

## IQAC INTERNAL MEETING

Date : 16<sup>th</sup> September 2019

Time : 11 :00 am

Place : Principal's Chamber

### Members present

1. Professor B.Zoliana, Principal
2. Dr. Lalhmingliana Hnamte, IQAC Co-ordinator
3. Dr R Lalengmawia
4. Dr Lalzahawmi Chenkual
5. Lalsangkimi Hmar
6. Dr Lawrence Zonunmawia Chhangte
7. M.S Dawmgliani, Asst. Co-ordinator
8. Lalrinsangi Nghinglova, Asst. Co-ordinator

The Principal welcomed the members present and invited the IQAC co-ordinator to introduce the agenda

### Agenda

1. Media Cell: After deliberating on the agenda it was decided the light and sound committee will be responsible for media (photographic) coverage the committee is present in all college functions. Consequently, the terms of reference for the committee will be revised. Additionally, Dr Lawrence Zonunmawia shall replace Lalrinmawia as secretary in the said committee and Lalrinmawia will remain as a member.
2. MHRD : As the NAAC accreditation process involves data collection relating to MHRD it was decided that the following members shall be appointed as members in charge of matters relating to MHRD
  - a) Dr Ricky Lalhmangaihzuala
  - b) Dr Lawrence Zonunmawia

By virtue of office, MHRD in charge Dr Ricky Lalhmangaihzuala will be appointed as member of IQAC

3. NAAC Steering Committee: Resolved that the IQAC committee will take up the task of NAAC steering Committee.
4. Webmaster: Resolved that to ensure speedy dissemination of information, the webmaster, by virtue of office, will also be included as member of the IQAC.

5. 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.

6. NIRF Ranking : The committee decided that steps should be taken to participate in the NIRF ranking. For this purpose the following members have been appointed:

a) AISHE Co-ordinator Lawrence Zonunmawia

b) MHRD in charge Ricky Lalhmangaihzuala

7. Email for Students: The Heads of department, in their meeting, had resolved to collect necessary details from students including their email. Since the process of collection has already commenced, the IQAC need not take up the task of collecting email from students.

8. Self- defence class for the 5<sup>th</sup> semester female students: Resolved that women's studies cell shall take up the task in collaboration with IQAC. Detailed programme shall be chalked out by them. Tentative date for the programme is 21<sup>st</sup> October 2019.

9. Best Department selection/format for monthly departmental Report: It was resolved that the criteria for selection of Best Department 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. Their suggestion will be tabled at the next IQAC meeting for approval.

Assessment of the Monthly Report will also be made by them.

10. 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.

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

Additionally, college week should be conducted in the earlier part of the odd semester.

(Prof.B ZOLIANA)

Principal

( Dr.LALHMINGLIANA HNAMTE)

Co-ordinator IQAC