



IQAC Meeting Minutes Dated: 08-06-2019.

Members Present: Principal, Coordinator, Esther P KOnyak, Temlei Shonpohru, Choyhayoto Rote, Koshiy CP, Mongyung Phom, M Sudha, SB Moses, Tiakumla Jamir, Abel Swu, Manwang Konyak, Shongna Konyak, Grace Seb, Prescilla Ezong, Ralu Lohe, T A Kikon.

IQAC Coordinator welcomed the house and began with Criterion 5 of the SSR:

Criterion IV: Student Support and Progression

5.1. *Student Support*

5.1.1.1. = data available. Scholarship sanction letter to be immediately collected from the Establishment Branch.

5.1.2. = Principal to initiate and take charge to work out the possibility of freships.

5.1.3. = Options 1,2,4,&8 present therefore concerned committees are to highlight activity plan at the earliest. Mentoring Committee to be assigned a room. Remedial/Mentoring/Career Counselling Committees to maintain data.

5.1.4

5.1.4.1. = H. David Konyak to activate Competitive Examinations classes at the earliest.

5.1.5.

5.1.5.1. = Requisite data for 2017-18 & 2018-19 to be collected from RUSA Coordinator.

5.1.6. = Data to be collected from Anti Ragging Committee. Principal to sanction funds for Anti Ragging & Anti Harassment signboards to be put up around the Academic Block immediately.

5.2 *Student Progression*

5.2.1. = Alumni Committee to initiate data collection w.e.f. 2015-16 academic year at the earliest.

5.2.2.

5.2.2.1. = Alumni Committee to initiate data collection w.e.f. 2015-16 academic year at the earliest.

5.2.3.

5.2.3.1. = Alumni Committee to initiate data collection w.e.f. 2015-16 academic year at the earliest.

5.2.3.2. = Alumni Committee to initiate data collection w.e.f. 2015-16 academic year at the earliest.

5.3. *Student Participation and Activities*

5.3.1.

5.3.1.1. = Vice Principal Lakpati to give detailed information of North East Level sports event held at Manipur.

5.3.2. Student Council represented in the IQAC/ Magazine Committee. Library Committee & Student Affairs Committee to immediately induct a student representative.

5.3.3.

5.3.3.1. = Data available with Student Affairs Committee in respect of the recent Olympiad and the medal count.

5.4 Alumni Engagement

5.4.1. = Alumni Association to be registered immediately & to sensitise Alumni Association with the vital role they play/problems of NAAC assessment. Conduct Alumni Association meeting for a detailed study of Criterion 5 section 5.3 to reflect the gravity of the situation.

5.4.2. = To opt for option "E" and to maintain an audited statement of accounts.

Criterion 6: Governance, Leadership and Management

6.1. Institutional Vision and Leadership

6.1.1. = *Institutional Vision and Mission*

6.1.2. = Yet to be framed. Principal to assist here.

6.2.

6.2.1.

6.2.2.

6.2.3. = * implementation of e-governance is a problem area in Finance- Accounts. Government-e-Market registration is in progress. To opt for option "D".

6.2.4.

6.3. Faculty Empowerment Strategies

6.3.1.

6.3.2.

6.3.2.1.= To include NAAC Workshop conducted at Mizoram University in December of 2018.

6.3.3.

6.3.3.1.= To include NAAC Mentoring Team visit from Dimapur Government College on 27th of March, 2019.

6.3.4.

6.3.4.1.= Data available

6.3.5. = Principal as the HOD to write on this at the earliest.

6.4 Financial Management and Resource Mobilisation

6.4.1.= Accountant General Audit document to be made available. Internal audit to be completed before the upload of the SSR.

6.4.2.

6.4.2.1.= Additional information on Minister's Donation during his visit to be made available by the Principal. To incorporate District Planning and Development Board fund for the college Library

6.4.3. = Government institutions cannot mobilise funds therefore there are no strategies for fund mobilisation.

6.5 Internal Quality Assurance System

6.5.1. = To identify 2 best suited Best Practices for the institution.

6.5.2. = Mention the presence of Remedial Classes/ Academic Audit/ Mentoring and issue of Certificates for 100% attendance to students. First period of every Friday to be set aside for Remedial Classes/Backlog. The concerned committee to initiate and activate this after summer break.

6.5.3.

6.5.3.1.= To mention the re-activation of the IQAC/ Academic and Administrative Audit/ implementation of ICT enabled classroom/ PTA & Alumni Association/ improved Canteen/ water cooler provision/ Suggestion Boxes/ Uniforms/ Green Campus etc. Principal to allocate budget for departmental seminars/workshops etc.

6.4.1.= To opt for option "C".

6.5.5. = To mention Mentoring and Career Counselling/ installation of LCD projectors in classroom/acquisition of a new college bus.

Criterion VII: Institutional Values and Best Practices

7.1. *Institutional Values and Social Responsibilities*

7.1.1.

7.1.1.1.= The Red Ribbon Club to give the required data.

7.1.2.= Anti Ragging Cell/ Gender Champions/ Students' Grievances Cell to be mentioned. To allocate two rooms for Boys and Girls Common Room respectively.

7.1.3.

7.1.3.1.= No alternate energy initiatives

7.1.4.=

7.1.4.1.= To identify the right individual to make estimates.

7.1.4.2.=To identify the right individual to make estimates.

7.1.5. = To request MTC to collect college solid waste. To make use of RUSA vermicompost pit by campus dwellers for kitchen waste. To provide separate dustbins for bio-degradable and non degradable waste as well as sensitise campus dwellers on this. Faculty members residing in the college campus to take charge immediately.

7.1.6. = To mention the two (2) water harvesting tanks installed on the top floor of the New Library Building.

7.1.7.= To put up signboards/notices for Plastic Free Campus. IQAC to request Canteen to stop selling plastic water bottles. IQAC shall go paperless where necessary – all meeting minutes to be circulated through email.

7.1.8.

7.1.8.1. Data to be collected from RUSA Coordinator for RUSA Horticulture green initiatives.

7.1.9.= To be written by those in charge of the Criterion.

7.1.10

7.1.10.1. = To be written by those in charge of the Criterion.

7.1.11.=

7.1.11.1.= To mention Institutional visit to Rehabilitation Centre, Mon Town on 26th Jan., 2019/ NSS Social Work conducted at the Local Ground, Mon Town on 15th August, 2018 at the request of the District Administration.

7.1.12. *Human Values and Professional Ethics*

7.1.12.= Yes

7.1.13.=To be worked on. All faculty members are to contribute (in relation to Vision and Mission of the college).

7.1.14. = To be written by those in charge of the Criterion.

7.1.15. = No

7.1.16. = Yes

7.1.17.

7.1.177.1.=Criterion in charge to refer to other colleges assessed under the new framework.

7.1.18. = To be written by those in charge of the Criterion.

7.1.19. = Principal to write on the complete transparency in its financial, academic, administrative and auxiliary functions immediately.

7.3. Best Practices

7.3.1. = All faculty members to contribute ideas for institutional Best Practices.

Recorded by:

Esther P Konyak
Secretary, IQAC

