

GOVERNMENT ZIRTIRI RESIDENTIAL SCIENCE COLLEGE

Minutes of the IQAC MEETING (INTERNAL)

Chairman: Prof B.Zoliana, Principal

Date: 13.01.21 Time: 11:00 a.m

Venue: Teachers' common room

The Principal chaired the meeting and welcomed all the members. He applauded them for arriving well ahead of time. He also mentioned his appreciation for the commitment of the coordinators. The IQAC coordinator was invited to give a report.

Reports:

1. AQAR 2019-20 was submitted on 30th December 2020 and accepted the following week.
2. Uniform Monthly teaching report and lesson plan format were prepared for all teaching faculty. The Institute is pleased to report that the format was adopted by the Directorate of Higher & technical education for other institutes.
3. Internal AAA 2019-20 was duly examined and approved by the Audit Team. Preparation of External AAA is complete and is ready for submission once the panel of examiners is assigned by the Directorate of H& TE, GOM. Letter of application has already been submitted last year i.e 14th December 2020.
4. Best Department award was given to Geology Department on 6th October 2020 in the general Body Meeting. Yearbook 2020 was released on the same day.
5. Collaborated with IIT Bombay for conduct of online add-on courses. The course is being coordinated by Dr MS Dawngliani, Asst Coordinator IQAC. The first batch of students have successfully completed online spoken tutorial test by IIT Bombay on C programming with a pass percentage of 58 %.
6. As per the academic Calendar the IQAC successfully organised online Parent-teacher Meet and online Mentor –mentee meet through the Mentoring system.
7. Observed National Education Day 2020 by organizing webinar for faculty and students in collaboration with Research and Seminar Committee.
8. Incubation Centre initiated to cater to start up project initiated by Sir Reginald in the month of June 2020. Innovation club has also set up greenhouse for cultivation of medicinal plants.
9. In pursuance of the last committee resolution webinars were conducted by Research and Seminar Committee in collaboration with Women Studies committee, IPR, Departments of Home Science, Zoology and Electronics.

10. As resolved in the earlier meeting Sec 28 of the IIQA has been looked into by the webmaster and is to be decided today.

Dr MS Dawngliani Asst coordinator was invited to give a report on MIS. She reported that MIS is being developed by our alumni Zonuna Zote and his friend in a phased manner. She also answered queries on add on courses conducted in association with IIT Spoken Tutorial Bombay. After comments and queries on the reports were given response, the following agenda were discussed.

2. Submission of IIQA: The Coordinator briefly explained the steps for submission of IIQA after which it was resolved that the statutory declaration under section 4(1)(B) of RTI Act 2005 shall be filed up by Dr Lawrence Zonunmawia to be assisted by other coordinators. It will then be uploaded by the webmaster on completion.

3. Feedback : Feedback from Stakeholders will have to be collected for the 20-21 session from alumni, parents and teachers. The format which was used will be displayed by the coordinator in the whatsapp group and discussed. After confirmation, feedback will be collected via google form. Student Satisfaction Survey was left for further discussion in the second session. Students will be given a briefing when offline classes commence, after which feedback will be taken to ensure that they are answered sincerely.

4. Collection of Aadhar card : Aadhar card details of new students, if not already available in the office, will be collected within this month through mentoring system.

(PROF B.ZOLIANA)

Principal

(LALRINSANGI NGHINGLOVA)

Co-ordinator