

## Minutes of the IQAC Meeting IV

Date : 25.6.2019, 1:00 PM

Place : Principal's Office

Members Present:

1) Laltanpuia	Principal
2) Prof. B.Zoliana	Co-ordinator
3) Lalrinsangi Nghinglova	Co-Coordinator
4) Dr. R. Lalengmawia	Member
5) Mrs Lalsangkimi Hmar	Member
5) Mrs M.S Dawngliana	Member
6) Dr. Lalhmingliana Hnamte	Member

### **A. INTRODUCTION:**

Pu Laltanpuia Principal who is also a chairman of the Committee chaired the meeting and welcomed all the members to the meeting. He reported that the third cycle of accreditation is due in the year 2021. Hence, full preparation will have to commence from the coming academic session.

### **B. AGENDA:**

**B.1: Academic Calender:** The Co-ordinator tabled the proposal for the academic calendar which he had worked out in tandem with the earlier calendar. After discussion and slight modification, the Academic Calendar for the Odd Semester 2019 was accepted by the meeting as shown in the Annexure I. The Academic Calendar for Odd Semester 2019 may be put forward to General Body Meeting on 1.7.2019 for approval.

**B.2: Faculty Development Programme:** The Meeting also resolved to invite Dr. Zokaitluangi MZU as a Resource Person for Faculty Development Programme on 1<sup>st</sup> July 2019. Necessary arrangement may be made by IQAC with Office Staff.

Further, the meeting also resolved to organise one day Programme for Faculty Development Programme during this semester. The theme of the Programme are enlisted as:

- (1) IT/Computer Skill
- (2) Teaching Methodology

### **B.3: Selection of Best performing department during July 2018 – June 2019:**

It was also resolved that Best Department shall be chosen for the academic year July 2018-June 2019. Selection to be made on 3<sup>rd</sup> July 2019 by the IQAC Committee members on the following criteria:

1. Regularity of submission
2. Activity of the department through their reports
3. Submission of supporting documents and evidence

The award may be distributed during Freshers' Social on 12.7.2019.

**B.4: Grouping of Mentees to Mentors:**

It was also decided to list out all the mentees and group them to assign to the mentors. The task of grouping of mentees will be taken care of by:

Home Science	:	Home Science Teachers
BCA	:	MS Dawngliani
B.Sc.	:	Dr. R Lalengmawia & Mrs. Lalrinsangi Nghinglova

They may submit the grouped list to IQAC on or before 19.7.2019.

**B.5: Publication of Year Book 2018:**

It was also resolved that the Year Book 2018 which has been prepared shall be published by the month of July 2019. Final Editing shall be done by Prof. B.Zoliana, M.S.Dawngliani and Lalrinsangi Nghinglova

**B.6: Year Book 2019:**

It was also resolved that the Year Book 2019 shall be prepared within the month of August 2019 which will be a compilation of Monthly Activity Reports submitted by each department and semester-wise activities submitted by various Sub-committee/Cells during July 2018-June 2019. All members of the IQAC are to actively engage themselves in the endeavor.

**B.7: Academic Upliftment:**

The meeting also reviewed recent Undergraduate results published by Mizoram University for the even Semester 2019. The meeting felt the need to uplift the academic performance of the students and discussed various strategies, some of which may be listed:

- (1) Congested classroom and short break: If there is a way to have short break in the afternoon or morning so as to refresh students who are sitting in the class the whole day which makes them drowsy especially in the afternoon. The routine incharge may kindly see if there is a way to include a short break of 10-15 minutes.
- (2) All faculty members are responsible for results of the students. Hence, it was agreed that teachers should be doing their regular duties as well as any assignments given to them from time to time with diligence. Good cooperation in any of the College activities are expected from them. At the same time organizing of faculty Development Programme from time to time will be taken care of by IQAC.
- (3) Feedback from Stakeholders: Feedback from Stakeholders to be also collected during the month of August 2019 and forms may be prepared by Lalrinsangi Nghinglova in consultation with the Principal.

**B.8: Creation of Language Education Cell and Career Counselling and Placement Cell:**

In view of the requirements from RUSA funding, it was felt to have Language Education Cell and Career Counselling and Placement Cell in the College. However, due to the many-existing cells/sub-committee, it was resolved that English Department shall take care of the Language Education Cell in future. At the same time, the exiting Students' Support Committee may be renamed as Career Counselling, Placement and Students' Support Cell.

**C. CONCLUSION:**

The chairman ended the meeting with a note of thanks to all the members.

(Prof .B.ZOLIANA)  
CO-ORDINATOR

(LALTANPUIA)  
CHAIRMAN