

GENERAL BODY MEETING
GOVT. ZIRITIRI RESIDENTIAL SCIENCE COLLEGE: AIZAWL
DT. 5.11.2019 (TUESDAY)

Member Presents:

List of Member Presents with their respective signatures are recorded in attendance book.

REPORTS FROM PRINCIPAL:

1. **Visit of Subject Committee-II to College:** The Subject Committee-II, Mizoram Legislative Assembly members comprising of 6 members with 3 officials from RUSA and 2 Officials from Assembly Secretariat visited the College on RUSA funding implementations on 21.10.2019. I would like to thank various Committee, Office staff and individuals involved in the welcome preparations and those NCC Cadets also in beautifully giving the welcome drill which was really impressive.

2. **Hostel Preparations:** Fees for electric and water connections were paid and Miss Maria and Miss Adawngi are very instrumental and helpful. Hostel Beds are being prepared and presently 30 beds were already kept in the hostels supplied by the chosen supplier. A total of 96 beds were ordered @ Rs. 4500/-

3. **Security for Durtlang New Campus:** The Building Committee proposed to have security measures to look after the buildings and accessories inside the new campus and hence Durtlang Leitan YMA was approached to be incharge of Security offering them Rs.4000/- (Rupees four thousand only) per month. They have agreed and Khuangchera Section Leitan YMA will take up the task. The agreement is upto December 2019 for now which can be extended.

4. **Practical Exams:** All University Practical examinations were over and thanks to all departments for duty their duty well not to forget the works of exam departments in all prepararions and hosting external examiners coming from outside.

5. **Inclusion in NIRF Ranking:** The IQAC committee resolved to participate in the NIRF ranking while preparing for the NAAC accreditation. The following members were appointed to take up the task of collecting the Data:

- (1) AISHE incharge- Dr. Lawrence Zonunmawia Chhange
- (2) MHRD in charge- Dr. Ricky Lalhmangaihzuala

6. **Data Collection for National Academic Depository (NAD):** BCA department has finished collecting data from their students while Electronics Department also finished collection from III Sem Physical Science students. The next phase of students data collection will be continued at the beginning of next semester. (Incharge?)

Profiles of Faculty are being submitted to the IQAC Committee.

7. **College Data Collection 2015-16 and 2016-17:** Resolved that data collection will be carried out by members of AISHE, MHRD and IQAC co-ordinator. The resolution may be reviewed after the work commences and necessary changes may be made thereafter.

8. **Inclusion of Webmaster in IQAC Committee:** The IQAC committee in its meeting resolved that to ensure speedy dissemination of information, the webmaster, by virtue of office, will also be included as member of the IQAC.

9. NAAC Preparation: Preparation is in full swing by the IQAC Committee. All members are requested to cooperate and help the Committee in data collection.

10. COLLEGE YEAR BOOK 2019: The editorial Board of Year Book 2019 has edited and prepared the College Year Book 2019 and is now ready for Printing.

11. About Collection and Utilisation of Poor Fund: Secretary, Students' Support Committee also gave report about distribution of endowment funds to needy students.

AGENDA:

A: HEAD OF DEPARTMENT MEETING RESOLUTIONS:

1. **Submission of leave Letter by students:** Head of department Meeting on 17.10.2019 resolved that students availing leave of Absence must submit their leave letter within one week of absence. This leave letter is to be carefully read by the mentor and mentor should recommend and forward it to the Principal mentioning the specific days and dates of Absence in the students' letter. Put up for approval of GB Meeting.

2. **College Representative for funeral of student's Parent:** The HOD meeting felt that teacher's presence at funerals of our students' parents is something that needs to be addressed. After long and careful deliberation, it was decided that when such incidence occurs, the Student's MENTOR and the Student's Classmate in their T-shirt may accompany the student to the funeral. The student's closed friends from other classes may also accompany the berieved student. Put up for Approval.

3. **Hiring of Cleaner for Profs' Common Room:** The Students' Support Committee hired a students for support and relief at the rate of Rs. 4000/- per month and the hiring fee is paid by the Office. With no fund received from Government for such purposes and hiring of Security, Parking fees, house rent for Geology class, Part time teachers and helps employed the College financial condition is in a tight position as students fee collected from BCA students are also decreasing. HOD meeting on 4.7.2019 resolves that the matter may be considered. This is put for consideration in the General Body meeting.

B. IQAC MEETING RESOLUTIONS:

4. **Attendance Counting Date:** Counting of attendance needs to be conducted in a more uniform manner. This aspect is to be considered during preparation of academic calendar.

5. **Modification of Format for monthly Departmental Report/Best Department:** The IQAC resolved that the criteria for selection of Best Department/Departmental Report may be revised taking into consideration the criteria used by IQAC in the previous selections and the suggestions made by some departments. The revision of criteria for Selection of Best Department along with restructuring of format for monthly Department report will be done by Dr Lalhmingliana Hnamte and MS Dawngliani. Assessment of the Monthly Report will also be made by members from IQAC Committee. Put up for consideration.

6.Regular contribution from Faculty: It was resolved that regular contribution of cash from faculty members towards NAAC accreditation shall be collected subject to prior approval of the General body meeting.

C. EXAM COMMITTEE RESOLUTIONS:

7. Conducting University Examinations as invigilators: Conducting examinations, arrivals, absence and necessary declarations to students. Matter regarding violations of examination rules by the students.

8. Conduct and behaviour while attending Meeting: Proper attention while attending any meeting in the College.

9. Utilisation/Hiring of College Bus: As per letter received from Director, vide letter No. D.26016/6/2012-DTE (THE)/Pt-II, Dt. 27th Aug.2019, expenses incurred on Buses has to be met by the College not from Government to meet Driver's wage of Rs. 10,000/p.m and that of a conductor Rs. 8,000/- p.m. As a result, transportation fee levied from students needs to be increased but may not be enough. If part of the expenses can be met from income generated by hiring of buses on holidays and non-working days. Put up for discussion and resolution.

10. Resignation of Dr. Lalhmingliana as a Coordinator IQAC and Head, Department of Chemistry:

Due to Personal health problem, the faculty member has given a letter of resignation to Principal from the mentioned posts. Put up here for discussion and resolutions.

The General Body Meeting has accepted the resignation submitted by Dr. Lalhmingliana.

Sd/-
(LALRINSANGI NGHINGLOVA)
Minutes Recorder

(PROF. B. ZOLIANA)
Principal