

IQAC MEETING (G.B)
Govt. Khawzawl College

Place: Committee room

Date: 07/08/2018

Time: 12:30 pm

Chairman: R. Lalrintluanga Principal

Member present:

1. Chawngthanpuii
2. Lalremruati
3. N. Umananda Singh
4. Peter Lalremruata
5. Lalramlawmi
6. Lalruatmawii
7. Joseph Vanlalngghaka
8. Lalthanliana
9. H. Vanlalhrauaia
10. C. Lalzeli
11. L. Roshini Devi
12. K. Ziona
13. Vanlalpeki
14. Kaphmingthangi
15. C. Laldampaia
16. K. Lalkulhpuaia

The chairman opened the meeting and resolved the following decision unanimously after a minute decision.

1. Mr. Peter Lalremruata, Dept. of Education is appointed as Assistant Coordinator, IQAC to assist the coordinator in all relevant matters of IQAC.
2. Teacher using ICT in the class-rooms is treated as an essential source to accelerate quality education in the institute as far as practicable.
3. In charges of various cell have to submit any necessary document of each and every activity organized and conducted in the name of college such as Seminar/Workshop/Project/Research/Training/Publication/awareness programme/swatch Bharat Mission/Social services/Social and culture programme/NSS activity/study Tour etc. to the coordinator IQAC immediately just after the completion of the programme to maintain the norms of NAAC successfully.

Sd/-
R. LALRINTLUANGA
Chairman

Sd/-
M. MODHU SINGH
Co-Ordinator, IQAC

Actions Taken:

- Peter Lalremruata was assigned as Asst. Coordinator.
- Every Teaching faculty were encouraged to use ICT in the classroom. One Day training on power point presentation has been organized for teaching faculty.
- All activities organized by different Cells reported to the IQAC, Coordinator.

IQAC MEETING (G.B)
Govt. Khawzawl College

Place: Committee room

Date: 26/10/2018

Time: 12:30 pm

Chairman: R. Lalrintluanga Principal

Member present:

1. Peter Lalremruata
2. R. Lalthanliana
3. Lalrinchami Khiangte
4. Lalremruati
5. Chawngthanpuii
6. K. Lalkulhpuaia
7. Lalthlamuani
8. C. Lalzeli
9. Lalruatmawii
10. L. Roshini Devi
11. Laldingngheti
12. N. Umananda Singh
13. H. Lalthanpuii

The meeting started with Mr Lalrintluanga, principal in the chair which was followed by the highlight of the agenda by the co-ordinator, IQAC with the permission of the chairman. The house discussed the matters carefully and minutely and adopted the following decisions unanimously and cons after a prolonged debate.

1. A security guard may be engaged to look after college campus and all building at night time during working days and 24 hours during the holidays.
2. Projectors & CCTV may be installed permanently in all class-room or before 20th January 2019 positively which can be utilized forever in all classes/ period without fail. Action to be taken by N. Umananda Singh & K. Lalkulhpuaia.
3. It is also decided that every Department has to offer incentive award to the distinguished students who passed in the 1st Division and rank-holders (among the top ten) in the End Semester Examination individually.
4. Computer certificate training courses may be introduced if and when financial position is manageable. For computer certificate course, Mrs. H. Lalthanpuii will take necessary action.
5. Mr Joseph Vanlalngbaka Asst. Professor is appointed Professor-in-charge of Alumni Cell.
6. Two best practices have been chalked out
 - Students' Assessment of Teachers to be conducted once in a semester
 - One extra monthly class-test beside University norms examination. Result of the test (carried 20 marks, department wise) has to submit to the Coordinator, IQAC by HOD on or before the last working day of the month or a little earlier then the appointed date. It is an evitable practice as it will be the evidence of Best practice in the coming SSR. All the HODs should submit monthly student attendance report to the principal at the end of the month

7. Notice Board covering each department will be provided in the next academic session
8. Every teacher having six years of teaching experience is encouraged to work research project which is one of the major criteria of NAAC assessment.

Sd/-
R. LALRINTLUANGA
Chairman

Sd/-
M. MODHU SINGH
Co-ordinator, IQAC

Action Taken:

- Mr. Liansangpuia has been engaged as a night/Guard by means of (RUSA fund) at the rate of Rs 4000/-.
- CCTV has been installed in the Principal office, Administrative Office, Professors' common room and Library.
- Incentive award were given to the students in the end/ Final examination in 1st Division or above.
- Computer class (CCC) course had been opened from march 2019 session.
Miss Laldingngeti was appointed coordinator for computer study course.
- Alumni in charge appointed
- a) student's Assessment of teachers has been done once in a semester. Steps have been taken for the improvement of the teachers according to necessary.
b) Monthly extra class test have been conducted. Result were analyzed and actions for remedial if necessary were taken by every department. Reports were submitted to the IQAC coordinator.
- Notice boards were provided in the professors' common room.

IQAC MEETING (G.B)
Govt. Khawzawl College

Place: Committee room

Date: 24/01/2019

Time: 12:30 pm

Chairman: R. Lalrintluanga Principal

Member present:

1. Modhu Singh Coordinator IQAC
2. K. Ziona
3. Vantlangkhuma
4. Peter Lalremruata
5. Laldampaia
6. H. Lalthanpuui]
7. Laldingngehti
8. C. Lalzeli
9. Chawngthanpuui
10. Malsawmhlu Bawihlung
11. Lalrinchami Khiangte
12. Lalthanliana
13. Lalremruati
14. Vanlalpeki
15. Kaphmingthangi
16. Hmangaihsanga
17. Henry Lalmalsawma
18. Lalramlawmi
19. Lalthlamuani
20. Raymond
21. C. Lalrindika
22. Joseph Vanlalnghaka
23. K. Lalkulhpuia
24. N. Umananda Singh

The meeting was opened by the chairman and adopted the following decision after a prolonged and minute discussion:

1. All the HODs should count the percentage of students' attendance monthly as per UGC norms accurately which is to be submitted to the head of the institution at the end of every month for official record and necessary action.
2. Students attend class less than 75% of attendances are debarred from appearing University Examination which is responsible by the examination board of the institution.
3. Curtains of door & windows of committee Rooms be provided from PMU (RUSA) fund by the coordinator RUSA.

Sd/-
R. LALRINTLUANGA
Chairman

Sd/-
M. MODHU SINGH
Co-ordinator, IQAC

Action Taken:

- Monthly attendance reported to the principal by every Department, action like counseling, etc. were given to the students with poor attendance.
- Screening of student for appearing the university was done based on their attendance, the committee of moderation and examination look into the matters carefully, seeking their problems and causes of their poor attendance of the student. Efforts were made to help the students of poor attendance after seeking clarification from the students or their parents. Counseling were also given as necessary.
- Curtains for the committee room were purchased from RUSA fund.

IQAC MEETING (G.B)
Govt. Khawzawl College

Place: Committee room

Date: 23/04/2019

Time: 12:00 noon

Chairman: R. Lalrintluanga Principal

Member present:

1. Peter Lalremruata
2. Lalrinmawii
3. C. Chawngthanpuii
4. T. Lalremruata
5. P.C. Lalrindika
6. Laldingngheti
7. Joseph Vanlalnghaka
8. K. Ziona
9. K. Lalkulhpuia
10. R. Lalthanliana
11. Vanlalhruaia
12. C. Lalzeli
13. N. Umananda Singh
14. Kaphmingthangi
15. Lalthlamuani
16. J. Lalchhuanawma
17. Lalramlawmi
18. P.C Rosangpuii

The chairman opened the meeting with a short note to conduct Event Semester Exam 2019 smoothly and strictly and adopted the following decisions after reviewing the last two meeting minutes.

1. The chairman of IQAC and Moderation and Academic Board is responsible to collect special extra examination. All HODs should submit report of monthly attendance to the Principal. Result of monthly extra test to be submitted to the coordinator IQAC.
2. Mr Peter Lalremruata, Asst. Professor Education Department is appointed as Nodal officer AISHE of the college. He has to take charge immediately
3. The principal and Coordinator IQAC are entrusted to appoints a new coordinator, IQAC as and when it feels necessary.

Sd/-
R. LALRINTLUANGA
Chairman

Sd/-
M. MODHU SINGH
Co-ordinator, IQAC

Action Taken:

- All HODs are reminded to give report of attendance to the Principal.
Monthly extra test Report were submitted to the coordinator IQAC
- Aishe incharge appointed

IQAC MEETING
Govt. Khawzawl College

Place: Principal's Chamber

Date: 02/05/2019

Time: 01:00 pm

Chairman: R. Lalrintluanga Principal

Member present:

1. Peter Lalremruata
2. N. Umananda Singh
3. K. Ziona
4. H. Vanlalhruaia
5. R. Lalthanliana

The chairman opened the meeting and adopted the following decision unanimously.

1. Feedback on student Assesment of teachers to be conducted every year. The work will be organized to the coordinator IQAC.
2. Social work/Service will be conducted on the last Friday of every month to maintained cleanliness in the campus.

Sd/-
R. LALRINTLUANGA
Chairman

Sd/-
M. MODHU SINGH
Co-ordinator, IQAC

Action Taken:

- Student Assessment on Teacher(Feedback) was collected, analysed and necessary improvement were resulted in the performance of the teachers.
- Social works conducted to clean and maintained the campus.