

GOVT. ZIRTIRI RESIDENTIAL SCIENCE COLLEGE
AIZAWL. MIZORAM
IQAC (LOCAL) MEETING

Place : Principal's Chamber
Time : Dt. 20.6.2017 (Tuesday) 11:00 AM

Member Presents:

- | | |
|---------------------------|-------------|
| 1. Laltanpuia Principal | Chairman |
| 2. Prof. B.Zoliana | Coordinator |
| 3. Lalsangkimi | Member |
| 4. Dr. R.Lalengmawia | Member |
| 5. Lalrinsangi Nghinglova | Member |
| 6. Lalhmingliana Hnamte | Member |

Absentee : MS Dawngliani (On Maternity Leave)

A. INTRODUCTION: Laltanpuia Principal chairs the meeting and welcomes all the members to the meeting. He expresses his thanks to all the members who are coming to attend this meeting; which is followed by a report from the Coordinator

B. Reports:

Prof. B.Zoliana, Coordinator IQAC gives a report in brief on the activities of IQAC for the last semester.

(1) All the departments submitted their January and February 2017 reports:

As for the month of March only 3 Departments namely, Physics, mathematics and Electronics submitted the reports.

(2) Mentoring Report for the last Semester (Jan-May) 2017:

It was a remarkable effort that all the mentors could submit the informations on their mentees respectively as given in the prescribed format. The reports were compiled and it is interesting to see that the mentors were doing their duty in mentoring their respective students. However, it appeared that the frequency of submission of the reports needs to be reviewed.

(3) Quarterly Reports of Various Committees/Cells for 1st Quarter (Jan-March 2017):

Most of the Committees/Cells submitted their reports for the first quarter but for 4 committees. It is also learnt that those who do not submit their reports had done some activities, still, it is good that a record be kept and report be made so that the activities can be reproduced whenever required.

(4) Consumer Awareness Programme organized:

As planned, Consumer Awareness Programme could be successfully organized on 22.2.2017. 2:30PM. We listened to informative Consumer Rights, etc. from the 3 members coming from Bureau of Indian Standards. It was a happy occasion to see that the appointed persons to shoulder various responsibilities were excellently doing their duties for the success of the Programme.

C. AGENDA:

C-1. Preparation of Academic Calendar for the Odd Semester, 2017:

Academic calendar for the coming session was discussed and prepared (as given in the annexure). The prepared Academic Calendar will be put forward to General Body Meeting for approval.

C-2: Restructuring of some committees:

In view of some members on deputation and recruitment of new teachers, the committee decided to restructure and reshuffle some committee as below:

- (1) *IQAC Committee*: Zirlianngura may be relieved.
- (2) *College magazine*:- Lalngaihawma to be included
- (3) *Anti-ragging & Grievance cell*: Lalsangkimi Hmar may be relieved as a member.
- (4) *Cleanliness and Sanitation*:- Lalrammawii as chairman and C. Zoramthara as Secretary.
- (5) *Research and Seminar Committee*- Chairman Dr. Lalzahawmi Chenkual in place of Prof. B.Zoliana, Prof B.Zoliana as a member.
- (6) *Village & School Adoption Committee*: Prof. B.Zoliana as Chairman in place of Dr. R.Lalengmawia, Dr. R.Lalengmawia as a member.
- (7) *Disaster Management Committee*: Lalremruatfela as Secretary in place of C.Zoramthara, C.Zoramthara as a member.
- (8) *Innovation Club*: Lalngaihawma to be included as a member.
- (9) *NSS*: New members: Dr. P.C.Rohmingliana, Lalremruatfela in place of Zirlianngura and Zarzokimi.
- (10) *Students' Support Committee*: A new committee which is newly constructed and the members will be:

Chairman	-	Zodinpuui
Secretary	-	Lalrinsangi nghinglova
Members	:	(i) Dr. Lalzahawmi Chenkual
		(ii) Caroline Zaihmingthangi
		(iii) Lalthanpuui Ralte
		(iv) Sangkimi Hmar
		(v) Lalhruaitluanga
		(vi) MS Dawngliani
		(vii) H.Thangkhanhau

C-3: Terms of Reference for Committees:

It was felt that each Committee under IQAC has a proper terms of reference and objectives for proper functioning. It has been resolved to have terms of reference for the same and the following members are appointed to prepare terms of reference of the Committees/ Cells:

- (i) Prof. B.Zoliana
- (ii) Lalrinsangi nghinglova
- (iii) Dr. Lalhmingliana Hnamte

The appointees will finalise and submit their preparation on 29th June 2017.

C-4: Master Routine for Coming Session:

It is resolved to adopt the old last even semester with a replacement of some elective subjects. Dr. R.Lalengmawia is appointed for such appropriation work. As for the History of Science Subject the following departments are given the responsibilities of teaching:

- Physical Science Group - Electronics Department
- Life Science Group - Botany Department
- Home Science - Home Science Department.

C-5: Mentoring for the Coming session:

With the coming of new students and beginning of a new session, it is felt that ‘Allotment of students to mentors’ required to be done for the coming sessions. The followings are appointed for the same:

- Home Science - Home Science Department.
- BCA - BCA Department
- Science -Dr.R.Lalengmawia and Lalrinsangi Nghinglova

They may submit the allotment to IQAC Coordinator on or before the month of July, 2017.

In pursuance of Coordinator’s report, the frequency of submission of Mentoring reports is also reviewed and it is resolved that Mentoring Report by Mentors may be submitted once on the 2nd week of the 2nd internal examination to the IQAC coordinator.

C-6: Departmental Meeting:

It is decided to continue having departmental meeting once every month and reports from each department may be submitted monthly to Coordinator, IQAC

C-7: CCC as Add- on Course and having exam centre in the College:

Mr. H.Thangkhauhau, in his letter to the Principal mentioned that NIELIT has accepted our College as an exam centre for Course on Computer Concepts (CCC) and we are also permitted to run CCC as add-on course. In this matter it is decided that Students Support Committee shall take charge of running this course and other short term courses which are compatible with our courses.

D. CONCLUSION: The chairman ends the meeting with a note of thanks to all the members.

(PROF. B. ZOLIANA)
Coordinator
IQAC. GZRSC

(LALTANPUIA)
Chairman
IQAC. GZRSC