



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		GOVERNMENT ZIRTIRI RESIDENTIAL SCIENCE COLLEGE
Name of the head of the Institution		Laltanpuia
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03892305848
Mobile no.		9436152176
Registered Email		contact@gzrsc.edu.in
Alternate Email		iqac@gzrsc.edu.in
Address		Ramthar Veng
City/Town		Aizawl
State/UT		Mizoram
Pincode		796007

<b>2. Institutional Status</b>					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Urban			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Prof. B.Zoliana			
Phone no/Alternate Phone no.		03892305848			
Mobile no.		9436140347			
Registered Email		bzoliana@gmail.com			
Alternate Email		iqac@gzrsc.edu.in			
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)		<a href="http://www.gzrsc.edu.in/iqac/iqac-reports">http://www.gzrsc.edu.in/iqac/iqac-reports</a>			
<b>4. Whether Academic Calendar prepared during the year</b>		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="http://www.gzrsc.edu.in/iqac/calenders">http://www.gzrsc.edu.in/iqac/calenders</a>			
<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.22	2009	29-Jan-2009	28-Jan-2014
2	B	2.75	2016	25-May-2016	24-May-2021
<b>6. Date of Establishment of IQAC</b>			13-May-2011		
<b>7. Internal Quality Assurance System</b>					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		

Feedback from Students	17-Apr-2017 1	693
Mentor-Mentees Meet BCA	12-Aug-2016 1	110
Mentor-Mentees Meet BCA	23-Sep-2016 1	110
Mentor-Mentees Meet	25-Jan-2017 1	693
Personality Development	25-May-2017 7	82
CCC	01-Feb-2017 90	112
Interface Meeting with Parent	29-Jul-2016 1	297
Library Orientation for Freshers	04-Jul-2016 1	297
Mentor-Mentees Meet B.Sc.	23-Aug-2016 1	583
Mentor-Mentees Meet B.Sc.	12-Oct-2016 1	583
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Salary	State Government	2017 365	85463000
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

## 12. Significant contributions made by IQAC during the current year(maximum five bullets)

Prepared the Academic calendar

The IQAC has restructured the sub-committee and revised the terms of reference for each committee

The IQAC has made all arrangements for proper implementation of students mentoring system

The IQAC has facilitated the organisation of a State level faculty Development program on "financial management and Digital teaching methods" for college teachers during 5-12th april 2017

The IQAC has organised Personality Development program and CCC program for outgoing students

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## 13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Preparation of Academic Calendar	Resulted in timely completion of syllabus
Training of teaching Faculty in Computer skills	ICT aided classes and lectures.
Start skill oriented and vocational job oriented short term programmes	Outgoing students of all streams were trained in computer application and other life skills
Training on Research Methodology	More faculty and students encouraged to pursue research temper and encourage them to pursue research.
Sensitization on gender Issues	Has created awareness on legal rights of women
Facilitating more number of teachers to participate in National and International seminar	Under the supervision of the IQAC the research and seminar committee organised a seminar on research motivation.
Eco-Friendly measures like using LED lamps, solar energy and proper disposal of bio-waste to be implemented	LED lamps have been utilised as far as possible and
To organise Faculty development programme	A state level workshop on 'Financial Management and Digital Teaching Methods' was organised for teachers colleges during 5 - 12 April 2017

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	14-Apr-2017
17. Does the Institution have Management Information System ?	No

### Part B

#### CRITERION I – CURRICULAR ASPECTS

##### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Curriculum followed by the college is designed and planned by Mizoram University to which the college is affiliated. Faculty members of the college are actively involved in curriculum design by virtue of their membership in core committees for syllabus making and revision. The university revises the syllabus from time to time to cater to the needs of the students. The Curriculum thus designed and adopted is incorporated by the institution. The college has developed a structured and effective system for implementation of the Curriculum. The Various means through which the institute executes it's curriculum are: ACADEMIC CALENDAR The IQAC prepares the Academic Calendar at the beginning of each semester to ensure timely delivery of curriculum to the students. The prepared calendar is tabled at the first General Body meeting for its endorsement. All stakeholders including the teachers and students are properly notified by placing the Academic calendar at prominent places in the college as well as uploading the same on the college website. The Calendar serves as an important guideline to teachers who are expected to complete the syllabus within the stipulated time specified in the calendar. All other events to be conducted including monthly tests, internal examinations, seminars, sports etc are accommodated within the framework which primarily aims at curriculum delivery. Department Reports and Heads of department Meeting: Concerned departments maintain log books to ensure full coverage of the syllabus within a specific time frame. All departments follow the academic calendar prepared by the IQAC for conduct of internal tests and assignments. Each department holds monthly meetings to ensure timely and effective delivery of the curriculum. Monthly reports are then submitted to IQAC which analysis the progress made by each department. Mentoring System: The college follows a mentoring system whereby the progress of individual students are monitored. The system provides interface meetings with students whereby individual problems as well as institutional lacking is identified. For certain subjects where syllabus may not be effectively covered, remedial classes and extra classes are held.

### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate in Computer Concept		01/02/2017	90	To create employ-ability by enhancing IT knowledge	IT Skill

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Physics	01/07/2016
BSc	Chemistry	01/07/2016
BSc	Mathematics	01/07/2016
BSc	Zoology	01/07/2016
BSc	Botany	01/07/2016
BSc Nutrition	Home Science	01/07/2016
BCA	Computer Science	01/07/2016
BSc	English	01/07/2016
BSc	Biochemistry	01/07/2016
BSc	Electronics	01/07/2016
BSc	Geology	01/07/2016

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	112	0

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Personality Development	25/05/2017	82
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Geology	13
BSc	Zoology	23

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

### Feedback Obtained

1. Students Feedback is collected every year to facilitate quality enhancement. The teachers concerned disseminate the feedback form to the students within a stipulated time. Each teacher collects the feedback and make individual analysis. Since the Purpose of collecting feedback is selfanalysis and self improvement, the concerned teacher submits the feedback to the Principal after making a study of it. The Parameters for obtaining feedback from the students have been set by the IQAC. The Principal then prepares an overall analysis and report of feedback received and communicates the same to the teaching Community. A short analysis of the student's feedback has been made by the Principal as follows: The IQAC designed the feedback form and distributed them to the students according to the convenience of the concerned teachers. The Feedback does not aim at choosing the Best teacher nor does it attempt to discouraging teachers who fall behind student's expectations. The basic aim is selfreflection and selfimprovement. Hence the collected feedback is studied by individual teachers to realise their strengths and weaknesses and is later submitted to the principal for overall analysis. The feedback form was collected towards the end of the odd Semester so that new students are better acquainted with their teachers. The assessment is made on the performance of teachers in areas such as communication skills, accessibility of teacher's knowledge of topic, ability to maintain discipline, punctuality and regularity of the teachers. A space is given for students to write additional remark on their impression of the teachers. The general remarks that can be derived from the feedback are : 1. Most students graded their teachers as GOOD in all the categories whereas some teachers were rated excellent. 2. A good number of students rated their teachers as FAIR when it came to accessibility outside classroom. 3. The Overall rating of the Teachers was GOOD. FEEDBACK FROM PARENTS: Feedback from parents is collected orally during Parents teacher meet which is conducted annually by IQAC. Suggestions made by parents are discussed and acted upon by the IQAC PARENTTEACHERS MEET 2016 Meeting schedule of Teachers with parents of First Semester students as given in the Academic Calendar was detailed as below: Place of Meeting : Auditorium Time : 29.7.2016, 2PM Programme: 1. Chairman : Prof. B.Zoliana, IQAC Coordinator 2. Speech : Principal 3. Talk on Exam system : Dr. R.Lalengmawia 4. Feedback/ Interaction with Parents : To be conducted by Mr Lalrinmawia and Ms.R.Lalengzami 5. Vote of Thanks : Chairman The Coordinator welcomed the parents. On invitation Pu Laltanpuia, Principal informed the parents about the importance of Meeting, highlighting the best practices of the College and rules and discipline of the College. Dr.R.Lalengmawia delivered a well prepared presentations to the audience about the academic aspects and examination procedures of the University Examination system. A lively interaction took place between the parents and faculty. Feedback and suggestions from the parents were collected orally and recorded. The meeting ended with vote of thanks

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc Nutrition	Home Science	135	98	98
BSc	Geology	90	119	58
BSc	Botany	225	160	78
BSc	Physics	135	100	93
BSc	Mathematics	90	70	65
BSc	Zoology	195	150	132
BSc	Chemistry	90	100	56
BCA	Bachelor of Computer Application	180	135	113

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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	693	0	41	0	0

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
60	50	25	17	17	4

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

#### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Best Practices 1. Title of the practice: Mentoring System 2. Goal: i) To provide more contact hours between teachers and students. ii) To maintain proper academic and attendance record of students. iii) To minimise dropout rates among students. iv) To identify slow learners and advanced learners. 3. The context The institute has followed the suggestion made by the QAC cum CDO, Higher Technical education to introduce the mentoring system. The institute felt the importance of integrating such a system into the college management system. It had promptly and effectively put it into practice in the past two years. With a wide variation in the student population with regard to educational and economic background, the system promises to provide a better understanding of individual students and bring out their highest potential. It also appears to be the most effective method/weapon for mitigating cases of dropout students. 4. The Practice The IQAC had taken the initiative to implement this system. Every year the names of all students are collected and arranged according to their subject choice. They are divided into groups of 10-15 students depending on the number of students. Each group



is assigned a teacher/mentor who is responsible for collecting academic performance and class attendance of individual students. The teacher/mentor is given necessary information regarding his/her mentees and is expected to offer guidance and counseling as and when required. In isolated cases parents are called for special meetings with the Principal at the suggestion of the mentor. 5.Evidence of success Though the system has only been implemented in the last few years, significant improvement in the teacherstudent relationship can be seen.

The system has been useful in identifying slow learners and advanced learners. Based on the requirement deduced through a careful examination of each mentor's report, the institute organizes a remedial class on different subjects within the syllabus for poor/slow learners. The remedial classes have become systematized after the implementation of this system. NEEDBASED remedial classes have proved to be beneficial to the students in particular and the entire college in general. There appears to be a lesser number of dropouts since mentors can intervene before a student falls short of attendance or has been regularly abstaining from classes.

6.Problems encountered and resources required The division of students into group proves to be a tedious exercise with some students opting for other courses now and then. Due to time constraint the teacher /mentor is unable to have sufficient time with the mentees Most of our students are reserved and some are too complacent to come out with their problems thus limiting the mentors capacity to render help. The system does not incur much expenditure. It only requires utmost commitment from teacher/mentor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
693	60	1:11.6

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
54	41	8	1	15

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
<b>No Data Entered/Not Applicable !!!</b>			
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## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc Nutrition	Home Science	6 Semester	16/05/2017	28/06/2017
BSc	Botany	6 Semester	16/05/2017	28/06/2017
BSc	Physics	6 Semester	16/05/2017	28/06/2017
BSc	Mathematics	6 Semester	16/05/2017	28/06/2017
BSc	Zoology	6 Semester	16/05/2017	28/06/2017
BSc	Chemistry	6 Semester	16/05/2017	28/06/2017
BCA	BCA	6 Semester	19/05/2017	05/07/2017
<a href="#">View File</a>				

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The examination committee deals with all matters relating to internal and external examination. With the adoption of the CBCS system by Mizoram University to which the college is affiliated, reform on continuous internal evaluation was initiated by the university. Hence, the committee felt the need to acquaint stakeholders regarding the new system. Orientation programs on the new system of evaluation were conducted for both parents and students. A power point presentation was provided to the parents during the ParentTeacher Meet. Students were given training on the evaluation system in their respective classrooms by the cell. Training of teachers in examination matters during the general body meeting.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The IQAC prepares the Academic Calendar at the beginning of each semester to ensure timely delivery of curriculum to the students, conduct of internal examinations and events. The prepared calendar is tabled at the first General Body meeting for its endorsement. All stakeholders including the teachers and students are properly notified by placing the Academic calendar at prominent places in the college as well as uploading the same on the college website. All events are conducted according to the schedule worked out by the IQAC and displayed on the academic Calendar. The Calendar serves as an important guideline to teachers who are expected to complete the syllabus within the stipulated time specified in the calendar. The examination cell conducts internal examinations according to the academic calendar and disseminates results through mentors, whatsapp and notice Boards.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://gzrsc.edu.in/students/results>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
8	BSc	Geology	0	0	0
7	BSc Nutrition	Home Science	19	5	26
6	BSc	Botany	26	19	73
5	BSc	Physics	13	7	54
4	BSc	Mathematics	15	7	47
3	BSc	Zoology	23	17	74
2	BSc	Chemistry	16	8	50
1	BCA	BCA	40	16	40

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://gzrsc.edu.in/feedbacks/376-analysis-of-student-s-feedback-2016-2017>

### CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	730	BRNS	31	31
Major Projects	730	BRNS	34	25

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#### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
IPR and Grass Root innovation	IPR cell, GZRSC and Patent Information Centre, MISTIC, DST, Govt. of Mizoram	24/03/2017
Legal Awareness	Mizoram State Legal Service Authority and Seminar organizing Committee, GZRSC	13/10/2016
Financial Management and Digital Teaching Methods	Website Committee and Innovation Club	05/04/2017
Consumer Awareness Programme	IQAC and Bureau of Indian Standards	22/02/2017
National Science Day 2017	Research and Seminar Committee and Mizoram Science, Technology and Innovation Council	28/02/2017
Worshop on Digital India	MZU NSS Cell	24/09/2016

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Mass Arrangement Category	S Thangrimawii	Director of Horticulture	03/03/2017	Flower Arrangement
Artistic Arrangement	S Thangrimawii	Director of Horticulture	03/03/2017	Flower Arrangement

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
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#### 3.3 – Research Publications and Awards

## 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
1000	2000	3000

## 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Zoology	1
Chemistry	2

## 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Electronics	15	2
National	Physics	5	2
International	Zoology	2	2
International	Physics	1	2
International	Biochemistry	1	2
International	Chemistry	1	1.4
<a href="#">View File</a>			

## 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
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## 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

## 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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## 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	4	108	109
Presented	1	3	10	0

<b>papers</b>				
<b>Resource persons</b>	0	1	10	7
<a href="#">View File</a>				

### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Plantation site Visit	NSS	4	30
National youth festival for NSS Volunteers	Govt. of Haryana	0	6
Visit of Plantation site	NSS	5	35
Orientation programme for NSS volunteers	NSS	4	190
Blood Donation Camp (100 units donated)	NSS	6	370
Computer Clinic	BCA	8	10
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Free Computer Clinic	Certificate of Appreciation	Local Council, Ramthar Veng	18
<a href="#">View File</a>			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Golden Jubilee Run	Project Pushpak	Golden Jubilee Run	1	32
Special Camping	NSS	Special Camping	3	50
Campus cleanliness drive	NSS	Campus cleanliness drive	6	300
Cleanliness drive	NSS	Cleanliness drive at college campus	6	50
Green Mizoram Day	State NSS Officer	Green Mizoram Day was	2	7

observed at  
Hmuifang Road

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### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	Laldingliana Sailo	HBC	1
Faculty Exchange	Vanlallura	HBC	1
Faculty Exchange	C Lalrinawma	RIPANS	1

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Computer Certification	Course on Computer Concept	NIELIT	01/02/2017	01/06/2017	112

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>No Data Entered/Not Applicable !!!</b>			
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1	1

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Classrooms with LCD facilities	Newly Added
Classrooms with LCD facilities	Newly Added

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## 4.2 – Library as a Learning Resource

### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Fully	2.0	2012

### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10327	4130800	257	102800	10584	4233600
Journals	32	32700	0	0	32	32700
<a href="#">View File</a>						

### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
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## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	60	2	3	2	0	3	11	100	0
Added	0	0	0	0	0	0	0	0	0
Total	60	2	3	2	0	3	11	100	0

### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS
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### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

## 4.4 – Maintenance of Campus Infrastructure

### 4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1	1	1	1

### 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in

institutional Website, provide link)

The Institute has a well structured management system whereby physical, academic and support facilities are systematically monitored and maintained.

**Laboratory:** All department having practical papers are responsible for maintaining their own laboratories and the equipment. Their requirements and suggestions are discussed and recorded in departmental meetings. Laboratory assistants are attached for duty in each laboratory. The science laboratories are utilized for practical papers .Each department is responsible for submission of requirements for their laboratories. The Language laboratory is maintained by English department. The Language laboratory is utilized by the department for conducting spoken English and oral communication classes. **BIO Hub :** The biohub is maintained by the department of Biochemistry. **Library :** The library and all its infrastructure is maintained by the library staff. Its workings is closely monitored by the library committee which submits its activities to the IQAC regularly. Requirement for enhancement of library books are submitted to the purchase committee by each department. **Sports Complex:** In the present campus there is no allotment for sports Complex. However, a new campus is being developed wherein allotment for sports activities has been made by the building committee. At present, the Games and sports Committee looks after the Sports equipment and all matters relating to sport events. **Computers:** The computers are looked after by the system assistant and is monitored by faculty members of Computer Science. Repair works is done by the department as far as possible. **Classrooms and auditorium:** The cleanliness of the classroom is maintained by the cleanliness committee and students - in charge who carry out regular inspection. The safety of the furniture and all other equipments are in the hands of the college chowkidar under the supervision of the head assistant.

<https://gzrsc.edu.in/administrations/procedures-and-policies-for-maintaining-facilities>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student Endowment Fund	16	48000
Financial Support from Other Sources			
a) National	Tribal Scholarship, Umbrella Scheme for Education of ST Children - Post Matric Scholarship for ST Student	387	3641900
b) International	0	0	0
<a href="#">View File</a>			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personality Development	25/05/2017	82	RUSA
Language Laboratory	03/06/2016	130	RUSA



Remedial Classes	01/07/2017	30	RUSA
Training on Life skill, leadership and personality development	12/06/2017	20	State NSS Officer
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
<b>No Data Entered/Not Applicable !!!</b>					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	1	BCA	Computer Science (BCA)	Madras Christian College, Chennai	MA
2016	1	BCA	Computer Science (BCA)	Baba Farid Institute of Technology	MBA
2016	1	BCA	Computer Science (BCA)	IIM Rohtak	MBA
2016	2	BCA	Computer Science (BCA)	ICFAI Mizoram	MBA

2016	1	BCA	Computer Science (BCA)	NIELIT Aizawl	MCA
2016	1	BCA	Computer Science (BCA)	IASE	BEd
2016	1	BCA	Computer Science (BCA)	Govt. Mizoram Law College	LLB
2016	1	BSc Home Science	Home Science	Smt. VHD Central Insitute of Home Science	MSc Extension Education and Communication
2016	1	BSc Home Science	Home Science	IGNOU	MSW
2016	1	BSc Home Science	Home Science	DIET	Dip in Elementary Edn
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Civil Services	1
CAT	2
Any Other	14
NET	3
<a href="#">View File</a>	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
College Week (21st Aug - 25th Aug 2017)	College level	693
MZU Sport (29th Aug - 2nd Sept 2016)	University level	693
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>No Data Entered/Not Applicable !!!</b>						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

i. Conduct Fresher Social. ii. Conduct election of Classes Representatives from all classes for 20162017. iii. Conduct election of Student's Union for 20162017session. Appointment of Returning Officer and Polling Officers and assignment of faculties for counting of votes. iv. To help and guide newly elected SU leaders during college week and to see the smooth functioning of various activities during college week by maintaining strict discipline throughout the week. v. Compel the students to wear College Tshirt every Tuesday and Thursday. vi. Take necessary action to students who were found drunk in the college campus. vii. Request RUSA GZRSC to purchase sport materials that are needed for university sport. viii. Took responsible for university sport on 29th Aug - 2nd Sept 2016 and maintain a strict discipline to the students so that no mischievous behavior was found and good attendance as well.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

80

5.4.3 – Alumni contribution during the year (in Rupees) :

4000

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni association organized Alumni Day on 1st August 2016 and gave Invited Lectures for the students.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Admission The institute has adopted an admission procedure which fosters participative management and encourages decentralization of management power. All matters relating to admission are subdelegated to the admission committee which comprise of all Heads of department with the Principal as the Chairman. The terms of reference for the subcommittee has been formulated by the IQAC and the subCommittee has to work within the framework with little or no scope for exertion of individual power .The Sub committee is to implement the already existing rules and is given the power to set new criteria for admission if and when the need arise. The committee also fixes the time for completion of admission procedure. The subcommittee does not work on its own but appoints a screening committee from the teaching faculty, thus practising participative management. Help desks are made available for prospective students. Notice for admission is usually published on local television channels and newspapers. Teachers who are appointed for duty at the help desk give proper guidance to interested applicants and provide them with details of admission procedure and the time allotted for admission interview. Once the applications are received, the subcommittee appoints the screening committee which conducts the interview. The subcommittee prepares the list of successful candidates and puts it up for display on the college Notice Board. The principal does not admit students without consulting the admission committee Utilization of RUSA Funds : The funds received from RUSA is managed collectively by the RUSA nodal officers

headed by the Institutional coordinator. The Coordinators act in compliance with the guideline of RUSA which earmarks three broad divisions a) Purchase : Purchase committee has been set up to look into requirements of the college. Purchase of requirements is made only after it has gone through the screening of the committee. All heads of department are directed to submit departmental requirements. After consultative meetings are held by each department the requirements are submitted to the Purchase committee which works in coordination with the RUSA coordinators. b) Extension, renovation and upgradation: The nodal officers collectively work towards the proper utilization of funds for extension, renovation and upgradation. c) New Construction : The college has a building committee which is responsible for all matters relating to new construction at the new campus and the renovation of the present campus. Funds are utilised in consultation with the building committee. d) All funds received under equity initiatives are utilized as per RUSA guideline. Concerned subcommittees submit their proposal to the Institutional coordinator for organization of activities. The nodal officers approve the different activity proposals after careful perusal. Report on activities with documentary proof and expenditure statements are submitted to coordinator. Abstract of expenditure as well as reports on events are documented in the yearbook published by the IQAC

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Teaching and Learning	The institute follows a number of teaching strategies to deliver the curriculum. The lecture method is still the widely used pedagogy adopted by the institute due the large number of students. However, most lectures are supplemented by ICT tools. Group discussions and seminar presentations from students are other popular modes of teaching learning methodology adopted by the institution. Some departments such as Zoology, Botany, Chemistry and Geology conduct field work to impart hands -on learning. Home Science department regularly conducts outreach programmes to Homes, Crèches etc to impart quality learning. English Department annually conducts mock interview to facilitate and promote oral communication and interview skill.
Examination and Evaluation	The institute has an examination cell which supervises and ensures smooth conduct of internal as well as university examinations. The cell is responsible for strict implementation of examination rules in accordance with university and college rules and take action against defaulters. Quality initiatives are continually adopted by

	<p>the cell to harbour a temper of fairness and transparency. Seat allotments are made by the committee to avoid any form of cheating and to ensure fairness. Members of the committee maintain strict vigil during examinations by inspecting examination halls. The cell maintains and records of Marks of internal examinations collected from concerned departments so as to avoid manipulation of marks.</p>
<p>Research and Development</p>	<p>The institute has a proactive Research and Seminar Committee which endeavours to facilitate research culture among students and faculty. The committee initiates, facilitates, integrates, recommends and supports research projects conducted by faculty members and students. It also organises seminars and lectures on research related topics at regular intervals to motivate students and faculty members.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The library is manned by the library staff and its workings is supervised by the library committee. The committee guides the librarian in formulating general library policies and regulations. The committee constantly work towards modernization and improvement of the library. At the beginning of every academic session the committee works with the library staff in conducting orientation programmes on library use. The committee adopts measures to promote and enhance reading culture among students</p>
<p>Human Resource Management</p>	<p>The management of the teaching staff is generally done by the principal who works in close proximity with the Heads of department. All important matters are discussed in the general body meeting. The IQAC appoints all teachers in different subcommittees and give them responsibilities according to their skill and Capabilities. ? The management of the non teaching staff is carried out by the Principal and the Head Assistant.</p>
<p>Industry Interaction / Collaboration</p>	<p>Collaborations with various authorities such as Mizoram State legal services have been made and Memorandum of Understanding is being prepared between the institute and the Authority.</p>
<p>Admission of Students</p>	<p>Admission matter is managed by the admission committee which consists of the Heads of Department with the</p>

Principal as the chairman. The committee implements the existing rule of admission contained in the syllabus and sets new criteria when the need arise. To ensure a fair admission process the committee encourages participative management which involves the appointment of screening from the teaching committee.

**Curriculum Development**

The institute follows the curriculum designed and approved by Mizoram university to which it is affiliated. The University follows UGC guideline and revises the curriculum from time to time. The college collects feedback from students on the course design and offer suggestions to the university through concerned departments. Many of the teaching faculty are involved in curriculum design by virtue of their membership in core committee for syllabus making, Board of studies, School board, etc. When syllabus is revised, teachers offer their feedback to the concerned authorities

**6.2.2 – Implementation of e-governance in areas of operations:**

E-governance area	Details
Examination	Internal examinations and assessments are conducted in every semester. After evaluation is completed by concerned departments, final marks obtained by all students are submitted to the examination cell of the college. Online submission of the final internal marks to the affiliating university through its portal is done by the examination cell.

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for	Title of the administrative training programme organised for	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	teaching staff	non-teaching staff				
2017	Financial Management and Digital teaching methods		05/04/2017	12/04/2017	58	0
2017	Seminar on National Science Day	Seminar on National Science Day	28/02/2017	28/02/2017	55	10
2016	Legal Awareness	Legal Awareness	13/10/2016	13/10/2016	55	0
2017	Consumer Awareness Programme	Consumer Awareness Programme	22/02/2017	22/02/2017	50	10
<a href="#">View File</a>						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation on Micro teaching for capacity development of college teacher	2	23/08/2016	25/08/2016	6
Orientation on Micro teaching for capacity development of college teacher	4	14/09/2016	16/09/2016	6
Orientation on Micro teaching for capacity development of college teacher	2	23/08/2016	25/08/2016	6
Orientation on Micro teaching for capacity development of college teacher	1	30/08/2016	01/09/2016	6
Orientation on Micro teaching for capacity development of college teacher	1	06/09/2016	08/09/2016	6
Orientation Course	1	23/05/2016	19/06/2016	5
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
39	12	15	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff welfare Committee	Staff Welfare Committee	Student support Committee

**6.4 – Financial Management and Resource Mobilization**

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college receives funds from the state government, UGC, RUSA and other funding agencies. It also accrues funds in the form of fees (examination, University affiliation, student funds, etc). Fees collected in the college which are to be remitted to the government treasury and affiliating university are remitted annually as mandated by the government and the university. Student fees like sport, magazine etc are managed by the student union/council and the expenditure so incurred are internally audited by teachers appointed for the purpose during the time of handing over of charge to subsequent student leaders. Government Fund - The fund received from the government are audited by designated government officials from time to time. Other Funds - Other funds received from UGC, RUSA, Research grand are subjected to audit by registered Charter Accountant and UC submitted to the funding agency (S) as per mandate.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Lalziki Memorial fund	50000	award for best performing student in Home science
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

164467
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**6.5 – Internal Quality Assurance System**

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	IQAC
Administrative			Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1.Parents attend ParentTeacher meeting and give suggestions for improvement  
 2.Parents fill up Feedback forms as and when required. 3.Parents actively participate in the progression of their children by enquiring about them through their mentors 4.If called by teachers or principal for a discussion about a specific child or a specific problem parents have never shied away from their duty.

6.5.3 – Development programmes for support staff (at least three)



1. Faculty Development Program organised
2. Encouraged to join CCC program
3. Encouraged to undergo training organised by other institutes

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- 1.. Language development classes initiated at language laboratory
2. Award for best student performer in Home Science to encourage female students
3. Improvement of Mentoring system.
4. Regularised submission of activity report of departments and sub-committees to IQAC coordinator

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	CCC	01/02/2017	01/02/2017	01/06/2017	112
2017	Personality Development	25/05/2017	25/05/2017	01/06/2017	82
2017	Feedback from Students	17/02/2017	17/02/2017	17/02/2017	693
2017	Mentor-Mentees Meet (ALL)	25/01/2017	25/01/2017	25/01/2017	693
2017	One week Training on Computer Basic Knowledge	20/03/2017	20/03/2017	24/03/2017	60
2016	Interface Meeting with parents	29/07/2016	29/07/2016	29/07/2016	297
2016	Library Orientation for freshers	04/07/2016	04/07/2016	08/07/2016	297

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Issues	30/01/2017	01/02/2017	12	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Power requirement of the institution is met with three power source, solar power being one of them.

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
<b>No Data Entered/Not Applicable !!!</b>		

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	0	1	09/11/2016	5	Free Computer Clinic	Community Service	18
2017	0	1	23/03/2017	4	Visit to old age home Serchhip	welfare of the aged	32

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#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
<b>No Data Entered/Not Applicable !!!</b>		

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Lecture on social Ethics and values	25/05/2017	01/06/2017	82

[View File](#)

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Installation of 10 KVA solar power
2. Awareness campaigns in class rooms
3. Cleanliness drive conducted
4. Planting of trees in new campus
5. Awareness on ban of use of single plastics

## 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

1. **TITLE OF THE PRACTICE: PERSONALITY AND SOFT SKILL DEVELOPMENT** Personality is the sum of the characters that constitute the mental and physical being of a person including appearance, manners, habit, taste, and even moral characters. The personality of a person constantly undergoes a change and it can be developed for the better. **Soft Skills Development:** It is a term associated with the "EQ" (Emotional Intelligence Quotient) of a person. It consists of personality traits, social graces, communication, languages, personal habits, interpersonal skills, leadership, teambuilding etc. **About the course:** Our programme seeks to adopt a holistic approach to learning. It works towards

building confidence, mental health, image and creativity enhancement. It aims at bringing about positive change in our students who are positioned to face the greater challenges of life as they graduate from the college. It will also equip the students with the essential etiquette, protocol knowledge and refined social skills to enable them to face any social situation with confidence. 2.

Goal i) Develop the skills and potential of students. ii) Facilitate employability and establish careers. iii) To develop the personality of our students and mould them into responsible citizens. 3. Context The youths of today are under tremendous pressure in order to carve out a niche for survival in life. They are subjected to fierce competitions against their peers not only in academics but also in job hunting and establishing careers. Besides their academic syllabus, it is felt that our students must be given additional training in relevant aspects so designed to widen their outlook and perspectives. Hence, a module for 'Personality Development' is designed for imparting these values, keeping in mind that the programme should be simple to manage, but rich in content. 4. The practice The outgoing students of all streams undergo a short term course on personality development at the end of their final university examinations. The course usually stretches over a period of two weeks within which different life skills are imparted to the students. The course content ranges from IT for everyday life Basic computer application Interview skills Communication skills Common errors in English Psychological development Basic first aid skill Travelling Traditional values Manners etiquettes First Aid skills Time Management Personal grooming Counselling on choice of career in various streams Spoken Hindi Private entrepreneurship Visual communication and Animation Resource Persons are engaged from the teaching Faculty of the college as well as renowned experts from outside the college who are wellknown in their chosen fields. The College collaborates with able Faculty from Regional Institute of Paramedical and Nursing Sciences (RIPANS), Aizawl for teaching the basics of First Aid skills. Visits to RIPANS are sometimes conducted to enrich the programme. The Student Support Committee organises the programme in collaboration with the IQAC and the programme is funded by RUSA 5. Evidence of success The programme met with an astounding response from the outgoing students. A total of 114 students registered themselves in the first year and in the second year the course had a total of 105 students registering themselves and the trend continued. A

Feedback/evaluation mechanism collected from the participants show that the program was well received. More than 90 of the topics were found to be relevant for participants. The course provided them with necessary facilities and tools to face challenges that pertain to the lifestyles and scenario faced by young adults in today's world. Courses that are rated irrelevant are dropped whereas new suggestions made by the students are taken into consideration. The feedback mechanism is a good indicator that the course is a major success among the students. 6. Problems encountered and resources required The course is designed to accommodate all outgoing students from three streamsscience, home science and computer science. Since their university examinations ended on different dates, we faced minor problem in setting a time slot that would be convenient for all streams. Secondly some students from rural areas are unable to attend the course as they often have to go back to their homes as soon as they finish their university examinations. Choosing topics that would benefit all students from all streams and finding the right resource persons proved to be a little challenging. 1. TITLE OF THE PRACTICE: MENTORING SYSTEM 2. Goal: i) To provide

more contact hours between teachers and students. ii) To maintain proper academic and attendance record of students. iii) To minimise dropout rates among students. iv) To identify slow learners and advanced learners. 3 The context The institute has followed the suggestion made by the QAC cum CDO, Higher Technical education to introduce the mentoring system. The institute felt the importance of integrating such a system into the college management system. It had promptly and effectively put it into practice in the past two

years. With a wide variation in the student population with regard to educational and economic background, the system promises to provide a better understanding of individual students and bring out their highest potential. It also appears to be the most effective method/weapon for mitigating cases of dropout students.

4. The Practice The IQAC had taken the initiative to implement this system. Every year the names of all students are collected and arranged according to their subject choice. They are divided into groups of 1015 students depending on the number of students. Each group is assigned a teacher/mentor who is responsible for collecting academic performance and class attendance of individual students. The teacher/mentor is given necessary information regarding his/her mentees and is expected to offer guidance and counselling as and when required. In isolated cases parents are called for special meetings with the Principal at the suggestion of the mentor.

5. Evidence of success Though the system has only been implemented in the last few years, significant improvement in the teacherstudent relationship can be seen. The system has been useful in identifying slow learners and advanced learners. Based on the requirement deduced through a careful examination of each mentor's report, the institute organizes a remedial class on different subjects within the syllabus for poor/slow learners. The remedial classes have become systematized after the implementation of this system. NEEDBASED remedial classes have proved to be beneficial to the students in particular and the entire college in general. The system has also been used to identify students who need financial support. The faculty has been contributing towards an endowment fund for students every month. The Corpus fund raised from the collection of such fund is distributed to students who are identified through the mentoring system There appears to be a lesser number of dropouts since mentors can intervene before a student falls short of attendance or has been regularly abstaining from classes.

6. Problems encountered and resources required The division of students into group proves to be a tedious exercise with some students opting for other courses now and then. Due to time constraint the teacher /mentor is unable to have sufficient time with the mentees Most of our students are reserved and some are too complacent to come out with their problems thus limiting the mentors capacity to render help. The system does not incur much expenditure. It only requires utmost commitment from teacher/mentor.

7. Notes (optional): The IQAC continually strives towards the improvement of the system. Contact hours with the students are ensured by inclusion of Mentor's -Meet in the academic calendar. The system helps in identifying the aims and ambitions of the students according to which career guidance classes are held. Mentoring reports are submitted to the IQAC to ensure that the programme is carried out effectively. Adoption of a new Best Practice: Extension and outreach program is another practice that is being developed as a best practice. With the motto of the college "Lighted to Lighten" as our vision the college has been carrying out extension programs through various activities. The institute intends to carry out more extension programmes to cater to the need of the society and mould our students into responsible citizens. The Department of Computer Science has been conducting free computer clinic every year. In this programme the department repairs computers and laptops of students, faculty members and people residing within the vicinity of the college. Students as well as faculty members of Computer science are actively involved in repairing the software and hardware of computers/laptops of their clients for free. Information for such programme is given out through local newspapers. The Home Science department has been carrying out extension programs through voluntary works at crèches, old age homes etc. They have also been organising free cooking classes for women of the locality where jam making and pickle making have been taught. The Institute intends to adopt a school and a committee has been set up for the purpose. Career awareness and skill development classes will be organised. Faculty members and students will be rendering their services towards this programme.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The institute has been established by the Government to be the first science college under the Motto 'Lighted to Lighten". The distinctiveness of the college lies in the fact that it is the only college in the state to offer Home Science as a stream. The mission of the college is to cater to the need for undergraduate -level science education in Mizoram. The college has endeavoured to execute and disseminate quality education in various fields of science and technology. As the motto suggests, the principal goal of the institution is to impart knowledge and skills and facilitate students to disseminate their knowledge to the society. The main objectives of the college are :a) To be at par with esteemed colleges outside the state in terms of teaching learning process and also in terms of research output. b) To continuously strive to provide a platform for more choices and opportunities, particularly for students who cannot afford to pursue higher studies elsewhere. It is the priority of the college to meet the needs and demands of the students of Mizoram which, in spite of high literacy percentage still lags behind in the field of science and technology. Progression of students is the priority of the institute and several steps have been adopted to thrust the institute forward in its primary goal. Student Support programmes such as certificate and cash incentive, career counselling, Personality development, Mentoring system, Coaching for entry into services, Remedial classes and Students' feedback system have been systematically introduced, developed and institutionalised. The college intends to continue its extension programmes to serve the local people. It endeavours to carry out more extension and outreach programmes which will benefit both students and the local society. Such programmes will fall in tandem with college Motto Lighted to lighten. Free Computer clinics have been held regularly by the department of computer Science to benefit people living in the vicinity of the college. Faculty and students of Computer Science have been actively involved in repairing computers, laptops of local persons. The department of Home science have been visiting and offering voluntary services at old age homes and spastic schools every year. It is the vision of the college to impart knowledge to the students who will in turn spread their knowledge and offer their service to the society.

Provide the weblink of the institution

### 8. Future Plans of Actions for Next Academic Year

The IQAC will continue to prepare the academic Calendar which serves as a guideline for all events conducted by the college. All events including conduct of internal exams, Parent Teacher meet, mentormentee meet and all other major event will be demarcated in the calendar to ensure systematic delivery of the programs. Mentoring system will continue and the IQAC will formulate new strategies to improve the system further. Feedback from students and parents will continue and steps for improvement of the system will be taken up by the IQAC. Academic audit will be given a priority. The IQAC will look into the matter and take necessary steps to include the system in a more comprehensive manner. With the advancement in technology the institute has always harboured the need to upgrade the computer skills of its teaching faculty. Training for teachers and students in computer skills will be organised. The institute will strive to equip all classrooms with

projectors to facilitate the use of ICT aided classes and lectures. The institute will continue to act upon the recommendation of the NAAC Peer Team in ensuring that quality initiatives The institute will continue to act upon the recommendation of the NAAC Peer Team in ensuring that quality initiatives continue to be taken as a part of the college culture. To ensure quality enhancement, it is pertinent that the IQAC becomes more proactive. The first initiative that the IQAC seeks to implement is selection of Best Department. Selection of best department will create a climate of healthy competition among the different departments in thrusting the college forward towards its goal. The criteria will be worked out by the IQAC and be made known to different departments. The Best department will be felicitated and given incentive during an important college event which will be decided by the IQAC . The college feels the need to maintain proper documentation of its events and activities. Hence it is the future plan of the college to publish a yearbook which will facilitate proper documentation of activities and perpetuate quality enhancement. Sensitization programs on legal rights of women and people with disabilities need to be organised to provide necessary information to students and create awareness. Steps will be taken towards the organisation of such programs. The college is creating close ties with the Mizoram State legal services authority. Opening of a legal clinic is in the offing. Once the Clinic is opened it will provide legal awareness ,especially with womens issues which will benefit the institute as well as the locality in which the college is situated. Connectivity with industries will be generated further. Proposal has been made to purchase more research equipments and construct research laboratories to further improve research culture among students and faculty. Language laboratory will be used to improve the communication skills of students. Teachers will be encouraged to attend seminars and workshops to enhance skills.