



OFFICE OF THE PRINCIPAL
GOVT. ZIRTIRI RESIDENTIAL SCIENCE COLLEGE
(NAAC Accredited GRADE- 'A')
Durtlang Leitan, Aizawl – 796015, Mizoram



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No.B.21014/1/2021-GZRSC(NEP)/80 : Dated Aizawl, the 9th May, 2023.

To,

The Director
Higher & Technical Education
Mizoram : Aizawl

Subj : Submission of action taken report on NEP-2020 implementation regarding.

Ref : Your Letter No.B.21014/2/2023-DTE(HTE) Dt. 25.4.2023

Madam,

With reference to your letter No cited above, I have the honour to submit herewith action taken report on NEP-2020 implementation in respect of Govt. Zirtiri Residential Science College for your information and further necessary action.

Enclo : As above.

Yours faithfully,

(PROF. B. ZOLIANA)

Principal

Govt. Zirtiri Residential Science College

Durtlang Leitan

1. NEP 2020 Implementation Committee has been formed in Govt. Zirtiri Residential Science College consisting of the following:
 - a. Mr. David Rosangliana, Asst. Professor – Chairman
 - b. Ms. Lalrosangpuii, Asst. Professor – Secretary
 - c. Prof. B Zoliana, Principal – Member
 - d. Dr. Lawrence Zonunmawia Chhangte, Associate Professor & Coordinator IQAC – Member
 - e. Ms.Lalrinsangi Nghinglova, Associate Professor & Asst. Coordinator IQAC – Member
 - f. Dr.Zirliangura, Associate Professor – Member
 - g. Ms.Lalrammawii, Associate Professor – Member
 - h. Ms.Lalremruati Hmar, Associate Professor – Member
 - i. Mr.Lalrinawma, Asst Professor – Member
 - j. Dr. Samuel Lallianrawna, Asst Professor – Member

Action taken by the Committee is as follows:

- i) All faculty members of the College have been registered for the NEP-Personality Development Programme organized by IGNOU during February, 2023. Slot allotment for training programme is still awaited from IGNOU.
- ii) Two members of the Committee, viz. Mr. David Rosangliana, Chairman and Dr. Lawrence Zonunmawia, Member have completed the NEP-PDP course
- iii) Interdisciplinary exchange programme is planned to be conducted with Govt. J Thankima College for which talks have been held at the Principal level.
- iv) A Workshop on Implementation of NEP 2020 have been jointly organized with MCTA GZRSC Branch on 23rd March, 2023. The resource persons in the Workshop were Prof. Benjamin Lalrinsanga, State Nodal Officer NEP 2020, and Mr. David Rosangliana, Chairman NEP 2020 Implementation Committee GZRSC.
- v) Symposium on Implementation of NEP 2020 in Mizoram organized by Planning and Programme Implementation Department, Govt. of Mizoram on 19th April, 2023 was attended by the following Faculty Members:
 - a. Prof. B Zoliana, Principal GZRSC
 - b. Dr. Lawrence Zonunmawia Chhangte, Coordinator IQAC
 - c. Dr.Laldawngliani, Asst Coordinator, IQAC
 - d. Ms.Lalrinsangi Nghinglova, Asst Coordinator IQAC

- e. Mr. David Rosangliana, Chairman, NEP 2020 Implementation Committee
- f. Ms. Lalrosangpuii, Secretary, NEP 2020 Implementation Committee
- g. Dr. R. Lalengmawia, Vice Principal GZESC

- vi) NEP Departmental Coordinators were appointed for all the 11 Departments of the College
- vii) Training programme for NEP Departmental Coordinators was organized on 20th April, 2023 with Resource persons Ms Lalrinsangi Nghinglova, Asst Coordinator IQAC and Mr. David Rosangliana, Chairman NEP 2020 Implementation Committee. The programme included training the role and responsibilities of NEP Departmental Coordinators (Academic Counsellors).
- viii) All Departments were requested to prepare 3 Skill Enhancement Courses for which some Department have completed and submitted their proposals.
- ix) Institutional Development Plan for NEP 2020 has been prepared and completed.

2.
 - 1) Language Skill
 - 2) Electrical Circuits and Network Skills
 - 3) Programming with FORTRAN
 - 4) Programming with C++
 - 5) Chemical Packaging, labelling & Handling Operations
 - 6) Computation using Excel
 - 7) Application of mensuration
3. Institutional Development Plan (IDP) has been prepared and detail is enclosed in Annexure-I
4. Research and Development Cell have been established in the college in 2022 and the composition is as follows:

Chairman	:	Dr. Lalzahawmi Chenkual
Secretary	:	Dr. P.C. Rohmingliana
Member	:	1) Dr. Arup Kumar
		2) Dr. Rosangliana
		3) Dr. Fanai Lalsangluaii
		4) Dr. C. Zoramthara
		5) Dr. Samuel Lallianrawna
		6) David Rosangliana
		7) Dr. Rebecca Vanlalsangi
5. Intellectual Property Right Committee has been formed in 2022 as follows:

Chairman	:	Dr. Arup Kumar
Secretary	:	Dr. Ricky Lalmangaihzuala
Member	:	1) Dr. Lalmingliana Hnamte

2) Lalhmingliani Hlondo

6. The college has a Security & Discipline Committee which comprises of :
- Chairman : C. Lalramdina
 - Secretary : C. Lalrinawma
 - Member : 1) Zodinpuii
 - 2) Lalnunthara 3) Sailopuii
 - 4) Remlalsiama 5) R. Lalramengzami
 - 6) Dr. Lalrinmawia Poonte 7) Reginald H. Vanlalchaka
7. The Security & Discipline Committee will be restructured as Anti-Ragging & Discipline Committee
8. The formation of Equal Opportunity Cell of the by IQAC of the college is underway.

INSTITUTIONAL DEVELOPMENT PLAN TEMPLATE FOR NEP 2020

1. INSTITUTIONAL BASIC INFORMATION:

1.1 Institutional Identity

Name of the Institution/College	:	Govt. Zirtiri Residential Science College
Type of Institution	:	Govt. Funded
Year of Establishment	:	2000
Website & Email	:	www.gzrsc.edu.in & contact@gzrsc.edu.in
Year of Provincialization	:	2000
Recognition by regulatory body	:	University Grant Commission (UGC)
Detail of Affiliation	:	Affiliated to Mizoram University
Year of Accreditation & Grade	:	First Cycle, 2009, Grade B (CGPA 2.22) Second Cycle, 2016, Grade B (CGPA 2.75) Third Cycle, 2022, Grade A (CGPA 3.09)

Name of Head of Institution & Nodal Officer for Implementation of NEP 2020

Head and Nodal officers	Name	Phone/Mobile Number	E-Mail
Head of the Institution	Prof. B Zoliana	9436140347	bzoliana@gmail.com
Nodal Officer(s) for various Committees for Implementation of NEP 2020			
1. David Rosangliana	Chairman, NEP2020 Implementation Committee	9862220289	drosangliana@gmail.com
2. Lalrosangpuii	Secretary, NEP2020 Implementation Committee	8974821128	lalrosangpuii@gmail.com
3. Lalrinsangi Nghinglova	Member, NEP2020 Implementation Committee	9436143838	masangi777@gmail.com
4. Lalremruati Hmar	Member, NEP2020 Implementation Committee	9436145294	nunruatte1@gmail.com
5. Dr. Zirlianngura	Member, NEP2020 Implementation Committee	9436156330	zirata@rediffmail.com
6. Dr. Samuel Lallianrawna	Member, NEP2020 Implementation Committee	9862322591	sralte2123@gmail.com
7. C. Lalrinawma	Member, NEP2020 Implementation Committee	9436366800	lalrinawma.c@gmail.com
8. Lalrammawii	Member, NEP2020 Implementation Committee	9436360092	lalrammawii10@gmail.com
9. Dr. Lawrence Zonunmawia Chhangte	Ex-Officio, IQAC Coordinator	9436159864	lznchhangte@gmail.com

1.2 Academic Information:

UG/PG, etc Programme offered in Academic Year 2021-2022

S. No	Name of Title of Programme	Duration (Years)	Year of starting	Annual Intake Capacity	Total Student Strength
1	B.Sc. (Physics)	3	2000	55	46
2	B.Sc. (Chemistry)	3	2000	65	27
3	B.Sc. (Mathematic)	3	2000	65	47
4	B.Sc. (Botany)	3	2000	65	53
5	B.Sc. (Zoology)	3	2000	65	51
6	B.Sc. (Geology)	3	2013	55	26
7	B.Sc. (Electronics)	3	2003	35	47
8	B.Sc. (Biochemistry)	3	2004	25	37
9	B.Sc. (Home Science)	3	1980	60	18
10	B.C.A.	3	2003	60	40

Subject Offered & Subject/Department Wise Enrollment:

S. No.	Name of Subject	No. of Students (Core)	No. of students (General) excluding students opted the subject as core	Total Students
1	Physics	46	75	121
2	Chemistry	27	187	214
3	Mathematics	47	74	121
4	Botany	53	43	96
5	Zoology	51	117	168
6	Geology	26	45	71
7	Electronics	47	34	47
8	Biochemistry	37	25	62
9	Home Science	18	-	18
10	BCA	40	-	40

1.3 Subject/Department wise Faculty Status

S.No.	Name of subject	No. of Sanction Regular Post	No. of Posts filled/Faculty in position				
			Regular		Contract	Part-Time	TOTAL
			M	F			
1	Physics	8	5	0	0	1	6
2	Chemistry	7	5	0	1(RUSA)	0	6
3	Mathematics	5	2	2	0	1	5
4	Botany	8	2	6	0	0	8
5	Zoology	7	1	5	0	0	6
6	Geology	4	1	0	2	1	4
7	Electronics	4	1	0	2 (RUSA)	1	4
8	Biochemistry	4	0	2	1	1	4
9	Home Science	11	1	10	0	1	12
10	BCA	4	2	2	1	3	8
11	English	3	0	3	0	0	3

1.4 Non-Teaching Staff Position

S.No	Name of Post	No. Sanctioned	Filled	Vacant
1	Assistant	1	1	1
2	UDC	1	1	0
3	LDC	3	2	1
4	Laboratory Assistant	2	2	0
5	Laboratory Bearer	5	2	3
6	Grade-IV	5	2	3
7	Conductor	1	1	0

1.5 Library & Building Status (Class Room/Academic Room/Seminar Hall/Laboratory, Library, Internet Resource Centre, Sports Facilities, etc)

S. No.	Name of Building/Room	Nos.	Capacity	Remarks
1	Classroom	15+16	100	
2	Seminar Hall	1 + 1	150	Old Campus
3	Laboratory	13 + 3		
4	Library	1		
5	Internet Resource Centre	2		
6	Sport Facility	0		

1.6 Baseline Data (Data should be as on 30th September 2021)

S. No	Parameters	2021 - 2022		
		Total	Male	Female
1	Number of Students in all programs in the year	957	523	434
2	No. of SC Students in all programs and all years of study	0	0	0
3	No. of ST Students in all programs and all years of study	927	510	417
4	No. of OBC Students in all programs and all years of study	6	1	5
5	No. of General Students in all programs and all years of study	24	12	12
6	No. of fully functional computers available for students	90		
7	Total no. of text books and reference books available in library for UG	13121		
8	Student – Teacher Ratio	13.86 : 1		
9	% of high quality UG graduate (>75% marks) passed out			
10	No. of research publication in Indian referred journals (Last 5 years)	9+8+28+3+0=48		
11	No. of research publications in International referred journals (Last 5 years)	7+15+2+7+4=35		
12	No. of patents obtained	2		
13	No. of patents filed	3		
14	No. of sponsored research project completed (Last 5 years)	1+1+1+0+1=4		
15	Passed % of final semester/year students	All Students		
		SC		
		ST		
		OBC		
16	IRG from students' fee and other charges (Rs.			

	in lakhs)	
17	IRG from externally funded R&D projects, consultancies (Rs. in lakhs)	
18	Total IRG (Rs. in lakhs)	
19	Total annual recurring expenditure of the institution (Rs. in lakhs)	

IRG = Internal Revenue Generation

2 INSTITUTION DEVELOPMENT PROPOSAL

2.1 Executive Summary

Government Zirtiri Residential Science College came into existence as a science college on June 2000 vide Government's order no 16019/4/2000-EDC dated 21.6.2000 by amalgamating the existing Home Science Department of Government Zirtiri Women's college with Science Faculties from other government colleges of the state. The erstwhile Zirtiri Women's College had been accorded 2(f) and 12(B) status by UGC order No.F.-5/98 (CPP)-1 Dated 6th October 1999. This status along with the college Motto "Lighted to Lighten" has been adopted by the college. Government Zirtiri Residential Science College is located at two locations i.e Durtlang Leitan and Ramthar Veng, Aizawl. Though centrally located, it is distant from the din and noise of the city and enjoys an environment conducive to learning. The College is a multi-faculty co-educational institute with three streams of UG courses – Science, Home Science and Computer Science. There are 11 Departments which offer 10 core/elective courses namely BCA, B.Sc (Home Science) and B.Sc (Physics, Mathematics, Chemistry, Botany, Zoology, Geology, Electronics, Bio-chemistry)

The institute has already taken various steps towards the implementation of NEP 2020 such as setting up of NEP implementing committee, appointment and training of NEP Departmental coordinators (Academic advisors) and identifying subjects that can be offered by the institute across different disciplines. Some of the institutional development plan earmarked for the future are opening of spoken English Class, conduct mock interview for students, to arrange skill-based preparations, to become multidisciplinary, improvement of Laboratory, improvement of Laboratory Improvement of infrastructure, to become autonomous college, opening PG courses opening Ph.D. courses.

2.2 SWOC ANALYSIS MATRIX FOR DEVELOPING IDP OF THE INSTITUTION

Strength

1. The college is located in the state capital in a quiet neighborhood which provides a conducive learning environment. The college already offers Science, Computer Science and Home science which render smooth transition into a multidisciplinary institute.
2. The college is headed by a dynamic academician of good repute who has several research projects and publications to his credit. The faculty is comparatively young, energetic and innovative. Many of them are involved in research activities and are encouraging innovative pedagogy. There is great teamwork among the faculty and the administration.
3. Personality Development is a best practice of the institute which offers the outgoing students with life skills that will equip them in their pursuit of higher education and placement.

4. Mentoring of students is a best practice that has been adopted and improved upon by the institute through the years to support the students academically and financially.
5. Feedback System from stakeholders has been put in place to ensure quality enhancement and promote faculty participation in curriculum development.
6. Extension service and outreach programs have been institutionalized through curricular and co-curricular activities. The institute has responded to societal needs during the pandemic by preparing Sanitizers and masks for frontline workers for which it was awarded certificate of appreciation from the Government. Further, the Department of Geology have been lending their expertise to mitigate natural disasters arising out of earthquakes and landslides.
7. Documentation of activities through publication of college yearbook is an asset for the institute.
8. Selection of Best department every year promotes healthy competition among the departments which results in overall quality enhancement.
9. The College has taken steps to start an incubation center which is not available in most other colleges of the state. Acting upon AQAR 2017-18 report review, the institute started a startup project in 2020 to offer more opportunities to the students.
10. Endowment Fund is collected from all teaching faculty to provide financial assistance to students in need. This has greatly helped in cutting down dropout rates as many students are provided with necessary aid to pay their fees.

Weakness

1. The present campus is lacking in sports infrastructure, recreation centre and classrooms to host the multidisciplinary nature of NEP 2020.
2. The college is under the state government and since the appointment of faculty rests solely on the government the institute does not have a permanent librarian which has slowed down the process of growth in this area.
3. The Geographical isolation and the difficult terrain have made access to the state a little arduous thus limiting exposure of students to mainstream India and the rest of the world except through the Virtual World. Hence our students lack de facto experiences that students in Cosmopolitan areas are privileged with.
4. There is dearth of industrial growth in the State of Mizoram thus limiting the institutional capacity to promote placement and career opportunities for students.
5. The college as many other Higher education Institutes of the state does not attract students from outside the State basically because of our geographical isolation. Hence the institute lacks the multi-cultural ambience that one would find in colleges in Mainland India.
6. The institute often faces financial constraint which limits developmental works. There is no special provision for a science college in terms of financial assistance from the government whereas our requirements are more than Arts college.

Opportunities

1. College has excellent opportunity to provide platform for all sections of society for promotion of learning as there is no gender discrimination in terms of pursuing higher education.
2. The college is the only institute in the state to offer Home Science as a program. This gives students, especially girl students, the option to choose the program which offers career opportunities in production industry, tourism and service industry, dietetics and nutrition, textile and clothing etc.
3. The College is the only institute in the state to offer Electronics and Biochemistry as core program from the 2020-21 academic session. The subject opens up a plethora of job opportunities for students.
4. The institute has the following Research Facilities:
 - a) DBT Institutional Bio-tech Hub has been established since 2012 with funding from DBT (New Delhi). Facilities of the Hub include PCR machine, trans-illuminator, UV-Vis Spectrophotometer, High-speed Centrifuge, Gel Electrophoresis kits, etc. backed with 10 kVA online and provides platform for undertaking basic research in modern biology.
 - b) Radiation Monitoring Laboratory has been established through the Research Project funded BRNS (Govt. of India) since 2008. Equipped with sophisticated machines like NaI (Tl) gamma spectrometer with 1k Multichannel Analyser, RAD7 and other nuclear track detecting instruments it offers research opportunities for Ph.D. scholars and students alike.
5. The institute is collaborating with IIT Mumbai Spoken Tutorial to offer add on courses for students free of cost.
6. The College has an MOU with Delhi University, College of Veterinary Sciences and Animal husbandry, MZU Electronics & Engineering dept and Pachhunga University college for academic collaborations.

Challenges

1. The work culture of the students is not up to the mark and needs to be improved.
2. Many of our students come from rural backgrounds and find it difficult to communicate in English which is the medium of Instruction.
3. Students who are academically proficient mostly opt for medical and engineering course. The college face the challenge of attracting the good students.
4. Due to the remote location of the state and it being inadequate in road, transportation and communication resources, the college and all its stake holders are deprived of opportunities received by those in main land India.
5. Limited funds from the government for infrastructure or any other financial assistance for the college are a major drawback. This has challenged the teachers and other staffs to seek for funds and self-generate through donations
6. Many of our students who come from rural areas often find it difficult to continue their studies. The teachers have donated cash towards endowment fund for students who need financial assistance. Teachers have often sponsored students who need financial assistance.

7. The College faces the challenge of establishing a handholding policy with a premiere institute to further enhance quality and for future expansion of the college in all areas of development.
8. The dual location of the college at Durtlang and leitan imposes challenge in terms of administration.
9. The transport system poses a major challenge with the college having to bear the expenses. The Public bus does not reach the college campus creating problem for students who has to depend on the one functioning college bus.

2.3 VISION AND MISSION STATEMENT

Govt. Zirtiri Residential Science College has been established by the government to be the first science college with a view to cater to the need for undergraduate-level science education in Mizoram. The college has endeavored to execute and disseminate quality education in various fields of science and technology.

Endeavoring to live true to the motto “Lighted to lighten”, it is the vision of the institution to impart knowledge and skills to students and facilitate them to disseminate their knowledge to the society. The defined goal of the college is to ensure quality education for empowering the native people educationally backward in science and promoting Science education by enhancing the status of science and technology. It is the vision of the college to act as a catalyst that brings about change and kindle a ray of light where there is darkness. It is envisaged that the knowledge and skills gained from the institution, with the degree obtained, would facilitate students for future employment opportunities.

The principal goal is to cater to the need for higher learning in the college level in various fields of science education in Mizoram. It is envisaged that the knowledge and skills gained from the institution, with the degree obtained, would facilitate students for future employment opportunities. The main objectives of the college are:

1. To be at par with esteemed colleges outside the state in terms of teaching-learning process and, also in terms of research output.
2. To continuously strive to provide a platform for more choices and opportunities, particularly for students who cannot afford to pursue higher studies elsewhere.

2.4 GOAL AND OBJECTIVES OF THE INSTITUTION IN VIEW OF THE VISION OF NEP

The main goal and objectives of the institution in view of the vision of NEP 2020 are as follows:

1. To develop personality of the students.
2. To prepare students for jobs and entrepreneurship.
3. To inculcate social responsibility in the students.
4. To develop eco-friendly activities.
5. To increase enrolment of students without compromising the quality .
6. To improve quality of education by getting high grade in accreditation.
7. To become multidisciplinary institution.
8. To become autonomous degree granting institution and subsequently Teaching University.
9. To open postgraduate and doctoral courses in the future.

2.5. SETTING TARGETS

Sl. No.	Target	Timeline
1	To arrange Spoken English Class	2023 (Short term)
2	To arrange mock interview for students	2023 (Short term)
3	To arrange skill-based preparations	2024 (Short term)
4	To become multidisciplinary	2025 (Short term)
5	Improvement of laboratory	2025 (Short term)
6	Improvement of infrastructure	2026 (Medium term)
7	To become autonomous college	2026 (Medium term)
8	Opening of PG courses	2027 (Medium term)
9	Opening of doctoral courses	2028 (Medium term)
10	To become Teaching University	2035 (Long term)

2.6 EVOLVING STRATEGIES TO MEET THE TARGET

1. *To arrange Spoken English Class*: Since the college has an English department and a language lab, spoken English classes can be scheduled beginning in 2023.
2. *To arrange mock interview for students*: Since the College already offers an annual mock interview and personality development course for departing students, which is currently a non-credit course, this can be done systematically by making it a credit course.
3. *To arrange skill-based preparations*: The Skill Enhancement Course, which is required for all students, will begin at the college's affiliated university in the 2023–2024 academic year. The institution is also developing the syllabus in response to this and working hard on it, which makes the task possible.
4. *To become multidisciplinary*: With English as a minor, the college can begin the BA (Mathematics) programme. After strengthening the faculty, a BA (English) major may also be initiated. After the institution opens its BA programme, it will become multidisciplinary, which is a goal.
5. *Improvement of Laboratory*: The first group of students who begin the four-year undergraduate programme will enter their fourth year in 2026. Therefore, before 2026, laboratory improvements must be made on a yearly basis.
6. *Improvement of infrastructure*: More classrooms are required now that the undergraduate programme is four years long due to the increased amount of papers and years required to obtain the undergraduate degree. Therefore, upgrading the institution's infrastructure is a crucial task that could be accomplished if it received funding from the state government or another funding source.
7. *To become autonomous college*: The NAAC Peer Team advised the college to work towards autonomous college in 2022. Fortunately, UGC has made eligibility for autonomous institutions easier starting in April 2023, making all NAAC-accredited colleges eligible for applying for what was previously NAAC's "A" rating. Therefore,

applying for autonomous status before the 2027 NAAC assessment will be a good idea.

8. *Opening of PG courses:* By 2027, the first group of undergraduates in the four-year programme will have completed their fourth year. So it might be a good idea to start one-year post graduate courses right after that. The launching of postgraduate courses may be a crucial step in this process because the institution had to move forward in order to stand on its own.
9. *Opening of Ph.D. courses:* After starting one-year post graduate courses, starting doctoral programmes may be a wise move once the initial class has graduated, which is also feasible.
10. *To become Teaching University:* The institution will be able to become a teaching university at that point after becoming multidisciplinary, autonomous, and providing postgraduate and doctoral courses because the institution's ultimate goal is to become a university and because all affiliation systems in India must be abolished as of 2033.

2.7 PROPOSE GOVERNANCE STRUCTURE AND PROCESSES

As an affiliated college under Mizoram University, the college at present functions under the rules and guidelines of the affiliating university in academic matters. In matters pertaining to administration, the institute follows instruction from the Secretariat and Directorate of the Higher & Technical education, Government College as it a government college. Within the Institute, the Principal of the college lies at the helm of the administrative set-up. He is supported by the Vice-Principal (Internally arranged) and the heads of department in administrative matters. In matters concerning office administration he is assisted by the non-teaching Faculty with the head assistant at the top-most rung below the principal.

The main thrust of the NEP 2020 is to end fragmentation of Higher Education and calls for large multidisciplinary universities, colleges and clustering of HEIs. Hence the Governance structure will invariably change. The institute will possible head for autonomy and consist of three major bodies, the governing body, the academic council, Board of studies. Finance committee and the Planning Board.

- The proposed governance structure will consist of a governing body comprising of members from management, educationist/industrialist, UGC nominee, State Government Nominee, University nominee and Principal of the college. The governing body will undertake all academic and administrative activities of the college. Subject to the existing provision in the bye-laws of respective college and rules laid down by the state government / parent University,
- the governing body of the above college shall have powers to undertake all the Academic and Administrative activities of the college
- .Institute Scholarships, fellowships, studentships, medals, prizes and certificates on the recommendations of the Academic Council.
- Approve new programmes of study leading to degrees and or diplomas.
- Perform such other functions and institute committees, as may be necessary and deemed fit for the proper development and fulfill the objectives for which the college has been declared as autonomous.

The Academic council will ideally comprise of the Principal, Heads of the Department concerned (Chairman), The faculty of each specialization, two subject experts from outside the parent university to be nominated by the Academic Council. One representative from Industry/ Corporate Sector / allied area relating to placement. One post graduate meritorious alumnus to be nominated by the Principal. The Chairman. Board of Studies, Experts from outside the college whenever special courses of studies are to be formulated. Other members of staff of the same faculty. The academic Council shall have powers to:

- Scrutinize and approve the proposals with or without modification of the Boards of studies with regard to courses of study, academic regulations, curricula, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures relevant thereto etc., provided that where the Academic Council differs on any proposal it will have the right to return the matter for reconsideration to the Board of Studies concerned or reject it, after giving reasons to do so.
- Make regulations regarding the admission of students to different programmes to study in the college keeping in view the policy of the Government.
- Make regulations for sports, extra- curricular activities, and proper maintenance and functioning of the playgrounds and hostels.
- Recommend to the Governing Body proposal for institution of new programmes of study
- Recommend to Governing Body institution of scholarships, studentships, fellowships, prizes and medals and to frame regulation for the award of the same.
- Advise the Governing Body suggestions pertaining to academic affairs made by it.
- Perform such other function as may be assigned by the Governing Board

Board of Studies will comprise of Principal as the chairman and other members as the GB deem fit. The Board of studies of the college has the following function

- Prepare syllabi for various courses keeping in view the objectives of the college, interest of the stakeholders and national requirement for consideration and approval of the Academic Council.
- Suggest methodologies for innovative teaching and evaluation techniques.
- Suggest panel of names to the Academic Council for appointment of examiners and
- Coordinate research, teaching, extension and other academic activities in the department college.

Finance Committee comprising of The Principal (Chairman), one person to be nominated by the Governing Body of the college for a period of two years, one senior most teacher of the college to be nominated in rotation by the principal for two years. Functions of the Finance Committee:

- The Finance Committee is an advisory body to the Governing Body, to consider.
- Budget estimates relating to the grant received / receivable from UGC, and income from fees, etc, collected for the activities to undertake the scheme of autonomy, and
- Audited accounts for the above.

The planning Board will comprise of Principal as the Chairman, two Senior Teachers. Coordinator IQAC, Librarian, One Person from the Accounts Department. The Function of the Board is to Approve the proposal for development during the plan period for improving the standards of teaching and research at various levels and also certify the proposal of the college for the development of undergraduate and post graduate education.

2.8. ACADEMIC PROGRAMME:

The College is a multi-faculty co-educational institute with three streams of UG courses – Science, Home Science and Computer Science. There are 11 Departments which offer 10 core/elective courses namely BCA, B.Sc (Home Science) and B.Sc (Physics, Mathematics, Chemistry, Botany, Zoology, Geology, Electronics, Bio-chemistry). The Department of English exists as an independent department with permanent affiliation from Mizoram University. With the implementation of NEP 2020 from the new academic session 2023-24 academic programs under the two systems will be offered in parallel mode during the transition period.

The institute follows the curriculum designed and planned by Mizoram University to which it is affiliated. The Choice Based Credit System (CBCS) course has been successfully implemented in the UG curriculum since 2016 for science and Home Science. BCA has implemented CBCS since 2018. Curriculum so designed are effectively executed through a well-planned and documented process. There are various courses which address these cross-cutting issues like family and child welfare, environmental studies, environment and ecology. In addition to the courses prescribed by the university the institute has supplemented the prescribed syllabus with courses like Personality Development program which aims at developing the life skills of our outgoing students. It works on a student-centric module and imparts human values through training on social values and etiquette. Add on courses like CCC and other certificated courses from IIT Bombay Spoken tutorial have been offered to the student.

2.9 HUMAN RESOURCE MANAGEMENT:

Within the Institute, the Principal of the college lies at the helm of the administrative set-up. He is supported by the Vice-Principal (Internally arranged) and the heads of department in administrative matters. He is responsible for maintaining discipline among the faculty members. The institute has adopted a system that fosters participative management and encourages decentralization of management power. The main decision power lies with the principal assisted by the IQAC and the Heads of Department. The principal who is placed at the helm of the academic and administrative structure of the college supervises all activities of the college and ensures maintenance of academic and administrative discipline of the institution. The principal collects monthly teaching reports of the teachers to ensure effective teaching-teaching and evaluation.

In matters concerning office administration he is assisted by the non-teaching Faculty with the head assistant at the top-most rung below the principal. Some of the procedures adopted by the non-teaching staff to maintain discipline in its administrative set-up are:

- i). The principal is the administrative head and in matters concerning non-teaching he is assisted by the Head assistant in whose absence the upper desk clerk (UDC) takes over. Attendance of non-teaching staff is collected every day. They are expected to arrive at the college by 9:30 a.m.
- ii). The attendance sheet is submitted to the principal by 10:00 a.m. Failure to arrive on time without valid reason will be treated as absence from work.
- iii). Office hours are up to 5 :00 p.m and permission to leave early (other than on duty) has to be taken from the Head Assistant.

iv). Those applying for Casual leave has to give prior notice unless it is an emergency case. Those applying for Earned leave has to apply 5 days in advance. Common format is used for leave applications.

v). Application for outstation leave has to be made to the principal for all faculty members. Separate files are attached to the office assistants and they may assist another unless it is financial matter.

The institute follows separate appraisal system for teaching and non-teaching staff for effective management of human resource:

i). For the assessment of the performance of the teaching faculty, the institute follows the Academic Performance Indicator (API) based Performance Based Appraisal System (PBAS) contained in the University Grants Commission (Minimum Qualification for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (2nd Amendment), Regulations, 2013. The Process has been followed transparently in all selection process. It is compulsory for all teaching staff to submit annual API to the Directorate of Higher & Technical Education through the Principal. Every permanent teacher submits his/her appraisal to the principal at the end of every year. The appraisal report is verified by the principal based on the yearly achievement and discipline of the teacher and forwards the appraisal to the Director, Higher and Technical Education.

ii). Promotions for the teaching faculty are considered as per UGC guidelines under Career advancement Scheme (CAS) and fulfillment of the requisite API (Academic Performance Indicator).

iii). For the assessment of the non-teaching staff, the Annual Confidential report is prescribed for all officials under the Government of Mizoram which is due on the 30th of April of every relevant year. All officials reporting submit ACR's with a forwarding letter to the Reporting authority within one month. The Reporting authority shall submit the ACR to the Reviewing Authority latest by 31st July of the relevant year.

iv). In addition, the performance of teachers is evaluated through a feedback system designed by the IQAC. A teacher's performance, including his/her knowledge of the subject, communication skills, ability to organize quiz and test, regularity and punctuality in taking classes, ability to maintain discipline etc. is assessed every year by collecting feedback from students. This appraisal is intended for self-reflection and self-improvement. The principal makes an annual report on the feedback and conduct meetings with individual if necessary. The meeting is kept confidential and is solely for the purpose of improving a teacher's performance.

2.10 STUDENT SUPPORT SYSTEM

i). Certificate and cash incentives: Certificates and cash incentives are awarded to meritorious students

ii). Endowment Fund: Financial support is accorded to disadvantaged and deserving students of the students as per requirements.

iii). Career counselling and Placement: Career clinic has been opened at the campus to guide students. The clinic can be accessed by students on Wednesdays from 2:30- 4:00 pm during working days (prior notice is given by concerned committee) Career awareness programs are conducted annually to provide guidance to students

- iv). Personality Development: Personality Development is organized annually for all outgoing students of every stream to equip them with skills to face challenges and embrace opportunities as they leave the college.
- v). Mentoring System: Intensive Student mentoring system has been put in place. Every student is assigned a teacher-mentor to assist them in academic matters.
- vi). Remedial Classes: Remedial classes are offered from time to time as per requirement of the students.
- vii). Add -on Courses: To supplement their normal degree courses, the college offers add-on courses such as CCC in collaboration with NIELIT and 70 + online add on courses in collaboration with IIT Mumbai spoken tutorial (this course is offered to students free of cost)
- viii). Student's feedback system: Feedback system is collected from students whereby their grievances can be heard and addressed.
- ix). Earn while you learn: Selected students who require financial assistance are given on-campus cleaning jobs from the corpus fund collected from the faculty.

2.11. FINANCIAL PLAN

The College receives funds from the State Government, UGC, RUSA and other funding agencies. In addition to these funds, the following efforts have been made to generate additional resources:

- i). Research grants through externally funded research projects: The institute has made an effort to augment fund through research projects.
- ii). Incremental growth from the collection of fees from students: The institute accrues funds in the form of fees (examination, University affiliation, student funds, etc.).
- iii). Institutional corpus fund is generated through monthly collection as endowment fund for financially deprived students. The faculty of the college has been making a monthly contributing towards student endowment fund since 2015.
- iv). The librarians collect late fees and photo-printing charges to generate fund for maintenance of the library.
- v). Teachers contribute voluntarily towards funds that are sometimes required by sub-committees.
- vi). As instructed by the Directorate of Higher and Technical collection has been made from faculty and students for maintenance of the two college buses that have been provided by the government.

The budget estimate of revenue and capital expenditure for the ensuing year is prepared in advance. The budget is scrutinized, examined and approved by the internal audit committee, purchase committee and other concerned committees. Concerned committees submit a written proposal for sanction of the required amount and the Utilization Certificate is submitted to the principal. All financial transactions are transparent and screened by various committees and are approved by the principal. The internal audit committee carries out audit of certain sub-committees to ensure proper usage of funds.

2.12 PROCESSES OF IMPLEMENTATION, MONITORING AND EVALUATION

The NEP implementing Committee is the core committee responsible for implementation Monitoring and evaluation of the NEP 2020 in the institute. The committee will work in coordination with the IQAC and Heads of Department under the guidance and supervision of the Principal.

The committee has been building strategies to implement the policy and has been reviewing them from time to time. It will monitor its implementation and evaluate its success and failures. Further, institutional NEP departmental coordinators have been appointed to provide necessary guidance to students. They have the dual responsibility of providing academic advice and reporting the status of enrollment etc to the Principal and the department concerned.