

**LUNGLEI GOVERNMENT COLLEGE**  
**MINUTES OF IQAC MEETING (INTERNAL)**  
**ACADEMIC YEAR: 2017-2018**

Place : Principal's Chamber

Time : **12.7.2017 3:00 pm**

Member Present:

1. Lalmangaihi Hrahsel, Principal
2. L.H. Rothanga, Vice Principal
3. Dr. D.K. Jha
4. Sangthuamluaia
5. Sangchungnunga
6. Lalmuanpuii
7. Lalsangpuii

I. The Principal made an opening remark on one of the points to discuss in the meeting, viz, the NAAC's remark on the institution strength and weakness. As per the remark and recommendation made by the NAAC the college needs to implement/strengthen the Mentoring system/The Know-your-student project.

The meeting discussed on the techniques to strengthen the student-mentoring system.

After much deliberation on various possible ways to implement this, it is resolved to enquire and learn more about the system and hold a meeting for it again in the future.

(LALHMANGAIHI HRAHSEL)

Principal

(Dr. D.K. JHA)

Co-ordinator IQAC

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**MINUTES OF IQAC MEETING**

Place : Principal's Chamber

Time : **19.7.2017 3:00 pm**

Member Present:

1. Lalmangaihi Hrahsel, Principal
2. Dr. D.K. Jha
3. Sangthuamluaia
4. Sangchungnunga
5. Lalmuanpuii
6. Lalsangpuii

1. Reports on various information collected were delivered and discussed on matters of Mentoring system and others. In the light of the discussion the committee decided to implement the Mentoring system as soon as possible. The meeting discussed the possible methods of dividing students to be allotted to the teachers. It is decided that core students of each subject will be allotted to their respective department's Head and the rest (1<sup>st</sup> & 3<sup>rd</sup>) distributed to the rest of the faculty according to their roll numbers.

The above discussion can be compiled as follows:

(1) Science and Arts will go separately

(2) All HODs will be responsible to mentor the V Semester students of their respective subjects/Depts.

(3) I and II Semester students will be distributed evenly roll number-wise to the rest of the faculty members for mentoring.

2. The necessity and acquisition of Database is also discussed in the meeting. Records of the Mentors of their mentees would be conveniently fed into the database.

3. It was also brought up in the meeting and agreed that the IQAC give attention to the placement matters of the faculty members.

(LALHMANGAIHI HRAHSEL)  
Principal

(Dr. D.K. JHA)  
Co-ordinator IQAC

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## MINUTES OF IQAC and CORE COMMITTEE MEETING

Place : Principal's Chamber

Time : **23.8.2017 3:00 pm**

### Member Present:

1. Lalhmangaihi Hrahsel, Principal
2. L.H. Rothanga
3. Dr. D.K. Jha
4. Sangthuamluaia
5. Sangchungnunga
6. Lalremchhunga
7. Lalmuanpuii
8. Lalsangpuii

Agenda :       1. Resolving Conduct of third CIA for CBCS  
                  2. Continuation of item from last meeting, viz. Mentoring system

1. With an opening remark from the Principal, the meeting reviewed and discussed the various suggestions made with regards to the agenda in the last general body meeting. After a thorough deliberation on different possibilities the meeting came to a resolution on mode of

conducting the 3<sup>rd</sup> CIA. As time on Academic calendar is limited, the 3<sup>rd</sup> CIA cannot be centralized. It is therefore resolved that the exam will be conducted by internal arrangement by respective departments at their convenience with faculty of respective subjects taking responsibility in the conducting of these exams. Arrangements to be made to carry out the exams disrupting classes to the minimum.

For classes with high student population such as I and III Semesters BA Mizo, English, Education/ Geography, Pol. Science/History, Exam moderation Board shall prepare exam routine which are to be conducted daily from 3 pm by respective classrooms.

Time frame for conducting the 3<sup>rd</sup> CIA is also discussed and resolved to be conducted before the scheduled time for 2<sup>nd</sup> CIA which starts on the 29<sup>th</sup> of september.

2. Discussion on the 2<sup>nd</sup> Agenda was opened by Dr. Jha who provided a handout of ideas about Mentorship.

As had earlier been resolved the 5<sup>th</sup> Semester students will be mentored by respective HODs, 3<sup>rd</sup> Sem students are assigned on the senior faculties, 1<sup>st</sup> sem students distributed among the rest of the faculty members. The distribution/allotment was made as per the student-teacher ratio.

Each mentor will be provided with a register book, the list of students and a copy of the handout prepared by Dr. Jha for guidance. Students will be informed by notice which will be put out and details will also be provided to the S.U.

(LALHMANGAIHI HRAHSEL)  
Principal

(Dr. D.K. JHA)  
Co-ordinator IQAC

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## MINUTES OF IQAC MEETING

Place : Principal's Chamber

Time : **13.9.2017 3:00 pm**

Member Present:

1. Lalhmangaihi Hrahsel, Principal
2. Dr. D.K. Jha
3. Lalremchunga
4. Sangthuamluaia
5. Lalsangpuii
6. Sangchungnunga
7. Dr. Lalmuanpuii

Agenda : 1. IQAR to be sent to the NAAC

## 2. Remedial classes for students with back papers.

1. In view of the fact the college needs to focus on the next cycle of NAAC assessment it was discussed to hold a general body meeting where each sub-committees shall be requested to give their respective activity-reports so that these reports can be compiled and uploaded in the website too. The AQAR report is in progress and will be made ready to be sent to the NAAC as soon as possible.

In preparation of the AQAR Mr. Sangthuamluaia will assist Dr. Jha according to necessity, and technical assistants Mr. Lalhlilmawma and Mr. Lalhriattira may also be engaged as required.

2. The meeting discussed whether the Remedial classes are beneficial for the students or not. After deliberations it was decided to continue our practice of the Remedial classes. Arrangements for conducting the classes will be made by Mr. Raj, the faculty incharge of the class routine who will be requested to chalk out the time-table in the name of the IQAC.

(LALHMANGAIHI HRAHSEL)  
Principal

(Dr. D.K. JHA)  
Co-ordinator IQAC

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## MINUTES OF IQAC MEETING

Place : Principal's Chamber

Time : **11.10.2017 3:00 pm**

### Member Present:

1. Lalhmangaihi Hrahsel, Principal
2. Dr. D.K. Jha
3. Dr. Lalmuanpuui
4. Lalremchhunga
5. Sangchungnunga
6. L.H. Rothanga, Vice Principal
7. Lalsangpuui

Agenda :       1. How to collect feedbacks of the mentor-mentee system.  
                  2. Master plan of the college.

1. The meeting appointed Dr. D.K. Jha, Mr. Sangthuamluaia and Dr. Lalmuanawma as members of the college's master plan. They will be responsible to make a 50 year plan for the college in terms of Academic infrastructures and other developmental possibilities. The plan for the proposed 50 years may be broken up into sections as deemed fit.

2. The meeting resolved to notify each member of faculty to provide feedback on the mentoring system as practised on three areas:

- 1) Distribution of mentees
- 2) Mode of interaction
- 3) Effectiveness/ Suggestions for improvement.

(LALHMANGAIHI HRAHSEL)  
Principal

(Dr. D.K. JHA)  
Co-ordinator IQAC

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## MINUTES OF IQAC MEETING

Place : Principal's Chamber  
Time : **07.05.2018 1:00 pm**

### Member Present:

1. Lalhmangaihi Hrahsel, Principal
2. L.H. Rothanga, Vice Principal
3. Sangchungnunga
4. Dr. Lalmuanpuii
5. Sangthuamluaia
6. Lalremchhunga
7. Lalsangpuii

Agenda :       1. Report on IQAC activities  
                  2. Pursuance of UGC funding

1. The chairman proposed to apply for the various grants under UGC funding 2018 as far as we are eligible. It was agreed to pursue this proposal with the hope that it will be accepted notwithstanding the previous rejections of proposals for funds from the UGC.
2. The committee is reminded to collect the meeting minutes of all departments for preparation for the next semester. The minutes will be received by Dr. Muanpuii and Lalsangpuii for the IQAC
3. The meeting also decided to organise more seminars and workshops in the next semester period.
4. It was also discussed to move research initiatives which seems to be applicable under the Block Grants of the UGC.
5. The meeting also had a discussion on the need to work on our SSR for the next cycle of NAAC accreditation.

## **ACTION TAKEN REPORT 2017-18**

### **1) In pursuance of the IQAC meeting held on 12.7.2017 and 19.7.2017 and in conformity with regular practices of the IQAC , the following actions were taken by the IQAC :-**

(i) Mentoring system was implemented by dividing the students of Arts and Science separately. The core students (i.e. V Semester) of each subject were allotted to their respective department's Head and the rest (1<sup>st</sup> & 3<sup>rd</sup>) were allotted to rest of the teachers as their mentors in each department.

(ii) Mentors with their mentees were kept in record to feed in database.

### **2) In pursuance of the IQAC meeting held on 23.08.2017, the following actions were taken:**

(i) The 3<sup>rd</sup> CIA was conducted by each department at their convenience. For classes with high student population such as I and III Semesters BA Mizo, English, Education/ Geography, Pol. Science/History, Exam moderation Board prepared exam routine which was followed by those departments.

(ii) The allotment of mentor was made as per the student-teacher ratio and each mentor was provided a register book, the list of students and a copy of the handout prepared by Dr. Jha.

### **3) In pursuance of the IQAC meeting held on 13.09.2017, the following actions were taken:**

(i) The sub-committees under IQAC were informed to give their activity-reports.

(ii) Arrangements for conducting the Remedial classes was made by Mr. Raj, the faculty incharge of the class routine.

### **4) In pursuance of the IQAC meeting held on 11.10.2017, the following actions were taken:**

(i) As the the meeting appointed Dr. D.K. Jha, Mr. Sangthuamluaia and Dr. Lalmuanawma as members of the college's master plan they were informed to start making of a 50 year plan for the college in terms of Academic infrastructures and other developmental possibilities.

(ii) Each member of the faculty was requested to provide feedback on the mentoring system.

### **5) The following actions were taken in pursuance of the IQAC meeting held on 07.05.2018**

(i) UGC funds which are appropriate for the college were pursued.

(ii) The departmental meeting minutes were submitted to Dr. Muanpuii and Lalsangpuii for the IQAC

(iii) All the eligible teachers were requested to apply for Research project under UGC.

Reported by  
IQAC coordinator