

HEADS OF DEPARTMENT MEETING

Date : 2.3.2021 (11:00 AM)
Place : Professor's Common Room

Members Present:

- 1) Prof. B. Zoliana, Chairman
- 2) Dr. R. Lalengmawia, Botany
- 3) Mrs. Lalrinngheti Ralte, Home Science
- 4) Dr. Lalzahawmi Chenkual, Zoology
- 5) Mr. Lalhruaitluanga, BCA
- 6) Dr. C. Zoramthara, Geology
- 7) Dr. Lalsaimawia Sailo, Chemistry
- 8) Dr. Rosangliana, Physics
- 9) Dr. Ricky Lalhmangaihzuala, Electronics
- 10) Mrs. Lalmalsawmi Chhangte, English
- 11) Mr. L.B. Singh, Mathematics
- 12) Dr. Fanai Lalsangluaii, Biochemistry
- 13) Dr. Lawrence Zonunmawia Chhangte (ICT Committee) - Invitee

The meeting was chaired by Principal. Prof. B. Zoliana. He thanked the Heads of Department and representatives and proceed with the meeting in a prayer.

1. **REPORT:** The Chairman invited Dr. Lawrence Zonunmawia (ICT) to give a report regarding college/campus wifi. The ICT Committee in pursuence of the last General Body Meeting on 25.2.2021 took action in installing FTTH (5 nos) connections for Campus wifi.

AGENDA I: Management of Hostels at Durtlang : The chairman read out the draft guidelines prepared by Pu C.Lalrinawma who was detailed for the purpose regarding Hostel admission, admission fee and Hostel Management Committee formation. After deliberate discussions, the meeting resolved and accepted the Hostel Management as indicated in the Annexure- I. The Hostel Application Form previously made was also modified as the need of today and approved as given in Annexure- II.

The meeting also decided that Campus Chowkider who is now occupying the Girls' Hostel may be accomdated at Laboratory Building and necessary arrangement to be supervised by Building Committee.

AGENDA II. Approval of Meeting minutes of Students' Union:

A copy of SU Leaders' meeting minutes was circulated to the members. The Chairman, requested the General Secretary, Students' Union, Mr. Moses Lalhruaizela to deliberate on different resolutions of the minutes. After hearing the details from Union leader, and considerations of the minutes, the meeting made a resolutions point by point as below:

1. **College Hoodie neihchungchangthu** : College Hoodie neih leh neih loh chungchang chun gun taka ngaihtuah a nihhnu in, neih ngei nise tha tih a ni a, Head of Department te hnena thlen nise tha tih a ni.

Resolutions & Recommendation: The meeting unanimously approved /decided that the College Hoodie be of one colour (either black/maroon). It will be under the supervision of the Students' Union Incharge.

2. **Alumni Fest buatsaih thu** : Alumni Fest chu meeting-in ngun taka a ngaihtuahnuah Alumni Committee leh Students' Union ten lo sawi ho tur lehmma lo la turin an kutah dah a ni.

Approved in the assumption that this Fest will make Alumni more involvement in the College activities.

3. **College Music Video siamchungchangthu**: Meeting-in ngun taka a ngaihtuah hnuin ruahmanna mumal tak leh sum sen zat tur te hriat hnuah bawhzui turin pawm tlan a ni.

To be looked into under the guidance of Dr. Fanai Lalsangluaii, Asst. Prof. and may ask for assistance from any of the teachers.

4. **Fresher's Day hmanchungchang**: Fresher's Day hman leh hman loh chungchang ah ngaihndan hrang hrang ngaihthlak a nih hnuin vote lak a ni a, Fresher's Day chu covid-19 boruak thlir chungin leh sum neih dan a zirin hman ngei tura pawm tlan a ni a, SU Leaders leh SU Professor In-charge te bawhzui tura dah a ni.

Approved.

5. **Cultural Club** : Kan college cultural club te hi Sawrkar emaw NGO emawin inelna hrang hrang an buatsaihah telve thin ni se tiin rawtna a lo lut a, ngun taka ngaihtuah a nih hnuah sum neih dan leh a remchan dan a zirin tel ~~ngei thin~~ ni se tiin thluthlukna siam a ni.

Approved as below:

'Kan college cultural club te hi Sawrkar emaw NGO emawin inelna hrang hrang an buatsaihah telve thin ni se tiin rawtna a lo lut a, ngun taka ngaihtuah a nih hnuah sum neih dan leh a remchan dan a zirin tel ni se tiin thluthlukna siam a ni'.

6. **Students' Aid Fund hmalak dan tur** : Meeting in ngun taka a ngaihtuah hnuin, Zirlaite sum lama harsatna neite chu tanpui ngei ni se tha a ti a, C.R emaw mimal emaw ang pawh in tanpui ngaite chu SU leader te hnenah hriattir ni se la, lo bawhzui turin an kutah dah a ni.

Approved.

7. **EU Silver Jubilee**: Kan College Evangelical Union chuan a silver Jubilee a lawm dawn a, Students' Union ten a theih ang ang a tanpui ni se tha tih a ni.

Approved.

AGENDA III : Inauguration of Academic Block.

MCTA GZRSC Branch chairman Dr. R.Lalengmawia gave a report that MCTA GZRSC Branch has approached Hon'ble Chief Minister of Mizoram and Minister in charge HTE to discuss about the development of new Campus at Durtlang. In addition they discussed about the Inauguration of Academic Block I at Durtlang. In the light of this report, the Committee approved the inauguration proposal of the MCTA and encourage the MCTA to take further steps for the inauguration process. In the meantime, the required internal preparations needs to be undertaken, under the supervision of Building Committee.

AGENDA IV : Recruitment of Bus Drivers & Conductor:

It has been learnt that from the record of Cashier and Students Fee Collection i/c Pi Lalfakzuali the following amount of money are available for the Transportation fee:

(1) Transport Fee collected from students @550 x 749 (Bank) =	Rs.	4,11,950
(2) Transport fee receipt from Staff (in hands)	=	Rs. 1,03,900
(2) Total expenditure	=	Rs. 34,500
(3) Balance in Hand	=	Rs. 69,400

Total Balance : Rs 4,81,350.00

The Chairman also reported that according to the letter received from Directorate of Higher & Technical Education, Govt. of Mizoram, vide letter no. D.

26016/6/2012-DTE (HTE)/Pt-II, Dt. 27.8.2019, Bus drivers and conductors wages may be met from the contribution of the staff and students and wages may be given as Rs. 10,000 p.m for driver and Rs.8,000 p.m for conductor. Accordingly, donations were collected and students also paid the fees as above. The Chairman also reported that after the demise of Pu Lalzira, Mr. V.Vanlalruata, Durtlang was casually employed for stop gap arrangement since 2019 as a driver to look after the Buses.

College being reopened, there is need for two bus drivers and One Conductor to be recruited for a period of one year which can be extended from time to time.

The meeting resolve to constitute the Interview Board for Bus driver and conductor as follows:

- | | |
|----------------------------------|---------------------|
| (1) Principal | (2) Vice Principal |
| (3) Mrs. Caroline Zaihmingthangi | (4) Mr. Remlalsiama |

The recruiting process must be completed before 15th March, 2021. Advertisement, Interview and other necessary details will be chocked out/handled by the aforesaid Committee. Advertisement for 2 Bus Driver & 1 Conductor to be drafted and taken care of by Dr. R. Lalengmawia.

AGENDA V : Matters relating to College Re-opening.

The Chairman invited the Vice Principal and Heads of Department, English to comment on this matter, possibility and difficulties pertaining to maintaining of SOP inside the classroom. After a brief discussion on this situation, the following points are resolved by the committee-

(1) The previous proposal regarding online/offline alternate classes for 2nd & 4th Semester, and offline (full) for 6th Semester, is finalized and approved and classes to be commenced from 8th March, 2021.

(2) SOP Implementing Committee has been constituted as follows:

- | | | |
|--------------------|---|------------------------------|
| (i) Chairman | - | Mr. Lalhruaitluanga |
| (ii) Vice Chairman | - | Dr. C. Zoramthara |
| (iii) Secretary | - | Dr. Lalsaimawia Sailo |
| (iv) Members | - | 1) Dr. Ricky Lalmangaihzuala |
| | | 2) Dr. Lalmangaihzuala |
| | | 3) Vice President, S.U |
| | | 4) General Secretary, S.U |

This Committee will look into the necessary requirements needed to maintain SOP as per the Govt. Guidelines and submit to the office of the Principal.

AGENDA VI: College T-shirt: The meeting also resolved that there will be no insistence on students to wear college T-Shirt during this Covid situation. However, it can be worn everyday/anyday as they wish.

AGENDA VII: Contribution for NAAC accreditation: As resolved in the General Body meeting on 25.2.2021, regarding contribution towards NAAC accreditation preparations, it was decided that contribution amount may be later fixed on need basis.

Sd/-
(DR. FANAI LALSANGLUAI)
Minutes Recorder

Sd/-
(PROF. B. ZOLIANA)
Principal

**MANAGEMENT OF
GOVT. ZIRTIRI RESIDENTIAL SCIENCE COLLEGE HOSTELS
(BOYS AND GIRLS)**

(As approved by Head of Department Meeting on 2.3.2021)

A. Hostel Admission:

1. Application for Admission into the Hostel shall be made to the Principal through a prescribed form at the time as notified by the Principal.
2. Hostel Seat shall be allotted generally on priority basis to the students from interior villages with good academic records.
3. Students from Aizawl City may also be allotted the Hostel Seat subject to availability of Seats.
4. Medical fitness certificate should be produced at the time of admission. The selected candidates will be given instructions at the time of admission).

B. Hostel Admission Fee:

A boarder is required to pay the following fees at the time of Admission:

1. Admission Fee (Annual)	Rs 200.00
2. Room Rent (Annual)	Rs 1200.00
@ Rs. 100 P.M.	
3. Establishment (Annual)	Rs 500.00
4. Medical Fee (Annual)	Rs 200.00
5. Electricity (Annual)	Rs 700.00
6. Water (Annual)	Rs 700.00
7. Caution Money	Rs. 500.00 (refundable with receipt)
Total:	Rs 4000.00

Monthly Fees payable

(1) Mess Fee	Rs 2000.00
(2) Cook and Security	Rs. 500.00

Total (at time of admission): Rs. Rs.6500.00

Fee once paid cannot be refunded.

C. Hostel Management Committee:

Hostel Management Committee, Govt. Zirtiri Res. Sc. College, Boys' and Girls' Committee Members are appointed as follows:

Chairman:	Dr. R.Lalengmawia Vice Principal
Secretary:	Mr. C.Lalrinawma Warden Boys' Hostel
Treasurer:	Mrs Lalrinnghet Ralte
Members:	(1) Miss Maria Lalhmingmawii, Warden Girls' Hostel
	(2) Mr Lalhruai tluanga (Teaching Faculty)
	(3) Pi Lalfakzuali (Non-Teaching representative)
	(4) General Secretary, Students' Union
	(5) Mr. Remlalsiama

Ex- Officio : Principal, GZRSC

Besides the management committee, the following bodies are appointed in managing day to day activities of the Hostel.

1. **Warden (for Boys and Girls Hostel):** Warden for Hostels shall be appointed by the appropriate committee. Wardens will take care of the Boarders, Hostels properties, and administration in the Hostel.
 2. **Monitor & Assistant Monitor:** They are elected for each academic session by the Hosteller using secret ballot in each Hostel. They will help the Warden, cleanliness and reporting any damages to repair, any misconduct behaviors among the boarders and other Hostel Bodies in Managing the Hostel.
 3. **Mess Managers:** Three Boarders from each semester are selected by Monitors in consultation with the Warden every 15days. They take charges in managing Hostel mess and they may choose other boarders to help them in shopping groceries.
 4. **Mess Committee:** will be formed if the need arise.
- 5. Rules and Regulations:** Hostel rules as prepared by the Government of Mizoram, Higher & Technical Education Department should be followed in toto. Internal requirements regarding administration may be governed by Hostel Management Committee.



GOVT. ZIRTIRI RESIDENTIAL SCIENCE COLLEGE
AIZAWL. MIZORAM

ANNEXURE-II

BOYS'/GIRLS' HOSTEL ACCOMODATION
APPLICATION FORM.
SESSION 2020-2021

Affix 1 copy of
recent passport
size
(Colour)photos

(To be filled in by student in CAPITAL LETTERS, Incomplete forms will be rejected)

Name : _____

Contact No. _____ Date of Birth (dd/mm/yyyy): _____

Category (Gen/SC/ST/OBC): _____ Email id: _____

Present Address : _____

Permanent Address : _____

Class: B.Sc/BCA/H.Sc. Semester: _____ Core: _____ El1 _____ El2 _____

Percentage of last University/Board Examination : _____ (Attach Marksheet)

Whether the Candidate is Physically Handicapped (PH): (YES/NO) _____

If YES, type of Disability and % of Disability

(Valid PH certificate(s) should be enclosed) : _____

Father's Name : _____ Contact: _____

Occupation : _____

Mother's Name : _____ Contact: _____

Occupation : _____

Annual Family Income: _____

Local Guardian's Name: _____ Contact: _____

Address : _____

Aim in Life : _____

Any chronic illness/allergies? _____ Blood Group: _____

I promise to abide by the Rules and Regulations of the Hostel. I also undertake to pay all Hostel dues in time. If any information furnished above is found to be incorrect or false, I will be responsible for any consequence thereof.

Signature of Applicant : _____
(with Date)

Signature of Parent/ Guardian: _____

Admitted/ Rejected

Date of Entry into Hostel: _____

Principal