

Part – A

AQAR for the year (*for example 2013-14*)

2014 -2015

I. Details of the Institution

1.1 Name of the Institution

LUNGLEI GOVERNMENT COLLEGE

1.2 Address Line 1

Lunglei

Address Line 2

Lunglei District

Town

Lunglei

State

Mizoram

Pin Code

796701

Institution e-mail address

principallgc@gmail.com

Contact Nos.

0372-2324161

Name of the Head of the Institution:

Lalmangaihi Hrahse

Tel. No. with STD Code:

0372 -2324161

Mobile:

9436362442

Name of the IQAC Co-ordinator:

C.Zairemthanga

Mobile:

9436157314

IQAC e-mail address:

lqaclgc2011@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

EC/41/80

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

www.lgc.ac.in

Web-link of the AQAR:

www.lgc.ac.in/AQAR2014-15

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	-	2007	5yrs
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	-	--	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: DD/MM/YYYY

09.09.2011

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 07/03/2013 (DD/MM/YYYY)4
- ii. AQAR 05/03/2014 (DD/MM/YYYY)
- iii. AQAR 03/04/2015 (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Mizoram University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

nil

Any other (*Specify*)

nil

UGC-COP Programmes

nil

2. IQAC Composition and Activities

2.1 No. of Teachers

6

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

nil

2.4 No. of Management representatives

nil

2.5 No. of Alumni

nil

2.6 No. of any other stakeholder and
community representatives

nil

2.7 No. of Employers/ Industrialists

nil

2.8 No. of other External Experts

2

2.9 Total No. of members

8

2.10 No. of IQAC meetings held

12

2.11 No. of meetings with various stakeholders:

No.

14

Faculty

12

Non-Teaching Staff

1

Students

Alumni

0

Others (Parents)

1

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

1

International

National

State

Institution Level

1

(ii) Themes

1. One day seminar on 'Conduct Rules and Entitlements of Government College Teachers was conducted on 5th November 2014

2.14 Significant Activities and contributions made by IQAC

1. The IQAC aims to promote research climate among the teachers. As a step towards creating such an atmosphere, teachers were encouraged to more and more involve in research works.
2. Each department is asked to conduct Tutorials for the backward students as well as the deadlock repeaters.
3. The year 2014 is the Golden Jubilee of the College, in this connection, documentations of the College records was prepared under the supervision of the IQAC .

2.15 Plan of Action by IQAC/Outcome The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<p>1. Department Meetings: The College authority issued instructions to all departments to hold respective departmental meetings at certain regular intervals of time. These meetings are expected to discuss and analyse prospects of improvements or solutions of problems within the respective departments.</p>	<p>Following the instructions, all departments fulfilled the expectation in convening departmental meetings which appeared beneficial for both the teachers and students. These frequent meeting of teachers prove to enhance team spirit among the teachers and at the same time provide improvement in the quality of teaching learning process.</p>
<p>2. Parents- Teachers Association: It is understood that the role of parents in the development of students well being cannot be overlooked. Therefore, the Parents Teachers Association was formed in 2009 with a view to ensure the involvement of parents in supervising the activities of the students. It is decided to continue the partnership of the College and the parents of our students</p>	<p>The Parents – Teachers meeting was held on 12. 7.2014 at the College where 80% of the parents attended. In the meeting, Rules and regulations of the College, Academic Calendar and other basic information of the College were briefly explained. Printed documents were handed out to the parents. Parents were also given the liberty to contribute ideas for improvements of the College and were also given time to raise questions. Suggestions for betterment of the College made by these parents were noted and held into consideration by the College authority.</p>

<p>3. Alumni Association: The Alumni Association was formed on 12.7.2012 and has played significant role in upliftment of academic performance. It was proposed by the IQAC to continue recognising the Alumni Association as its useful support –base in the quality advancement programme.</p>	<p>The Alumni Association meritted Students Academic Achievement Awards to the top ten rank holders from our College in the University Examination 2015 financed by the contribution of the Alumni members themselves.</p>
<p>4. Certificate Course in Computer: This course was started with seed money from UGC in 2009. The seed money being exhausted, it was decided to continue the programme as a self financed course during the academic session 2015-16.</p>	<p>From the beginning of the course in 2009 till the end of the last session i.e, 2014-15, 109 students have completed the course. During the reporting period i.e, 2015-2016 session 48 students completed the Course. These students were now equipped with good knowledge of Microsoft Office, Internet browsing and data spreadsheet etc.</p>
<p>5 . Seminars : In order to be acquainted and alert on relevant issues around us the IQAC finds it important to organize seminars as frequent as possible.</p>	<p>Seminars and workshops organized are the following:</p>

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	0	0	0	0
UG	2	nil	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	1	0	0	0
Others	0	0	0	0
Total	3	nil	nil	nil
Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2 (BA and B.Sc)
Trimester	0
Annual	0

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

- 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Since the Institution is affiliated to Mizoram University, it has to strictly follow the Syllabus prescribed by the University. Therefore, the institution is not in a position to revise and update its syllabus.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No new Department and Centre is introduced during the reported period.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
42	16	26	NIL	NIL

2.2 No. of permanent faculty with Ph.D.

7

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
16	21	26	0	0	0	0	0	42	21

2.4 No. of Guest and Visiting faculty and Temporary faculty

0

0

15

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	11	0
Presented papers	0	3	0
Resource Persons	0	2	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. All the departments were made to prepare lesson plans and designed by the IQAC which were duly followed.
2. Even though the college has a number of teachers with Ph.D, the IQAC desires to have many more of the faculty members to involve in research works. For this it aims at creating research climate by taking measures to motivate, Inspire and support research projects of teachers.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

As the institution is affiliated to MZU the College has no authority to design its own system

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

6	0	0
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2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	92	2	32	23	2	-
B.Sc	26	0	17	9	-	-

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes : Through

The IQAC plays a vital role in planning and monitoring the various programmes initiated in the teaching-learning process. It takes upon such tasks as designing and preparation of lesson plan formats, Students profile record books, Samples for evaluation of teachers etc, the questionnaires answered by students are submitted to IQAC for recruiting and necessary actions. Analysis of students performance in CIA as well as semester examination results are submitted to the IQAS by each department. Upon evaluation of these materials, the IQAC monitors and evaluate the teaching-learning process of the college.

2.13 Initiatives undertaken towards faculty development :

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	12
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	10
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0

Summer / Winter schools, Workshops, etc.	5
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	3	4	0	0
Technical Staff	4	1	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The IQAC keenly recognizes the importance of having more teaching staff involved in research work to be able to impart higher quality of education. By way of encouragement and support to those faculty members who have inclination towards research programmes.

3.2 Details regarding major projects - NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects - NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations - NIL

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects <i>(other than compulsory by the University)</i>	0	0	0	0
Any other(Specify)	0	0	0	0
Total	0	0	0	0

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution - NIL

Level	International	National	State	University	College
Number	nil	nil	nil	nil	nil
Sponsoring agencies	nil	nil	nil	nil	nil

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : Nil

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	nil
	Granted	nil
International	Applied	nil
	Granted	nil
Commercialised	Applied	nil
	Granted	nil

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
0	nil	nil	nil	nil	nil	nil

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Blood donation camp was organised by the NSS of the College, in which the NSS unit was awarded the first prize for being the highest number of blood donors in Lunglei District.
- **World Environment Day** was observed on 5th June 2014 at College Campus with students and NSS volunteers. Pu R.Lalrochama, Programme Officer NSS delivered speech on the importance observing the World Environment Day, which was followed by interactions and discussions on the role of youths for a better Environment.
- **Campaign on Cleanliness** organised at Mualthuam (N), a village 60Kms from Lunglei on 15.7.2014. A total number of 200 people gathered for the Programme including Programme Officer and Volunteers from the College and YMA members from the Village.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	62563.53Sq.m	0		62563.53Sq.m
Class rooms	35	0		35
Laboratories	6	1		7
Seminar Halls	0	0		0
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	NA	8 Computers, 3 new apparatus for Science department and Geography department	College development Fund	-

Value of the equipment purchased during the year (Rs. in Lakhs)	NA	2.5 lakh		2.5lakhs
Others	0	0		0

4.2 Computerization of administration and library

Automation work for library was started in the previous year and is to be finished soon. Digitalisation of Office work is ongoing process.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10574	NA	800	77467	11374	NA
Reference Books	nil		nil			
e-Books	Nil		nil			
Journals	91	NA	20	1500	131	NA
e-Journals	nil		nil			
Digital Database	nil		nil			
CD & Video	nil		nil			
Others (specify)	Nil		Nil			

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	14	1	1	0	1	3	14	
Added	9	0	0	0	0	0	0	
Total	23	1	1	0	1	3	14	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

No training is conducted for the teachers but we have a certificate course for computer programme for students

4.6 Amount spent on maintenance in lakhs :

i) ICT

1.34 lakhs

2.55 lakhs

ii) Campus Infrastructure and facilities

iii) Equipments

1.55 lakhs

iv) Others (Repair of almirahs and book shelves)

1.25 lakh

Total:
Criterion – V

6.69 lakhs

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

There is no such contribution so far but in the coming session the IQAC will help in applying scholarship online.

5.2 Efforts made by the institution for tracking the progression

By examining reports of each department from their departmental Meeting resolutions, the institution is tracking the progression of each department. And by analysis of End Semester Examination results and CIA results the academic progress can be tracked.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
807	0	0	0

(b) No. of students outside the state

0

(c) No. of international students

0

Men	No	%	Women	No	%
	452	56		355	44

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
0	0	751	0	0	745	0	0	807	0	0	807

Demand ratio 0.16

Dropout % 0

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The institution has so far not conducted coaching for competitive examination but orientation classes for the beginner and remedial classes for repeater students were organised

No. of students beneficiaries

125

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

Career guidance and Counselling was done on Civil Services by --- and Defence Services by Assam Rifle, Lunglei

No. of students benefitted

120

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	200	Nil	No information obtained

5.8 Details of gender sensitization programmes

The College has a committee on Women Grievance and Redressal Cell, Awareness campaigns were organised among the students and hoardings and signboards are fixed at appropriate corners of the College.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level

National level

International level

Cultural: State/ University level

National level

International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	nil	nil
Financial support from government	all	Scholarships were deposited to respective student's account
Financial support from other sources	nil	nil
Number of students who received International/ National recognitions	nil	nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____nil_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

The College was established with the vision to cater to the need for higher education and to tap the intellectual potential of the youth of Lunglei District in particular and the southern Mizoram in general who are hailing mostly from the marginalized sections of the society. The College aspires to uphold the national policies on higher education which is to train and prepare the young minds to meet contemporary challenges. Guided by the principles of inclusiveness, integrity, innovation, creativity and quality, the College has a vision to create an environment that is responsive to the needs of students and society at large. We have a vision that the students coming out of our campus should be internally enlightened, emotionally sound and practically efficient, who will champion the cause of justice, truth and peace and who are open to further growth.

Mission

- To enrich and empower the young generation through quality education.
- To achieve academic brilliance and prepare students to play a positive and meaningful role in nation building.
- To develop a vibrant academic ambience for research and higher studies.
- To make higher education accessible to the underprivileged section of the society.
- To introduce innovative techniques to make the teaching-learning process more effective.
- To prepare intellectually vibrant entity who can contribute positively in nation building and become responsible citizen by achieving personal and professional growth.
- To develop the potential of the students in co-curricular and extracurricular fields through participation in literary, cultural, sports, and extension activities.
- To sensitize students towards social concerns like gender and environmental issues, human rights, ethical and patriotic values.

6.2 Does the Institution has a management Information System

The institution has a well-prepared prospectus, Annual Magazine, Notice Boards for each Subject and in the Office. These are the management information systems of the institution

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The institution has to strictly follow the readymade academic calendar prepared by the Mizoram University. Within the framework of this academic Calendar the institution made arrangement for the curricular development of the students. College Week was organised.

6.3.2 Teaching and Learning

Teachers were encouraged to conduct to have regular classes, to frequently conduct seminars, assignments and were requested to have tutorials for students and remedial classes for the backward and the repeaters students.

6.3.3 Examination and Evaluation

The semester examinations are conducted in accordance with the University rules. Firm measures are taken to ensure that no unfair means are practiced. As far as the power of the college authority is permitted, minor modifications in the exam procedures are also made now and then as situation demands, such as in seat arrangements, sitting of CIA questions, etc. The responsibility of internal arrangements and necessary preparations of all examinations are shouldered by the college's Examination Moderation Board which comprises of the Principal as the chairman, the vice chairman and three other members being selected by the IQAC from the faculty members.

6.3.4 Research and Development

The college is proud to have a number of Ph.D holders and scholars with-on-going research works among its faculty. However, it is the desire of the IQAC to motivate more teachers to be involved in research fields. For this purpose as well as a way of encouragement, the IQAC organized a sensitization programme to orient the faculty with a research climate.

6.3.5 Library, ICT and physical infrastructure / instrumentation

6.3.6 Library automation is in its final stage. Computer laboratory for Mathematics was made in

Apart from formal education Human Resource management is one of the main target of the institution for which the institution have different clubs like, Cultural club, Eco club and Adventure club. Besides these we also have NSS unit which played an important role for this

6.3.7 Faculty and Staff recruitment

As the institution is fully under the State government the institution has no activity on this

6.3.8 Industry Interaction / Collaboration

Even though there is no competent Industrial sector available for interaction and collaboration, the institution is going to seek helps from District Industries Department and Mizoram Polytechnic Institute, Lunglei in this regard.

6.3.9 Admission of Students

Admission of students is done purely on merit basis

6.4 Welfare schemes for

Teaching	Mizoram College Teachers Association (MCTA) Branch
Non teaching	Lunglei Government College Staff welfare Committee (LGCSWC)
Students	Students Union

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes

No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	no	nil	Yes	IQAC and Academic council of the College
Administrative	no	nil	No	nil

6.8. Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Does not arise

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Does not arise

6.11 Activities and support from the Alumni Association

We have non-registered Alumni Association, Students Academic Achievement Award for the top ten rank holders in BA and B Sc final examinations were boned by the Alumni Association every year.

6.12 Activities and support from the Parent – Teacher Association

Parents Teachers –Association was formed and meeting was conducted on --- suggestions and proposals made by them were put to the authority and steps are taken for the fulfilment of their

6.13 Development programmes for support staff

There is no such programme for this.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Trees are planted, the flora and fauna of the campus is well protected.

Criterion – VII

7. Innovations and Best Practices

7.1. Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Evaluation of teachers by students was done by means of questionnaires distributed to students. These answered questionnaires which consisted of simple questions reflect the level of efficiency of the teachers evaluated. This programme was found a successful one as it appears to innovate teachers to give more sincerity and dedication to their work.
- The “Know-your-student” programme launched by the IQAC proves to be highly beneficial for the academic progress of the institution. It gives insight into the position of each individual student which enables the teacher to give proper guidance according to their needs.
- Improvisations are made in the conduct and procedures of examinations for CIA by following the Semester examinations pattern of questions, examination process and marking system. This was done so as to prepare and familiarize students with their end semester examinations.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. Preparation of lesson plan is continued by each department as instructed from IQAC making the proforma designed by the IQAC
2. CIA examinations are developed as is proposed by the Exam moderation department and approved by the IQAC.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

The two best practices of the institution are:-

1. Transparency in utilisation of Funds
2. Purely Merit based and transparent admission procedures

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

Environmental Science is being taught at the IV Semester which is compulsory for both BA and BSc students. Campus is made green by planting trees and preserving the existing ones. World Environment Day was observed , Awareness campaigns were organised and Eco Club was established in the College

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength
The core strength of the College is the Cost of Education, Faculties, Administration, and Personal Touch to the students. Transparency, Inclusiveness and Responsiveness of the administration as well as dedication and willingness to take challenges by the faculties, and the helpfulness of the staff are also the strength.

Weakness
To cop up with the rapid change in the curriculum in recent year and increase in student intake which need creation of new infrastructure and enrichment of existing facilities, facilities, programme, supporting staffs and funding are found to be the weakness. Finance was also identified as a weakness including the need to increase resources for the overall college as well as the impact of reduced finances on institutional operations especially for laboratory consumables.

Opportunities
There is opportunity in increased community engagement including forming alliances with community based organizations. Students from other places should also be encouraged to take admission here.

Challenges
The location of the college is of great impediment in its development. Even for smallest things the college has to depend on outside agencies which cost dearly in term of time, quality, money and energy. The growing number of its competitor in the vicinity is another challenge. Securing sufficient funding is getting more and more challenging due to the government's policies which are beyond our control. It affects badly our delivery system especially the one which involves consumables. And the rapid change in the syllabi needs continuous updating of knowledge.

8. Plans of institution for next year

1. Evaluation of teachers by conducted
2. Awareness on Gender issue be organised for the students as well as for the staff
3. Programme for better knowledge among the students and the teachers be launched
4. Computer Certificate course be continued.
5. Career Counselling programme be organised.

Signature of the Coordinator, IQAC



C. Zairemathanga

Signature of the Chairperson, IQAC



Lalhmangaihi Hrahsel

ANNEXURES

INSTITUTIONAL ANNUAL CALENDAR FOR 2015 – 2016

(I, III & V Semesters)

1st July, 2014	: Opening of Session.
4th Aug, 2015	: Students' Union Election
13th Aug, 2015	: Fresher Social
17th – 21st Aug, 2015	: 1st Continuous Assessment CA – I
7th – 11th Sept, 2015	: College Week.
4th Sept, 2015	: Blood Donation Day.
5th Sept 2015	: Teachers Day.
5th – 9th Oct, 2015	: 2nd Continuous Assessment CA – II
10th Nov – 4th Dec, 2015	: End Semester Exam (University).
7th Dec, 2015 – 15th Jan, 2016	: Semester Break.

(II, IV & VI Semesters)

18th Jan, 2016	: Commencement of Semester.
15th – 19th Feb, 2016.	: 1st Continuous Assessment CA – I
14th – 18th Mar, 2016	: MZU Inter College Sports Meet.
4th – 8th April, 2016.	: 2nd Continuous Assessment CA – II
1st – 21st May, 2016	: End Semester Exam (University).
25th May, 2016	: Graduation Day.
23rd May – 7th Jun, 2016.	: College Activities.
8th – 30th Jun, 2016.	: Semester Break.

LIST OF BOS MEMBERS FOM THE COLLEGE:

Sl. No.	Name of Faculty	Subject
1.	Dr D K Jha	Chemistry
2.	R Lalrosanga	Physics
3.	RK Vanlalsiamawia	Botany
4	Vanlalhlankimi	Philosophy
5.	C. Zairemthanga	Economics
6	Lalrammuana Chawngthu	Geography

Annexure I:

LIST OF MEMBERS OF VARIOUS COMMITTEES

1. **Planning Board:**

- | | | |
|----|--|------------------------|
| 1) | Mr. R Lalrosanga,
Principal | Ex-officio Chairperson |
| 2) | Mr Biakthansanga Khiangte
Librarian | Ex-officio member |
| 3) | Director, H&TE | Ex-officio member |
| 4) | Director, CDC | Ex-officio member |
| 5) | Mr C. Zairemthanga,
Adviser of Equal Opportunity Cell | Member |
| 6) | Mr. B.P. Singh,
Associate Professor & Head,
Department of Mathematics | Member |
| 7. | Dr. D.K. Jha,
Associate Professor & Head,
Department of Chemistry | Member |
| 8. | Miss Vanthangapuii,
Associate Professor & Head,
Department of Zoology | Member |
| 9. | Dr. Lalfakawma,
Associate Professor & Head,
Department of Botany | Member |

10. **Mr. P.K. Chhetry,**
Associate Professor & Head,
Department of English
Member
11. **Mr. H.T. Lalzamliana,**
Asst. Professor & Head,
Department of Mizo
Member
12. **Mr. L.H. Rothanga,**
Associate Professor & Head,
Department of Education
Member
13. **Mr. C. Zairemthanga,**
Associate Professor & Head,
Department of Economics
Member
14. **Mr. Lalrammuana Chongthu,**
Associate Professor & Head,
Department of Geography
Member
15. **Mr. Z.D. Lalchhuanvawra,**
Associate Professor & Head,
Department of Political Science
Member
16. **Mr. J. Thangchungnunga,**
Associate Professor & Head,
Department of History
Member
17. **Mrs. Vanlalhlankimi,**
Assistant Professor & Head,
Department of Philosophy
Member
18. **Mr F.J. Liantluanga, MCS**
Addl. Deputy Commisioner
(Eminent Local Person)
Member
19. Head Assistant
Member
20. **Mrs. Vanlalchhungi Pachuau,**
LDC-cum-Cashier
Member

- | | | |
|-----|-------------------------------|--------|
| 21. | Female Student Representative | Member |
| 22. | Male student representative | Member |

2. **Building Committee:**

- | | | |
|----|---|--------------------|
| 1) | Mr. R Lalrosanga
Principal | Chairperson |
| 2) | University Representative | Member |
| 3) | Er. Lalzidinga
SDO, PWD Building Division
Lunglei | PWD Representative |
| 4) | Mr. Lalthangliana,
Associate Professor,
Department of Zoology
Representative | Teacher |
| 5) | Mr. C. Lalremchhunga,
Associate Professor,
Department of Physics
Representative | Teacher |
| 6) | Mr. R. Lalhmangaiha,
Head Assistant | Member |
| 7) | Mrs. Vanlalchhungi Pachuau
LDC-cum-Cashier | Member |

3. **Library Committee:**

- | | | |
|----|---|-------------|
| 1) | Mr. R Lalrosanga,
Principal | Chairperson |
| 2) | Mrs. Agnes L. Khawlhiring
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 Hrahse,
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) | Mr. R.K. Vanlalsiammawia,
Associate Professor,
Department of Botany | Member |
| 9) | Mr. S. Sangchungnunga,
Asst. Professor,
Department of Philosophy | Member |
| 10) | Mr. Biakthansanga Khiangte,
Librarian | Member-Secretary |
| 4. | <u>Purchase Committee:</u> | |
| 1) | Mr. R Lalrosanga,
Principal | Chairperson |
| 2) | Mr. R. Lalmangaiha,
Head Assistant | Member |
| 3) | Mr. J. Thangchungnunga, | |

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|----|---|------------------|
| | Associate Professor & Head,
Department of History | Member |
| 4) | Mrs. Vanlalchhungi Pachuau,
LDCA-Cum-Cashier | Member |
| 5) | Mr. L.H. Rothanga,
Associate Professor & Head,
Department of Education | Member |
| 6) | Mr. C. Zairemthanga,
Associate Professor & Head,
Department of Economics | Member-Secretary |
| 5. | <u>Advisory Committee of Equal Opportunity Cell:</u> | |
| 1) | Mr. R Lalrosanga,
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. | <u>Internal Quality Assurance Cell:</u> | |
| 1) | Mr. R Lalrosanga,
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. C. Lalremchunga,
Associate Professor,
Department of Physics | Member |
| 5) | 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.

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|----|---|------------------|
| 1) | Mr. R Lalrosanga,
Principal | Chairman |
| 2) | Mrs Lalmangaihi Hrahse,
Associate Professor & Head,
Department of Botany | Member-Secretary |
| 3) | Mr C. Zairemthanga,
Associate Professor & Head,
Department of Economics | Member |

ADMISSION PROCEDURE :

Admission Period : Admission shall be open for a period of two weeks from the date of publication of HSSLC results of Mizoram Board of School Education.

Procedure :

- 1) Admission form and Prospectus are to be obtained from the College office during office hours. Students are advised to read the Prospectus thoroughly before filling up the forms.
- 2) The carefully filled-in application along with the required enclosures should reach the College within 2 weeks from the date of publication of 10+2 results.
- 3) Incomplete application and application received after the dead line will be rejected.
- 4) The dully filled in application form along with the following documents should reach the College office on or before the dates mentioned :
 1. Attested Xerox copy of the Qualifying Examination Marksheet i.e Class XII Marksheet.
 2. Testimonial and Transfer Certificate from the last institution attended.

Selection Criteria : Selection of candidates will be Merit based. Aggregate marks of 5 compulsory subjects in Class XII Examination will be the criterion for determination of merit.

INSTITUTIONAL MECHANISM TO MONITOR EFFECTIVE AND EFFICIENT USE OF AVAILABLE FINANCIAL RESOURCES

For funds received from UGC, the Planning Board and Purchase Committee are in place to monitor effective efficient utilization of UGC funds in accordance with guidelines for utilization of UGC funds.

For funds received from RUSA, the Project Monitoring Committee (PMU) monitors utilization of funds in performance of works and procurement of items like scientific equipments, furnitures, books and journals etc after items to be purchased and works to be performed have been finalized by the Board of Governors (BOGs) RUSA. For funds received from Students' fees, the Development Committee, the Library Committee and the Exam Moderation Board are associated and involved in the utilization of fees on the respective components i.e. development, library and internal examination fees. Fund received from the Govt. of Mizoram, apart from salaries and wages paid to all the staff, under various contingency heads like Office expenses, Other Charges, Motor Vehicle Maintenance, Supplies and Materials etc is very small in amount due to financial constraint faced by the Govt. of Mizoram as mentioned earlier. Nevertheless, the Head Assistant /Office Bursar is associated and involved in the utilization of funds received from the Govt. of Mizoram and the deficit for day-to-day administrative running costs of the College is not from funds received from Students' Fees.

Purchase Procedure

Guidelines for utilization of UGC funds are followed for funds received from UGC. Hence in accordance with UGC's guidelines for utilization of funds, a Planning Board is formed in the College which performs functions outlined in the guidelines. Among these functions is formulation and preparation of proposals for development of education at the College after identifying its needs. Priorities are then decided and proposals are therefore finalized for utilization of funds. Composition of Planning Board in the College in accordance with the provisions of UGC's XII Plan guidelines w.e.f. academic year 2014 - 2015 for a term of 3 (three) years is as follows :

- i) Mrs. Lalhmangaihi Hrahsel, Principal : Chairman.*
- ii) Mr. C Lalremchhunga, Coordinator IQAC : Member Secretary.*
- iii) Mr. BP Singh, Senior Teacher : Member.*
- iv) Mr. LH Rothanga, Senior Teacher : Member.*
- v) Mr. C Zairemthanga, Senior Teacher : Member.*
- vi) Dr. M Pathak, Senior Teacher : Member.*
- vii) Dr. F Lalchhanhima, Senior Teacher : Member.*
- viii) Mr. Biakthansanga Khiangte, Librarian : Member.*
- ix) Mr. Vanlalrova, Head Assistant : Member.*

A Purchase Committee is also formed in the College as per UGC's guidelines for utilization of funds. After items and equipments to be purchased have been finalized by the Planning Board, all decisions relating to purchases are discussed in the Purchase Committee. Purchases are planned and made with adequate justification. The Purchase Committee is responsible for procurement of all equipments in the College. In case of laboratory equipments, faculty of concerned departments who are knowledgeable about their own equipments are involved in the purchase of their equipments. Similarly, in case of Library books, Heads of Departments are involved in the purchase of books for their department. Composition of Purchase Committee in the College w.e.f. academic year 2014 - 2015 for a term of 3 (three) years is as follows :

- i) Mrs. Lalhmangaihi Hrahse, Principal : Chairman.*
- ii) Mr. BP Singh, Vice Principal : Member Secretary.*
- iii) Mr. LH Rothanga, Associate Prof. : Member.*
- iv) Mr. C Zairemthanga, Associate Prof. : Member.*
- v) Mr. C Lalremchhunga, Associate Prof. : Member.*
- vi) Mr. Vanlalrova, Head Assistant : Member.*

