

LUNGLEI GOVERNMENT COLLEGE

ANNUAL QUALITY ASSURANCE REPORT FOR 2013-2014

INTERNAL QUALITY ASSURANCE CELL (IQAC)
LUNGLEI GOVT. COLLEGE
LUNGLEI – 796 701
MIZORAM

The Annual Assurance Report

Name of Institution: Lunglei Govt College
2014

Reporting Year: 2013-

PART A:

The action plan chalked out by the IQAC in the beginning of the year towards quality enhancement and outcome achieved by the end of the year.

1. Departmental Meetings:

The College authority issued instructions to all departments to hold periodical departmental meetings to discuss matters relating to quality improvement in their respective departments. Each department was expected to thoroughly cover the syllabus prescribed by the University.

Outcome Achieved:

As instructed by the College authority, all departments were known to have convened departmental meetings which greatly helped in sharing individual problems of the students and teachers and to devise ways to solving them. The topics already covered in the classes and to be covered in the class were discussed in the meetings. Problems and suggestions for improvement were also discussed in the meetings. It was found very useful to have departmental meetings for quality improvement in each department.

2. Formation of Parents - Teachers Association:

This association formed in 2009 was continued and steps were taken to make improvement in the parents - teacher's relationship in matters relating to the academic improvement of the students.

Outcome Achieved:

The association was formed in the preceding year to enhance awareness of the parents about progresses made and the problems faced by their wards through occasional interaction with teachers. The Parents-Teachers' meeting was held on 10.7.2013 (Wednesday) at the Ist Semester BA Common room. The meeting was

found fruitful for better cooperation among the parents and teachers for quality improvement of education. Regulations under the semester system introduced by the University were discussed with them and matters relating to class attendance were also discussed at length.

3. **Alumni Association:**

The Alumni Association, formed on 12.7.2006 was proposed to continue to perform its duties for quality improvement of education in the college by preparing incentive awards for the students.

Outcome Achieved:

The Alumni Association continued to exist during reporting period. The Association members contributed a handsome amount of money for **incentive awards** to the successful students scoring top ranks at the University level.

The following successful candidates who were placed in the top ten in their respective subject in the final Undergraduate Examination, conducted by MZU in the year 2013.

1. C Vanlalzawna Second Position in Geography
2. VL Duhsakzuala, 8th Position in Geography
3. Laldingngheta, 9th Position in Geography
4. Lalruatpuii, 2nd Position in Mizo
5. C Lalremsangpuii 4th Position in Mizo
6. PC Lalduhawmi 9th Position in Zoology

were given cash award and certificate. In collaboration with the Students' Union, the Alumni Association organized "**Graduation Day**" in which the incentive awards and certificates were distributed to the deserving students.

4. **Certificate Course in Computer Application:**

This come was started with seed money from the UGC in 2009 for which 10 numbers of Computer sets were purchased and a separate room was set aside for the purpose. It was decided to continue the course during the academic session 2013-2014.

Outcome Achieved:

Beginnings from 2009 till the 31st March, 2013, a total number of 82 students have completed the course which is expected to be of much help in their future career. Students could avail this benefit with a much subsidized rate of fees in comparison with training institutions elsewhere. During the reporting period of 2013-2014, 48 students completed the course. The course was found very useful particularly for the students coming from remote areas and economically poor families who could not afford themselves to have personal computers of their own.

5. **College Annual Sports:**

Annual Games & Sports were proposed to be organized as in other academic years so as to enliven the spirits of the students in extracurricular activities.

Outcome Achieved:

Annual Sports was organized in the month of September 2013 under the supervision of the Principal, teachers and Students' Union leaders. It was found to be of great help in building a feeling of intimacy and fraternity among the teachers and students as well as enhancing their physical proficiency.

6. **Conduct of Internal Test:**

It was proposed to hold internal test to assess the quality of students. The University instructed us to conduct Continuous Internal Assessment tests three in each semester. Each department was instructed to conduct class tests and to submit the performance of the students for onward submission to the university.

Outcome Achieved:

Internal assessment helped the students in continuously sharpening their mental ability. It made them more mindful of their studies and attendances. The entire department conducted class tests in their respective subjects and reportedly, it was found good for the students to have improvement in their studies.

7. **Plantation & Preservation of Trees:**

The College proposed to plant and preserve trees in and around the College campus as well as in other selected sites during the plantation period.

Outcome Achieved:

Several tree saplings were planted inside the campus and in other selected sites. Trees planted earlier by this College was also being looked after by cleaning weeds and fencing them with bamboo under the supervision of our active NSS programme officers. The college compound now became environment-friendly.

PART B:

1. Activities reflecting the goals and objectives of the Institution:

Since its inception in 1963, under its mission to provide quality higher education to the people, the College has well-defined goals and objectives. The three-fold goals and objectives of the college are to

- # provide facility to the people for quality higher education,
- # Provide academic excellence, literacy, scientific and value-based education which is in consonance with the local need of the people,
- # Enrich the students for all-round development through education, co curricular and extension activities, and
- # Promote the spirit of cooperation and relationship among the teachers and non-teaching staff.

The first objective was fulfilled by giving admission to the eligible candidates. As many as 66 students were admitted in I B. Sc., 44 in II B.Sc. and 28 in III B.Sc., altogether there were 138 students in science stream. Again, in I B.A. there were 272 students, in II B.A. 206 and in III B.A. 135 students. The total number of B.A. students during the reported period was 613. Grand total number of students, both in science and arts streams, during the reporting period was 751. In addition to this, the IGNOU Study Centre established in the year 1998 accommodated 246 students for higher studies at different levels. Presently, our IGNOU study Centre offers BPP, BA, B.Com, MA courses.

In providing academic excellence, scientific and value-based education, classes were engaged regularly as per the daily routine. Students were provided reading materials in the form of books and notes. More books were purchased for the college library. Apart from the regular classes, tutorial classes were also engaged. Home assignments and project works were also conducted for improvement of quality education. Students' daily attendance was strictly maintained. Students were instructed how to answer questions in the examinations, how to face interviews, how to prepare for higher studies and how to get jobs or self employed. Examinations, both internal and external were conducted during the reporting period. To promote science education, Pre-University Science classes were started in the college in the year 1972 which was upgraded to B. Sc level from 1980. The college is among the first two colleges in Mizoram providing science education at degree level.

To enrich the students for achieving all-round development through education, co curricular and extension services, the college has NSS, SU, EU, Eco Club, Red Ribbon Club and Consumer Club. Various programmes were conducted to impart value-based education and to develop personality of students. All the students enrolled themselves as NSS volunteers and took part in the activities like literacy campaigns, afforestation and plantation, creation of community assets, voluntary blood donation camps. The Students' Union elected its leaders annually. The Union organised Freshers' Social, Graduation Day, and Annual College Sports. The students' union took active part for the development of the college.

There was a good spirit of cooperation and relation among the teachers and staff of the college. The **Lunglei Government College Lecturers' Association (LGCTA) and the Mizoram College Teachers' Association (MCTA)** branch are the two bodies to promote the welfare and cooperation among the teaching staff. The Association gives condolence gift and farewell gift to its members. The association collects from its members a monthly contribution for its welfare fund.

2. **New Academic Programmes Initiated (UG & PG):**

Being affiliated to Mizoram University, the College was following no new academic programmes of its own except what the University had chalked out. Apart from the academic programmes initiated by the University, the Certificate Course in Computer Applications initiated in the previous years with UGC financial assistance was continued during the reporting period.

3. **Innovations in Curricular Design and Transaction:**

This being the responsibility of the Mizoram University to which the College is affiliated, the faculty members of this institution have a very limited role in this regard. The following were the members of the School Board and Board of studies of Mizoram University:

- 1) **Mr. C. Zairemthanga,**
Associate Professor & Head,
Department of Economics **School of Management & Information
Sciences (SEMIS)**
- 2) **Mr. L.H. Rothanga,**
Associate Professor & Head,
Department of Education **Board of Studies in Education**
- 3) **Ms. Vanthangpuii,**
Associate Professor & Head,
Department of Zoology **Board of Studies in Zoology**
- 4) **Mr. Lalrammuana Chongthu,**

Associate Professor & Head,
Department of Geography

Board of Studies in Geography

- 5) **Mr. R. Lalrosanga,**
Associate Professor & Head,
Department of Physics

**Board of Under Graduate Studies in
Physics**

- 6) **Mr. S.K. Prasad,**
Associate Professor
Department of Physics

Board of Graduate Studies in Physics

- 7) **Mrs. Vanlalhlankimi,**
Assistant Professor & Head,
Department of Philosophy

**Board of School of Education &
Humanities**

4. **Inter Disciplinary Programmes:**

Both B.A. and B. Sc. Courses were taught in the college. These two courses were inter-disciplinary in nature and contents such as, Modern Indian Language (MIL), Environmental Studies.

5. **Examination Reforms Implemented:**

The College authority formed **Examination Board**, later it had been named as “**The Moderation Board**” under the chairmanship of the Principal. It consisted of senior faculty members and one clerical and fourth grade staff each. The Board was responsible to conduct both internal and external examinations. One computer set was set aside for the board. A separate room was given to the board. Members of the Moderation during the reporting period were:

- 1) **Mr R Lalrosanga,**
Principal

Chairman

- 2) **Mr Z.D. Lalchhuanvawra,**
Associate Professor & Head,
Department of Political Science

Vice Chairman

- 3) **Mr F. Lalremsanga,**
Asst. Professor,
Department of Philosophy

Member

- 4) **Miss Vanthangpuii,**
Associate Professor & Head,
Department of Zoology

Member

- 5) **Dr D.K. Jha,**
Associate Professor & Head,
Department of Chemistry Member
- 6) **Miss Lalnunpuii,**
Asst. Professor,
Department of English Member
- 7) **Mr. K.C. Lalruatkima,**
Asst. Professor,
Department of Geography Member

6. **Candidates Qualified NET/SLET/GATE etc:**

Under graduate courses were running in the college. Some of the teachers have qualified NET/SLET/GATE etc some years back. It was a part of the essential qualifications at the time of all new recruitments since the same was made mandatory by the UGC.

7. **Initiatives Towards Faculty Development Programme:**

Attendance of orientation/Refresher course being mandatory, faculty members are once again reminded and encouraged to make it a point to attend either of the two as the case may be within the stipulated time frame. More books which are mandatory for the new courses have been procured with financial assistance from the UGC. Science equipments were granted by the DST, New Delhi for improvement of science laboratories. The extension of the faculty room is now completed and has been occupied.

8. **Total number of Seminar/Workshop Conducted:**

9. **Research Projects:**

a)

b) The faculty members underwent for Ph. D are –

- 1) **Mr. F. Lalchhanhima,** Associate Professor, Department of English in Mizoram University, Aizawl;
- 2) **Mr. Lalmuanawma Chhange,** Associate Professor, Department of Physics in North Eastern Hill University, Shillong;

3) **Mr. Vanrammawia**, Assistant Professor, Department of Economics in Mizoram University, Aizawl.

10. **Patent Generated:** Nil

11. **New Collaborative Research Programmes:** Nil

12. **Research grants received from various agencies:**

13. **Details of Research Scholars:**

As the institution is an under-graduate college, no teacher is allowed by the University to act as independent guide for research leading to Ph D or M Phil.

14. **Citation Index of Faculty Members and Impact Facts:** Nil

15. **Honours/Awards to the Faculty:** Nil

16. **Internal Resources Generated:**

(a)	Alumni members Contributions	Rs	15020.00
(b)	Collections from students	Rs.	1129200.00
	1. College Development Fund	Rs.	403500.00
	2. Laboratory Fee	Rs.	80100.00
	3. Library Fee	Rs.	322800.00
	4. Internal Examination Fee	Rs.	322800.00
(c)	From Certificate course in Computer application	Rs	48,000.00
	Total:	Rs.	1192220.00

17. **Details of Departments getting SAP, COSIST(ASSIT)/DST,FIST etc.:**
Nil

18. **Community Services:**

The college has NSS, SU, EU, Red Ribbon Club, Eco Club and Consumer Club. Community service activities were conducted from time to time. Some of the community services conducted during the reporting period are:

1) **Renovattionn of Village Fountains:** Renovations of Village fountain already constructed at Vanhne and Ralvawng were done.

2) **Renovation of Public Toilet:** Public toilet constructed at Hauruang village was renovated.

4) **Cleanliness & Sanitation Campaign:** Cleanliness campaign conducted Pukpui and Zotlang, Lunglei.

5) **Maintenence of College Approach Road:** Maintence of college approach road was done on voluntary basis as and when required..

6) **Observation of Cleanliness Week:** Cleanliness Week was observed in the college by cleaning college buildings and compound.

7) **HIV/Aids Awareness Campaign:** The Red Ribbon Club of this college conducted HIV/Aids awareness campaign among the students at Saikuti Hall, Lunglei.

8) **Blood donation:** World Blood Donors' Day 2013 Function was observed under the guidance of .NSS Unit, Lunglei in which 140 Units of blood were donated to the Civil Hospital Blood Bank, Lunglei for our College was given the 3rd Prize in the Institution Category in Lunglei District by the Association for Voluntary Blood Donation Association, Lunglei District.

19. **Teachers and officers newly recruited:**

Twelve (12) new Assistant professor on contranct basis were rgularised in the month of August 2013 and at the same time Two (2) new Assistant Professors were appointed.

20. **Teaching and Non-teaching staff ratio:**

Number of teaching staff: **61**

Number of Non-teaching staff: **26.**

21. **Improvement in the Library Services:**

College library automation initiated in the previous year was not completed and is expected to be completed in the coming academic year. for which. While doing automation many of the outdated books were disposed. A proposal submitted to the state government for the construction of college library building was enquired from time. Two big Almirahs for keeping books were purchased.

22. **New Books/Journals Subscribed and their Value:**

Due to shortage of fund no new journals were subscribed but Rs 1,40,000 (Rupees One lakh fifty thousand) only was utilized for purchasing essential text books to meet the requirement of the students as well as the teachers. Each of the 14 (fourteen) department was entrusted to purchase the books.

23. **Courses in which Students Assessment of Teachers is introduced and the action taken on Students feedback:**

Students' Union leaders and class representatives were elected by the students every year. Student's assessment of teachers is not yet introduced. Students through their leaders are encouraged, however, to approach the Principal and departmental heads in matters relating to students - teachers relationship.

24. **Unit cost of Education:** Rs 79556.59/- per student.

25. **Computerization of Administration and the process of Admissions and Examinations results, issue of Certificate etc:**

Four sets of Computers, one Xerox machine, one fax machine and Internet facility are used in the Administration. A simple process of admission was followed. Students were admitted after filling up of admission forms and payment of necessary fees.

The **college website** was launched on 5th October, 2012 (Friday). But unfortunately due to some technical problem, the website is not upto the mark and hardly updated.

26. **Increase in the Infrastructure Facilities:**

(a) **Construction of another Girl's Hostel** funded by DONER was started in the previous year under the supervision of the State Public Works Department and the work is carried on.

(b) **Construction of Boys Hostel** funded by DONER was started in the previous year under the supervision of the State Public Works Department and the work is carried on.

(c) **Proposals for infrastructure development** were submitted to the State Government of Mizoram. The proposed projects are:

1)	Construction of Multipurpose Hall	5.04 crore
2)	Construction of library building	2.205 crore
3)	Construction of classrooms	2.760 crore
4)	Construction Staff Quarters	1.766 crore
5)	Construction of College Canteen	1.840 crore

27. **Technology Up gradation:**

Upgradation of laboratories was done with limited fund whichever is available.

28. **Computer and Internet Access and Training to Teachers and Students:**

In house Computer training was conducted for faculty members. **Certificate Course in Computer applications** was continued with seed money from UGC. The **UGC Network Resource Centre** was continued as in the previous year. Eight internet connections were subscribed and made use of them for educational and administrative purposes.

29. **Financial Aids to Students:**

The college was not in a position to provide financial aid to the students. The Mizoram Scholarship Board was granting **Post Matric** and **Merit Scholarship** to the deserving scheduled Tribe/Scheduled Caste students. During the reporting period, **Post Matric Scholarship** was given to **705** deserving students and the total amount distributed was Rs. **51, 28,900**

30. **Activities and Support from Alumni Association:**

The Alumni Association was formed on 12th August, 2005 with a motto of **College and students' welfare**. The present office bearers and Executive Committee members of the association are:

President - **Dr. K. Pachhunga,**
Associate Professor,
Department of Chemistry;

Vice President - **Mr. C. Lalremchunga,**
Associate Professor,
Department of Physics;

Secretary - **Mr. R. Lalrochama,**
Associate Professor,
Department of Zoology;

Treasurer - **Mr. F. Lalchhanhima,**
Associate Professor,
Department of English;

Members were: 1) **Mr. F. J. Liantluanga, MCS,**
Additional Deputy Commissioner,
Lunglei District, Lunglei;

- 2) **Mr. C. Zokhuma**, Advocate,
Bazarveng, Lunglei;
- 3) **Mrs Agenes L. Khawlhring**,
Associate Professor,
Department of Economics,
Lunglei Government College
- 4) **Dr. Rothangpuia**,
Senior Pathologist,
Civil Hospital, Lunglei.

The Alumni Association collected financial contribution from its member annually. The Association convened a meeting at least once in a year. Graduation Day was organized every year by the association in which the Achievement Awards in the form of cash and certificate were distributed to the deserving students.

31. **Activities and Support from the Parents - Teachers Association:**

The College formed a Parents-Teachers Association with an objective to promote cooperation among parents and teachers in providing quality education to the students. The Association meets annually. In pursuance of the resolution passed in the meeting, information about the performances and attendances of students were issued to Parents/Guardians whenever found necessary. Parents were requested to come to college to discuss poor performance and poor attendance of “special students”. Parents were communicated with through telephone about their wards’ behaviour in the college when found necessary.

32. **Health Services:**

The Medical & Healthcare Committee was formed by the college authority to take necessary measure to improve health of the students & staff and to provide first aid in case of emergencies. Medical help from Hospitals was arranged as and when necessary.

Blood donation campaign was organized by NSS unit almost every year. During the reporting period, one voluntary blood donation camp was organized in the college by the NSS unit on 12th October, 2012 in which Medical personnel from Lunglei Civil Hospital came. 73 male students and 37 female students voluntarily donated their blood to the needy patients.

The College NSS unit conducted Public sanitation campaign at Tawipui South, and Mausen villages.

33. **Performance in Sports Activities:**

College Week: The Annual College Week (Games & Sports) was organized by the College authority and Students’ Union during the month of September 2013.

Students were divided into four houses – Yellow, Green, Red and White. They had a healthy competition in selected sport items and cultural items. Extempore Speech, Debate and Essay writing Competition were also conducted during the College Week.

34. **Incentive to Top/Outstanding Sport persons:**

Students who are having good record in games and sports were given special consideration apart from their academic qualifications at the time of admission. Proficiency Certificates and prizes were distributed to winners in the College Annual Sports. **Mr Laldingliana Sailo**, a student of III BA, who won Bronz medel at the Taekowndo competition held in Chandigarh Punjab was given **cash incentive award**. The function was jointly organized by the college authority and students' union.

35. **Student Achievements and Awards:**

(a) **Students Achievement Awards:** The Alumni Association used to distribute Achievement Awards to the successful students who obtained **top ten rank** at the University-level Under Graduate Examinations conducted by the Mizoram University. Awards in the form of cash and citation, contributed by members Alumni Association of the college were distributed. The list of students who received the award is:

1. C Vanlalzawna Second Position in Geography
2. VL Duhsakzuala, 8th Position in Geography
3. Laldingngheta, 9th Position in Gheography
4. Lalruatpuii, 2nd Position in Mizo
5. C Lalremsangpuii 4th Position in Mizo
6. PC Lalduhawmi 9th Position in Zoology

36. **Activities of the Guidance's & Counseling Unit:**

Personal and Academic Counseling Cell was formed by the college that was manned by senior faculty members. The Cell gave personal and academic counseling to the students who were in need of. Some teachers used to call at the students at their respective residence for necessary help. However, teachers were advised and instructed to give counseling to students on their future career in groups or individually. The responses from students were quite appreciable.

The Students' Evangelical Union, constituted with their devoted leaders and members used to conduct counseling classes and meetings to help their friends who were facing some mental and spiritual problems.

37. **Placement Service Provided to Students:**

The Career- Oriented Programme Committee was formed by the college authority to be responsible for career counseling and awareness. **Career awareness campaign Technical line and Civil Service s** was organised in the college which was attended by all students. Commanding Officer of Assam Riffles delivered a

lecture with the help of Power-point projector. Information bulletin was also distributed to the students. This was found very informative and successful.

Teachers were instructed to encourage and give guidance to students for their future career.

38. **Development Programme for Non Teaching Staff:**

Non Teaching Staff were given training by the Mizoram Government from time to time. Some of them attended training courses conducted by the **Administrative Training Institute (ATI) of the State Government and the Directorate of Higher & Technical Education, Government of Mizoram** as and when selected by the Institute.

The Principal, being the head of the institution gave necessary guide and instructions to all non-teaching staffs for better performance in their respective day-to-day official works.

39. **Healthy Practices of the Institution:**

- (a) The college formed **Academic Council** consisting of the Principal as its chairman, heads of all departments as its members. The Council is responsible for over-all development of the college both academic and general. The council meets regularly to discuss matters of academic and general development of the college.
- (b) All the departments used to convene **departmental meetings** to see matters relating to the courses already covered and to be covered, the problems they were facing and its solution, distribution of papers/topics among the faculty members of the department.
- (c) **Continuous interaction** among faculty members and between faculty members and head of departments was a healthy practice of this college.
- (d) **Staff meetings** were convened at regular intervals under the chairmanship of the Principal in which general development issues were discussed. All faculty members are the members of the general meeting. They are free and frank to express their views and opinion for the development of the college.
- (e) **Use of tobacco products and intoxicating** things were strictly prohibited. All the faculty members and students are instructed to abide by the rules and regulations of the college.
- (f) Students were instructed **to obey the teachers and to show respects to them** inside and outside the college campus.

- (g) Students are instructed and encouraged to fulfill their **civic responsibilities**.
- (h) **Community works** were conducted at regular intervals through the activities of the NSS unit of the college.
- (i) **Tutorial Classes, home assignments, Class tests** are found helpful to understand the students' knowledge on the subject, writing skills, presentation skills, and communication skills. The concerned faculty departments used to take remedial care and actions for the students who are having poor performance.
- (j) **Review meetings** of performance of the college in the University Examinations were regularly convened by the Principal in which all faculty members were free to express their views and opinions for improvement.
- (k) **Red Ribbon Club** under the Mizoram State Aids Control Society conducted HIV/Aids awareness campaign among the students. The **Consumer Club** and the **Eco Club** of this college also organized activities of their own.
- (l) There exists the **Mizoram College Teachers' Association Branch and Lunglei Government Teachers' Association** side by side in the college. All the faculty members are the members of the association. Members contributed some amount of money monthly towards **welfare fund and benevolent fund** annually. The association gives condolence gift and farewell gift to the members.
- (m) **The Purchase Board** was formed by the college for transparent utilization the financial assistance from the UGC. The Board consists of the Principal as its chairman and other senior faculty members and non-teaching staff.

40. **Linkage Developed with National, International, and Academic/Research Bodies:**

The participation of several teachers in researches under UGC and other agencies reported in the previous year continued. Some teachers attended Seminars at local and state level.

41. **Any other relevant information the Institution wishes to add:-**

- (5) Two more **Hostels for Boys & Girls** respectively are being under construction.

- (6) **Semester System** was implemented from the session 2011-2012 for which necessary preparations are being undertaken.
- (7) **IGNOU Study Centre** of this college offers various courses – BPP, BA, and MA in various subjects. Our college has been used as the Entrance & examination centre for B.Ed since the last five years. **Mr. Lalrammuana Chongthu** was replaced by **Mr LH Rothanga** as the Coordinator. Student's enrollment in IGNOU Study Centre during the reporting period was 246.
- (8) **EDUSAT** facility was provided but unfortunately it was not utilized due to technical problem. Measures were taken to make use of it.
- (9) **The O' level Computer Examination** was hosted by the college as in the previous year. **Mr. R. Lalrosanga, Associate Professor and Head, Department of Physics** acted as Centre Superintendent.
- (10) **Achievement Report of NSS Unit for 2012-13:** NSS, Lunglei Govt. College unit have actively organized various activities in which students have participated successfully. The achievement report prepared by Mr. R. Lalrochama, Associate Professor, Department of Zoology and Programme Officer is being enclosed in **enclosure II** for ready reference.
- (11) **Performance of Students in University Examinations:** Continuous internal assessment tests and external examinations were conducted in the college. The performance of the students in the examination conducted by the University during reporting period was as follows:

Class	No of Students appeared	No of students passed	Pass percentage
III BA (Hons)	116	81	69.8
III BA (Gen)	201	136	67.67
III B.Sc (Hons)	31	17	54.84
III B.Sc (Gen)	1	1	100.00

(14) Formation of various Committees: As per guidelines for utilizing development grants to colleges under XI Plan, the following committees are formed with their respective functions and responsibilities:

(See list of members of each committee in annexure 1)

1) **Planning Board:**

- a) to defend its own perspective in the light of local needs, social justice and development,
- b) to formulate and prepare proposals for development,
- c) to help the college effectively implement the various programmes approved by the state government and UGC,
- d) to devise measures to strengthen the administrative infrastructure in the college,
- e) to bring about necessary academic reforms,
- f) to receive and review functions and activities of other committees,
- g) two-third members of the board will form a quorum,
- h) the board shall meet at least once every academic year,
- i) term: during the XII plan.

2) **Building Committee:**

- a) the committee will finalize the plans and estimates of the various building projects proposed by the college and also to ensure the completion of the construction of buildings,
- b) all decisions relating to buildings including Women's Hostel and Library Building must be first discussed in the committee,
- c) resolutions of the committee should be properly minuted and be referred to the UGC and University,
- d) the committee shall be responsible for proper utilization of funds received from the UGC, the Government and from the College,

- e) after the committee has resolved to take up the building projects with UGC assistance, the college should submit necessary information to the UGC for final approval.

3) **Library Committee:**

- a) the committee shall hold two meetings in each academic year,
- b) the committee shall be responsible for the procurement of books and journals,
- c) the library grants may be utilized over the plan period to procure the latest publications,
- d) the amount up to ten per cent under this item may be utilized for stacking purposes,
- e) at the end of each financial year, the college must submit separate list of books and journals purchased along with related documents of supply order, etc, to UGC and the affiliating University,
- f) two-third members of the committee shall form quorum.

4) **Purchase Committee:**

- a) the committee shall meet at least two times in every academic year,
- b) the term is XI plan,
- c) third of total members shall form a quorum for the meeting,
- d) the committee shall plan and purchase equipments with adequate justification,
- e) resolutions of the committee should be properly minuted and be referred to the UGC and University,
- f) the committee shall be responsible for procuring equipments like laboratory equipments, Fax, Teaching Aids, Computer, Sport equipments, etc.,

- g) the college is to submit list of equipments purchased from UGC funds with related documents to the concerned UGC Regional Office and University at the end of each financial year,
- h) the college is to send to UGC audited statements of expenditure and utilization certificate from the chartered accountant.

5) **Advisory Committee of Equal Opportunity Cell/Centre:**

- a) to ensure equity and equal opportunity to the community at large in the college,
- b) to enhance the diversity among the students, teaching and non-teaching staff population,
- c) to create a socially congenial atmosphere for academic interaction for the growth of healthy interpersonal relationships among the students,
- d) to help individuals or a group of students belonging to the disadvantaged section of society,
- e) to look into the grievances of the weaker section of society and suggest amicable solution to their problems,
- f) to organise periodic meetings to monitor the progress of different schemes

6. Core Committee:

- a) To assist the Principal whenever necessary in all academic and administrative affairs
- b) To coordinate various committees formed by the college authority

PART C:

Details of the Plans of the Institution for the next year:

1. Proposals are to be submitted to the UGC for organizing at least two state-level seminars during 2013-14 academic session.

2. Initiative to be taken to conduct student-teacher assessment.
3. Initiative will be taken to submit proposal for the construction of Multi Purpose Hall.
4. Measures will be taken to equip teachers and library and laboratories to provide necessary materials for ensuing semester system with effect from 2014-15.
5. Initiative will be taken for the construction of College Library building.
6. Measure will be taken for improvement of college ground.
7. Initiatives will be taken to organize outreach programme on Sensitization of Forest Conservation in selected villages with Environment & Forest Department of Mizoram and observe World Environment Day.
8. Follow up actions will be taken for continuing UGC sponsored Certificate Course in Computer Applications.
9. Necessary actions will be taken for maintenance and improvement of IGNOU Study Centre.
10. Measures will be taken to organize HIV/Aids Awareness Campaigns at selected villages with Red Ribbon Club/MSACS, Government of Mizoram.
11. Initiatives will be taken to organize consumer rights awareness with the help of Consumer Club/Lunglei District Consumers' Association and to observe World Consumer Rights Day.
12. Initiatives will be taken to organize Orientation Programme for NSS volunteers.
13. Initiatives will be taken to prepare students' incentive award for the students.
14. Measures will be taken to organize College Annual Games & Sports and to participate in the University Sports Meets.
15. Preparation for celebration of College Golden Jubilee during 2013-2014.

(C. ZAIREMTHANGA)
Co-ordinator, IQAC
Lunglei Government College

(R .LALROSANGA)
Principal & Chairman, IQAC
Lunglei Government College

Annexure s:

A. LIST OF MEMBERS OF VARIOUS COMMITTEES

1. **Planning Board:**

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|----|---|------------------------|
| 1) | Mr. C. Hmingliana,
Principal | Ex-officio Chairperson |
| 2) | Mr Biakthansanga Khiangte
Librarian | Ex-officio member |
| 3) | Mr Zochungnunga,
Director, H&TE | Ex-officio member |
| 4) | Prof A.C. Gosh,
Director, CDC | Ex-officio member |
| 5) | Mr C. Zairemthanga,
Adviser of Equal Opportunity Cell | Member |
| 6) | Mr R. Lalrosanga | |

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|-----|---|--------|
| | Head, Department of Physics | Member |
| 7) | Mr. B.P. Singh,
Associate Professor & Head,
Department of Mathematics | Member |
| 8. | Dr. D.K. Jha,
Associate Professor & Head,
Department of Chemistry | Member |
| 9. | Miss Vanthangapuii,
Associate Professor & Head,
Department of Zoology | Member |
| 10. | Dr. Lalfakawma,
Associate Professor & Head,
Department of Botany | Member |
| 11. | Mr. P.K. Chhetry,
Associate Professor & Head,
Department of English | Member |
| 12. | Mr. H.T. Lalzamliaana,
Asst. Professor & Head,
Department of Mizo | Member |
| 13. | Mr. L.H. Rothanga,
Associate Professor & Head,
Department of Education | Member |
| 14. | Mr. C. Zairemthanga,
Associate Professor & Head,
Department of Economics | Member |
| 15. | Mr. Lalrammuana Chongthu,
Associate Professor & Head,
Department of Geography | Member |
| 16. | Mr. Z.D. Lalchhuanvawra,
Associate Professor & Head,
Department of Political Science | Member |
| 17. | Mr. J. Thangchungnunga, | |

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|-----|--|--------|
| | Associate Professor & Head,
Department of History | Member |
| 18. | Mrs. Vanlalhlankimi,
Assistant Professor & Head,
Department of Philosophy | Member |
| 19. | Mr F.J. Liantluanga, MCS
Addl. Deputy Commisioner
(Eminent Local Person) | Member |
| 20. | Mr R. Lalhmangaiha,
Head Assistant | Member |
| 21. | Mrs. Vanlalchhungi Pachuau,
LDC-cum-Cashier | Member |
| 22. | Female Student Representative | Member |
| 23. | Male student representative | Member |

2. **Building Committee:**

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|----|---|------------------------|
| 1) | Mr. C. Hmingliana,
Principal | Chairperson |
| 2) | University Representative | Member |
| 3) | Er. Lalzidinga
SDO, PWD Building Division
Lunglei | PWD Representative |
| 4) | Mr. R. Lalrosanga,
Associate Professor & Head,
Department of Physics | Teacher Representative |
| 5) | Mr. Lalthangliana,
Associate Professor,
Department of Zoology | Teacher Representative |
| 6) | Mr. C. Lalremchhunga,
Associate Professor,
Department of Physics | Teacher Representative |

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| 7) | Mr. R. Lalmangaiha,
Head Assistant | Member |
| 8) | Mrs. Vanlalchhungi Pachuau
LDC-cum-Cashier | Member |
| 3. | <u>Library Committee:</u> | |
| 1) | Mr. C. Hmingliana,
Principal | Chairperson |
| 2) | Mrs. Agnes L. Khawlhring
Associate Professor,
Department of Economics | Member |
| 3) | Mr. C.S. Raj,
Associate Professor,
Department of Mathematics | Member |
| 4) | Mr. H.T. Lalzamlia,
Asst. Professor & Head
Department of Mizo (MIL) | Member |
| 5) | Mrs. Laltlanthangi Hrahsel,
Associate Professor,
Department of Education | Member |
| 6) | Mr. Vanlalhriata,
Associate Professor,
Department of History | Member |
| 7) | Mr. C. Ladingliana,
Asst. Professor
Department of Geography | Member |
| 8) | Dr. K. Pachhunga,
Associate Professor,
Department of Chemistry | Member |
| 9) | Mr. R.K. Vanlalsiammawia,
Associate Professor,
Department of Botany | Member |
| 10) | Mr. S. Sangchungnunga,
Asst. Professor, | |

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| | Department of Philosophy | Member |
| 11) | Mr. S.K. Prasad,
Associate Professor,
Department of Physics | Member |
| 12) | Mr. Lalrinkima,
Asst. Professor,
Department of Political Science | Member |
| 13) | Mr. P.K. Chhetri,
Associate Professor,
Department of English | Member |
| 14) | Mr. R. Lalhmangaiha,
Head Assistant | Member |
| 15) | Mrs. Vanlalchhungi Pachuau,
LDC-Cum-Cashier | Member |
| 16) | Mr. Biakthansanga Khiangte,
Librarian | Member-Secretary |
| 4. | <u>Purchase Committee:</u> | |
| 1) | Mr. C. Hmingliana,
Principal | Chairperson |
| 2) | Mr. R. Lalrosanga,
Associate Professor & Head,
Department of Physics | Member |
| 3) | Mr. R. Lalhmangaiha,
Head Assistant | Member |
| 4) | Mr. J. Thangchungnunga,
Associate Professor & Head,
Department of History | Member |
| 5) | Mrs. Vanlalchhungi Pachuau,
LDCA-Cum-Cashier | Member |

- 6) **Mr. L.H. Rothanga,**
Associate Professor & Head,
Department of Education
Member
- 7) **Mr. C. Zairemthanga,**
Associate Professor & Head,
Department of Economics
Member-Secretary
5. **Advisory Committee of Equal Opportunity Cell:**
- 1) **Mr. C. Hmingliana,**
Principal
Chairperson
- 2) **Mr. C. Zairemthanga,**
Associate Professor & Head,
Department of Economics
Advisor
- 3) **Mr. Vanlalhriata,**
Associate Professor,
Department of History
Member
- 4) **Miss Vanthangpuii,**
Associate Professor & Head,
Department of Zoology
Member
6. **Internal Quality Assurance Cell:**
- 1) **Mr. C. Hmingliana,**
Principal
Chairman
- 2) **Dr. K. Pachhunga,**
Associate Professor,
Department of Chemistry
Co-ordinator
- 3) **Mr. C. Zairemthanga,**
Associate Professor & Head,
Department of Economics
Member-Secretary
- 4) **Mr. R. Lalrosanga,**
Associate Professor & Head,
Department of Physics
Member
- 5) **Mr. C. Lalremchhunga,**

Associate Professor,
Department of Physics

Member

- 6) **Mr. Lalrinkima,**
Asst. Professor,
Department of Political Science

Member

7. **Core Committee:**

The **Core Committee** was constituted to assist the Principal whenever necessary in all academic and administrative affairs.

- 1) **Mr C. Hmingliana,**
Principal

Chairman

- 2) **Mr R. Lalrosanga,**
Associate Professor & Head,
Department of Physics

Member

- 3) **Mrs Lalhmangaihi Hrahsel,**
Associate Professor & Head,
Department of Botany

Member-Secretary

- 4) **Mr C. Zairemthanga,**
Associate Professor & Head,
Department of Economics

Member

R. Lalrosanga.

(R .LALROSANGA)
Principal,
Lunglei Govt. College,
Lunglei, Mizoram