

IQAC MEETING MINUTE

Time : 11th July 2025 (12:00 noon, friday)

Place : Principal' Office, GZRSC

Members Present:

1. Dr Zirlianggura, Principal
2. Dr M.S.Dawngliani, Coordinator, IQAC
3. Dr Lawrence Zonunmawia Chhangte, Asst Coordinator, IQAC
4. Dr Lalrinsangi Nghinglova, Asst Coordinator, IQAC
5. Dr Ricky Lalhmangaihzuala, Asst Coordinator, IQAC
6. Prof B Zoliana, Member
7. Dr Lalzahawmi Chenkual, Member
8. Ms Mary Lalthansangi, Member
9. Ms Lalthanpuii Ralte, Member

The Principal welcomed all members present and mentioned that Dr. R. Lalengmawia and Dr. David Rosangliana could not attend the meeting due to medical reasons. The meeting then proceeded to the agenda items.

Agenda:

1. Internal and External Audit (for AQAR)

Since the time for conducting the internal and external audits has now come, all account books, expenditure statements, and receipts are to be submitted on or before 21st July 2025. Internal audit is to be completed by the internal auditors before 31st July 2025. The necessity of an external audit was also discussed. Since it involves (Chartered Accountant) CA audit, it will be reviewed again by the IQAC Coordinators and will be conducted if required as per the SOP for AQAR.

2. Preparation of Mentoring List

Dr. Lawrence Zonunmawia, Assistant Coordinator, IQAC, highlighted the problems that may arise in preparing the mentoring list. The Departments of Home Science and Computer Science will prepare their own lists. The mentoring list for B.Sc. students will be prepared by IQAC. Dr. Lawrence Zonunmawia and Mr. Ricky Lalhmangaihzuala have been assigned to prepare BSc list. All mentoring list is to be completed by 18th July 2025.

3. International/National Seminar and FDP

Dr. Lalrinsangi Nghinglova, Assistant Coordinator, IQAC, emphasized the need to organize Faculty Development Programmes (FDPs) and seminars to enhance academic quality.

It was resolved that an FDP in collaboration with IIT Spoken Tutorial will be organized within August 2025, under the supervision of Dr M.S.Dawngliani, IQAC Coordinator.

It was also resolved that an International/National seminar will be organized within the current academic session. An Organising Committee was formed as follows:

- Chairman: Prof. B. Zoliana
- Secretary: Dr. Lawrence Zonunmawia Chhangte
- Members: Dr. Lalrinsangi Nghinglova and Dr. Lalzahawma Chenkual

4. Utilization of Lalziki Sailo Seminar Hall

The committee expressed gratitude for the newly inaugurated Lalziki Sailo Seminar Hall, graciously donated by her family. Departments intending to organize seminars in the hall must book in advance through Ms. P.C. Lahlupuii, Head Assistant (HA), preferably two days prior to the event. A proper record should be maintained in the logbook.

5. Club In-Charge

As two former members of the Media and Publicity Club are no longer serving in the college, new appointments have been made as:

- Chairperson: Dr. Lalzahawmi Chenkual
- Members: Dr. Lalremruata Hauhnar, Dr. Lalsaimawia Sailo, and Dr. H. Lalchhanhima

Enrolment for all clubs (Eco club, Adventure Club, Media and Publicity Club, Music, Dance and Yoga, Literature Club) will be conducted on 25th July 2025.

6. Budget Allocation for Various Committees

It was discussed and decided that no fixed budget allocation will be made for this session. Instead, expenditures will be made on a need basis by the concerned sub-committees, cells, or departments, and must be approved by the Principal prior to implementation.

7. Any Other Business (AOB)

1. Appointment of External IQAC Member

As the previous external IQAC member, Mr Laltanpuia has been promoted to the post of Joint Director, Prof. Benjamin Lalrinsanga, QAC, Directorate of Higher & Technical Education, will be appointed as the new External Member of IQAC.

2. Yearbook 2024

The college has been publishing a Yearbook every year as a record of academic and co-curricular activities. The Yearbook 2024 now needs to be finalized and published. The task of compiling the content and coordinating the publication will be undertaken by the IQAC Coordinators.

3. **Review of NAAC Peer Team Recommendations**

The recommendations from the last NAAC Peer Team visit were reviewed, and the following actions were proposed:

- *Coaching for Competitive Examinations:* Incorporate more competitive exam-related topics under CCA activities.
- *Outdoor Sports Facilities:*
 - Renovation of the volleyball court.
 - Execution of a MoU with the local council for the basketball court.
- *Enhancement of Hostel Facilities:* Renovation work has been recently undertaken to improve hostel infrastructure.

4. **Green Audit**

The need for a Green Audit was discussed. It was resolved to explore the possibilities and initiate the process. Dr. Lalzahawmi Chenkual and Ms. Mary Lalthansangi were entrusted with the responsibility to coordinate and follow up on this matter.

The meeting ended at 2:30pm.

(Dr M.S.DAWNGLIANI)
IQAC Coordinator

(Dr ZIRLIANNGURA)
Chairman IQAC & Principal