

IQAC EMERGENCY MEETING (INTERNAL)

TIME: 11th March 2021

Venue: Principal's Chamber

The vice Principal Dr R.Lalengmawia chaired the meeting in the absence of the Principal. The following agenda were discussed and resolutions were made as follows:

1. **Fund for NAAC inspection:** The vice –Principal expressed his gratitude that an amount of Rs 7 lakhs was allotted from SEDP towards preparation for NAAC assessment and other incidental expenses. He informed the committee that some paperwork has to be done for the amount to be disbursed to the college. It was resolved, after outlining the essentials, that all necessary paperwork will be done by the Vice- Principal and other non teaching staff along with IQAC members tomorrow (12th march 2021)
2. **Faculty Development Program:** It was resolved that 5 days institutional Faculty Development programme shall be conducted for all teaching and non –teaching staff during the first internal assessment. The programme shall be organized by the IQAC in collaboration with Research and Seminar committee. The tentative Programme for the FDP is as follows

Day 1: Inaugural & Service matters: Lalnunvula (U/S HTE) for both non teaching & teaching

Day 2: Social skills and office etiquette (For non-teaching staff): Rinthanpuui (SDEO,Kawnpui)

Day 3: Teaching methodology for teaching Staff (including Digital teaching): From IASE

Day 4: Presentation (Department profile) from 6 departments (preparation for NAAC)

Day 5: Presentation (Department profile) from 5 departments (preparation for NAAC)& Closing function

(The sessions shall not exceed 2 hrs per day)

The IQAC coordinator shall contact the resource persons

3. **Feedback on curriculum for stakeholders:** After some deliberation it was decided that feedback on curriculum for stakeholders will continue to be collected through google form as it is more convenient and appropriate during the Covid situations.
4. **Academic calendar:** Academic calendar prepared by the IQAC shall have to be tabled at the GB meeting which is to be held at the earliest. Faculty contributions toward NAAC

shall also be finalized at the GB Meeting

(Dr. R LALENGMAWIA)

Vice –Principal

(LALRINSANGI NGHINGLOVA)

Coordinator