

11th July 2020.

Agenda :-

- * To decide the final responsibilities of the Webinar to be held on 15th July.
- * To prepare programme schedule.
- * To decide host & co-host, announcer and emcee.
- * Sending of entry password, who will control the entry of participants.
- * Deciding who will be responsible for questions and comment-box.

Decisions taken :-

Host - Suchismita Chakraborty.

Co-host - Manasi Basu.

Anchor - Ambika Barua.

Vote of Thanks - Alok Chatterjee

Link to be created by Suchismita.

Distribution via e-mail by Maneshi & Suchismita.

Chat-box to be managed by Ambika & Maneshi.

Raise hand - Maneshi & Suchismita.

Programme schedule :-

1. Introduction - Ambika
2. Convener's speech -
3. Welcome address by Principal's speech.
4. IQAC convener's speech.
5. Speaker's Introduction.
6. Speaker's speech.
7. Q & A session
8. Sum up by Shampa Bhattacharya
9. Vote of Thanks.

A Report has to be written by Ambika & NGM.

Distribution of certificates by Saral Datta.
(contd) →

Decisions taken in the meeting:-

- * It was decided that host of the Webinar will be Suchismita Chakraborty
- * Co-host - Manasi Basu
- * Anchor - Ambika Barua
- * Link Preparation to be done by Suchismita Chakraborty.
- * Distribution of link to the registered participants by Manasi Basu and Suchismita Chakraborty.
- * 'Chat box' and 'Raise Hands' will be controlled by Ambika Barua, Manasi Basu and Suchismita Chakraborty.
- * After the completion of the Webinar, certificates will be distributed through mail by Sareal Datta, Suchismita and Manasi.
- * Principal asked committee members not to stop registration, since till today 99 persons have registered. But some do not turn upon the programme day and so Principal requested this.
- * Programme schedule to be prepared according to decisions taken in the meeting.
- * Principal's decision was not to make it FB Live but upload in BKE Fb Group & Youtube.

You have an opportunity every day to invest in relationships, collaborate with others, demonstrate empathy, add value for clients, colleagues and community and to help people with your leadership.

100 meeting on 11th July :- With Committee members and Principal.

Agenda :-

1. To decide different responsibilities of the Webinar of 15th July
2. To prepare the programme schedule

Decisions taken :-

* Members present :-

Principal - Dr. Papiya Chakraborty
Members of the Committee present in today's Zoom meeting at 6.30 pm.

Shamya Ghosh

Aloke Kr. Chattopadhyay

Shampa Bhattacharya

Suchismita Chakraborty

Manasi Basu

Ambika Barua

Sarat Datta

Harina Gupta Majumder

Gungabate Mukherjee contacted convenor and expressed his inability to attend the meeting due to poor internet connection. He was later informed by the convenor.

* Sneha Sarker later ~~contacted~~ ^{regretted that} mentioned in the ICC WA Group that since she could not attend the meeting today at 6.30 pm

13th July 2020

Information on WA:

1. Programme schedule finalised and work distribution done
2. Feedback forms generated, link to be shared on Webinar date i.e
3. Link to Zoom Meeting done. It will be emailed today evening to all participants
4. Meeting with speaker finalized to acquaint to with screen sharing options.
5. After much discussion, a slide was made by Manashi which had all members' photo, contact no. and e-mail id.
First 5 slides will run before the seminar side 6 while introducing the speaker side 3 Again at the end.

Practice meet arranged at 4pm on 13th July

A new account was generated the original one was inaccessible.

ppt of the speaker Mrs. Anamita Mukherjee was received and all work more or less complete for Webinar on 'Healthy Relationships' on 15 July 2020.

Suchismita uploaded the Programme in Youtube
Certificates were distributed by Saral,
Gangada & Suchismita within 31st July 2020.

26th July 2020

Convenor along with Ambika wrote a report on the webinar of July and posted in the WA group for all others to make any comment

[IMPORTANCE OF HEALTHY RELATIONSHIPS - The need of the hour]
Report of Webinar of ICC on 15th July 2020.

The Internal Complaints Committee of Brahmananda Keshab Chandra College, Bonhoogly, organized a Webinar on "Importance of Healthy relationships: The need of the hour" on 15th July, 2020 via the Zoom platform at 5pm. The webinar was hosted by Dr. Suchismita Chakraborty and was co-hosted by Dr. Manasi Basu, both members of the Committee. The programme was anchored by another member, Prof. Ambika Barua. She gave a brief yet apt introduction referring to the need of the Webinar at this juncture. It was followed by the Convenor, Smt. Nayna Guha Mazumder's address which focused mainly on the functions of the Committee. After this the Welcome address was delivered by our Principal, Dr. Papia Chakraborti. Following the Principal's speech, our IQAC Co-Ordinator, Dr. Aparajita Nag spoke on the occasion. The Resource person, Smt. Anamitra Mukherjee, a Senior Consultant and Gender Trainer, associated with "EBONG ALAP" (An NGO working on building gender sensitive citizens), spoke on "Importance of healthy relationship amongst youth to promote gender equality in the society". Dr. Shampa Bhattacharya, another member, summarized the talk after the deliberation of the speaker. The talk was followed by a lively discussion amongst the participants and panellists. The Webinar was well attended by the faculty as well as the students of the college. Finally, the webinar ended with the vote of thanks by Dr. Alok Kr. Chattopadhyay, another Committee member. The distribution of e-certificates was done after the webinar by committee member, Prof. Saral Datta. All the other members of the committee were also actively engaged in organising this webinar successfully.

The social message of the webinar was to maintain healthy relationship by balancing act between Me, You and Us. Our esteemed speaker also emphasized on the fact that if in the act of balancing one is confused, then he or she should surely seek professional help. It was quite a successful event.

13th Feb 2021

Comenors of IEC, BKE requested all members to be present in the following webinar —

"Some concerns and misconceptions about the IEC"

Organised by IEC of Dept. of Women's Studies
Hiralal Mazumdar Memorial College for Women
on 13.2.21 at 4pm — 6pm in Google-Meet.

Speaker Helen Joseph

(Retd. Prof. College of Social Work)
Univ. of Mumbai.