

**GOVT. ZIRTIRI RESIDENTIAL SCIENCE COLLEGE**  
**RAMTHAR VENG: AIZAWL**  
**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**IQAC COMMITTEE MEETING (LOCAL)**

Date : 3.2.2020 (11:00 AM)

Venue : Principal's Chamber

**Members Present:**

1. Prof.B.Zoliana,Principal and Chairman
2. Lalrinsangi Nghinglova Co-ordinator
3. Dr Lawrence Zonunmawia Asst.Co-ordinator
4. M.S Dawngliani Asst.Co-ordinator
5. Dr Lalhmingliana Hnamte
6. Dr Lalzahawmi Chenkual
7. Lalsangkimi Hmar
8. H.Thangkhanhau

The Principal welcomed the members present and gave a short report on the latest development made by the college. He also expressed his gratitude to the IQAC members for exhibiting excellent teamwork. He then invited the Co-Ordinator to give a report and present the agenda thereafter. The co-Ordinator, on invitation once again thanked the IQAC members especially the asst. co-Ordinators and the webmaster for rendering tireless support and service during the process of filling up the AQAR for three consecutive years. She then gave the following report:

**REPORTS**

1. Submission of AQAR: AQAR 2015-16 was submitted on 22.1.2020. AQAR 2016-17 was submitted on 21.1.2020 and AQAR 17-18 was submitted on 31.1.2020. All pending AQARs on the portal have been cleared. Period for editing has been opened for a period of 15 days each from the time of opening. With the completion of the AQARs, steps for academic audit may be taken by the IQAC.
2. More networking with industries and institutes have been established and MOUs have been signed between the college and the other party. So, far we have two MOUs. One with Industry and the other with a university. More such collaborations and MOU shall be sought in the future.
3. Eco- club was informed to take up the task of obtaining green audit as resolved in the earlier meeting. However, the state level committee on green audit is taking steps to audit all colleges. This is left for further discussion as AOB.
4. Innovation club has been mobilized to initiate programs to address locational advantage and disadvantage.

5. Add-on courses like CCC and PD will be organized by the Student Support Committee. The career clinic will resume its functioning from first week of February 2020.
6. Mentoring charge was handed over from faculty members who have been transferred to those who have recently joined the college as follows :
  - i) C.Lalngaihawm's mentees to David Rosangliana
  - ii) Dr Lalsaimawia's Mentees to Dr.Samuel Lallianrawna
  - iii) Lalrinsangi Nghinglova's mentees to Lalrinpuii Rokhum

## **AGENDA :**

### **Departmental report:**

The IQAC, in its earlier meeting on 16th October 2019 had appointed Dr Lalhmingliana Hnamte and Mrs MS Dawngliani to revise criteria for selection of best department and department Report format. The matter was deliberated upon and it was resolved that the new format, with slight modifications, will be implemented from next month i.e. February to be submitted in the consequent month i.e. March. Report for January will be submitted in the old format. The new format will be presented in the HOD meeting for necessary clarification.

### **Learning Management System/Management Information system:**

LMS/MIS are important components of the AQAR. Ways to initiate the same was suggested by Mr H Thangkhanhau, webmaster who reported the setting up of LMS can be done by him and MS Dawngliani. However, since a new host for our website may be required to accommodate LMS and MIS, the Principal and Mr H Thangkhanhau will approach Pu Lalthlamuana, Chief Informatics officer. Each department will be requested to prepare study materials for e-content. All heads of department will select one teacher for the same. They will be given a training on how to develop the online study material which will be a part of the faculty development programme. The Webmaster will give the training on 10th February 2020 ( 12:30 Onwards) at the Language Laboratory. Certificates will be given to the participating teachers.

**Appointment of new faculty members:** The following appointments have been made:

- i) David Rosangliana : i) Games & Sports ii) Innovation Club
- ii) Dr.Samuel Lallianrawna: 1) Student's Union ii) Research & Seminar Committee
- iii) Lalrinpuii Rokhum : i) College Magazine ii) Debating,Socio-cultural
- iv) Rebecca Vanlalsangi : i) Eco Club ii) Refreshment Committee

In Addition, due to transfer of C.Lalngaihawma, Ms Mary Lalthansangi is appointed as secretary of the innovation Club and Dr C.Lalremruatfela is appointed as secretary of the Eco club . Dr.Lalhmingliana Hnamte will also relieve Dr.Lalzahawmi from her duty as secretary in the Students Union. Dr.Lalzahawmi will also be relieved from membership as a member of the games and sports sub-committee.

**Faculty Development:** In addition to the training on development of e-content for study material, faculty development program will be included on the last day of Personality Development program. The details will be worked out by Students Support Committee in collaboration with IQAC.

**Collection of feedback:** In pursuance of the last committee Co-ordinators and webmaster have prepared feedback format for students, employees and SSS (Students Satisfaction Survey) which has been endorsed by the committee. Dates for collection shall be decided by the co-ordinators.

**Handbook of ethics** may be prepared for the next academic session. The Co-ordinator has been appointed to take charge of Compilation.

**AOB:**

- i) The Eco Club has been appointed to initiate and Collaborate with the State committee on green Audit to ensure that the college attains green audit certification.
- ii) It has also been resolved that for all extension services, the institute will make a request for certificates of appreciation from the other party. The draft will be made available in the IQAC folder.

(Prof.B.ZOLIANA)  
Principal

(LALRINSANGI NGHINGLOVA)  
Co-ordinator