

# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

## Part – A

### I. Details of the Institution

1.1 Name of the Institution

GOV'T. J. BUANA COLLEGE

1.2 Address Line 1

BAZAR VENG

Address Line 2

City/Town

LUNGLEI

State

MIZORAM

Pin Code

796701

Institution e-mail address

govtjbc@gmail.com

Contact Nos.

0372-2324634

Name of the Head of the Institution:

PROF. J. ZOREMA

Tel. No. with STD Code:

0372-2324634

Mobile:

9436147170

Name of the IQAC Co-ordinator:

DR. VANLALHLANI  
RALTE

Mobile:

9436147140

IQAC e-mail address:

hlaniralte@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MZCOGN13477

1.4 NAAC Executive Committee No. & Date:

(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)

EC/(SC)/10/A&A/88.2 dated 15.11.2015

1.5 Website address:

www.jbc.ac.in

Web-link of the AQAR:

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 <sup>st</sup> Cycle	C	1.68	2007	
2	2 <sup>nd</sup> Cycle	C	1.85	2015	
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/04/2008

1.8 AQAR for the year (for example 2010-11)

2016-2017

1.9 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 2015-2016 submitted to NAAC on 12/07/2016

1.10 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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

MIZORAM UNIVERSITY

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="8"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="1"/>
2.4 No. of Management representatives	<input type="text" value="0"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="1"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="13"/>
2.10 No. of IQAC meetings held	
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="1"/> Faculty <input type="text" value="1"/>
Non-Teaching Staff	<input type="text" value="1"/>
Students	<input type="text" value="1"/>
Alumni	<input type="text" value="1"/>
Others	<input type="text" value="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.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. It supervises the workings of the various committees and cells of the college
2. It organized orientation programme for first semester students.
3. It checks and assesses the attendance and performance of the students.
4. It organized Faculty Recharge Programme for the faculty.
5. It administered feedback from students.

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
1.To organise an orientation programme for the 1 <sup>st</sup> semester students  2. To acquire more books for the library  3. To start basic computer course for the students  4. To enhance the spoken English classes	1. An orientation programme for the 1 <sup>st</sup> semester students was organised  2. Books have been purchased for the library  3. Basic computer course, Triple C course has been started  4. More students were accommodated and were given access to the Language Lab for practical classes

\* 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				
PG				
UG	1			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate		1		
Others				1
<b>Total</b>	1	1		1
Interdisciplinary				
Innovative				

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	
Annual	

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.

Most departments have revised the syllabus for the transition from the semester system.

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

Nil

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
24	5	18	1	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
1	0	0	2	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

10

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	1	8
Presented papers	0	0	0
Resource Persons	0	0	0

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

1. Seminars/Presentations are organized where students take part in presenting papers.
2. Classroom discussions and debates are held to enhance their learning.
3. Use of Audio-Visual Aids for progressive learning.
4. Students were taken on Educational Tours to widen their knowledge and horizons.
5. Quizzes are also used as a diagnostic test.

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

235



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

Done by Affiliating University, MZU

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

2 – BOS, 1- Academic Council, 1- BOSS

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
I Semester	171	Nil	3.50	69.59	Nil	73
II Semester	131	Nil	6.10	58.77	Nil	64.88
III Semester	154	Nil	16.23	39.61	Nil	55.84
IV Semester	140	Nil	6.42	60.00	Nil	66.42
V Semester	173	Nil	11.56	47.39	Nil	58.96
VI Semester	113	Nil	23.89	61.06	Nil	84.95

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

IQAC assesses the continual assessment and end semester examinations. It also takes under its wings the assessment of attendance of the students. Seminars and workshops conducted by different departments are also supervised by the IQAC. It also monitors other departmental activities. It prepares and monitors the feedback system followed by the college. It implements the preparation of lesson plans by every teaching faculty. Revision of university results is done with all departments. The strengths and weaknesses of each department are assessed and remedial measures for improvements are suggested and implemented.

2.13 Initiatives undertaken towards faculty development

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

Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	4 (Workshops)
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	10	0	10	0
Technical Staff	1	0	1	0

### Criterion – III

## 3. Research, Consultancy and Extension

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

IQAC encourages the teaching staff to undergo research programmes or undertake projects. Students are encouraged to attend seminars and workshops. They are also taken on Educational Tours and encouraged to write reports on them.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	0	0	1
Outlay in Rs. Lakhs	5 lakhs	0	0	5 lakhs

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	0	1
Outlay in Rs. Lakhs	0	1 lakh	0	70,000

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	1	0
Non-Peer Review Journals	0	1	0
e-Journals	1	0	0
Conference proceedings	0	0	0

#### 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

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

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies					

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 :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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	0	0	0	0	0	0

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

0

0

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

0

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	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="2"/>		
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="12"/>	Any other	<input type="text" value="0"/>

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

1. Blood Donation Camps were organized
2. Cleanliness Drive was organized, where the college campus, classrooms and offices, the roadsides and the surrounding areas near the campus were cleaned.
3. Plantation of trees at different places and cleaning of the plantation site was done.
4. Health and Sanitation Drive was held. Speeches on Manners and Etiquette, and Cleanliness were given.
5. NSS Work Camp and Health and Sanitation Programme were held at the Adopted village, Mausen. The Principal, 8 teachers and 30 NSS volunteers attended the programme.
6. Students attended the inaugural function of Fire Prevention Week.
7. The Equal Opportunity Cell organized a Poster Making Competition on the theme 'Gender Equality', and prizes were distributed to selected top three winners.
8. The Youth Adventure Club organized a Trekking Expedition at Purun Tlang, the highest mountain in Lunglei district. 31 club members participated in the Expedition.
9. Health check-up camp was organised in collaboration with the Health and Family Welfare Department at Mausen Village (Adopted village).
10. Health and Sanitation campaign was organised at the Adopted village, Mausen.
11. Neighbourhood Street cleaning was done.

## 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	1976.9 sq/mt	0		1976.9 sq/mt
Class rooms	13	1	RUSA	14
Laboratories	2	0		2
Seminar Halls	0	1	RUSA	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	14	20	RUSA	34
Value of the equipment purchased during the year (Rs. in Lakhs)	0.3	7.59	RUSA	7.89
Others (Computer Study Centre)	0	1	RUSA	1

#### 4.2 Computerization of administration and library

Data of students are recorded and maintained in the office computer. Most administrative works are computerized. The library is being computerized and it is hopeful that it will be fully computerized soon. Books are currently labelled so as to enable them for bar coding.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5381	362025	158	45000	5539	407025
Reference Books	66	13000	3	750	69	13750
e-Books	0	0	0	0	Nil	0
Journals	5	8000	0	0	5	8000
e-Journals	0	0	0	0	Nil	0
Digital Database	0	0	0	0	Nil	0
CD & Video	0	0	10	3000	10	3000
Others (specify)	0	0	0	0	Nil	0

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	37	13	3	0	5	7	8	1
Added	28	0	5	1	16	6	0	0
Total	65	13	8	1	21	13	8	1

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

BSNL Broadband with Wifi connection was installed for the teachers, students and administrative staff. Each person mentioned above has good access to the internet.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

0.25

ii) Campus Infrastructure and facilities

0.40

iii) Equipments

2.75

iv) Others

0

**Total :**

3.40

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Students are made aware of the student support services by the IQAC in various meetings and in the orientation classes.

#### 5.2 Efforts made by the institution for tracking the progression

The college maintains a record of all the students who avail student support services. Students' progression is tracked and recorded through the Alumni Association, where students register after leaving the college.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
573	0	0	0

(b) No. of students outside the state

3

(c) No. of international students

0

Men	No	%
	291	50.79

Women

No	%
282	49.21

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1	3	566	0	0	570	1	3	569	0	2	573

Demand ratio 2:1

Dropout % 12

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

Coaching for competitive examinations could not be carried out in the college due to lack of funds.

No. of students beneficiaries

0

5.5 No. of students qualified in these examinations

NET	0	SET/SLET	0	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	0	UPSC	0	Others	0

5.6 Details of student counselling and career guidance

The Career Counselling and Placement Cell organized various awareness programmes a number of times. Resource persons from various disciplines were invited to speak on various topics. Members of the committee were appointed to be available for students in need of counselling in terms of personal, career and academic problems.

No. of students benefitted

350



### 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
0	0	0	0

### 5.8 Details of gender sensitization programmes

The Equal Opportunity Cell organized Gender Sensitization programmes where Resource Persons were invited to speak. They were carried out using different speeches, Poster Making Competitions and meetings with the students.

### 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	2	4000
Financial support from government	463	3259400
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs	: State/ University level	<input type="text" value="0"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>
Exhibition:	State/ University level	<input type="text" value="0"/>	National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

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

The vision of the college is to impart quality education to people from all walks of life. The mission of the institution is, therefore, to provide education and thereby inculcate values such as integrity, honesty and diligence which would enable them to be better citizens, and serve the state and the country.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

Curriculum is designed and revised by MZU. However, teachers often give suggestions to the Board members regarding the syllabus. At present, 3 teaching faculty from the institution are Board members in their respective departments and are involved in revising the courses.

6.3.2 Teaching and Learning

Lecture method is the most common form of classroom teaching. Visual and audio aids are also used. Internet sources are used to update materials. Discussions and interactive sessions are organized in the classroom so that more students would be involved in the teaching-learning process. Presentations are done by students in their respective classes with the aid of concerned teachers to help the students learn to do their own research and help them with reading more books outside of the prescribed texts.

### 6.3.3 Examination and Evaluation

Continual Assessment during each semester is conducted by the college and the papers are evaluated internally. The End semester examinations are conducted by the University and hence, the question papers and evaluation are all conducted by it.

### 6.3.4 Research and Development

Teaching staff are encouraged to pursue further studies and take up research projects. Some members are involved in project works. Students are encouraged and made to interact with research scholars and other resource persons who are present in the seminars organized by the college.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

A Language Lab has been installed which is used by different departments. The library is computerized. Computers, with access to the internet, have been installed in the Resource Centre and free Wifi is made accessible for everyone in the campus.

### 6.3.6 Human Resource Management

There is no separate department of Human Resource Management. All the staff members of the college are under the supervision and guidance of the Principal.

### 6.3.7 Faculty and Staff recruitment

Requirements, if any, are made by the Principal to the Higher & Technical Education, Government of Mizoram. The college has no authority to recruit any workers and hence, need the approval of the government.

### 6.3.8 Industry Interaction / Collaboration

The college has no collaboration with any industries. However, the Industry Department of the government often invites the Economic Faculties as Resource Persons in their various training programmes.

### 6.3.9 Admission of Students

Anyone eligible for UG programme can seek admission in the college. Admission is done transparently. All the applicants are interviewed and they are given admission as selected by the departments. There is no discrimination on the basis of gender, religion, caste, or race. Special considerations are given for physically challenged applicants.

6.4 Welfare schemes for	Teaching	Available
	Non teaching	Available
	Students	Available

6.5 Total corpus fund generated

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		No	
Administrative	No		No	

6.8 Does the University/ Autonomous College declares 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?

The University tries to make the examinations as fair as possible. Questions are set by the college teachers and moderated by the Moderation board in each department. Answers are evaluated centrally and efforts are made to publish the results as soon as possible.

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

The university has been encouraging its affiliated colleges to be autonomous. In the process, 25% of marks have been assigned to colleges for internal evaluation.

6.11 Activities and support from the Alumni Association

Alumni members are invited to the various functions organized by the college. They try their best to be a part of the college functions and activities. There is a positive response from the members for the development of the college.

#### 6.12 Activities and support from the Parent – Teacher Association

The Parent-Teacher Association members show support in many of the college activities and developmental works.

#### 6.13 Development programmes for support staff

The administrative staff and some of the teaching staff undergo trainings conducted by various departments such as Accounts, the Administrative Training Institute (ATI) in Aizawl and the University.

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

Trees are preserved; shrubs and flower pots are planted and maintained in the college campus. Rain water harvesting is also undertaken by the college. A huge underground water tank was built for this purpose.

## 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.

More efforts are given to extension activities. Model villages are taken up. Road cleaning, planting of trees, blood donations and various awareness campaigns are done by the students. They realize their responsibility towards their fellow citizens, society and environment as a whole. It is hoped that by realizing their duties and responsibilities, they would improve their character and would result in them being more responsible towards their studies.

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

1. 2-day Orientation Classes for the new students was organized.
2. Books were purchased for the main library and the department libraries.
3. ICT has developed and free Wifi is made accessible for all in the campus. UGC Resource Centre is better equipped with internet access.
4. The examination results have greatly improved.

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

1. **Title of the Practice:** 1) Conduct of Orientation Programme/ Classes for 1<sup>st</sup> semester students 2) Feedback from the students
2. **Goal:** 1) To acquaint the new students with the rules and regulations of the college, semester systems and their roles in teaching learning process and also to motivate them to achieve success. 2) To assess the teachers so that they can improve themselves.
3. **The context:** 1) Orientation class was conducted as decided by the IQAC and Academic Cell of the college. 2) The feedback was done manually and was conducted by the IQAC.
4. **The Practice:** 1) The programme was conducted by the IQAC. Teachers were assigned different topics which would be essential for the students. Topics varied from talking about the examination system to etiquettes and career. 2) The feedback form was distributed among the 6<sup>th</sup> semester students. The forms were then submitted to the Principal who studied in detail and called the teachers for some clarification and advice if he found it necessary to do so.
5. **Evidence of Success:** 1) Students are aware of the semester systems and the various examinations which are involved in it. They are also aware of the disciplines and rules of the college. 2) Students were quite happy to play a role in assessing their teachers. The teachers also found various ways to improve themselves.

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

7.4 Contribution to environmental awareness / protection

Environmental Awareness programmes are carried out in the college. Staff and students are involved in planting trees in and around Lunglei town. They not only plant the trees, but cleaning of the plantation site is also done. The NSS unit of the college has received an appreciation certificate from the Lunglei District Green Mizoram Committee for its roadside plantation. The Adventure Club of the college has done cleaning of the Phawngpui peak, the highest mountain in the state.

7.5 Whether environmental audit was conducted?

Yes

No

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

**Strengths:** Staff is dedicated to their works. A good healthy environment exists in the college campus. Students seeking admissions have increased.

**Weaknesses:** Teaching staff are less than the prescribed UGC norms in all the departments. Paucity of funds leads to certain developmental works.

**Opportunities:** End semester examinations results have improved. Remedial Coaching Class has proved to be beneficial for the students. Spoken English Class is useful for the students.

**Threats:** Limited infrastructure – absence of playground and halls.

## 8. Plans of institution for next year

1. To conduct seminars
2. To organize educational tour for the students
3. To have better results in the examinations
4. To have better facilities for the students.

Name : Dr VANLALHLANI RALTE

Name : Prof. J.ZOREMA



*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

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**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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ACADEMIC CALENDAR FOR 2016-2017 ACADEMIC SESSIONS

1. Commencement of New Semester	1 <sup>st</sup> July, 2016
2. Orientation for 1 <sup>st</sup> , 3 <sup>rd</sup> & 5 <sup>th</sup> semesters	1 <sup>st</sup> July, 2016
3. S.U. Election	26 <sup>th</sup> July, 2016
4. Freshers' Social	12 <sup>th</sup> August, 2016
5. 1 <sup>st</sup> Continual Assessment Test	5 <sup>th</sup> -8 <sup>th</sup> Sept, 2016
6. College Week	19 <sup>th</sup> – 23 <sup>rd</sup> September
7. 2 <sup>nd</sup> Continual Assessment Test	3 <sup>rd</sup> -6 <sup>th</sup> Oct, 2016
8. End Semester Examination	10 <sup>th</sup> Nov. -6 <sup>th</sup> Dec, 2016
9. Winter Vacation	7 <sup>th</sup> Dec,2016 -15 <sup>th</sup> Jan,2017
10. Commencement of Even Semester	16 <sup>th</sup> Jan, 2017
11. 1 <sup>st</sup> Continual Assessment test	6 <sup>th</sup> – 9 <sup>th</sup> March, 2017
12. 2 <sup>nd</sup> Continual Assessment Test	10 <sup>th</sup> -13 <sup>th</sup> April, 2017
13. End Semester Examination	1 <sup>st</sup> -21 <sup>st</sup> May, 2017
14. College Activities	22 <sup>nd</sup> May -7 <sup>th</sup> June, 2017
15. Semester Break	8 <sup>th</sup> – 30 <sup>th</sup> June, 2017

Note: Assignment topics should be given and submitted as follows:

Odd Semester: Topic to be given in July 2016 and submitted by the students latest by 26<sup>th</sup> August, 2016.

Even Semester: Topic to be given by the first week of February, 2017 and submitted latest by 3<sup>rd</sup> March, 2017.

**FEEDBACK PROFORMA**

Name of the Department: \_\_\_\_\_

**FEEDBACK ON THE TEACHERS**

Name of the Teacher: \_\_\_\_\_

Sl No		Always	Sometimes	Never
1	The teacher takes classes regularly			
2	The teacher is punctual/ The teacher comes to class on time and leaves on time			
3	The teacher's lecture is clear and easy to understand			
4	The teacher provides useful study materials			
5	The teacher finished the course/syllabus on time in the earlier session			
6	The teacher is approachable/likeable			
7	I am satisfied with the teacher's teaching			
8	The teacher plans his/her lessons well			
9	The teacher makes use of audio-visual aids in his/her teaching			
10	The teacher encourages discussions/interactions in the classroom			
11	The teacher is accessible and available in the department			
12	The teacher conducts tests periodically			
13	The teacher asks thought-provoking questions than fact finding questions while teaching			

Any other relevant information you would like to add:

**Annexure IV**

**FEEDBACK ON THE COURSES**

Sl No		Yes	Moderately	No
1	Are the courses too vast for one semester?			
2	Are study materials difficult to acquire for the courses?			
3	Are the courses relevant / practicable for your life?			
4	Do you think the courses would be useful for competitive and other job examinations?			
5	Do you take part in the extension services?			
6	Do you think the various extension services are essential for your studies and further development?			
7	Do you think seminars are to be included in classroom activities?			

Any other relevant information you would like to add:

**FEEDBACK ON THE LIBRARY AND COLLEGE ADMINISTRATION**

Sl No		Yes	Moderately	No
1	Is the library user friendly?			
2	Do you find that the books in the library are adequate for the courses?			
3	Are the books in the library useful for your courses?			
4	Are the office staffs helpful to the students?			
5	Do you find that important information is quickly informed to the students?			

Any other relevant information you would like to add:

