

MEETING OF HEADS OF DEPARTMENT, EXAMINATION DEPARTMENT
& IQAC CO-ORDINATOR

Date & Time : 8.7.2020 (11:00 AM)
Place : Principals' Chamber

Members Presents:

1. Prof. B. Zoliana, Principal
2. Dr. R. Lalengmawia, Botany
3. Dr. Ricky Lalmangaihzuala, Electronics
4. Laltluangkimi Hnamte, Admission Comtt. Secy.
5. Lalmalsawmi Chhangte, English
6. Lalrinsangi Nghinglova, IQAC Co-ordinator
7. H. Thangkhanhau, Webmaster
8. K. Zosangpuii, Biochemistry
9. Lalsangkimi Hmar, Home Science
10. Caroline Zaihmingthangi, Zoology
11. Lalrinawma, BCA
12. Dr. K.B. Singh, Chemistry
13. Dr. Rosangliana, Physics & Exam Committee
14. L.B. Singh, Mathematics
15. Dr. Lawrence Zonunmawia Chhangte, Asst. Co-ordinator, IQAC
16. Dr. C. Zoramthara, Geology
17. Dr. Arup Kumar, Physics

The Principal welcomed the members present. He mentioned the fact that though it is a Meeting of the Heads of Department, Member of the Examination Committee, IQAC-Co-ordinators & Building Committee have also been intimated to attend the meeting. The following report has been given by the Principal.

- 1) The application of Electronics Core paper has passed though E.C. Meeting/MZU
- 2) Equipment for radiation monitoring through satellite has reached Principals' Office
- 3) Skyridge Construction & Consultation Services, Aizawl has resumed work for construction of Academic Building-II
- 4) Hostel (boys) is almost ready. Acknowledgement given to the contributions of Miss Maria Lalhmingmawii & Mrs Lalsangkimi Hmar Home Science and Mrs. MS Dawngliani, BCA.
- 5) PD Programme was successfully completed by Students Support Committee

The IQAC Co-ordinator gave the following report:

1. Submission of QAR
2. Learning Management System
3. Publication of Yearbook 2019
4. Completion of Syllabus online classes
5. Conduct of tests and assignment via digital/online mode
6. Online admission has been initiated
7. Monitoring of Mental Health of students done though helpline
8. Ensuing safety of female students
9. Online Personality Development Course conducted
10. Collaborations with 1 male underway
11. Financial support given to adversely affected students of the college.

The examination cell chairman was Dr. Rosangliana, reported that internal marks have been submitted to the University Portal. Due to the Pandemic, many things have remained unsure. However, the examination cell is prepared to conduct university examinations any time. For the sixth semester, submission of Internal Marks is yet to done as the time limit is still not over.

The Webmaster was invited to give his report. The following reports have been given by the webmaster.

- i). Our website www.gzrsc.edu.in is fully functioned
- ii) All official notification have been Uploaded
- iii) Reports of activities have been uploaded
- iv) College Official email have been created
- v) LMS using Moodle was set up successfully
- vi) New online admission system (<https://gzrsc.edu.in/admission>) was completed on 20th march, 2020

Time for queries and discussion opened and are answered by respective reporters

RESOLUTIONS:

1. **MZU Latest Notification regarding exam (vide No. Exam/UG/1-34/19 & Exam/PC/1-2/16 Dt.3.7.2020):**

(i) Practical Examination of 6th Semester : Resolved that practical examination of 6th semester stands cancelled due to the uncertain nature of the circumstances. Online Practical exams will be conducted by each department as per their convenience. Submission of Internal Marks will be done on or before 10th August, 2020.

(ii) Examination for Even Semester Exam 2020: The Examination department has reported that if and when the examinations can be conducted, necessary arrangements will be made

2. **Admission for New Semester:**

(a) **Admission for First Semester** : Each department is to accommodate the following number of students (in view of the Lockdown situation where parents are reluctant to send students for colleges outside Mizoram, seat capacity may be extended upto maximum limit):

	<u>DEPARTMENT</u>	<u>Seat Capacity</u>	<u>Maximum intake</u>
(a)	Botany	: 40	60
(b)	Zoology	: 40	60
(c)	Chemistry	: 40	60
(d)	Physics	: 30	50
(e)	Mathematics	: 40	60
(f)	Geology	: 20	30
(g)	Electronics	: 15	30
(h)	BCA	: 30	40
(i)	Home Science	: 30	40
Total :		275	420

(b) **Updating of SBI Account** : Resolved that the college account at State Bank of India, Aizawl Main Branch should be updated for the purpose of receiving admission fees in the online mode. The name in which the account is opened may also be changed from Zirtiri Women's College to Principal, Govt. Zirtiri Residential Science College. The Saving Bank account no is 10763533129.

As per the decision of the admission Committee in its meeting on 27th Feb. 2020, direct admission will be given to students who attain 55% in Theory (Science) alone. Admission notice will be given as soon as results of Class XII examinations are declared. Admission can be done in online and off-line mode. Admission will be open for one week as soon results are declared. Notice will be given through television and local newspaper. Those qualified for direct admission will have to pay admission fee within 2 days of their selection in the online or offline mode. Online payment will be made to the college through SBI account No. 10763533129.

Those who do not qualify for direct admission will be considered by the admission committee. Selected candidates will be declared within one week after closing of admission by admission committee after screening. Admission to BCA and Home Science will be given on first come first serve basis.

Fee structure was tabled and accepted with minor modifications. A sum of Rs. 100 has been added for payment by final year students for alumni registration.

Soft copy of Prospectus after modification will be submitted by those given charge to Webmaster by 12th July, 2020. Prospectus will be uploaded on the college website for free download.

Online Advertisement for the college admission will be taken by the ICT committee. They will be assisted by Dr. Ricky Lalmangaihzuala and Dr. C. Zoramthara.

Monitoring of online admission will be done by the Webmaster Sir. H. Thangkhanhau and Lalthatluanga.

3. Appointment of our college as NEET exam Center.

In response to the Invitation by the National Testing Agency to register ourselves as centres for NEET (UG) 2020 exam, the meeting has resolved that the college will respond in the affirmative and offer its campus as NEET exam center.

4. Opening of Boys' Hostel for students facing Problem due to Lockdown: The committee has resolved that the boy's hostel at Durtlang shall be made available for our students who have faced accommodation problem. Such students will be identified through the mentoring system. Around 45 seats are available for Boys.

Light and sound committee will look into the electricity connection issues.

Those students who want to join the hostel will do the cleaning work.

6. Approval of Citizen Charter: Citizens Charter which was formulated by the IQAC has been tabled and approved by the Members.

7. Examination Fee Exemption application from students.

7 students have submitted their application for exemption from examination fee through their respective mentors. Their names will be forwarded to the University Examination Cell.

8. Librarian for NAAC Accreditation Preparation:

The meeting has authorized the Library committee to make necessary arrangements.

(LALRINSANGI NGHINGLOVA)
MINUTES RECORDER

(PROF. B. ZOLIANA)
PRINCIPAL