

Holy Cross College Agartala

Minutes of the Admission Committee Meeting held on 7th June, 2018

Members Present:

1. Dr. Fr. Shaji M.L., CSC, Vice Principal, HCC.
2. Dr. Pankaj Chakraborty, Academic Dean, HCC.
3. Dr. Reba Chakraborty, Head, Department of Zoology, HCC.
4. Dr. Shankha Shubhra Bhadra, Head, Department of Commerce, HCC.
5. Dr. Sushobhan Sengupta, Head, Department of Business Administration, HCC.
6. Dr. Moumita Dey, Head, Department of English, HCC.
7. Sr. Vincy, FSM, Office Superintendent, HCC.
8. Mr. Sabyasachi Biswas, Accountant, HCC.

The meeting began with welcome address by the Vice- Principal. All the members were requested to put their best to ensure a transparent and fair admission process which should be purely on the basis of merit, so that, equal opportunity to all aspirants irrespective of their socioeconomic, cultural and educational upbringing can be given. The admission procedures of all the courses are ensured by strictly adhering to the norms and guidelines issued by the Tripura University.

Discussion of the agenda:

1. The members of the committee unanimously felt the need to publicize the Credentials of the college as well as to go for advertisement drive to attract pool of prospective students.
2. Vice-Principal instructed that admission panel members be fully aware of the Eligibility criteria for the granting admissions into each of the respective UG Courses.
3. The committee had decided that all the HODs of the respective Departments shall be part of selection panel of the Admission process.

The meeting ended with a vote of thanks.

Holy Cross College Agartala

Minutes of the Admission Committee Meeting held on 29th May, 2019

Members Present:

1. Dr. Fr. Shaji M.L., CSC, Vice Principal & Administrator, HCC.
2. Dr. Pankaj Chakraborty, Academic Dean, HCC.
3. Dr. Reba Chakraborty, Head, Department of Zoology, HCC.
4. Dr. Shankha Shubhra Bhadra, Head, Department of Commerce, HCC.
5. Dr. Sushobhan Sengupta, Head, Department of Business Administration, HCC.
6. Dr. Moumita Dey, Head, Department of English, HCC.
7. Smt. Sharmistha Rakshit, Head, Department of Political Science, HCC
8. Sr. Vincy, FSM, Office Superintendent, HCC.
9. Mr. Sabyasachi Biswas, Accountant, HCC.

Discussion of the agenda:

- The meeting began with welcome address by the Vice- Principal. The minutes of the previous meeting were read and confirmed. It was said by the Vice-Principal the admission process should be purely on the basis of merit and by adhering to the norms and guidelines issued by the Tripura University.
- In addition to the earlier practice, Vice-Principal advised the college office to maintain the database of the all the applied Candidates for the various courses and a separate staff be assigned for informing. The interview calls to the individual candidates through phone call and clarify any Queries that arise from the candidates.
- Online submission of application form to be monitored regularly by the office staff.
- It was decided that the college office phone number be assigned as a helpline Number for the admission process so that the candidates can seek clarifications Pertaining to the admission procedures.

Meeting ended with a vote of thanks.

Holy Cross College Agartala

Minutes of the Admission Committee Meeting held on 2nd June, 2020

(Online meeting using Google Meet)

Members Present:

1. Dr. Fr. Shaji M.L., CSC, Vice Principal & Administrator, HCC.
2. Dr. Pankaj Chakraborty, Academic Dean, HCC.
3. Dr. Reba Chakraborty, Head, Department of Zoology, HCC.
4. Dr. Shankha Shubhra Bhadra, Head, Department of Commerce, HCC.
5. Dr. Sushobhan Sengupta, Head, Department of Business Administration, HCC.
6. Dr. Moumita Dey, Head, Department of English, HCC.
7. Smt. Sharmistha Rakshit, Head, Department of Political Science, HCC
8. Dr. Dipanwita Choudhury Sil, Head, Department of Botany, HCC
9. Dr. Sandip Roy Sarkar, Head, Department of H.Physiology, HCC.
10. Dr. Nirmalya Karmakar, Head, Department of History, HCC.
11. Sr. Vincy, FSM, Office Superintendent, HCC.
12. Mr. Sabyasachi Biswas, Accountant, HCC.

Dr. Fr. Benny K. John, CSC, Principal, Holy Cross College, Chaired the meeting. The meeting began with welcome address by the Principal. The minutes of the previous meeting were read and confirmed by the house.

Discussion of the agenda:

- Principal instructed to maintain the following Registers related to Admission Process:
 - a. Admission Register
 - b. Daily Admission Statistics.
 - c. Number of form distributed.
- The Academic Dean asked the office superintendent to give special attention to those candidates who have already registered themselves with Tripura University, NOC and TC may be required from those candidates.
- Inclusion of Certificate course fee in the fee structure was suggested by the house.
- Vice-Principal suggested that the department teachers may provide counseling session during admission process, as well as asked the members to follow the earlier practice.
- Admission test to be conducted by each department.
- No increase of tuition fee due to COVID 19 pandemic.

Holy Cross College Agartala

Minutes of the Admission Committee Meeting held on 12th July, 2021

(Online meeting using Google Meet)

Members Present:

1. Dr. Fr. Shaji M.L., CSC, Vice Principal & Administrator, HCC.
2. Dr. Pankaj Chakraborty, Academic Dean, HCC.
3. Dr. Reba Chakraborty, Head, Department of Zoology, HCC.
4. Dr. Shankha Shubhra Bhadra, Head, Department of Commerce, HCC.
5. Dr. Sushobhan Sengupta, Head, Department of Business Administration, HCC.
6. Dr. Moumita Dey, Head, Department of English, HCC.
7. Smt. Sharmistha Rakshit, Head, Department of Political Science, HCC
8. Dr. Dipanwita Choudhury Sil, Head, Department of Botany, HCC
9. Dr. Sandip Roy Sarkar, Head, Department of H.Physiology, HCC.
10. Dr. Nirmalya Karmakar, Head, Department of History, HCC.
11. Sr. Vincy, FSM, Office Superintendent, HCC.
12. Mr. Sabyasachi Biswas, Accountant, HCC.

Dr. Fr. Benny K. John, CSC, Principal, Holy Cross College, Chaired the meeting. The meeting began with welcome address by the Principal. The minutes of the previous meeting were read and confirmed by the house.

Discussion of the agenda:

- The committee had decided that all the HODs of the respective Departments shall be part of selection panel of the Admission process.
- Revised fee structure to be prepared by the Account, HCC.
- The committee requested the management to collection tuition fees and transportation fee on installment As many students were finding it difficult to pay the fees in full.