards imparting Quality education.
- Accordingly, teachers' profile was created and updated in the college website.
- A draft was prepared to make necessary changes in the academic calendar and Class routine.

### Initiative-4

In order to improve the result of students a number of actions was initiated such as remedial class, extra classes, mentor-mentee program was also incorporated.

### Initiative-5

Accordingly, initiative was taken to organise workshop in the various department.

- A workshop on pedagogy was organized by the Department of Zoology, funded by IISER, Pune.
- Similarly, a Workshop was organised by the Department of Political Science and History Collectively funded by Tribal Research Institute (TRI)

